

**RSPO PRINCIPLE AND CRITERIA –
1st ANNUAL SURVEILLANCE ASSESSMENT (ASA 1_1)
Public Summary Report**

PT Socfin Indonesia -Negeri Lama POM
Client company Address: JL KL.Yos Sudarso No.106 Medan 20115, Sumatera Utara - Indonesia
Certification Unit: Negeri Lama Mill
Location of Certification Unit: Desa Negeri Lama, Kecamatan Bilah Hilir, Kabupaten Labuhan Batu, Sumatera Utara 21471 Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0269-19-000-00	Membership Approval Date	6/12/2004
Parent Company Name	SOCFIN SA		
Address	JL KL.Yos Sudarso No.106 Medan 20115, Sumatera Utara-Indonesia		
Subsidiary (Certification Unit Name)	PT SOCFIN INDONESIA- Negeri Lama Mill		
Address	Desa Negeri Lama, Kecamatan Bilah Hilir, Kabupaten Labuhan Batu, Sumatera Utara 21471, Indonesia		
Contact Name	Andria Zulmanitra		
Website	www.socfindo.co.id	E-mail	www.socfindo.co.id
Telephone	(061) 6616-066	Facsimile	(061) 6616-066

2. Certification Information			
Certificate Number	RSPO 705569	Date of First Certification	10/03/2014
		Certificate Start Date	10/03/2019
		Certificate Expiry Date	09/03/2024
Scope of Certification	The CPO and PK production from one (1) Palm Oil Mill and FFB supply base comprising one (1) palm oil estate owned by PT. Socfin Indonesia (Negeri Lama Estate).		
Applicable Standards	RSPO Principles & Criteria Generic 2018 (Identity Preserved Module for CPO Mill).		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
TNI-ISPO-G-1605	ISPO	19/07/2016	18/07/2021

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Negeri Lama Mill	Desa Negeri Lama, Kecamatan Bilah Hilir, Kabupaten Labuhan Batu, Sumatera Utara 21471, Indonesia	2° 19' 02" N	100° 04' 13" E

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Negeri Lama Estate	Negeri Lama Village, Subdistrict of Bilah Hilir, District of Labuhan Batu, Province of Sumatera Utara, Indonesia 21471	2° 19' 02" N	100° 04' 13" E
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5. Description of Supply Base

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Negeri Lama	2,140	-	24.8	2,164.80	98.85
Total	2,140	-	24.8	2,164.80	98.85

6. Plantings & Cycle

Estate	Age (Years)					Mature**	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Negeri Lama	181.84	487.63	334.11	706	430.42	1,990.16	149.84
Total (ha)	181.84	487.63	334.11	706	430.42	1,990.16	149.84

7. Certified Tonnage of FFB (Own Certified Scope)

Estate	Tonnage / year			Forecast (March 2020 – February 2021)
	Estimated (March 2019 – February 2020)	Actual (February 2019 – January 2020)		
		<i>Previous license period (Feb 2019)</i>	<i>Current license period (Mar 2019 – January 2020)</i>	
Negeri Lama	48,270	3,069	40,712	45,533
Total	48,270		43,781	45,533

8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *

Estate	Tonnage / year			Forecast (key in period)
	Estimated (key in period)	Actual (key in period)		
	N/A	<i>Previous license period (key in period covered)</i>	<i>Current license period (key in period covered)</i>	N/A

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Negeri Lama POM does not received FFB from other sources.		-	-	
		-	-	
Total		-		

Note:

Negeri Lama POM did not received FFB from other sources.

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable

Independent FFB Supplier	Tonnage / year			Forecast (key in period)
	Estimated (key in period)	Actual (key in period)		
	N/A	<i>Previous license period</i> (key in period covered)	<i>Current license period</i> (key in period covered)	
Negeri Lama POM does not received FFB from other sources.	-	-	-	-
Total	-	-		-

Note:

Negeri Lama POM did not received FFB from other sources.

10. Certified Tonnage

Mill Capacity: 12 MT/hr SCC Model: IP/MB	Estimated (March 2019 – February 2020) (mt)	Actual (February 2019 – January 2020) (mt)		Forecast (March 2020 – February 2021) (mt)
	FFB	FFB		FFB
	48,270	<i>Previous license period</i> (Feb 2019)	<i>Current license period</i> (Mar 2019 – January 2020)	45,533
		3,069	40,712	
	CPO (OER: 24.00%)	CPO (OER: 22.99%)		CPO (OER: 23.1 %)
	11,586	10,065		10,518
	PK (KER: 4.40%)	PK (KER: 4.33%)		PK (KER: 4.30%)
	2,128	1,895		1,958

11. Actual Sold Volume (CPO)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	9,913	-	-	-	9,913

12. Actual Sold Volume (PK)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	1,890	-	-	-	1,890

13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	-	-
IS-CSPKO	-	-
IS-CSPKE	-	-

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
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BSI is a leading global provider of management systems assessment and certification, with more than 80,000 certified locations and clients in over 180 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Jakarta and Australia which involve in RSPO Certification Program.

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment 1.1 was conducted from **3 – 6 February 2020**. 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 off-site assessment was conducted on **20 April 2020**. 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 2018 and Module D – Identity Preserve on Mill were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The 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 minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (0.8\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment
- 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.

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

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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.

For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Recertification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Negeri Lama POM	X	X	X	X	X
Negeri Lama Estate	X	X	X	X	X

Tentative Date of Next Visit: February 1, 2021 – February 4, 2021

Total No. of Mandays: 9 Mandays on site

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Andi Pratama Pasaribu (AP)	Team Leader	Covering: Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSP0 supply chain requirements. Fluent in English and Bahasa.
Mujinius Jalaraya (MJ)	Team Member	Covering: Occupation Health Safety requirement, HIRARC, Environment responsibility, training, environment impact assessment and management plan. Fluent in English and Bahasa.
Edy Widodo (EW)	Team Member	Covering: Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSP0 supply chain requirements. Fluent in English and Bahasa.
Nanang Mualib (NM)	Team Member	Covering: Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSP0 supply chain requirements. Fluent in English and Bahasa.

Accompanying Persons:

No.	Name	Role
1.	Pratama A. Sedayu (PS)	Qualifying Reviewer To Qualify Mr. Andi Pratama Pasaribu and Mr. Edy Widodo

2.3 Assessment Plan

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

Date	Time	Subjects	AP	MJ	EW	NM	PS
Mon, 03/02/2020	05.35 – 07.00	Flight Jakarta – Medan	√	√	√	√	√
	07.00 – 12.00	Travelling to Negeri Lama POM	√	√	√	√	√
Tue, 04/02/2020	08.00 - 08.30	Opening meeting <ul style="list-style-type: none"> • Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) • Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) 	√	√	√		√
	08.30 – 12.00	Field visit to Negeri Lama Estate : <ul style="list-style-type: none"> • Implementation of Agronomy Aspect • Implementation of Environmental, Conservation and Waste Management Aspect • Implementation of Occupational Health & Safety Aspect • Implementation of Legal Aspect and Land Rights 	√	√	√		√
	08.00 – 12.00	Consultation with external stakeholders (government agencies in Rantau Prapat - Labuhan Batu District)				√	
	12.00 – 14.00	Lunch Break	√	√	√	√	√

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Date	Time	Subjects	AP	MJ	EW	NM	PS
	14.00 – 17.00	Field visit to Negeri Lama POM: <ul style="list-style-type: none"> BMP for Mill Processing – site visit Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, Processing Activities) Implementation of Environmental and Waste Management Aspect (POME Pond, Empty Bunch Area, Reservoir/Intake Point, Biogas Plant – if any) Supply Chain for CPO Mill (site visit) - FFB Receiving, Weighbridge, Dispatch CPO. 	√	√	√	√	√
Wed, 05/02/2020	08.00 – 12.00	Document Review Negeri Lama Estate and POM: <ul style="list-style-type: none"> Legal & Land Rights Social and Transparency Environmental, Waste Management & HCV Occupational Health & Safety Best Management Practices Worker Welfare Review of previous assessment findings. <p>Consultation with internal stakeholder (labor union, gender committee etc) and external stakeholder (NGO's, local communities, contractor, previous land owner etc).</p>	√	√	√	√	√
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Document review continuation	√	√	√	√	√
	11.00 – 12.00	Closing Meeting	√	√	√	√	√
Thu, 06/02/2020	12.00 – 13.00	Lunch Break	√	√	√	√	√
	13.00 – 18.00	Traveling to Mata Pao POM	√	√	√	√	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- Negeri Lama POM – PT Socfin Indonesia Multiple Management Units / Time Bound Plan
- RSPO P&C 2018 Generic

3.2 Time Bound Plan progress for multiple management units

Time Bound Plan		
Requirement	Remarks	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	Yes. The timebound plan for Socfin SA have listed all estate and mill under the control of the holding company.	Conformity
Have all the estates and mills certified within five years after obtaining RSPO membership?	No. Not all estates and mills certified within five years after obtaining RSPO membership. Audit team noted that Socfindo and PT Socfin Indonesia have been active members of RSPO since 6 December 2004. Since 15 February 2019, Socfin S.A. became a member of RSPO, grouping all Indonesian and African oil palm operations under one membership number. All mill under Socfin Indonesia (first membership since 6 December 2004) has been certified. There is no objection or any specific notes from RSPO so far.	Conformity
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	No. There is no new acquisition from last assessment. Yes. The timebound plan consistent with ACOP reporting and RSPO membership details.	Conformity
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	No. There is no acquisition from last assessment. Yes. The timebound plan consistent with ACOP reporting and RSPO membership details.	Conformity
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There is no isolated lapse in implementation of the plan. The timebound plan remains the same.	Conformity
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation	No. There is no fundamental failure. The uncertified units demonstrated documents such as SIA report, stakeholder engagement, FPIC building	Conformity

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of the plan? If yes a Major non-compliance shall be raised	blocks, land compensation progress, grievance handling, annual internal audit.	
Un-Certified Units or Holdings <i>(any non-compliance against the below shall be raised as Major Non-compliance)</i>		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	Socfin SA have have submitted LUCA for review of all uncertified unit to RSPO Secretariat on 13 December 2017. Later, Socfin SA submitted revision on 8 September 2018. The decision on replacement after 2005 for primary forest and/or area required to maintain or enhance HCV in accordance to RSPO P&C criterion – awaiting LUCA review from RSPO.	Conformity
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	PT. Socfin Indonesia made New Planting Procedure Public Notification on 16 February 2017. After 30 days, there was no comment received by RSPO secretariat. Link https://www.rspo.org/certification/new-planting-procedure/public-consultations/socfin-group-pt-socfindo-and-socfinco-sa-pt-socfin-indonesia--lima-puluh-estate	Conformity
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6. The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities https://www.rspo.org/certification/remediation-and-compensation/racp-tracker . The progress on the Liabilities shall be verified and reported.	Based on audit process and based on review upon RSPO Case Tracker (February 2020), there is an ongoing land conflict No.RSPO/2019/17/SW in PT. Socfin Indonesia (subsidiary of Socfin SA) (respondent). The complainant from <i>Lembaga Swadaya Masyarakat Team Investigasi Penyelamatan Aset Negara Republik Indonesia</i> (TIPAN-RI). Date complaint submitted 26 July 2019. Date complaint accepted 19 September 2019 . Status: Investigation. Summary of complaint: PT. Socfin Indonesia used a community land approximately 900 meters for many years for water pipe line from Bilah river for the use of palm oil mill and the workers houses without consent from the local community. Complaint update: 19 September 2019: The initial diagnosis is endorsed by the CP and the Complaint is formally accepted. 23 October 2019: The Secretariat has sent and email to both parties. The respondent responded and informed the Secretariat that they wish for the complaint to be resolved by way of Bilateral Engagement. The Secretariat is waiting for the response from the complainant for the Bilateral Engagement process. 28 October 2019: Both parties of the complaints agreed for the complaint to be resolved by away of bilateral engagement. The deadline of the bilateral engagement process is on or by 20 January 2020. 27 November 2019: Both parties of the complaints agreed for the complaint to be resolved by away of bilateral engagement. The deadline for the bilateral engagement process is on 20 January 2020.	Conformity

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	<p>Update regarding to this issue after ASA-1.1 audit and during this report finalized:</p> <p>26 February 2020:</p> <ul style="list-style-type: none"> • The Complainant sent a formal letter to the Secretariat stating their wishes to withdraw the Complaint. • The Complaints Panel has directed the Secretariat to obtain confirmation from the community on the status of the withdrawal. <p>25 March 2020 Pending response from the Complainant with respect to the confirmation from the community on the status of withdrawal of Complaint.</p> <p>12 May 2020 The decision letter has been furnished and submitted to both parties and the closure of this complaint is without an appeal period as it is based on the considering the fact that the Complainant has failed to respond to the Secretariat's queries on the withdrawal of the Complaint and taking into consideration that information obtained from a community member indicates that the Complaint was lodged without their knowledge against the Respondent. Therefore, the Complaint is officially dismissed and closed.</p> <p>This information and document can be found and downloaded on: https://askrspo.force.com/Complaint/s/case/5000o00002aSOxkAAG/</p> <p>Based on RSPO RaCP Tracker for Socfin SA, audit team noted: 13 management unit with potential liability; 0 LUCA submitted; 0 LUCA review ongoing; 13 LUCA review clarification; 0 LUCA review complete; 13 Concept Note required; 0 Concept Note approved; 0 Concept Note approved; 0 Concept Note submitted; 0 Concept Note endorsed.</p>	
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.</p>	<p>Based on audit and based on review upon RSPO Case Tracker (February 2020), there is no labor dispute. Based on internal audit reports for uncertified unit, there is no labor dispute.</p>	<p>Conformity</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>Based on audit and based on review upon RSPO Case Tracker (February 2020), there is no legal non-compliance. Based on internal audit reports for uncertified unit, there is no legal non-compliance.</p>	<p>Conformity</p>
<p>Did the company conduct internal audit against</p>	<p>Yes. Internal audit have been carried out on uncertified management unit.</p>	<p>Conformity</p>

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<p>the uncertified management units requirement? If yes, a positive assurance statement shall be available.</p>	<p>Internal report for Agripalma (Sao Tome), dated 16 December 2019. The internal audit covers RSPO P&C 2018 (Generic) and relevant RSPO P&C Certifications System June 2017. There was minor non-conformities issued on complaint and grievance procedure training; mapping of customary rights and compensation to involve government. The uncertified management unit have detailed the correction and corrective action plan.</p> <p>Internal report for Safacam (Cameroon), dated 18 December 2019. The internal audit covers RSPO P&C 2018 (Generic) and relevant RSPO P&C Certifications System June 2017. There was minor non-conformities issued on legal compliance list and compensation. The uncertified management unit have detailed the correction and corrective action plan.</p>	
<p>Have there been any stakeholder (including NGO) consultation conducted?</p>	<p>Yes. Stakeholder consultation carried out in uncertified management unit. Social Impact Assessment (SIA) report recorded the stakeholder consultation process for villages near Agripalma (Sao Tome): for Emolve village in 21 March 2011, Vila Clotilde in 15 March 2011, Ribeira Piexe in 15 March 2011, Monte Mario in 8 August 2011, Praia Pesqueira in 15 March 2011, Lo Grande in 15 March 2011, Healthcare NGO (AMI) in 28 February 2011, Women group in 14 March 2011, FPIC meeting in Safacam (Cameroon) for Chefferie de Dikola in 7 December 2010, for Chefferie de Koungue in 11 September 2011.</p>	<p>Conformity</p>

3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>There is no scheme smallholder and/or scheme outgrowers supplying FFB to PT. Socfin Indonesia – Negeri Lama POM.</p>	<p>Conformity</p>

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 **two (2) Major & two (2) Minor** nonconformities raised. The **Negeri Lama POM – PT Socfin Indonesia** 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 its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	1874033-202002-M1	Clause & Category (Major / Minor)	Indicator 3.6.1 (Major)
Date Issued	6 February 2020	Due Date	5 May 2020
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 April 2020
Statement of Nonconformity:	Risk assessment and the prepared health and safety mitigation plan was not prepared based on consistent approach to identify health and safety issues.		
Requirement Reference:	(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.		
Objective Evidence:	1. Loco and lorry activities <ul style="list-style-type: none"> • Sighted procedure to identified OHS aspect (SOC/PSM/4.04 last revised on 1 September 2018). This document not taking into consideration accident in workplace into HIRAC evaluation. • Tabel Penilaian Resiko LK3 (Doc. SOC/DP/4.04-01 rev 02) missing appropriate requirement in determining accident frequency (frequency of activity instead of frequency of accident). • Sighted the last revision of HIRAC document, evaluated on 7 January 2020. HIRAC of transportation (loco operational) categorized as low risk. However, based on accident record 2019, from 2 of 5 accident case caused by loco activities causing a disability (280 working hour lost time) – supposed to high severity. • Based on accident report in estate clinic, sighted the record of accident of locomotive operator on 16 January 2020. During audit time, recorded 17 working days or equal to 119 working hour was lost. • The evidence of OHS Committee meeting quarter 4 year 2019 missing the evaluation on accident related to lorry activities. • Based on interview with employee during public consultation informed several issues with loco operation; where the operator and his FFB loader 		

	<p>should fix them manually. The loco operator known that was a high risk activity.</p> <p>2. Mill station</p> <p>Based on field visit in mill, auditor found cigarettes stump near the fuel station and trash bin in sterilizer station where the areas is a restricted area for smoking.</p>															
<p>Corrections:</p>	<p>1. Loco & Lorry activities:</p> <ul style="list-style-type: none"> PT Socfin Indonesia – Negeri Lama POM has revising the procedure of OHS risk assessment as per “Prosedur Identifikasi Aspek Lingkungan Keselamatan dan Kesehatan Kerja (LK3) SOC/PSM/4.04” Revision 10 dated 1st March 2020. The current procedure has take into account of consideration accident in workplace into HIRAC evaluation. The procedure stated that “OHS and JSA aspects will be reviewed and updated at least once a year or when work accidents occur, changes to processes, equipment, materials, or methods etc. During audit verification the revision of procedure can be demonstrated in addition procedure has been socialized to the OHS expert and P2K3 of Negeri Lama POM and Estate on 21 April 2020. During interview with OHS expert and P2K3 of Negeri Lama POM indicated that they have sufficient understanding on the current procedure. “Tabel Penilaian Resiko LK3 (Doc. SOC/DP/4.04-01 rev 02)” has define and cover the requirement in determining accident frequency and severity. Accident frequency determined with formula: $((\text{frequency of activity} \times \text{existing hazard control})/2)$. The detail of formula in determining accident <p style="text-align: center;">TABEL PENILAIAN RESIKO LK3</p> <p>Tabel A. Kemungkinan</p> <table border="1" data-bbox="614 1310 1029 1691"> <thead> <tr> <th>Nilai</th> <th>Frekuensi Aktivitas</th> <th>Pelaksanaan Pengendalian</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>SERING Terjadi tiap hari</td> <td>TIDAK ADA Pengendalian tidak dilakukan</td> </tr> <tr> <td>3</td> <td>MUNGKIN Hampir tiap hari</td> <td>MUNGKIN Inkonsistensi dalam pelaksanaan pengendalian; cenderung jarang dilakukan</td> </tr> <tr> <td>2</td> <td>JARANG Jarang terjadi, maks. 3 kali sebulan</td> <td>SERING Inkonsistensi dalam pelaksanaan pengendalian; cenderung sering dilakukan</td> </tr> <tr> <td>1</td> <td>AMAT JARANG Amat jarang terjadi - sekali dalam 6 bulan atau kurang atau tidak pernah</td> <td>DILAKUKAN Pengendalian dilakukan</td> </tr> </tbody> </table> <p>Nilai kemungkinan dihitung berdasarkan : hasil rata-rata Frekuensi Aktivitas dan Pelaksanaan Pengendalian.</p> <p>Rumus perhitungan kemungkinan: $\frac{\text{Frekuensi Aktifitas} + \text{Pelaksanaan Pengendalian}}{2}$</p> <p>frequency was described as below :</p>	Nilai	Frekuensi Aktivitas	Pelaksanaan Pengendalian	4	SERING Terjadi tiap hari	TIDAK ADA Pengendalian tidak dilakukan	3	MUNGKIN Hampir tiap hari	MUNGKIN Inkonsistensi dalam pelaksanaan pengendalian; cenderung jarang dilakukan	2	JARANG Jarang terjadi, maks. 3 kali sebulan	SERING Inkonsistensi dalam pelaksanaan pengendalian; cenderung sering dilakukan	1	AMAT JARANG Amat jarang terjadi - sekali dalam 6 bulan atau kurang atau tidak pernah	DILAKUKAN Pengendalian dilakukan
Nilai	Frekuensi Aktivitas	Pelaksanaan Pengendalian														
4	SERING Terjadi tiap hari	TIDAK ADA Pengendalian tidak dilakukan														
3	MUNGKIN Hampir tiap hari	MUNGKIN Inkonsistensi dalam pelaksanaan pengendalian; cenderung jarang dilakukan														
2	JARANG Jarang terjadi, maks. 3 kali sebulan	SERING Inkonsistensi dalam pelaksanaan pengendalian; cenderung sering dilakukan														
1	AMAT JARANG Amat jarang terjadi - sekali dalam 6 bulan atau kurang atau tidak pernah	DILAKUKAN Pengendalian dilakukan														

		TABEL PENILAIAN RESIKO LK3	
		Tabel A. Kemungkinan	
Nilai	Frekuensi Aktivitas	Pelaksanaan Pengendalian	Nilai kemungkinan dihitung berdasarkan : hasil rata-rata Frekuensi Aktivitas dan Pelaksanaan Pengendalian. Rumus perhitungan kemungkinan: $\frac{\text{Frekuensi Aktifitas} + \text{Pelaksanaan Pengendalian}}{2}$
4	SERING Terjadi tiap hari	TIDAK ADA Pengendalian tidak dilakukan	
3	MUNGKIN Hampir tiap hari	MUNGKIN Inkonsistensi dalam pelaksanaan pengendalian; cenderung jarang dilakukan	
2	JARANG Jarang terjadi, maks. 3 kali sebulan	SERING Inkonsistensi dalam pelaksanaan pengendalian; cenderung sering dilakukan	
1	AMAT JARANG Amat jarang terjadi - sekali dalam 6 bulan atau kurang atau tidak pernah	DILAKUKAN Pengendalian dilakukan	
<p>Saverity index was determined based on the the impact caused by work accident, for example: minor injuries, medical care, permanent disability and death. The scoring index of saverity rate defined as : very high (4), high (3), moderate (2), low (1).</p> <p>The detail of formula in determining severity level was described as below :</p>			

Tabel B. Keparahan

	RENDAH (1)	SEDANG (2)	TINGGI (3)	SANGAT TINGGI (4)
CEDERA (a)	a) Luka ringan	a) Perawatan oleh Paramedis/Dokter dan atau Luka menyebabkan LTI namun Tidak menyebabkan cacat dan/atau menyebabkan cacat sementara sebagian	<input type="checkbox"/> a) Catat tetap sebagian dan atau catat tetap total	a) Meninggal
GANGGUAN KESEHATAN (b)	b) Sakit ringan	b) Sakit menyebabkan hari kerja hilang dan atau memerlukan perawatan oleh Dokter dan atau menyebabkan gangguan jangka pendek	b) Menyebabkan gangguan kronis	b) Meninggal
DAMPAK KE LINGKUNGAN (c)	c) Bahan yang terlepas tidak berbahaya dan berjumlah kecil dan atau tidak menyebabkan kerusakan lingkungan	c) Sejumlah kecil bahan berbahaya terlepas dan/atau sejumlah besar bahan tidak berbahaya terlepas dan atau menyebabkan kerusakan lingkungan ringan	c) Terlepasnya sejumlah besar bahan berbahaya dan/atau menyebabkan kerusakan secara sementara dan atau harus dilaporkan pada manajemen dan atau prosedur Tanggap darurat harus	c) Bahan yang terlepas menjadi masalah publik dan atau bisa mengakibatkan komplain dari masyarakat dan atau pihak berwenang akan terlibat dan atau menyebabkan kerusakan lingkungan
WAKTU PEMULIHAN (d)	d) Dapat pulih dalam waktu sehari dan atau kurang dengan biaya sangat kecil	d) Pulih dalam waktu kurang dari satu minggu dan atau dengan biaya yang signifikan	d) Pulih lebih dari 1 bulan namun kurang dari 1 tahun dan atau biaya pemulihan besar yang memerlukan persetujuan	d) Pulih lebih satu tahun dan atau melibatkan pihak eksternal dan atau memerlukan biaya yang mempengaruhi anggaran perusahaan
KONSUMSI SUMBER DAYA (e)	e) Sudah optimal dan sangat efisien	e) > 50% sudah di re-use/recycling dengan pemantauan teratur, hanya ada sedikit kemungkinan untuk ditingkatkan	e) < 50% sudah di re-use/recycling, konsumsinya tidak dipantau, ada cukup banyak kemungkinan untuk ditingkatkan	e) terbuang percuma dalam jumlah besar; kemungkinan perbaikan tampak jelas

Nilai Dampak = Kemungkinan X Keparahan

No. Dok. : SOC/DP/4.04-01

No. Rev. : 02

Mulai Berlaku : 01/01/2011

PT Socfin Negeri Lama POM and Estate has also develop the guidance on how to fill the "Tabel Penilaian Resiko LK3 (Doc. SOC/DP/4.04-01 rev 02)". The guidance can be demonstrated as per "Pedoman Pengisian Daftar Aspek Lingkungan K3 PT Socfin Indonesia No. Dok. : SOC/DP/4.04-03" the guidance has been socialized to OHS expert and P2K3 on 23 March 2020.

- Risk assessment as per HIRAC dated 7 January 2020 has been review and updated by PT Socfin Indonesia – Negeri Lama POM on 2 March 2020. HIRAC of transportation (loco operational) are available in "Daftar Aspek LK3 Transport Kebun Negeri Lama". As per updated HIRAC shown that Loco operational activity generally categorized as high risk before the hazard/risk control implemented. However after the hazard and risk control implemented the risk level was become low. Sample seen: Aspect no. TRNL-114 Operational Loco, risk of workers squeezed in a jack and lorry when returning lorry to the railroad track has a high risk level (frequency 3 x severity 3 = 9) before the hazard/risk control determined and implemented, however after hazard/risk control implemented by: provision additional tools such as seesaw; create Job Safety Analysis and supervision during activity, the risk level become low (frequency 2 x severity 3 = 6). Job safety

	<p>analysis for loco operation particularly for activity which was high risk such as loco handling returning lorry to the railroad track has been developed as per "Job Safety Analysis – Menaikan lorry yang keluar dari Rel, dated 01/04/2020". Since the hazard control is implemented, there is no accident occur in caused by loco operational; it was confirmed through accident report during after audit February – 17 April 2020.</p> <ul style="list-style-type: none"> • PT Socfin Indonesia has conducted the P2K3 (safety committee) meeting on 18 March 2020. The meeting was attend by P2K3 (safety committee), staff and workers representative from each department/station. The meeting was discuss all aspect related to OHS including: OHS program review, OHS performance, Accident report, Nearmiss report, unsafe condition, activity progress. Particularlry for accident report was review based on the investigation result and what s the follow up action taken to prevent the similar accident in the future. Minutes of meeting and attendant list can be demonstrated during audit. During interview with workers (Loco operator & supervision) and P2K3 confirmed that the safety committee meeting has involving the representative of workers form each department/mill station. • PT Socfin Indonesia has addressed the issues related to loco operation particularly on fixing the lorry during operation which was high risk to the accident, such as: handling the lorry out of the rail returning to the railroad track. For this activity company has developed the Job Safety Analysis as per "Job Safety Analysis – Menaikan lorry yang keluar dari Rel, dated 01/04/2020". The Job safety analysis has cover the detail of activity, tools & equipment needed/provided, potential hazard/risk, Control of hazard/risk. The Job safety analysis has been socialized to all Loco operator and staff on 20 – 21 April 2020 as evident in the attendance list. <p>2. Mill activities:</p> <ul style="list-style-type: none"> • PT Socfin Indonesia – Negeri Lama POM has issued the circular letter No. NL/X/Bi/110/2020 dated 9 March 2020 to all workers and staff concerning on Smoking Prohibition in all area of mill except in Smoking area provided by Negeri Lama POM. The circular letter also emphasizing strict sanctions for anyone who violates this rule. The circular letter has been socialized to all workers on 9 – 10 March 2020. During interview with Tekniker 2 (staff) and Mill workers confirmed that they have aware for the rule of Smoking Prohibition and the sanction consequences. Negeri Lama POM also has build the Smoking Area near to the Mill area but in the safe place and far enough from the fuel station and high risk area. The smoking area is provide to accommodate the smokers and to prevent the workers smoking in the mill station area and fuel station area.
<p>Root Cause Analysis:</p>	<p>1. Loco & Lorry activities</p> <ul style="list-style-type: none"> • There are no details on the scope of the review of identification and control aspects of EHS listed in the procedure. The procedure only states that the HIRAC review is conducted once every 1 year. • Tabel Penilaian Resiko LK3 (Doc. SOC / DP / 4.04-01 rev 02) actually is correct, where the calculation of the accident risk possibility was assessed from the frequency of activities and the specified hazard control. However,

	<p>Negeri Lama personnel misinterpreted the accident risk possibility and there were no reviews from OHS experts.</p> <ul style="list-style-type: none"> • There are misinterpretations in risk assessment so that they are wrong in calculating the frequency of impact and its severity. • P2K3 meetings do not involve worker representatives from each work station and do not monitor any decisions made at the meeting. • There are no guidelines for Estate and POM related to the role and function of P2K3 in the plantation and mill. <p>2. Mill activity:</p> <ul style="list-style-type: none"> • There are no significant sanctions imposed on employees regarding the application of OHS at negeri Lama POM & Estate so it tends to be underestimated
<p>Corrective Actions:</p>	<ul style="list-style-type: none"> • PT Socfin Indonesia – Negeri Lama POM has revise the procedure of OHS risk assessment as per “Prosedur Identifikasi Aspek Lingkungan Keselamatan dan Kesehatan Kerja (LK3) SOC/PSM/4.04” Revision 10 dated 1st March 2020. The procedure has stipulated “OHS and JSA aspects will be reviewed and updated at least once a year or when work accidents occur, changes to processes, equipment, materials, or methods etc”. The procedure will be review annually and revised if necessary based on the current condition and needs to improve the OHS implementation. Sustainability team, Mill and Estate management including P2K3 (safety committee) has responsibility to monitor and review the effectiveness of OHS implementation. • PT Socfin Indonesia – Negeri Lama POM has provide training on hazard identification, risk assessment and control to HSE staff in Negeri Lama Estate and POM and add a review function on the risk assessment by OHS experts. Training has been carried out on 23 March 2020. Guidance on Hazard identification, risk assessment and control has been determined as per “Pedoman Pengisian Daftar Aspek Lingkungan K3 PT Socfin Indonesia No. Dok. : SOC/DP/4.04-03”. Form Hazard identification, risk assessment and control provided in “Tabel Penilaian Resiko LK3 (Doc. SOC/DP/4.04-01 rev 02)”. • PT Socfin Indonesia – Negeri Lama POM has Prepare Job Safety Analysis (JSA) for work with criteria: <ol style="list-style-type: none"> a. Jobs with the highest occupational accident rates b. Jobs that have the potential to cause serious injury, even for jobs where there is no prior accident history c. Jobs where a minor negligence by a worker can cause a fatal accident or serious injury d. Every new job or work that has undergone a change in work processes and procedures e. The work is quite complex and requires written instructions <p>Job Safety Analysis prepare by company such as:</p> <ol style="list-style-type: none"> a. Job Safety Analysis on Loco Operation particularly for activity of Handling the lorry out of the rail returning to the railroad track has developed as per “Job

	<p>Safety Analysis – Menaikan lorry yang keluar dari Rel, dated 01/04/2020”. The Job safety analysis has cover the detail of activity, tools & equipment needed/provided, potential hazard/risk, Control of hazard/risk.</p> <p>b. Job Safety Analysis on Loco Operation particularly for activity FFB unloading from lorry to scaper as per “Job Safety Analysis – Pembongkaran Buah Ke Scrapper FFB, dated 01/04/2020”. The Job safety analysis has cover the detail of activity, tools & equipment needed/provided, potential hazard/risk, Control of hazard/risk.</p> <p>The Job safety analysis has been socialized to all Loco operator and staff on 20 – 21 April 2020 as evident in the attendance list.</p> <ul style="list-style-type: none"> • PT Socfin Indonesia – Negeri Lama POM has evaluate the accident case/report as an input of review process to update the HIRAC or Job Safety Analysis. Latest Safety Committee meeting conducted on 18 March 2020. The meeting was attend by P2K3 (safety committee), staff and workers representative from each department/station. The meeting was discuss all aspect related to OHS including: Accident report, OHS program review, OHS performance, Nearmiss report, unsafe condition, activity progress. Minutes of meeting and attendant list can be demonstrated during audit. Safety committee meeting has involving the representative of workers form each department/mill station. • PT Socfin Indonesia – Negeri Lama POM has establish the preventive maintenance for lorry and Rail road to ensure that the lorry and railroad are well function. lorry and rail road maintenance record in “Aktivitas Perawatan (Maintenance) lorry Buah”. Record of lorry maintenance can be demonstrated for period January 2020 – February 2020. <p>PT Socfin Indonesia – Negeri Lama POM has prepare the Safety Committee (P2K3) guideline as a guidance related to the role and function of P2K3 in the plantation and mill. The guideline available as per “Pedoman Panitia Pembinaan Keselamatan dan Kesehatan Kerja (P2K3)”. The guideline are include standard of organization structure of P2K3, Input of P2K3 meeting including: Information from each work station regarding workplace accidents and potential for accidents, occupational diseases including fire, explosion and how to control them, results of accident investigations, OHS performance, OHS measuring and monitoring result (MCU, Patroll, inspection), Evaluation of OHS regulations, Emergency response simulation programs and their implementation, working environment conditions (adequacy of lighting, temperature, noise, etc.), Internal and external audit findings.</p> <ul style="list-style-type: none"> •
<p>Assessment Conclusion:</p>	<p>Regarding the Covid 19 Pandemic, the Government of Indonesia established several regulations regarding large-scale social restrictions as follows:</p> <ul style="list-style-type: none"> • Head of the National Disaster Management Agency Decree No. 13A year 2020 regarding to extension of the status of specific emergencies of disease outbreaks due to corona virus in Indonesia. The status of emergencies extended until 29 May 2020. • Government Regulation No. 21 year 2020 regarding to Large-scale Social Restrictions.

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	<ul style="list-style-type: none"> • Special Province of Jakarta Governor Decree No. 33 Year 2020 and No. 380 year 2020 regarding to Large-Scale Social Restrictions in Jakarta from 10 – 23 April 2020. • Governor of Jawa Barat Decree No. 27 Tahun 2020 regarding to Large-Scale Social Restrictions in Jakarta from regarding to Large-Scale Social Restrictions in Jakarta from 10 – 23 April 2020. <p>Due to the regulations above, the auditor chose major verification by using remote audit method.</p> <p>Based on above correction and corrective action confirmed that PT Socfin Indonesia – Negeri lama POM & Supply Base has taken action to manage and maintain Risk assessment and prepared health and safety mitigation plan based on consistent approach to identify health and safety issues. "Prosedur Identifikasi Aspek Lingkungan Keselamatan dan Kesehatan Kerja (LK3) SOC/PSM/4.04" Revision 10 dated 1st March 2020 has well implemented and consistent. HIRADC and Job Safety Analysis has been implemented accordingly, Safety committee has play their role very well and accordingly. There is no accident occur during period February – 17 April 2020. Workers awareness concerning OHS implementation in their work environment are well implemented.</p> <p>Based on above reason, the correction and corrective action taken and its implementation are satisfactory and the issue has been effectively addressed. The Major NC are Closed.</p>
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Non-conformity			
NCR Ref #	1874033-202002-M2	Clause & Category (Major / Minor)	Supply chain requirements for mills 5.4/ D.4.1 (Major)
Date Issued	6 February 2020	Due Date	5 May 2020
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 April 2020
Statement of Nonconformity:	It was found that there is a discrepancy and inaccurate information of certified FFB receive from Negeri Lama Estate between FFB delivery note and Weighbridge Card.		
Requirement Reference:	<p>The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.</p>		
Objective Evidence:	<p>Based on document verification, field observation and interview with weighbridge clerk, it was confirmed that there were inaccurate lorry number input between document FFB delivery note and Weighbridge Card. Each of lorry has different tara value which is impact to different nett weight.</p> <p>Sample verified:</p>		

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	<ol style="list-style-type: none"> 1. Delivery note dated 3/02/2019 from Division II, Masinis Budiono Loco PS 100 No 1 Mitsub, Trip 3. Stated input lorry number was 3015 (tara 700 kg); while in weighbridge card CWD/2020/001947 stated input lorry number was 3019 (tara 760 kg). 2. Delivery note dated 3/02/2020 from division II, Masinis Budiono Loco PS 100 No 1 Mitsub, Trip 3. Stated input lorry number was 0716 (tara 730 kg); while in weighbridge card CWD/2020/001913 stated input ori number was 0715 (tara 720 kg). 3. Delivery note dated 3/02/2020 from division II, Loco PS 100 No 2 Mitsub, Trip 4. Stated input lorry number was 2719 (tara 700 kg); while in weighbridge card CWD/2020/001938 stated input lorry number was 2715 (tara 700 kg). 4. Delivery note dated 3/02/2020 from division II, Loco PS 100 No 2 Mitsub, Trip 4. Stated input lorry number was 215 (tara 720 kg); while in weighbridge card CWD/2020/001943 stated input lorry number was 216 (tara 740 kg). 5. Delivery note dated 9/01/2020 from division II, Loco CHL 20G No 6 Ex SG, Driver syamsul, Trip 3. Stated input lorry number was 0404; while in weighbridge card CWD/2020/000480 stated input lorry number was 0404. 6. Delivery note dated 9/01/2020 from division II, Loco CHL 20G No 6 Ex SG, Driver syamsul, Trip 3. Stated input lorry number was 0604; while in weighbridge card CWD/2020/000486 stated input lorry number was 0610.
<p>Corrections:</p>	<ul style="list-style-type: none"> • PT Socfin Indonesia – Negeri Lama POM has provide the sufficient lighting by equiped the macinist (loco driver) with a flashlight on 10th February 2020. Evidence of flashlight provision can be demonstrated during audit and interview with the loco operator confirmed that they have received the flashlight provided by Negeri Lama POM. • PT Socfin Indonesia – Negeri Lama POM has also provide the socialization regarding the system to entry the receipt of FFB and input of FFB data coming into the weighing crew and loco driver (macinist). Socialization has been carried out on 7 February 2020. Interview with weighbridge clerck and Loco driver confirmed that they have understand how to input and syncnronize the delivery note and input into weighbridge card. Loco dirver aware that they have to write the input data at delivery note (field docket) clearly. • Repaint the visual number on lorry. Negeri Lama POM has repaint the visual number at all lorry with the new and clear visual number. During audit can be demonstrated that all lorry has repaint with the new visual number and clearly sighted. • PT Socfin Negeri Lama POM also has verify again all delivery note (field docket) and weighbridge docket to correct the discrepancy of data input between field docket and weighbridge docket. It has been verified during audit and the verification has been done by Tekniker II (mill assistant). Sample seen of verification record can be demonstrated for period March 2020.
<p>Root Cause Analysis:</p>	<ol style="list-style-type: none"> 1. Lorry number input error due to the machinist's writing in the Delivery Note (Field Docket) is unclear because the machinist is not equipped with good lighting during writing the field docket in the afternoon to evening conditions.

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	<ol style="list-style-type: none"> 2. The number listed on the lorry is not clear, making it difficult for weighing clerk when verifying the field docket with the number in the lorry. 3. There is no re-verification from Tekniker 2 (Mill assistant) to see the compatibility of input field docket (delivery note) with weighbridge card.
<p>Corrective Actions:</p>	<ul style="list-style-type: none"> • To ensure the sufficient lighting during entry data at the field docket, Negeri Lama POM has provide the sufficient lighting by equiped the macinist (loco driver) with a flashlight on 10th February 2020. Evidence of flashlight provision can be demonstrated during audit and interview with the loco operator confirmed that they have received the flashlight provided by Negeri Lama POM. To ensure te function of flashlight, Tekniker II (Mill assistant) perform monitoring of flashlight availability in the loco operation unit, this was perform daily. • Socialization to macinist/loco driver to provide and write the clear number, data and information at Delivery Note/Field Docket has been carried out by Negeri Lama POM on 7 February 2020. The socialization also presented to weighing crew. To ensure the correct number of lorry, during entry the data weighbridge clerk shall be made the confirmation to the loco driver/macinist. This mechanism has been explained during socialization. During interview with loco driver and weighbridge clerk confirmed that they have understanding on the mechanism of data entry and synchronized the lorry number and data between field docket and weighbridge docket. Evidence of socialization can be demonstrated during audit as per "Risalah Briefing" and Attendance List dated 7 February 2020. • To ensure the consistency of data input between delivery note (field docket) and weighbridge docket/card, PT Socfin Indonesia has perform data verification on the field docket and daily wihgbridge docket. The verification was performed by Tekniker II (Mill assistant). Document of verification can be demonstrated and found consistent data inout between field docket and weighbridge docket. Sample seen on verification data record period March – April 2020.
<p>Assessment Conclusion:</p>	<p>Regarding the Covid 19 Pandemic, the Government of Indonesia established several regulations regarding large-scale social restrictions as follows:</p> <ul style="list-style-type: none"> • Head of the National Disaster Management Agency Decree No. 13A year 2020 regarding to extension of the status of specific emergencies of disease outbreaks due to corona virus in Indonesia. The status of emergencies extended until 29 May 2020. • Government Regulation No. 21 year 2020 regarding to Large-scale Social Restrictions. • Special Province of Jakarta Governoor Decree No. 33 Year 2020 and No. 380 year 2020 regarding to Large-Scale Social Restrictions in Jakarta from 10 – 23 April 2020. • Governoor of Jawa Barat Decree No. 27 Tahun 2020 regarding to Large-Scale Social Restrictions in Jakarta from regarding to Large-Scale Social Restrictions in Jakarta from 10 – 23 April 2020. <p>Due to the regulations above, the auditor chose major verification by using remote audit method.</p>

	<p>Based on above correction and corrective action confirmed that PT Socfin Indonesia – Negeri lama POM & Supply Base has taken action to eliminate the discrepancy and inaccurate information of certified FFB receive from Negeri Lama Estate between FFB delivery note and Weighbridge Card.</p> <p>Negeri Lama POM has provide the facility for Loco driver to be consistently to provide the clarity of input data in field docket. During interview with weighbridge clerck and Loco driver confirmed that they have understand how to input and synchronize the delivery note and input into weighbridge card. Loco driver are aware that they have to write the input data at delivery note (field docket) clearly. Negeri Lama POM has repaint the visual number at all Lorry with the new and clear visual number. PT Socfin Negeri Lama POM also has verify again all delivery note (field docket) and weighbridge docket to correct the discrepancy of data input between field docket and weighbridge docket. It has been verified during audit and the verification has been done by Tekniker II (mill assistant).</p> <p>Based on above reason, the correction and corrective action taken and its implementation are satisfactory and the issue has been effectively addressed. The Major NC are Closed.</p>
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Non-conformity			
NCR Ref #	1874033-202002-N1	Clause & Category (Major / Minor)	Indicator 5.2.1 (Minor)
Date Issued	6 February 2020	Due Date	Next assessment (ASA-1.2)
Closed (Yes / No)	No	Date of nonconformity Closure	-
Statement of Nonconformity:	The unit of certification cannot show the evidence of consultation with smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.		
Requirement Reference:	The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.		
Objective Evidence:	Negeri Lama Estate has conducted Best Management Practices training to the respective smallholder in Sidomulyo village on 4 December 2019 (attended by 37 smallholder). However, until this audit finish, document verification and interview with management representatives informed, Negeri Lama Estate did not have any plan to engage with independent smallholder yet. Including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.		
Corrections:	<ol style="list-style-type: none"> 1. Develop a partnership activity program in 2020 in consultation with smallholders and sign an MOU that has been mutually agreed. 2. Carry out partnership activities according to the program in MoU. 		

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Root Cause Analysis:	No person was appointed as the person in charge of partnership activities in Negeri Lama Estate. Lack of understanding of each field assistant in Negeri lama Estate to manage the partnerships program.
Corrective Actions:	1. Determine the person in charge of partnership activities in Negeri Lama Estate. 2. Monitoring the implementation of partnership program according to MoU.
Assessment Conclusion:	No, To be verified in the next surveillance assessment. Corrective action plan has been made and accepted by auditor.

Non-conformity			
NCR Ref #	1874033-202002-N2	Clause & Category (Major / Minor)	Indicator 5.2.2 (Minor)
Date Issued	6 February 2020	Due Date	Next assessment (ASA-1.2)
Closed (Yes / No)	No	Date of nonconformity Closure	-
Statement of Nonconformity:	The unit of certification cannot show the evidences of development and implementation livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).		
Requirement Reference:	The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).		
Objective Evidence:	Negeri Lama Estate has conducted Best Management Practices training to the respective smallholder in Sidomulyo village on 4 December 2019 (attended by 37 smallholder). However, until this audit finish, document verification and interview with management representatives informed, Negeri Lama Estate did not have any plan to engage with independent smallholder yet. Including at least capacity building to enhance productivity, quality, organizational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).		
Corrections:	1. Develop a partnership activity program in 2020 in consultation with smallholders and sign an MOU that has been mutually agreed. Partnership program including at least capacity building to enhance productivity, quality, organizational and managerial competencies, and specific elements of RSPO certification. 2. Carry out partnership activities according to the program in MoU.		
Root Cause Analysis:	No person was appointed as the person in charge of partnership activities in Negeri Lama Estate. Lack of understanding of each field assistant in Negeri lama Estate to manage the partnerships program.		
Corrective Actions:	1. Determine the person in charge of partnership activities in Negeri Lama Estate.		

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	2. Monitoring the implementation of partnership program according to MoU.
Assessment Conclusion:	No, To be verified in the next surveillance assessment. Corrective action plan has been made and accepted by auditor.

Opportunity for Improvements	
OFI #	Description
OFI 1	

Positive Findings	
PF #	Description
PF 1	

3.4.1 Status of Nonconformities Previously Identified and Observations

Nonconformity			
NCR Ref #	1743073-201902-M1	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard General Chain of Custody Requirements for the Supply Chain – indicator 5.6.1 Category Major
Date Issued	16 th February 2019	Due Date	15 th May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	15 th April 2019
Statement of Nonconformity:	PT Socfin Indonesia – Negeri Lama POM has made available minimum information required for RSPO certified product, however one of the information is missing, which is Supply chain certificate number of the seller.		
Requirement Reference:	<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"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment/ delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number 		
Objective Evidence:	Based on document review of contract, delivery order, weighbridge card and delivery note, none of the document stated Supply chain certificate number of the seller.		

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Corrections:	Make the RSPO stamp accompanied by the RSPO Certificate No, replace the old stamp using a stamp that has an RSPO certificate number.
Root Cause Analysis:	PIC in site location does not know that it must be accompanied by a certificate number.
Corrective Actions:	The Sustainability Team gave out information to expedition officers in the Lama Lama's Estate and related staff so that each document was given a complete stamp with a certificate number, and replaced the stamp with no certificate number with a stamp that was completed with the certificate number.
Assessment Conclusion:	Major NC was closed

Non-conformity			
NCR Ref #	1743073-201902-N1	Clause & Category (Major / Minor)	RSPO Principles & Criteria INA-NI, September 2016; - indicator 2.1.3 (Minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	15 April 2019
Statement of Nonconformity:	PT Socfin Indonesia – Negeri Lama POM has demonstrated the document of identification of laws and regulations. However, there were several regulations have not yet been proven to evaluate their fulfillment that can be impact to environmental, OHS and employment management systems (Wages).		
Requirement Reference:	A mechanism for ensuring compliance shall be implemented.		
Objective Evidence:	<p>There were several regulations have not yet been proven to evaluate their fulfillment that can be impact to environmental, OHS and employment management systems (Wages), such as:</p> <ul style="list-style-type: none"> • PermenLhHut No 21 Th 2018 tentang perubahan atas peraturan menteri lingkungan hidup Nomor 5 th 2014 Tentang baku mutu air limbah. • PermenLhHut No 23 th 2018 tentang perubahan izin lingkungan. • PermenLhHut No 24 th 2018 tentang AMDAL. • PermenLhHut No 25 Th 2018 tentang UKL-UPL. • PermenLhHut No 26 Th 2018 tentang Pedoman penyusunan dan penilaian serta pemeriksaan dokumen lingkungan hidup dalam pelaksanaan perizinan berusaha terintegrasi secara elektronik. • Permenperin No.41 Th. 2014 tentang larangan penggunaan HCFC (R22 & R141b) per 1 Jan. 2015. • PUIL 2011, Tentang Persyaratan umum instalasi listrik. • PERMENLHK No. 20 TAHUN 2017 tentang Baku Mutu emisi gas buang kendaraan bermotor tipe baru kategori M, N, O. • PermenlhHut No. P.6/MENLHK/SETJEN/KUM.1/2/2018 tentang Standar dan sertifikasi Kompetensi pengolahan pengendalian pencemaran udara. • Permenlh No. 5 th 2014 Tentang baku mutu air limbah. • Peraturan Pemerintah No. 78 Tahun 2015; tentang Pengupahan. 		

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	<ul style="list-style-type: none"> Peraturan Presiden No. 12 Tahun 2013 dan No. 19 tahun 2016; tentang Perubahan Kedua atas peraturan presiden no. 12 Tahun 2013: tentang Jaminan Kesehatan.
Corrective Actions:	<p>Certificate holder has updated and evaluated the list of legal requirement related to plantation business. All the legal requirement has been written in form SOC/Form/4.05.1 (last updated on December 2019). List of legal requirement and its evaluation has been completed.</p> <p>Sustainability department collaborate with legal staff sharing information and knowledge related to mechanism of updating and evaluating legal requirement. Updating and evaluating was stipulated on two period (January – June and July – December). Legal staff also conducted awareness training the document control related to monitoring and recording process.</p>
Assessment Conclusion:	<p>During this ASA-1.1 Audit auditor has observed the implementation of system to ensuring compliance. The record of monitoring written in form SOC/Form/4.05.1 (last updated on December 2019).</p> <p>Based on explanation and evidences verified, this nonconformity has been closed.</p>

Non-conformity			
NCR Ref #	1743073-201902-N1	Clause & Category (Major / Minor)	RSPO Principles & Criterions INA-NI, September 2016; - indicator 5.1.3 (Minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	15 April 2019
Statement of Nonconformity:	PT Socfin Indonesia – Negeri Lama POM has shown the document of environment monitoring under "Laporan Hasil Pemantauan dan Pengukuran Lingkungan Juli – Desember 2018", however monitoring ground water (Air tanah – sumur penduduk), solid waste, noise measurement (location at boiler station, engine room & polishing drum) and record local community perception have not provided at the document according to RPL document (revision – August 2010).		
Requirement Reference:	Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis.		
Objective Evidence:	Based on review of environment monitoring report period July – December 2018 and document of "Revisi Upaya Pengelolaan Lingkungan Hidup (UKL) dan Upaya Pemantauan Lingkungan Hidup (UPL) dated August 2010.		
Corrective Actions:	<p>Sustainability staff provides information on environmental monitoring of plantation activities in accordance with the environmental monitoring matrix of plantation activities.</p> <p>During this ASA-1.1 audit, monitoring ground water (Air tanah – sumur</p>		

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	penduduk), solid waste, noise measurement (location at boiler station, engine room & polishing drum) and record local community perception has been monitored and written in the UKL - UPL report.
Assessment Conclusion:	During this ASA-1.1 audit, monitoring ground water (<i>air tanah – sumur penduduk</i>), solid waste, noise measurement (location at boiler station, engine room & polishing drum) and record local community perception has been monitored and written in the UKL - UPL report. Based on explanation and evidences verified, this nonconformity has been closed.

Opportunity for Improvement	
OFI#	Description
OFI 1	

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1743073-201902-M1	Major	RSPO Supply Chain Certification Standard General Chain of Custody Requirements for the Supply Chain – indicator 5.6.1	16 th February 2019	Closed on 15 th April 2019
1743073-201902-N1	Minor	RSPO Principles & Criterions INA-NI, September 2016; indicator 2.1.3	16 th February 2019	Closed on 15 th April 2019
1743073-201902-N2	Minor	RSPO Principles & Criterions INA-NI, September 2016; indicator 5.1.3	16 th February 2019	Closed on 15 th April 2019
1874033-202002-M1	Major	RSPO P&C 2018 (Generic) indicator 3.6.1	6 February 2020	20 April 2020
1874033-202002-M2	Major	RSPO P&C 2018 (Generic) Supply chain requirements for mills 5.4/ D.4.1	6 February 2020	20 April 2020
1874033-202002-N1	Minor	RSPO P&C 2018 (Generic) indicator 5.2.1	6 February 2020	Open
1874033-202002-N2	Minor	RSPO P&C 2018 (Generic) indicator 5.2.2	6 February 2020	Open

3.5 Stakeholders and previous land owner / user 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 **PT Socfin Indonesia - Negeri Lama POM** 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	
Internal Stakeholders Labor union, gender committee, worker cooperation	Union/Contractors
Government Departments <ul style="list-style-type: none"> • Environmental Agency of Labuhan Batu District • National Land Agency of Labuhan Batu District • Labor Agency of Labuhan Batu District • Police Department of of Labuhan Batu District 	NGO Anto Bangun (Head of TIPAN RI)

IS #	Description
1	<p>Feedbacks:</p> <p>Environmental Agency of Labuhan Batu District</p> <ul style="list-style-type: none"> • In general there is no negative issue related to PT Socfin Indonesia – Negeri Lama obtained. • Based on the data from ministry of environmental and forestry obtained information that the concession of PT Socfin Indonesia – Negeri Lama listed as peat ecosystem area. However, still no field verification from the ministry of environmental and forestry staff. • Certificate holder has comply with all the environmental permit/regulation including submitted all of their environment management report regularly. <p>Management Responses:</p> <p>Based on information from ministry of environmental and forestry staff, field verification has been scheduled on March 2020.</p> <p>Audit Team Findings:</p>

	<p>Certificate holder has conducted environment monitoring and management. The report has been submitted on schedule. There is no environmental issue related to the PT Socfin Indonesia – Negeri Lama so far. The information has been described in principle 7.</p>
<p>2</p>	<p>Feedbacks:</p> <p>National Land Agency of Labuhan Batu District</p> <ul style="list-style-type: none"> • The pipeline has been installed since 1928 (since the Dutch era) originally to canalize the CPO from the mill to the jetty in Bilah River when it still a part of the concession area. The pipeline still used until now and use to take the water from Bilah River to the water treatment plant in mill. • After the independence day of Indonesia, all Dutch company has been nationalized (including the concession of Negeri Lama Estate). However, the pipeline areas is excluded from the HGU's by the National Land Agency. Until now, the area is not owned by anyone. There is no any land right issued by National Land Agency. • Team from National Land Agency of Labuhan Batu District has been ground checking the concession of PT Socfin Indonesia – Negeri Lama. Based on the ground checking obtained information that half of pipeline is outside the HGU area's. • Based on information, two villagers has had private land letter but it is not include the pipeline area. • Ground checking activities are carried out with the aim of ensuring whether the location of the pipeline is inside the land owned by villagers or outside the land owned by the villagers. It is also to verify the land claims by the villagers. • National Land Office staff recommends that PT Socfin Indonesia – Negeri lama to request legal right to land to avoid the land claims in the future. <p>Management Responses:</p> <p>Until now the location of the disputed pipeline is still controlled by PT. Socfindo - Negeri Lama and the legal rights to the land are still in the process.</p> <p>Audit Team Findings:</p> <p>The explanation has been described in principle 2.</p>
<p>3</p>	<p>Feedbacks:</p> <p>Labour Agency of Labuhan Batu District</p> <ul style="list-style-type: none"> • There is no negative issues related to labour issues or dispute registered so far. • During 2019, PT. Socfindo - Negeri Lama has awarded as zero accident company's. • There is no indication of force labour, the application of minimum wages that are not in accordance with regulations, health/labour insurance, collective labor agreement and any other labour dispute between the company and their labour. <p>Management Responses:</p> <p>PT. Socfindo - Negeri Lama committed to comply with the labour regulation and to coordinate with local labour agency in all of the company's operation.</p> <p>Audit Team Findings:</p> <p>Certificate holder has comply with the regulation. Explanation in detail in principle 1 and 2.</p>
<p>4</p>	<p>Feedbacks:</p> <p>Police Department District of Labuhan Batu</p>

	<p>An investigation into the report submitted by the NGO TIPAN related to the land used by PT Socfin Indonesia for the pipeline area is as follows:</p> <ul style="list-style-type: none"> • There is several transfer of land right from the previous owner. • The previous owner named Centeng Ongah Diris has granted the pipeline installation on 1930. • The ground checking and taking coordinates by the Land Office is carried out to ascertain whether the pipeline is in the HGU or not. Based on that obtained information that there is no land right inside the pipeline areas. • The criminal case report submitted by the NGO TIPAN RI has been in denied (SP3) because the investigation evidence shows that the case is not enough evidence to proceed. <p>Management Responses:</p> <ul style="list-style-type: none"> • Inline with the SP3 letter that issued by police department of Labuhan Batu shows that there is no criminal case by the company. • Certificate holder will initiate to propose the land legality of the pipeline areas in those dispute areas in HGU renewal process. <p>Audit Team Findings:</p> <p>Explanation in detail in principle 4.</p>
<p>5</p>	<p>Feedbacks: Anto Bangun - LSM TIPAN.RI</p> <ul style="list-style-type: none"> • TIPAN.RI is a Non-Governmental Organization that obtains legal counsel over land dispute problems between 13 villagers of the Negeri Lama Village and PT Socfin Indonesia - Negeri Lama. • Communication with PT Socfin Indonesia - Negeri Lama (mill manager) was last carried out on 3 February 2020 related to a dispute over land that was used as a water pipeline in the Negeri Lama Village and there was a mutual agreement to resolve the issue between the two parties without any coercion. • TIPAN.RI appreciates the response of PT Socfin Indonesia to resolve this issue by deliberation. • TIPAN.RI states that the case has been completed (case closed) and will send a letter to RSPO-Indonesia related to the completion of grievance settlement sent to RSPO Indonesia. • TIPAN.RI advised PT Socfin Indonesia - Negeri Lama to prioritize local workforce if there are job vacancies in the company. • There are issues related to workplace accidents at PT Socfin Indonesia - Negeri Lama that are not covered by BPJS. • There are still temporary worker at PT Socfin Indonesia - Negeri Lama. • The Collective Labor Agreement (PKB) of PT Socfin Indonesia - Negeri Lama only regulates the level of permanent labor while the temporary worker has no regulations protecting it. <p>Management Responses:</p> <ul style="list-style-type: none"> • PT Socfin Indonesia - Negeri Lama has coordinated with the NGO TIPAN.RI to resolve the land dispute location of the pipe location and will make an agreement that case with the TIPAN. RI was closed. • In the process of hiring employees, PT. Socfindo involves the village head in disseminating information about available job openings. 100% of the employees who were accepted to work at PT.Socfindo Negeri Lama came from villages around the plantation (native worker). • All workers of PT Socfin Indonesia - Negeri Lama was registered in labor and health insurance program (<i>BPJS Ketenagakerjaan</i> and <i>BPJS Kesehatan</i>). Every work accident that happened has been reported to <i>BPJS Ketenagakerjaan</i>.

	<ul style="list-style-type: none"> • Previously PT Socfin Indonesia - Negeri Lama cooperates with worker cooperation for several jobs that are hired especially for upkeep activity in replanting areas. But since 2019, all upkeep activity was took over by PT Socfin Indonesia – Negeri Lama workers itself. • PT Socfin Indonesia - Negeri Lama does not use temporary worker so that the Collective Labour Agreement (PKB) governing temporary worker is not needed. <p>Audit Team Findings:</p> <p>Further explanation in detail in principle 4 and 6. Update regarding to this issue after ASA-1.1 audit and during this report finalized:</p> <p>26 February 2020:</p> <ul style="list-style-type: none"> • The Complainant sent a formal letter to the Secretariat stating their wishes to withdraw the Complaint. • The Complaints Panel has directed the Secretariat to obtain confirmation from the community on the status of the withdrawal. <p>25 March 2020</p> <p>Pending response from the Complainant with respect to the confirmation from the community on the status of withdrawal of Complaint.</p> <p>12 May 2020</p> <p>The decision letter has been furnished and submitted to both parties and the closure of this complaint is without an appeal period as it is based on the considering the fact that the Complainant has failed to respond to the Secretariat's queries on the withdrawal of the Complaint and taking into consideration that information obtained from a community member indicates that the Complaint was lodged without their knowledge against the Respondent. Therefore, the Complaint is officially dismissed and closed.</p> <p>This information and document can be found and downloaded on: https://askrspo.force.com/Complaint/s/case/5000o00002aSOxkAAG/</p>
<p>6</p>	<p>Feedbacks:</p> <p>Adlin Nasution (Boom Sub-village Head as well as heirs of Centeng Ongah Diris).</p> <ul style="list-style-type: none"> • Based on information from Mr. Adlin Nasution's grandfather (Centeng Ongah Diris) stated that PT Socfin Indonesia has been operating in the Negeri Lama Seberang since 1928 (previously named Kebun Senna). • Pipeline construction was carried out in 1928 which was used to distribute CPO from mill to the jetty on the Bilah River. • At that time there were no community residential buildings around the pipeline and the area was still in the form of a low level area that was flooded during the rainy season. • After the construction of the pipe is complete there is a request from the community to stay around the pipe with the land ownership limit being the pipe building. • At present the pipe is still used by PT Socfin Indonesia Indonesia - Negeri Lama to supply clean water in the Water Treatment Plant (raw water) including for the operational needs of mill, housing etc. • At that time most of the territory of the Negeri Lama Village was part of the company's concession. • The current landowners are buyers of previous landowners, most of which ended up in the ownership of Centeng Ongah Diris. • There is an indication that the cause of the land dispute is one resident who wishes one of his children to become an employee of PT Socfin Indonesia while there are already 2 other children who have become employees of PT Socfin Indonesia. • Proof of land ownership is currently in the form of land letter from Village Head and some have obtained a private land right from National Land Agency.

	<ul style="list-style-type: none"> • Subdistrict head, village and subvillage head have been taken measurements as a party involved in the measurement process. The measurement results show that there is no community land overlapping with PT Socfin Indonesia’s pipeline areas. • At the time of measurement, the boundary markers of the respective land owners who made claims with concrete markers have been installed and to this day the markers is still installed in the field. • The company made an approach to the community but did not get a positive response from the personnel making the claim. • The company is very responsive if there is a request for help from the surrounding community such as requests for making futsal fields, requests for electricity installation assistance for street lighting etc. • Subvillage head is one of the parties questioned by the Police in the context of investigations into land dispute reports by NGO TIPAN.RI. • The measurement and retrieval of the coordinate points were carried out again at the time of the resolution of the land dispute by the District Police which was carried out jointly from the village representatives, claimers, National Land Agency of Labuhan Batu and the company’s representatives. • Not all landowners bordering water pipelines make claims.
	<p>Management Responses:</p> <ul style="list-style-type: none"> • From the information above shows that the pipe was built before there is a sale and purchase transaction by the public. • PT. Socfindo Kebun Negara Lama has been operating since 1919 in accordance with the <i>Decree of the Resident der Oostkust van Sumatra</i> No. 350 and 351 on March 21, 1919 for a period of 75 years on behalf of the <i>NV. Sennah Rubber Coy Ltd</i> and the construction of the pipeline was carried out in 1928 which was used to distribute CPO from mill to the jetty in the Bilah River. When the pipeline was built there was no community ownership around the pipeline, after the construction of the pipeline was completed and access roads were made to control the pipeline routinely, the community began making homes around the pipeline with the land ownership limit being the pipeline. • Initiate the management of the legality of the disputed water pipe site into the PT Socfin Indonesia area during the next HGU extension process as a step to anticipate the alleged use of community land for company operations
	<p>Audit Team Findings:</p> <p>The explanation in detail described in principle 4.</p>
<p>7</p>	<p>Feedbacks:</p> <p>Mr. Jumirin (Claimer).</p> <ul style="list-style-type: none"> • Mr. Jumirin has been occupying land since 1972 and the pipeline had been installed in the ground. • There is an NGO from Rantau Prapat who offers to help make a claim so Mr. Jumirin just joins in case he can succeed. • In principle, Mr. Jumirin has no problem with the presence of PT Socfin Indonesia's water pipes. • Pak Jumirin's parents are migrants from Java brought by the company to work at PT Socfin Indonesia. • Mr. Jumirin was not among those questioned by the police in the investigation of land disputes reported by the NGO TIPAN.RI. <p>Management Responses:</p> <p>Propose the legality of the area around the disputed water pipe into PT Socfin Indonesia's HGU during the next HGU extension process as a step to anticipate the alleged use of community land for company operations.</p> <p>Audit Team Findings:</p> <p>The explanation in detail described in principle 4.</p>
<p>8</p>	<p>Feedbacks:</p> <p>Mrs. Noni (Claimer).</p>

	<ul style="list-style-type: none"> Considering the age, health and hearing conditions of Ms. Noni could not be interviewed, however based on information from the children (2 people) Ms. Noni said that the pipeline had existed before they occupied the land (purchase). The landowners are involved in land measurements carried out jointly by subdistrict head including the installation of land ownership markers. <p>Management Responses: Propose the legality of the area around the disputed water pipe into PT Socfin Indonesia's HGU during the next HGU extension process as a step to anticipate the alleged use of community land for company operations.</p> <p>Audit Team Findings: The explanation in detail described in principle 4.</p>
<p>9</p>	<p>Feedbacks: Mr. Abdulrahman (Former Boom Sub-village Head period 2009 - 2017)</p> <ul style="list-style-type: none"> Mr Abdulrahman was the main party questioned by the police in the process of investigating land disputes as reported by the NGO TIPAN.RI. Mr. Abdulrahman (Former Sub-village Head) is one person who knows the process of buying and selling land in his area. During his tenure, he never issued a letter of sale and purchase of land based on evidence of ownership of the land through PT Socfin Indonesia's water pipeline. The pipeline already exist in the field before the process of buying and selling land. He also joint markers installation that was carried out in January 2019 by Subdistrict head which is involving the claimers and was measured based on land ownership documents. The measurement results show that there is no community land overlapping with the PT Socfin Indonesia's pipeline. <p>Management Responses:</p> <ul style="list-style-type: none"> There is no clear evidence of a land purchase letter that passes through the pipeline. Because the pipe had existed before the community was in the area and when it was carried out with Subdistrict head and involving landowners, and it was measured based on a land ownership certificate indicating that there was no community owned land overlapping with the PT. Socfindo – Negeri Lama. Propose the legality of the area around the disputed water pipe into PT Socfin Indonesia's HGU during the next HGU extension process as a step to anticipate the alleged use of community land for company operations. <p>Audit Team Findings: The explanation in detail described in principle 4.</p>
<p>9</p>	<p>Feedbacks: Board of Labour Union, worker cooperative and gender committee (Focus Group Discussion)</p> <ul style="list-style-type: none"> Membership in labour union (SPSI) is voluntary. Until this time, from the total of employees there is only 4 employees are not register as labour union members. Membership in employee cooperatives is voluntary. Until this time, from the total of employees there is only 2 employees are not register as labour union members. Gender committees are as assistance and advocacy institutions for women workers. The gender committee educates women workers in relation to reproductive rights, sexual harassment at work and facilitates reporting in cases of harassment / violence against women workers. The company provides broad opportunities for all employees in association. There is no coercion or prohibition. They also facilitates unions and cooperatives in the form of building office for union / cooperative. So far, the company has fulfilled obligations related to employee rights. There is no record of industrial relations disputes 5 years back. Regarding the implementation of daily activity of workers, from a number of work accident events it is known that accidents related to transporting FFB using lorries cause substantial workday losses. This is in line with the explanation of clinic staff. One of them is suspected by the rail that often plummeted.


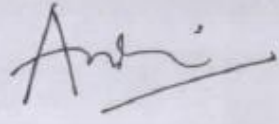
	<p>Management Responses:</p> <ul style="list-style-type: none"> • The membership of labour union or worker cooperatives is voluntary. • The gender committee of PT. Socfindo - Negeri Lama has been running well and accommodating complaints / aspirations of women workers in particular. • The company provides broad opportunities for all employees in association. There is no coercion or prohibition. They also facilitates unions and cooperatives in the form of building office for union / cooperative. • PT Socfin Indonesia Negeri Lama will make plans to repair the railroad tracks and to lift the lorry that has plummeted. Each locomotive will equipped with hydraulic jack. <p>Audit Team Findings:</p> <p>The explanation in detail described in principle 6.</p>
<p>10</p>	<p>Feedbacks:</p> <p>Transporter CPO & PK PT Gunung Kawi Sukses Makmur (Mrs. Apo)</p> <ul style="list-style-type: none"> • PT Gunung Kawi has been working with PT Socfin Indonesia for more than 30 years in the transportation of CPO and PK • PT Gunung Kawi until now only serves PT Socfin Indonesia for the transportation of CPO and PK and does not cooperate with other companies. • The fleet owned by PT Gunung kawi to transport the old CPO and PK Negeri Lama is a fleet that is dedicated to transporting the old CPO and PK Negeri Lama and is not used to transport CPO and PK from other companies. • A CPO tank used with a capacity of 18 tons and trucks for transporting PK with a capacity of 16-18 tons. • PT Gunung Kawi with PT Socfin Indonesia - Negeri Lama has a cooperation contract which is renewed once a year. The cooperation contract already covers the obligation of the transporter to comply with the provisions and policies of the old PT Socfin Indonesia - especially those relating to RSPO certification such as: how to transport and unload cargo, company code of ethics, labor-related rules, and other Supply Chain Standard (Module D – Identity Preserve for Mill)rules. • PT Gunung Kawi ensures that the CPO and PK transported follow the RSPO supply chain rules such as: making sure the CPO tank and PK trucks are clean before loading CPO and PK from the factory, ensuring the driver carries a letter of introduction according to DO, ensuring CPO tanks and PK trucks are sealed when transporting and the seal number accordingly, ensuring there is no contamination with other products. • PT Gunung kawi always maintains the quality of transportation of CPO and PK according to the contract. • The process of CPO and PK transport payments from PT Socfin Indonesia has been smooth and there are no problems. • SOP-related socialization of the RSPO supply chain is often carried out by PT Socfin Indonesia - Negeri Lama. • PT Gunung Kawi is aware of and willing to be audited by a certification body if necessary, this is also stated in a cooperation contract with PT Socfin Indonesia - Negeri Lama. <p>Management Responses:</p> <p>Management of Socfin Indonesia have a strong relationship with PT Gunung Kawi. There is no such problem until now.</p> <p>Audit Team Findings:</p> <p>The explanation in detail described in principle 3 and 6.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
<p><i>Notes:</i> PT Socfin Indonesia – Negeri Lama POM was operated since the Dutch Era (approximately on 1919) and there was no new land expansion after that time. There is no previous land owner/user existed.</p>					

Previous land owner / user comment	
	<p>Feedbacks: <i>Notes:</i> PT Socfin Indonesia – Negeri Lama POM was operated since the Dutch Era (approximately on 1919) and there was no new land expansion after that time. There is no previous land owner/user existed.</p>
	<p>Management Responses:</p>
	<p>Audit Team Findings:</p>

3.6 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that Negeri Lama POM – PT Socfin Indonesia 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 Negeri Lama POM – PT Socfin Indonesia is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Andi Pratama Pasaribu	Name: Andria Zulmanitra
Company Name: Negeri Lama POM – PT Socfin Indonesia	Company Name: PT. Socfin Indonesia
Title: Lead Auditor	Title: Company Representative
<p>Signature:</p> 	<p>Signature: <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> 
Date: 22 April 2020	Date: dd mm yyyy 11/05/2020

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Behave ethically and transparently Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p>Criteria 1.1 The unit of certification provides 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.</p>			
<p>1.1.1</p>	<p>(C) Management documents that are specified in the RSPO P&C are made publicly available.</p>	<p>Based on document verification, certificate holder has had social communication procedure (Document No. SOC/PSM/9.01, Rev.7 dated 01 February 2019). In clause 6.1.5.1 written the list of publicly accessible document as follows:</p> <ul style="list-style-type: none"> a) Land/building title b) Occupational health and safety plan. c) Assessment plan of social and environmental impact. d) Identification and management plan of HCV area. e) Reducing and prevention pollution plan. f) Complaint handling g) Negotiation procedure h) Continuous improvement plan i) Public summary of certification j) Company's policy 	<p>Conformity</p>
<p>1.1.2</p>	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p>	<p>All publicly available document are written in Bahasa that can understood by local people near the concession area such as identification and management plan of HCV area, work accident report, company's policy, stakeholder complaints etc.</p> <p>The procedure has been socialized to the internal or external stakeholder. For example:</p> <ul style="list-style-type: none"> • Socialization to the estate worker from Division 2 on 16 January 2020. Attended by 36 participants (manuring worker and pesticide applicator). • Socialization to the external stakeholder on 21 November 2019. Attended by 19 participants from labor, agriculture and environmental agency. It also attended by local police department, village head surrounding the concession area, national land agency, gender committee, labor union and the contractor. 	<p>Conformity</p>

<p>1.1.3</p>	<p>(C) Records of requests for information and responses are maintained.</p>	<p>Record of incoming information request or aspiration from stakeholder documented in file "<i>Catatan Permintaan Informasi & Aspirasi</i>" which is recapitulate on a monthly bases. The document consist the information request date, name of person/organization request, type of aspiration, early response by certificate holder, following response/realization and status of request.</p> <p>Based on document verification, it listed 123 information request during 2019. For example:</p> <ul style="list-style-type: none"> a) Request of clean water for traditional ceremony (wedding) from villager of Purwosari dated on 15 March 2019. Certificate holder has been accepted the request and provide the clean water during 16 – 17 March 2019. b) Subvillage head of Negeri Lama Seberang submitted a request for some bags of cement for mosque repair on 22 April 2019. Certificate holder has been accepted the proposal and provide some bags of cement on 29 April 2019. c) Village head of Negeri Lama Seberang submitted a request of welder assistance for bridge repair on 9 December 2019. Certificate holder accept the request and provide welder and other welding equipment on the same day. 	<p>Conformity</p>
<p>1.1.4</p>	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.</p>	<p>The social communication procedure (<i>see indicator 1.1.1</i>) also establish the procedure for dealing with aspirations/request for information, how to monitor them and establish a personal in charge who follow up on each process. According to the procedures, certificate holder shall responded every incoming aspirations/ request for information maximum 30 days after the submission dated.</p> <p>Certificate holder has submitted their mandatory report to the respective government agencies on regular bases. For example:</p> <ul style="list-style-type: none"> • Environmental management and monitoring on six month bases. • Waste water monitoring report on three monthly bases. • Hazardous waste management report on three monthly bases. • Plantation business development report on annual bases. • OHS committee meeting report on three monthly bases. 	<p>Conformity</p>

		<ul style="list-style-type: none"> Accident report on three monthly bases. <p>Based on interview with respective government agencies (labor agency and environmental agency) of Labuhan Batu District obtained information that PT. Socfin Indonesia - Negeri Lama Estate/POM has been submitted their mandatory report regularly. There is no record that the certificate holder does not send the mandatory report at all.</p>	
1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives.	PT. Socfin Indonesia - Negeri Lama Estate/POM consistently updated their list of stakeholder on annual bases. The list of stakeholder consist the information of stakeholder name, contact and address. Based on document verification, there is two types of stakeholder which is internal and external stakeholder. Internal stakeholder consist of group manager, estate manager, general affair manager etc while external stakeholder divided into government agencies and subdistrict head, local communities leader or village head (Desa Perkebunan Negeri Lama, Sidomulyo, Negeri Lama Seberang, and Negeri Lama), labor union, gender committee, general contractor/supplier and NGO's.	Conformity
<p>Criteria 1.2 The unit of certification commits to ethical conduct in all business operations and transactions.</p>			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.	<p>Certificate holder has had ethical conduct that signed by Principal Director since March 2019. The ethical code divided into internal and external (supplier, buyer and other third parties). It ethical code available in softcopy or hardcopy in each unit (mill and estate).</p> <p>The ethical code can be downloaded in the company's official website for internal (corporate and employee) https://www.socfindo.co.id/documents/eng/Corporate-Code-of-Ethics.pdf and external https://www.socfindo.co.id/documents/eng/Suppliers-Code-of-Ethics.pdf. This document covered policy as follows:</p> <ul style="list-style-type: none"> Competition issues Confidential information and intellectual property Conflict of interest Drugs, alcohol and firearms Use of e-mail and internet. Use of company assets Environment, health and safety. Government relations Human rights and the workplace Payments of illicit sums 	Conformity

		<ul style="list-style-type: none"> • Money laundering • Business dealing • Political work • Securities laws and insider training • Sexual harassment, workplace harassment and violence • Shareholder, media and community relations • Safety in the workplace. • Code of compliance <p>Certificate holder has conducted socialization to the worker and third parties as documented:</p> <ul style="list-style-type: none"> • Socialization to internal stakeholder on 7 January 2020. Attended by more than 50 employee of Afdeling 1. • Socialization to internal stakeholder on 25 June 2019. Attended by 25 mill worker (security, mill operator and office worker). • Socialization to external stakeholder (elder/village leader/contractors/third parties) on 28 January 2020. For example, there was a record of socialization of company's ethical code for the local communities and government agencies in meeting room Negeri Lama Estate. Attended by 18 person. <p>Based on explanation, this indicator has fulfilled.</p>	
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.	<p>Certificate holder has had procedure of identification and evaluation of legal requirements (No. Doc SOC/PSM/4.05 dated 15 May 2017). Person in charge to identify and evaluate was legal staff in coordinate with unit head. Evaluation period conducted in two period which is January – June and July to December. Each relevant regulation written in SOC/Form/4.05-01 and implemented in place.</p> <p>According to the similar indicator that listed as NC's in the previous assessment 2.1.3 (Indonesian National Interpretation 2016), auditor has observed the implementation of system to ensuring compliance. The record of monitoring written in form SOC/Form/4.05.1 (last updated on December 2019). All regulation listed in the NC's has been updated.</p>	Conformity
<p>Principle 2: Operate legally and respect rights Implement legal requirements as the basic principles of operation in any jurisdiction.</p>			
<p>Criteria 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.</p>			

2.1.1	<p>(C) The unit of certification complies with applicable legal requirements.</p>	<p>Certificate holder has had procedure of identification and evaluation of legal requirements (No. Doc SOC/PSM/4.05 dated 15 May 2017). Person in charge to identify and evaluate was legal staff in coordinate with unit head. Evaluation period conducted in two period which is January – June and July to December.</p> <p>According to the document verification, legal staff and sustainability department has documented the list of regulation and it implementation. For example, Sumatera Utara’s Governor Decree No. 188.44/17/KPTS/2020 dated 13 January 2020 regarding to sectoral minimum wage of Labuhan Batu Selatan year 2020 has been listed and implemented.</p> <p>Other requirement related to best management practices was, the company has implemented national act 18/2014 regarding to plantation especially article No. 26 concerned to zero burning. Based on field visit in replanting area in Division 2 sighted no fire usage during the replanting activity. The company consistant to implemented zero burning policy.</p>	Conformity
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors.</p>	<p>As described in the previous indicator 2.1.1, certificate holder has appointed legal staff in collaborate with sustainability team to identify the latest legal regulation and it implementation each semester. The implementation also verified for third parties, recruitment agencies, service providers and labour contractors.</p> <p>For example, the implementation of no child-worker usage of contractor (PT Gunung Kawi Sukses Makmur) has been verified. According to the last observation by chief mill, there was no child-worker used by PT Gunung Kawi Sukses Makmur.</p>	Conformity
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p>	<p>According to the government regulation No. 24 year 1997 regarding to concession registration, certificate holder has been conducted boundary poles monitoring in a monthly bases. Negeri Lama concession had 31 poles. Based on the last report "<i>Patroli LK3 – 2020 Patok HGU Division 1 and 2</i>" dated 11 January 2020 known that all boundary poles are in place. There is no record of broken or lost poles.</p> <p>During the audit, auditor has randomly visited boundary poles number BPN PT SOC II (Block BL.47), BPN PT SOC VIII (Block BL.52), BPN PT SOC VIIIA (Block BL.52), BPN PT SOC IA (Block BL.46), BPN XVIA (Block BL.15) and BPN PT SOC XVI (Block BL.15). All boundary poles are available and well maintained.</p>	Conformity

Criteria 2.2			
All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.			
2.2.1	A list of contracted parties is maintained.	List of contractor existing are in place. According to the document verification and interview with estate manager obtain information that during the audit, there was only one contracted existed between top management in Medan’s Headquarter with director of PT Gunung Kawi Sukses Makmur (CPO/PK transporter).	Conformity
2.2.2	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.	Certificate holder has added clause on meeting legal requirement in each contractual agreement with other parties (supplier, buyer, transporter etc). The implementation randomly checked by units. For example, there was no child-worker used by PT Gunung Kawi Sukses Makmur.	Conformity
2.2.3	All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.	Based on the working agreement templates obtain information that certificate holder has added specific clause as requested by RSPO such as disallowing child clauses, forced and trafficked labour. During the audit, auditor has conducted interview with third party (CPO/PK transporter) representatives regarding on that (disallowing child, forced and trafficked labour). According the field visit and interview with driver, obtain information that there was no child labor, forced and trafficked labour.	Conformity
Criteria 2.3			
All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> Information on geo-location of FFB origins Proof of the ownership status or the right/claim to the land by the grower/smallholder Where applicable, valid planting/operating/trading license, or is part of a cooperative which allows the buying and selling of FFB 	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB source/supplier. All FFB receive by POM was from own Estate (Negeri Lama Estate). Negeri Lama Estate has had land title granted by government in the form of HGU (Hak guna Usaha).	Conformity
2.3.2	For all indirectly sourced FFB, the unit of certification obtains	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB source/supplier. All FFB receive by	Conformity

	<p>from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1.</p>	<p>POM was from own Estate (Negeri Lama Estate) which has been RSPO certified.</p>	
<p>PROCEDURAL NOTE: For Implementation Procedure for 2.3.2 refer to Annex 4.</p>			
<p>Principle 3: Optimise productivity, efficiency, positive impact and resilience Implement plans, procedures and systems for continuous improvement.</p>			
<p>Criteria 3.1 There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>			
<p>3.1.1</p>	<p>(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.</p>	<p>Socfin Indonesia has provide longterm management plan in document <i>Rencana Jangka Panjang periode 2017 – 2021</i>. This document described the five year business projection of Socfin Indonesia (for whole business unit of palm oil and rubber).</p> <p>Longterm management plant of PT Socfin Indonesia has documented in "Rencana Jangka Panjang" period 2017 – 2021. The longterm management plan covered parameter as follows:</p> <ul style="list-style-type: none"> • Hectare statement of mature and immature area • Estimation of production (Tonnes) • Estimation of FFB purchase (for Mass Balance Mill) • Extraction projected (%) • Cost estimation (IDR/Kg) • Estimation of price (IDR/Tonnes) • Estimation of profit (IDR) <p>Through the document, the production and profit of Negeri Lama was projected to increased eventough the production cost also higher on 2020 and 2021.</p> <p>Negeri Lama POM has had average extraction for CPO (23.00 – 23.10%) and KER (4.30 – 4.70%). Refer to annual report 2018, Negeri Lama POM achieved average extraxtion CPO (23.22%) and PK (4.78%) with harvester productivity 1,991 kg/harvester/day. This achievement is slightly above the target set.</p> <p>Based on interview with Estate Manager and sustainability team from Medan Office, PT Socfin Indonesia has started to engaged with local smallholder near the Socfin concession as requirement by RSPO P&C 2018. The evidence of engagement has been verified by auditors even the actual projection data still not officially written in longterm management plan 2017 – 2021.</p>	<p>Conformity</p>

3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available.	<p>According to the longterm management plan period 2020 – 2024, Negeri Lama has had annual replanting program as follows:</p> <ul style="list-style-type: none"> • 2020: 89.85 Ha • 2021: 53.26 Ha • 2022: 95.02 Ha • 2023: 107.14 Ha • 2024: 68.11 Ha <p>During the audit, auditor has visited the replanting area of 2019 that has been successfully transplanted. There was no fire usage during the land preparation.</p>	Conformity
3.1.3	The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.	<p>PT. Socfin Indonesia that managed whole Socfin’s operation of rubber and palm oil plantation in Indonesia usually set the annual report. Those document will bring into annual management review meeting (usually on February). The result of the meeting will record as continuous improvement in operational activities next year.</p> <p>During the audit, annual report of 2019 still in preparation for annual management review meeting.</p>	Conformity
<p>Criteria 3.2 The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.</p>			
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p>	<p>Certificate holder has had several continuous improvement such as:</p> <ol style="list-style-type: none"> 1. Improving yield by transplanted new planting material that had tolerance against <i>Ganoderma sp.</i> 2. Socfin Indonesia committed to zero paraquat and other WHO 1A and 1B usage since 1 June 2019. 3. Socfin Indonesia – Negeri Lama Estate committed to reach land dispute settlement against local communities who represent by TIPAN RI (local NGO’s). See details in criteria 4.8. 4. Socfin Indonesia committed to empowered local smallholder surrounding the concession area by capacity building to enhance productivity, quality, organisational and managerial competencies. See details in indicator 5.2.2. <p>The evidence of continuous improvement above has been verified by auditor through field observation and interview with stakeholder.</p>	Conformity

3.2.2	As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template.	Until this assessment was done, the RSPO metrics template still not existed or release by RSPO secretariat. However, Socfin SA has been reported their continuous improvement through the annual ACOP report. During the audit, ACOP 2019 still prepared to reported whilst in ACOP 2018 written statement that Socfin committed to empowering smallholder surrounding his concession.	Conformity
Criteria 3.3 Operating procedures are appropriately documented, consistently implemented and monitored.			
3.3.1	(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.	Certificate holder has had standard operational procedure which covered entire operational activity in estates and mills including SCCS. Those document available in Manual System Management and Procedures (consist SOP's and Work Instruction). SOP's in estate and mill covered operational activity such as: <ul style="list-style-type: none"> • SOP'S of palm oil cultivation • SOP'S of land preparation • SOP'S of nurseries • SOP'S of Integrated Pest Management on <i>Oryctes rhinoceros</i> • SOP'S of Integrated Pest Management on rat control • SOP'S of Integrated Pest Management on leaf eater caterpillar • SOP'S of Soil sampling unit • SOP'S of Leaf sampling unit • Water management in peat • Work instruction of manuring • Work instruction of chemical weeding • Work instruction of terracing • Work instruction of FFB receiving in mill • Work instruction of sterilizer • Work instruction of hoisting crane • Work instruction of stripper • Work instruction of digester and screw press • Work instruction of continuous tank • Work instruction of vacuum dryer • Work instruction of sludge separator • Work instruction of decanter • Work instruction of nut silo • Work instruction of ripple mill • Work instruction of claybath • Work instruction of locomotif operation 	Conformity

		<p>Based on interview with sustainability staff and document control obtain information that each part of procedure and work instruction reviewed annually and revised on request or standard changing basis. For example, SOP'S of Integrated Pest Management on <i>Oryctes rhinoceros</i> and leaf eater caterpillar were revised on 1 January 2020.</p> <p>All SOP's and work instruction available in each unit.</p>	
3.3.2	A mechanism to check consistent implementation of procedures is in place.	<p>Certificate holder has had the internal audit or field visit procedure to check the conformity against the internal SOP's or work instruction. For example:</p> <ul style="list-style-type: none"> • Resume of agronomy department on 18 – 19 December 2019. During that visit, captured some issues as follows: <ul style="list-style-type: none"> a. Harvesting rotation normal. b. Not all collecting point has been marked yet. c. Found 18 trees in block 52 symptoms of Spear Root. • Based on Visit Report No. 2 – 2019 (dated 9 – 10 September 2019) in Negeri Lama POM that conducted by Mr G. Wheller (mill advisor from Socfin SA) and Mr. RK Ginting (Head of Technical Department) captured some issues such as boiler operation has deteriorated with poor combustion making continual. 	Conformity
3.3.3	Records of monitoring and any actions taken are maintained and available.	<p>The records of monitoring and any actions taken are maintained and available. For example, estate has been taken action accordingly to the visit report (see details in indicator 3.3.2). The action taken was:</p> <ul style="list-style-type: none"> ✓ To control harvesting rotation (not too quick), some of harvester has been transferred into pruning activity. ✓ Harvesting collection has been marked. Total 18 collection. ✓ Palm trees that Spear Root infested has been replaced with the new trees. <p>All response taken was implemented and reported to the internal auditor.</p>	Conformity
<p>Criteria 3.4 A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			

<p>3.4.1</p>	<p>(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/outgrower scheme, is documented.</p>	<p>Initial Environmental Impact Assessment documents (ANDAL, RKL and RPL) were available for Negeri Lama Mill and Estate as approval No. #RC.220/907/B/V/1994 dated 24th May 1994. The EIA (ANDAL, RKL and RPL) has been conducted and documented according to local requirements and include consultation with relevant stakeholders to identify impacts and to develop any mitigation measures.</p> <p>For internal environmental aspect and evaluated its impact document, as required by the procedure SOC/PSM/4.04, the information of environmental aspect and impact was reviewed and updated at least once a year. Last review and update of environmental aspect and impact register was performed on 2 January 2018. Document of environmental impact assessment included:</p> <ul style="list-style-type: none"> • Building new roads, processing mills or other infrastructure; • Putting in drainage or irrigation systems; • Replanting and/or expansion of planting areas; • Management of mill effluents; • Clearing of remaining natural vegetation; • Management of pests and diseases palms by controlled burning; • Result of stakeholder consultation. <p>Environment document and its permit was shown as below:</p> <ol style="list-style-type: none"> 1. Document of ANDAL/PEL for Negeri Lama Mill and Estate No. RC220/476/B/III/1994 dated 17 March 1994. Initial Environmental Impact Assessment documents (ANDAL/PEL, RKL and RPL) which were approved by Department of Agriculture, Republic of Indonesia on March 17, 1994 for Negeri Lama Mill and Estate were available. 2. Revised of UKL UPL PT Socfin Indonesia Negeri Lama Mill and Estate dated 18 August 2010. In 2010, UKL UPL of PT Socfin Indonesia Negeri Lama Mill and Estate has been revised due to request from regional government. In actual condition, there is no change in mill capacity or in hectarage area. 3. The information of environmental aspect and impact was provided document procedure No. SOC/PSM/4.04. Document of environmental impact assessment included: <ul style="list-style-type: none"> • Building new roads, processing mills or other infrastructure; • Putting in drainage or irrigation systems; • Replanting and/or expansion of planting areas; • Management of mill effluents; 	<p>Conformity</p>
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		<ul style="list-style-type: none"> • Clearing of remaining natural vegetation; <p>4. Social impact assessment has been conducted by the organisation and documented in SIA report 2012. Assessment was conducted by internal assessor through PRA (Participatory Rural Appraisal) and interview with people who get direct impact of the presence of Negeri Lama plantations.</p> <p>Social impact assessment (SIA) including records of meetings has been documented in Laporan Sosial Assessment PT. Socfindo Perkebunan Negeri Lama, 2012. Scope of assessment covered villages: Ledong Barat Village, Negeri Lama Village, Lobu Jiur Village, Aek Korsik Village, Rawa Sari Village, Alang Bonbon Village, Sengon Sari Village and Negeri Lama Pekan Village.</p> <p>Evidence of participatory action from local communities was also sighted in related SIA documentation including photos. Some aspects were considered during assessment such as:</p> <ul style="list-style-type: none"> - Access and use rights; - Economic livelihoods and working conditions; - Subsistence activities; - Cultural and religious values; - Health and education facilities; - Other community values. <p>Positive impacts on SIA were identified, such as: 1. employment opportunities, 2. New livelihoods, 3. access road, and 4. public facilities availability.</p> <p>Negative impacts on SIA were identified, such as: dust impact in dry season caused by company transportation.</p> <p>The Social Impact assessment has revised on January 2020 (2 years based) and also undertaken through a participatory methodology involving the affected stakeholders particularly of surrounding communities of Negeri Lama Estate.</p>	
3.4.2	For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.	Social Environment management and monitoring plan document were available in Environmental management plan (RPL-Rencana Pengelolaan Lingkungan) document. Document has approved by Department of Agriculture, Republic of Indonesia on March 17, 1994 for Negeri Lama Mill and Estate. Revised of UKL UPL PT Socfin Indonesia Negeri Lama Mill and Estate dated 18 August 2010. In 2010, UKL UPL of PT Socfin Indonesia Negeri Lama Mill and Estate has been revised due to request from regional	Conformity

		<p>government. In actual condition, there is no change in mill capacity or in hectarage area.</p> <p>Environmental management based on document, e.g:</p> <ul style="list-style-type: none"> - Implementation of measurement and monitoring of air emissions, noise, liquid waste, groundwater, B3 waste, solid waste and the health of the Msyarakat. Measurement of air emission based on PermenLH No. 7 year 2007; Boiler, PermenLH No. 13 year 2009; Genset, PermenLH No. 5 year 2006; Vehicle and ambient air based on PP No. 41 year 1999. - Surface water quality and water biota management performed in order to prevent and control the physic and chemist quality of surface water comply to PP Nomor 82 tahun 2001. Perfomed by create terracing, land cover crop planting in open area and sloping area, organic fertilizer usage, natural predator usage for pest control, operating IPAL, land application, flat bed maintenance in land application area, housekeeping implementation and proper waste handling. - Soil quality management performed by land application quality management according to KepMen LH No. 28 Tahun 2003, groundwater quality check, flat bed maintenance, vegetation planting around waste water pond and maintenance of waste water pond, domestic and hazardous waste management. - Flora fauna management perfomed by signboard installation regarding prohibition of plant destruction in conservation area, vegetation enrichment in conservation area, wildlife protection and maintain the conservation area. - Community perception management performed in order to prevent and control the negative perception and potential conflict from community against employee recruitment process. Company has conducted workers recruitment transparently, each vacancy were publish to surrounding village, FFB purchasing from local plantation surrounding company, coaching and conseling to plasma member, CSR prograded implementation. <p>During field observation and document verification, it can be demonstrated that all the environmental management plan has been implemented as per document RKL-RPL. The evaluation of social environmental management plan effectivity has been carried out and presented in RKL-RPL report semester I (January – June) 2019 and semester II (July – December 2019).</p>	
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		<p>The implementation of environmental management and monitoring (RKL/RPL) of July – December 2019 was submit to Environmental Office of Labuhanbatu Regency on 30 January 2020 and for period January – June 2019 was submit on 23 July 2019.</p>	
<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p>	<p>Send evidence rkl report-RPL July-December 2019, as follows:</p> <ul style="list-style-type: none"> - Report of RKL/RPL has been submitted on 14th February 2019 to Head of KNLH Pusat Pengelolaan Ekoregion Sumatera. - Report of RKL/RPL to the Environment Department of Labuhanbatu Regency in on the 15th January 2019 district <p>PT Socfin Negeri Lama Mill and Estate has identification the environmental aspect and impact assessment and reviewed regularly (updated on 7 January 2020). The plan incorporate a monitoring protocol every 6 month and adaptive to operational changes.</p> <p>The monitoring implemented to monitor the effectiveness of the mitigation measure and reviewed every 6 months (last report for second semester year 2019). The plan based on EIA (RKL RPL) that covered:</p> <ul style="list-style-type: none"> - Monitoring river water quality every 3 months; - Monitoring ground water quality annually; - Monitoring of emission from immobile source every 6 months; - Monitoring of emission from mobile source annually; - Monitoring of POME every 1 months; - Monitoring of noise every 6 months; - Monitoring air ambient quality at mill and emplacement every 6 months; <p>The reporting of RKL/RPL was conducted 6 monthly issued by Head of administration/KTU that consist of the implementation of environment management and monitoring plan include analysis of waste water quality and flow rate also the air emissions measured by third party environmental laboratory.</p> <p>The effectiveness of the outcome from the implementation of environmental management and monitoring was reviewed on the report through the evaluation of compliance, evaluation of trends and evaluation of the effectiveness of management and environmental monitoring.</p>	<p>Conformity</p>

Criteria 3.5

A system for managing human resources is in place.

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3.5.1	Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives.	<p>Recruitment process was documented in procedure "Penerimaan Pekerja KHT Kebun" No. Doc: SOC/PSM/6.01.01, 1st revision dated 1st December 2015. There are 3 steps in employees recruitment such as :</p> <ul style="list-style-type: none"> a. Request recruitment of employees plantation <ul style="list-style-type: none"> - Letter of application for recruitment from Site Management devoted to management via the General Section - Letter of approval for recruitment from management (Head Office) b. The selection process <ul style="list-style-type: none"> - The collection of application file - Selection of administration - Announcement of the selection schedule - Test questions and physical tests - Summary of the results of the selection - Announcement of selection results - Provision of a cover letter MCU to candidates who pass the selection - Implementation of medical checkup (MCU) <p>The announcement of selected candidate Through interviews with workers in mill and plantation, it confirmed that there was no discrimination on working opportunities, all workers treated equally. Records of employee's recruitment were available and have been reviewed during audit.</p>	Conformity
3.5.2	Employment procedures are implemented and records are maintained.	<p>Recruitment process was documented in procedure "Penerimaan Pekerja KHT Kebun" No Doc: SOC/PSM/6.01.01, 1st revision dated 1st December 2015. Based on that procedure can be seen that the selection, recruitment and promotion of workers based on qualification standard for the job.</p> <p>Employees credential and medical history were documented and recorded very well and has been reviewed during audit. All company policy reviewed every year by Sustainability Sub Department, PT. Socfindo. Employees' evaluation was conducted every November to decide promotion of employees.</p>	Conformity
<p>Criteria 3.6 An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.</p>			
3.6.1	C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.	<p>PT Socfin Indonesia – Negeri Lama POM has established the procedure of risk assessment under Risk Assessment procedure No: SOC/PSM/4.13 Rev.02.</p> <p>Risk assessment was considered the stages of OHS risk control hierarchy such as elimination, substitution,</p>	Major Nonconformity

		<p>engineering, administrative and PPE (Personnel Protective Equipment) in order to OHS risk precautions.</p> <p>Data seen:</p> <ul style="list-style-type: none"> - Risk assessment has defined under document "Daftar dan Pengendalian Aspek Lingkungan, Keselamatan dan Kesehatan Kerja", last review on 7th January 2020. - Estate - risk assessment cover all the organization's processes and activities such as: spraying, fertilizing, weeding, road maintenance, replanting, harvesting, transportation, warehouse, workshop, infrastructure, polyclinic, office, housing, - POM - risk assessment covers all processes and activities such as: weighing bridge, boiler, engine room, loading ramp, sterilizer, threshing, pressing, kernel operation, clarification, office, lab, dispatch CPO, water treatment, chemical warehouse. <p>The risk assessment has also covered the routine and non-routine activities such as replanting activities.</p>	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p>	<p>The company has been monitoring the health and accident aspects of the work that occurred to employees during activities and recorded on "Daftar Aspek Lingkungan, Keselamatan dan Kesehatan Kerja", document No. SOC/Form/4-04-01. The company has also managing and monitoring the aspects of occupational health and safety through the "Health and Safety plan" which has been reviewed on March 2019, such as:</p> <ol style="list-style-type: none"> 1) Comply with all applicable laws, regulations and standards 2) Ensure best management practices with Zero Accident and Zero Fatality objectives 3) Ensure optimal socialization and training 4) Do the correctives action: Performing revision of the procedure, completing the APD etc.) 5) Monitoring of statistic and 6) Program evaluation. <p>Data verified:</p> <ul style="list-style-type: none"> - PT Socfin Indonesia – Negeri Lama has been performed Medical Checkup to all employees on 17-19 June 2019 and 18 November 2019. - OHS committee has registered in Manpower Agency in North Sumatera under letter "Surat Keputusan Kepala UPT Pengawasan Ketenagakerjaan Wilayah IV Dinas Tenaga Kerja Propinsi Sumatera Utara Nomor KEP. 20-7/P2K3/WIL-IV/DTK/SU/2020 concerning Ratification of supervisor for occupational safety 	Conformity

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		<p>and health (P2K3) in the Negeri Lama areas”, dated 16 January 2020.</p> <ul style="list-style-type: none"> - Evaluate and analyse accidents based on accident/investigation report and compared with the Health and Safety plan. - Procedure to identified OHS aspect (SOC/PSM/4.04 last revised on 1 September 2018). - Investigation report accident/incident, for example: Accident Report No. 05/KC/N. L/2019 on October 8, 2019 on behalf of Paino II (Transporter FFB), location at Block 42 at 09.00 am, type of accident: The eye is hit by locomotive, the victim brought to polyclinics, cause: The exhaust that does not use the channel/cover well, recommendation: Briefing to the Machinist Locomotive <p>Environmental and occupational Health (LK3) procedures SOC/PSM/4.04, rev. 08 explains about the review and up date aspects of the LK3 every year. Explain also related risk assessment LK3.</p> <ul style="list-style-type: none"> - "Daftar dan Pengendalian Aspek Lingkungan, Keselamatan dan Kesehatan Kerja ", particularly for the activities of Loco (TRNL-93-95), where the initial assessment is High (level 4) and after the risk control of final transmission becomes Low (Level 2) - License of operator (SIO) for all operator in Negeri Lama Estate and Mill, namely: <ol style="list-style-type: none"> 1) Paino (locomotive operator), license no. 75198-OPK3-LT/PAA/VIII/2016, dated 2/9/2016, valid until 2/9/2021. 2) Mangara Nainggolan (locomotive operator), license no. 115661-OPK3-LT/PAA/VI/2016, dated 4/6/2018, valid until 4/6/2023. 3) Sukamto (excavator operator), license no. 13.27680-OPK3/PAA/XI/2018, dated 3/11/2018, valid until 3/11/2023. 4) Suharyadi (Boiler operator) license no. P.12.3409.OPK3-PUBT-B.I/XI/2017, dated 12/11/2017, valid until 12/11/2022. 5) Buha Manalu (welder), license no. 002897221 0 0001940 2017, dated 7/12/2017, valid until 7/12/2020. - Boiler permit no. 18-7/DTK/KU/XII/2017, checking is done by 2 years bases, last done on a date 27/11/2019. 	
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		<ul style="list-style-type: none"> - Sterilizer-1 Permit no. 678/116-03/2009, checking is done by 2 years bases, last done on 3/12/2018 and next will be on 3/12/2020 - Electricity Installation permit No. 80/IL/D/W2/1995, valid for 1 year, and next extension permit will be on 11/3/2020. - Motor diesel Perkin permit no.: 560/97A/NAKER-4/2008, valid until 11/03/2020 (1 year). - Surat izin angkat dan angkut locomotive No. 1, permit no. 960-7/PAA/DTK/2017, dated 9/9/2019, valid until 9/9/2020 - Etc. <p>Non conformity: Risk assessment and the prepared health and safety mitigation plan was not prepared based on consistent approach to identify health and safety issues.</p> <p>Objective evidence:</p> <p>1. Loco and lorry activities</p> <ul style="list-style-type: none"> - Sighted procedure to identified OHS aspect (SOC/PSM/4.04 last revised on 1 September 2018). This document not taking into consideration accident in workplace into HIRAC evaluation. - Tabel Penilaian Resiko LK3 (Doc. SOC/DP/4.04-01 rev 02) missing appropriate requirement in determining accident frequency (frequency of activity instead of frequency of accident). - Sighted the last revision of HIRAC document, evaluated on 7 January 2020. HIRAC of transportation (loco operational) categorized as low risk. However, based on accident record 2019, from 2 of 5 accident case caused by loco activities causing a disability (280 working hour lost time) – supposed to high severity. - Based on accident report in estate clinic, sighted the record of accident of locomotive operator on 16 January 2020. During audit time, recorded 17 working days or equal to 119 working hour was lost. - The evidence of OHS Committee meeting quarter 4 year 2019 missing the evaluation on accident related to lorry activities. 	
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		<ul style="list-style-type: none"> - Based on interview with employee during public consultation informed several issues with loco operation; where the operator and his FFB loader should fix them manually. The loco operator known that was a high risk activity. <p>2. Mill station</p> <p>Based on field visit in mill, auditor found cigarettes stump near the fuel station and trash bin in sterilizer station where the areas is a restricted area for smoking.</p>	
<p>Criteria 3.7 All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.</p>			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and outgrowers, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.</p>	<p>PT Socfin Indonesia – Negeri Lama POM has shown the document of training Program year 2019 and on period 2020 related to the aspects of RSPO Principles and Criteria under document No: SOC/Form/6.02-06, January 2020.</p>	Conformity
3.7.2	<p>Records of training are maintained, where appropriate on an individual basis.</p>	<p>Record of training for each employee has demonstrated under "Catatan Khusus Pelatihan Yang Pernah Diikuti".</p> <p>Data seen:</p> <p>1) Namely Mr. T*** P***ri (operator machine room), record of training:</p> <ul style="list-style-type: none"> - 22 November 2018; Socialization of PKB - 10 December 2018; training of Use First aid box for accidents (P3K) - 8 April 2019; training of operator Genset <p>2) Namely Mr. Sut***i (foreman for spraying), record of training:</p> <ul style="list-style-type: none"> - 10 April 2018; training of Integrated Pest Control - 6 December 2018; training of Use First aid box for accidents (P3K) - 4 December 2018; training of implementation of communication, social grievance - 10 April 2018; training of integrated pest control. <p>3) Namely Mr. Sam***i (foreman for census), record of training:</p> <ul style="list-style-type: none"> - 18 April 2018; training of Integrated Pest Control - 6 December 2018; training of Use First aid box for accidents (P3K) - 10 April 2018; training of integrated pest control. 	Conformity

		<p>Evaluation of effectiveness of training was conducted by estate or mill manager, such as:</p> <ul style="list-style-type: none"> - Evaluation for K3 Operator Genset, training was performed on 12 April 2019 and the evaluation was performed on 17 July 2019 on behalf of Zulkarnain and Hasan Basri R. - Evaluation for use of first aider, training on 6 Juli 2019 and the evaluation on 24 September 2019 on behalf of Denni Sukamto, Azami Sahputra, Suhendri, Nurmayan and Ronal Kemal. 	
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p>	<p>Training SCCS was programmed once a year by Sustainability team. Latest training of RSPO SCCS has been carried out on 14 January 2020. Training was delivered by Andria Zulmaitra (Sustainability Staff) and attend by 7 personel of Negeri Lama POM including Head of Clerk (Krani I Pabrik), Transport clerk, weighbridge operator/clerk, expedition clerk and Mill assistant. Evidence of training can be demonstrated such as: attendant list and minutes of training.</p> <p>During interview with key personel on supply chain operation at Negeri Lama Mill (weighbridge operator, mill assistant and clerk) confirmed that they have understand the RSPO supply chain system and their responsibility on the implementation.</p>	Conformity
<p>Supply chain requirements for mills.</p> <p>Procedural note:</p> <p>The below numbering is as per the current RSPO SCCS standard and will be renumbered to become 3.8 and onwards following the revision of the RSPO SCCS in 2019. 'D' therefore refers to RSPO SCCS 'Module D – Crude Palm Oil (CPO) mills: Identity Preserved' and 'E' to RSPO SCCS 'Module E – CPO mills: Mass Balance'. Depending on the supply chain model chosen, the corresponding requirements apply as well as all general requirements (those with numbers only). The RSPO SCCS document uses the terms 'site' and 'organisation' to refer to the unit of certification.</p>			
<p>Definition</p>			
Identity Preserve d Mill D.1	<p>A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from plantation/ estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for</p>	<p>PT Socfin Indonesia – Negeri Lama POM is only receiving FFB from certified source, which is a company-owned estate, Negeri Lama Estate. PT Socfin Indonesia – Negeri Lama POM is implementing Supply Chain Standard (Module D – Identity Preserve for Mill).</p>	Conformity

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	example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Module E is applicable.		
Mass Balance Mill E.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 3rd 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.	PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this indicator is not applicable.	Conformity

Explanation (Volume and product integrity)

D.2 E.2	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&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 mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain</p>	<p>The projection for certified FFB and production of certified CPO and PK in Negeri Lama POM has been recorded in CB’s public summary report and registered in RSPO IT Platform.</p> <p>According to public summary report Recertification PT Socfin Indonesia - Negeri Lama POM the estimated tonnage of CPO and PK products that could potentially be produced by the certified millare as bellow:</p> <table border="1" data-bbox="657 1458 1327 1682"> <thead> <tr> <th>Description</th> <th>Estimated (Feb 2019 – Jan 2020)</th> <th>Actual (Feb 2019 – Jan 2020)</th> </tr> </thead> <tbody> <tr> <td>CPO</td> <td>11,586 MT</td> <td>10,065.26 MT</td> </tr> <tr> <td>PK</td> <td>2,128 MT</td> <td>1,895.18 MT</td> </tr> </tbody> </table>	Description	Estimated (Feb 2019 – Jan 2020)	Actual (Feb 2019 – Jan 2020)	CPO	11,586 MT	10,065.26 MT	PK	2,128 MT	1,895.18 MT	Conformity
Description	Estimated (Feb 2019 – Jan 2020)	Actual (Feb 2019 – Jan 2020)										
CPO	11,586 MT	10,065.26 MT										
PK	2,128 MT	1,895.18 MT										

	managing organisation (RSPO IT platform).		
5.3 Documented procedures			
5.3.1 D.3 E.3	<p>The site shall have written procedures and/or work instructions to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). • 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 organisation's procedures for the implementation of this standard. • The site shall have documented procedures for receiving and processing certified and non-certified FFBS. 	<p>PT Socfin Indonesia has established complete and up to date procedures to implement RSPO supply chain requirements in Negeri Lama POM:</p> <ol style="list-style-type: none"> 1. "Prosedur Supply Chain Certification Standard – Identity Preserved" document No. SOC/PSM/9.10 rev.09 dated 14 October 2019. The procedure covers FFB receiving and its records, FFB process and its records, production records, delivery of product, daily production report, contract and DO issuance, record keeping, abnormal conditions, report of projected over production to CB, Shipping Anouncemnet in PalmTrace, PIC of RSPO SCCS, processing on the day change from MB to IP, and outsourcing process. 2. "Prosedur Internal Audit Sistem Manajement" No.SOC/PSM/8.02 Rev.07 dated 15/08/2019; described planning and preparation of internal audit that conducted once a year at minimum; audit implementation, findings; corrective action and audit report. 3. "Prosedur Penanganan Keluhan Sosial" No.SOC/PSM/9.02 Rev.05 dated 03/10/2019 described mechanism of complaint handling mechanism. 4. "Prosedur Pengiriman MKS/IKS dan Cangkang dengan Transportasi darat" No.SOC-POM/PSM/7.06 Rev.04 dated 01/01/2017, described delivery of CPO and PK from Palm Oil Mill to buyer or storage tank. <p>Negeri Lama POM has maintained complete and up to date records and reports that demonstrated compliance with the RSPO Supply Chain model Identity Preserved, among others: "Buku Collection Trip" (FFB Delivery Note); Weighbridge ticket; "Laporan Jumlah Janjang per Blok" (total bunches); "Laporan pemeriksaan Bahan Baku Per Blok" (supply base verification); Daily Production Report; Monthly production report; CPO/PK Delivery Note.</p> <p>According to procedure Identification of the person having overall responsibility for RSPO Supply Chain implementation was Technicker I (Head of Mill) and Sustainability staff and sales was responsible to conduct the transaction at Palm Trace. For RSPO SCCS administration, Head of Negeri Lama Mill assigned Mill clerk (Mr. Misran) as PIC of SCCS administration based on Manager Decree letter no. NL/Div/Bi/008/2020 dated 17 January 2020. During audit, the person was able to demonstrated awareness of the organization's</p>	Conformity

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		<p>procedures for the implementation of the RSPO Supply Chain requirements.</p> <p>PT Socfin Indonesia – Negeri Lama POM was implementing Identity Preserved for supply chain, it means that all FFB receive by mill was from certified estate which own estate (Negeri Lama Estate). There is no non – certified FFB receive by mill.</p>	
5.3.2 Internal Audit			
5.3.2	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organisation;</p> <ul style="list-style-type: none"> • Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. • Effectively implements and maintains the standard requirements within its organisation. <p>Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non- conformities shall be subject to management review at least annually. The organisation shall be able to maintain the internal audit records and reports.</p>	<p>As per “Prosedur Audit Internal Sistem Manajemen” No.SOC/PSM/8.02 revisi 07 dated 15/08/2019, described Sustainability Manager or Team conducted internal audit and management review to ensure all operational and documentation activities are comply to the requirement in Supply Chain Standard (Module D – Identity Preserve for Mill) and the RSPO Market Communications and Claims Documents. The internal audit and management review planned once a year at minimum.</p> <p>The site has effectively implements and maintains the standard requirement by performing internal audit. Latest internal audit RSPO SCCS conducted on 13 January 2020 by internal auditor from Sustainability department (Andria Zulmanitra & Samuel Situmorang) against RSPO SCCS 2017. The internal audit was carried out integrated with RSPO P & C. Audit result can be demonstrated during audit as per “Checklist Audit Internal Supply Chain Certification Standard”. There were no NC related to RSPO SCCS and 4 minor NC related to RSPO P & C. Rootcause analysis, correction and corrective action has been made and effectively implemented. The NC status has been Closed on 16 January 2020 and 27 January 2020 as per “Laporan Ketidaksesuaian (LKS) SOC/FORM/8.02-05”.</p>	Conformity
5.4 Purchasing Goods In			
D.4.1/ D.4.2 E.4.1/E. 4.2	<p>The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>The site shall have a mechanism in place for handling non-conforming oil</p>	<p>PT Socfin Indonesia - Negeri Lama POM only received FFB from certified source, which is Negeri Lama Estate. Transportation from field to palm oil mill are using locomotive and its rail. From the process observed, there is no FFB contamination found. Document FFB delivery note and Weighbridge Card described identity and location of FFB source and other item required, e.g. locomotive number and type, product delivered, date of delivery, trip number, division, weighbridge card number, lorry number, gross weigh, tarra weigh and nett weigh, signed by driver, weighbride clerk and administration staff. Movement of FFB from Negeri Lama Estate to Negeri Lama POM are not sales transaction, it is under the control of same entity, PT Socfin Indonesia. The</p>	Major Nonconformity

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	<p>palm products and/or documents.</p>	<p>certification of the supply base is fall under the palm oil mill, PT Socfin Indonesia – Negeri Lama POM, therefore a check of the validity of the Supply Chain Certificate is not necessary.</p> <p>Non conformity raised during audit:</p> <p>Based on document verification, field observation and interview with weighbridge clerk, it was confirmed that there were inaccurate lorry number input between document <u>FFB delivery note</u> and <u>Weighbridge Card</u>. Each of lorry has different tara value which is impact to different nett weight.</p> <p>Sample verified:</p> <ol style="list-style-type: none"> 1. Delivery note dated 3/02/2019 from Division II, Masinis Budiono Loco PS 100 No 1 Mitsub, Trip 3. Stated input lorry number was 3015 (tara 700 kg); while in weighbridge card CWD/2020/001947 stated input lorry number was 3019 (tara 760 kg). 2. Delivery note dated 3/02/2020 from division II, Masinis Budiono Loco PS 100 No 1 Mitsub, Trip 3. Stated input lorry number was 0716 (tara 730 kg); while in weighbridge card CWD/2020/001913 stated input ori number was 0715 (tara 720 kg). 3. Delivery note dated 3/02/2020 from division II, Loco PS 100 No 2 Mitsub, Trip 4. Stated input lorry number was 2719 (tara 700 kg); while in weighbridge card CWD/2020/001938 stated input lorry number was 2715 (tara 700 kg). 4. Delivery note dated 3/02/2020 from division II, Loco PS 100 No 2 Mitsub, Trip 4. Stated input lorry number was 215 (tara 720 kg); while in weighbridge card CWD/2020/001943 stated input lorry number was 216 (tara 740 kg). 5. Delivery note dated 9/01/2020 from division II, Loco CHL 20G No 6 Ex SG, Driver syamsul, Trip 3. Stated input lorry number was 0404; while in weighbridge card CWD/2020/000480 stated input lorry number was 0404. 6. Delivery note dated 9/01/2020 from division II, Loco CHL 20G No 6 Ex SG, Driver syamsul, Trip 3. Stated input lorry number was 0604; while in weighbridge card CWD/2020/000486 stated input lorry number was 0610. 	
<p>5.5 Outsourcing Activities</p>			
<p>5.5.1</p>	<p>In cases where an operation seeking or holding certification</p>	<p>The organization use third party contractor for transportation of certified product, CSPO and CSPK. PT</p>	<p>Conformity</p>

	<p>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 Chain Certification Standard. A CPO mill and independent mill 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 organisation (not the tank farm manager).</p>	<p>Socfin Indonesia Negeri Lama POM only operate one contractor for delivery of CSPO and CSPK, which is PT Gunung Kawi Sukses Makmur. Valid contract were available, e.g.:</p> <ol style="list-style-type: none"> 1. PD-GM/X/521/2019 dated 23/12/2019 for transport of CPO, valid until 31 December 2020. 2. PD-GM/X/522/2019 dated 23/12/2019 for transport of PK, valid until 31 December 2020. <p>PT Socfin Indonesia – Negeri Lama POM has ensure that the independent third party complies with the requirements of the Supply Chain Standard (Module D – Identity Preserve for Mill). The requirement to comply with RSPO SCCS was explained and include in the contract agreement. In Article III (term and conditions) of the contract mentioned that: a. Understood the ethical code of conduct PT Socfin; b. The contractor understood the supply chain type of the product transported based on “Surat Pengantrat Barang”; c. Understood the procedure of all product type transported based on supply chain model of the Palm Oil Mill.</p> <p>PT Socfin Indonesia – Negeri Lama POM control the CPO and PK transporter before shipping by:</p> <ul style="list-style-type: none"> - “Berita acara pemeriksaan truck CPO dan Penyegelan” (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out). - “Surat Perintah Pemompaan” Dispatch direction letter. - “Surat Pengantar” Delivery note from “CV Gunung Kawi” contain information of DO number, vehicle number, driver name, and company CV Gunung Kawi signed. - “Kartu Keluar Masuk angkutan” <p>After shipping control by checking completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out, seal number and seal condition.</p> <p>The quantity of CPO monitored by Weighbridge Card and SPK (with 0.20% tolerance).</p> <p>During field audit and document verification can be demonstrated that the transporter is under control of PT Socfin Indonesia – Negeri Lama POM.</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</p>	<p>PT Socfin Indonesia – Negeri Lama POM has legal ownership of the CPO and PK delivered by the independent third party.</p> <p>PT Socfin Indonesia Negeri Lama POM only operate one contractor for delivery of CSPO and CSPK, which is PT</p>	Conformity

	<p>material to be included in outsourced processes;</p> <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> <p>c) The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	<p>Gunung Kawi Sukses Makmur. Valid contract were available, e.g.:</p> <ol style="list-style-type: none"> 1. PD-GM/X/521/2019 dated 23/12/2019 for transport of CPO, valid until 31 December 2020. 2. PD-GM/X/522/2019 dated 23/12/2019 for transport of PK, valid until 31 December 2020. <p>Contract agreement are covering the outsourced process of CPO & PK transporting which signed and enforceable agreement with the contractor. The contract also include the certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary. This was stipulated in Article III, chapter No. 13 d which stated "Bersedia dikunjungi oleh Badan Sertifikasi pada saat audit RSPO untuk melihat kegiatan operasi dan administrasi atau hal lainnya yang berhubungan dengan pengangkutan MKS & PK milik PT Socfin Indonesia".</p> <p>PT Socfin Indonesia - Negeri Lama POM has communicated the procedure related to RSPO SCCS to the contractor. Socialization to contractor has been conducted since 17 January 2018. RSPO Supply Chain procedure also has include in the agreement contract with contractor which is update/renewal each year.</p>	
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. 5.5.4 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>	<p>Currently PT Socfin Indonesia – Negeri Lama POM only use one contractor for transport of CPO and PK, which is PT Gunung Kawi Sukses Makmur. The contact detail is Mr. Sumida as the Director.</p> <p>The contact detail was provided in the Contract Agreement and List of Stakeholder Kebun Negeri Lama 2020.</p>	Conformity
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>	<p>The documented procedure of supply chain, "Prosedur Supply Chain Standard – Identity Preserved" (SOC/PSM/9.10) Rev.09 dated 14 October 2019, in section 6.13.5 has explicitly described that the site will inform CB if there is addition or change in contractor used.</p>	Conformity
5.9 Record keeping			
5.9.1	<p>The organisation shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of</p>	<p>The organization has maintained accurate, complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain requirements, as evident in "Laporan Produksi Harian", "Berita Acara Pengukuran</p>	Conformity

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	these RSPO Supply Chain Certification Standard requirements.	dan Perhitungan Stok CPO”, “Kontrak Penjualan Lokal”, Delivery Order, Weighbridge Card and Delivery Note.	
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.	The procedure “Prosedur Supply Chain Certification Standard – Identity Preserved” No.SOC/PSM/9.10 rev.09 dated 14/10/2019, section 6.7 requires that all related records and reports, e.g. FFB receiving, Laporan Produksi Harian, Contract, Delivery Order, Weighbridge Card and Delivery Note must be keep for a period of minimum five (5) years. Record verification confirms record as early as 2015 are still maintained.	Conformity
5.9.3	The organisation 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 organization is able to provided estimate volume of CPO and PK in a year period as in Annual Budget, consists of Production of FFB, CPO and PK. The organization also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month, as in “Laporan Produksi Bulanan”.	Conformity
D.5.1	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.	Negeri Lama POM has recorded and balanced all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis, there is no negative stock. For the period of January 2019 to December 2019, certified FFB received is 44,356.43 Ton; certified CPO produced is 10,207.18 MT; certified PK produced is 1,934.29 MT; certified CPO delivered is 10,666.24 MT; certified PK delivered is 2,006.740 MT.	Conformity
E.5.1	<p>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>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>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</p>	Negeri Lama POM has recorded and balanced all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis, there is no negative stock. For the period of January 2019 to December 2019, certified FFB received is 44,356.43 Ton; certified CPO produced is 10,207.18 MT; certified PK produced is 1,934.29 MT; certified CPO delivered is 10,666.24 MT; certified PK delivered is 2,006.740 MT.	Conformity

	short. (i.e. product can be sold before it is in stock.)		
5.10 Conversion Factors			
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. Organisations 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 (www.rspo.org).	The site has determined and set their own conversion rates be based upon past experience defined as Oil Extraction Rate (OER) and and Kernel Extraction Rate (KER). The site has set OER for budget 2020 as 23.10% and KER as 4.40%.	Conformity
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	The site has annually update OER and KER to ensure accuracy against actual performance. The recorded actual OER and KER as in average January to December 2019 OER is 23.01% and KER is 4.36%.	Conformity
Processing D.6	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm product including during transport and storage to strive for 100% separation.	Negeri Lama POM has ensured through documented system and operation that RSPO certified oil palm product is kept separated from non-certified oil palm product. There is no receiving of any non-certified FFB, therefore no non-certified FFB being entered the process, no non-certified CPO and PK being produced, no non-certified product being dispatched. Storage tank for CPO are dedicated only for certified palm oil. Silo for PK are used to store certified product only. Storage tank cleaning conducted on 27 December 2019 for Storage Tank No.1 and on 18 November 2018 for Storage Tank No.1. Minutes of storage tank cleaning and safety working permit were available. Weighbridge has been calibrated based on: "Keterangan Hasil Pengujian" No. 125/PKTN.4.9/KHP/04/2019, with detail Brand GSC; type GST-9600; serial number 9670030; capacity 30,000 kg. Certificate issued by "Balai Standardisasi Metrologi Legal Regional I" Ministry of Trade, valid until 27 March 2020.	Conformity
5.6 Sales and goods out			
5.6.1	The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form: The name and address of the buyer;	PT Socfin Indonesia – Negeri Lama POM has shown records that include minimum information required for RSPO certified product. During this period of assessment, the site sold RSPO certified CPO to PT Multimas Nabati Asahan, whilst RSPO certified PK to PT Multimas Nabati Asahan and PT Musim Mas.	Conformity

<ul style="list-style-type: none"> • The name and address of the seller; • The loading or shipment / delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number. • 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). • 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. 	<p>Record seen:</p> <ul style="list-style-type: none"> • "Kontrak Penjualan Lokal" No. 40010101 dated 16 July 2019; described the seller name is PT Socfin Indonesia; at Jl. K.L. Yos Sudarso No.105 Medan Barat, Sumatera Utara; the buyer name is PT Multimas Nabati Asahan; at Gedung B&G Tower Lantai 9, Jalan Putri Hijau No.10 Kesawan, Medan Barat, Sumatera Utara; product name is Crude Palm Oil (CPO); quality is RSPO IP Certified; quantity is 1,000 Ton; time of delivery is July 2019, certificate number RSPO 705569. • Delivery Order No.300021460 dated 16 July 2019 described the name of the buyer is PT Multimas Nabati Asahan, address Kawasan Berikat PT MNA at Kuala Tanjung; the name of the Seller is PT Socfin Indonesia – Negeri Lama; date of document issued is 16/06/2019; description of product is Crude Palm Oil (CPO); quality RSPO Certified IP; quantity is 135 Ton; related Contract number 40010101; Unique Identification Number is 40010101; certificate number RSPO 705569, transporter PT Gunung Kawi Sukses Makmur. • Weighbridge Card No. WD/GST9600/2019/000780 dated 20/07/2019 described the transporter is PT Gunung Kawi Sukses Makmur, BK 9339 GK; the name of sender is PT Socfin Indonesia – Negeri Lama POM; the name of the buyer is PT Multimas Nabati Asahan; delivery date and date of document issued is 18/07/2019; description of product is CPO; quantity is 18,360 kg; related transport document is Delivery Note No.391/NL/7/2019 and Contract No. 40010101, certificate number RSPO 705569. • Delivery Note No.1110000012/391/NL/7/2019 dated 20/07/2019; from PT Socfin Indonesia – Negeri Lama POM; to PT Multimas Nabati Asahan; vehicle No. BK 9339 GK; product is CPO; supply chain is RSPO Certified IP; quantity is 18,360 kg; seal number 553277-553282; related transport document: WB ticket No. WD/GST9600/2019/000780, DO No. 300021460; unique identification number is 40010101, certificate number RSPO 705569. • "Kontrak Penjualan Lokal" No. 40010066 dated 24 June 2019; described the seller name is PT Socfin Indonesia; at Jl. K.L. Yos Sudarso No.105 Medan Barat, Sumatera Utara; the buyer name is PT Musim Mas; at Jl. K.L. Yos Sudarso KM7,8 Tanjung Mulia, Medan Deli, Medan 20241; product name is Palm Kernel (PK); quality is RSPO IP Certified; quantity is 600 Ton; time of delivery is June - July 2019, certificate number RSPO 705569. 	
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		<ul style="list-style-type: none"> • Delivery Order No.300021360 dated 24 June 2019 described the name of the buyer is address Kawasan Berikat PT MNA at Kuala Tanjung; the name of the Seller is PT Socfin Indonesia – Negeri Lama; date of document issued is 24/06/2019; description of product is Palm Kernel (PK); quality RSPO Certified IP; quantity is 80 Ton; related Contract number 40010066; Unique Identification Number is 40010066; certificate number RSPO 705569, transporter PT Gunung Kawi Sukses Makmur. • Weighbridge Card No. WD/GST 9600/2019/000717 dated 03/07/2019 described the transporter is PT Gunung Kawi Sukses Makmur, BK 8839 GK; the name of sender is PT Socfin Indonesia – Negeri Lama POM; the name of the buyer is PT Multimas Nabati Asahan; delivery date and date of document issued is 03/07/2019; description of product is PK; quantity is 17,400 kg; related transport document is Delivery Note No.353/NL/7/2019 and Contract No.40010066, certificate number RSPO 705569. • Delivery Note No.1120000008/353/NL/7/2019 dated 03/07/2019; from PT Socfin Indonesia – Negeri Lama POM; to PT Musim Mas; vehicle No. BK 8839 GK; product is PK; supply chain is RSPO Certified IP; quantity is 17,400 kg; seal number 553046-553052; related transport document: WB ticket WD/GST 9600/2019/000717, DO No. 300021360; unique identification number is 40010066, certificate number RSPO 705569. <p>Information is presented on across a range of documents, such as contract, Delivery Order, Weighbridge Card and Delivery Note.</p> <p>PT Socfin Indonesia – Negeri Lama POM has registered all of their transaction consist of Shipping Announcement in RSPO IT Platform (PalmTrace).</p> <p>Sample of Shipping Announcement:</p> <ul style="list-style-type: none"> • Transaction ID TR-a6257281-5464 dated 30/07/2019; Seller is PT Socfin Indonesia – Negeri Lama POM; Buyer is PT Multimas Nabati Asahan; Product CSPO; Program IP; Volume 135 MT; Transaction Type: Shipping; Status: Confirmed on 30/07/2019; Based on Delivery Order No. 300021460, Contract No. 40010101. • Transaction ID TR-94a159d2-9d2a dated 12/07/2019; Seller is PT Socfin Indonesia – Negeri Lama POM; Buyer is PT Multimas Nabati Asahan; Product CSPO; Program IP; Volume 80 MT; Transaction Type: Shipping; Status: Announced; Based on Delivery Order No. 300021360, Contract No. 40010066. 	
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5.7 Registration of Transactions			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> • Are mills, traders, crushers and refineries; and • 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. 	<p>The site is a Palm Oil Mill which take legal ownership and physically handle RSPO certified sustainable oil palm product, has registered their transaction in RSPO IT Platform (PalmTrace).</p>	Conformity
5.7.2	<p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform: 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.</p> <p>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.</p>	<p>PT Socfin Indonesia – Negeri Lama POM has registered all of their transaction consist of Shipping Announcement in RSPO IT Platform (PalmTrace).</p> <p>Sample of Shipping Announcement:</p> <ul style="list-style-type: none"> • Transaction ID TR-a6257281-5464 dated 30/07/2019; Seller is PT Socfin Indonesia – Negeri Lama POM; Buyer is PT Multimas Nabati Asahan; Product CSPO; Program IP; Volume 135 MT; Transaction Type: Shipping; Status: Confirmed on 30/07/2019; Based on Delivery Order No. 300021460, Contract No. 40010101. • Transaction ID TR-94a159d2-9d2a dated 12/07/2019; Seller is PT Socfin Indonesia – Negeri Lama POM; Buyer is PT Multimas Nabati Asahan; Product CSPO; Program IP; Volume 80 MT; Transaction Type: Shipping; Status: Announced; Based on Delivery Order No. 300021360, Contract No. 40010066.. 	Conformity

	<p>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</p> <p>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.</p>		
5.11 Claims			
5.11.1	<p>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.</p>	<p>The site does not made any claims outside of the RSPO Rules on Market Communications and Claims. The company has prepared a procedure "Prosedur Komunikasi dan Klaim Minyak Sawit Bersertifikat RSPO" No.SOC/PSM/9.12" dated 01/09/2015. The procedure clearly stated that PT Socfin Indonesia did not make any claims regarding the use of RSPO trademark.</p> <p>Based on field visit and interview with relevant staff, it demonstrated good understanding on the use of RSPO corporate logo and RSPO trademark on product.</p>	Conformity
General corporate communications			
4.1	<p>A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.</p>	<p>Previously PT Socfin Indonesia was a registered RSPO member with membership number 1-0017-04-000-00, since 7 February 2004. Since 2019 PT Socfin Indonesia registered as a member of Socfin SA, with RSPO membership number 1-0269-19-000-00, since 16 February 2019 as seen in website address https://www.rspo.org/members/8070/Socfin-SA.</p> <p>The reason of the change is because the commitment of Socfin's commissioner to certify all of their oil palm plantation under the RSPO scheme. The corporate communication of Socfin Group can found in website address http://www.socfin.com.</p>	Conformity
4.2	<p>In corporate communications a member is allowed to:</p> <ol style="list-style-type: none"> Display its RSPO membership status Display the RSPO web address (www.rspo.org) State that the member supports the work of the RSPO State the member's history with regard to the RSPO. 	<ol style="list-style-type: none"> Display its RSPO membership status: In the website Socfin Group did not its RSPO membership status, however Socfin Group display that the company has eleven (11) units RSPO certified under PT Socfin (Socfin Indonesia), including two (2) unit RSPO SCC certified. Display the RSPO web address (www.rspo.org): The website has a link to www.rspo.org in certification tab>connections>RSPO, at address: https://www.socfin.com/fr/certifications. State that the member supports the work of the RSPO: not in direct manner, however in the website Socfin Group stated: "The Socfin Group, from its 	Conformity

	<p>e. Use the RSPO trademark to promote its membership of the RSPO.</p> <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	<p>beginnings in 1909, has always been attentive to its social and environmental impact in the countries where it operates. Aware of the development challenges that are evolving, the Socfin Group is constantly working to improve its activities in order to be the leader in responsible tropical agriculture".</p> <p>d. State the member's history with regard to the RSPO: the website display link to RSPO certificate of each unit certified.</p> <p>e. Use the RSPO trademark to promote its membership of the RSPO: the website does not display RSPO trademark.</p>	
4.3	<p>In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.</p>	<p>In the website, Socfin Group does not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.</p>	Conformity
4.4	<p>Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.</p>	<p>In the website, Socfin Group ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.</p>	Conformity
4.5	<p>Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.</p>	<p>In the website, Socfin Group does not use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document.</p>	Conformity
Business to business communications			
5.1	<p>Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.</p>	<p>PT Socfin Indonesia – Negeri Lama POM stated in sales documents, e.g. "Kontrak Penjualan Lokal" and Delivery Order that the product sold is RSPO Certified CPO or RSPO Certified PK Identity Preserved (IP) Module.</p>	Conformity
5.2	<p>When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and</p>	<p>It was verified that when selling certified oil palm product, PT Socfin Indonesia – Negeri Lama POM stated the supply chain model IP and, e.g. in "Kontrak Penjualan Lokal" and Delivery Order.</p>	Conformity

	certificate number under which the claim is being made.		
5.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	<p>PT Socfin Indonesia – Negeri Lama POM is not an end-product producer, the site is a palm oil mill with storage tank that only receive, stored and dispatch CPO and PK.</p> <p>Not applicable.</p>	Not applicable.
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO</p>	<p>PT Socfin Indonesia – Negeri Lama POM is not an end-product producer, the site is a palm oil mill with storage tank that only receive, stored and dispatch CPO and PK.</p> <p>Not applicable.</p>	Not applicable.

	member without constituting a product-specific claim.		
Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	PT Socfin Indonesia – Negeri Lama POM is an RSPO certificate holder with certificate number RSPO 705569 issued by BSI on 29 May 2019. The certificate holder sold its oil palm product in bulk, no product label attached. No 'product-specific' claims are used. Not applicable.	Not applicable.
6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	PT Socfin Indonesia – Negeri Lama POM is an RSPO certificate holder with certificate number RSPO 705569 issued by BSI on 29 May 2019. The certificate holder sold its oil palm product in bulk, no product label attached. No 'product-specific' claims are used. Not applicable.	Not applicable.
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	PT Socfin Indonesia – Negeri Lama POM sold its oil palm product in bulk, no product pack are used. Not applicable.	Not applicable.
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	PT Socfin Indonesia – Negeri Lama POM communication has not stated information about the claimant's RSPO membership status.	Conformity
6.5	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	PT Socfin Indonesia – Negeri Lama POM is certified RSPO P&C, selling CSPO and CSPK. PT Socfin Indonesia – Negeri Lama POM and the parent company - Socfin Group did not make any communication about their supplier's RSPO membership status.	Conformity
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	The site sold its oil palm product in bulk, up to this moment, PT Socfin Indonesia – Negeri Lama POM has not use RSPO trademark.	Conformity
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	Up to this moment, PT Socfin Indonesia – Negeri Lama POM has not use any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products.	Conformity

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6.8	<p>RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org.</p>	<p>PT Socfin Indonesia – Negeri Lama POM is not a retailer or food service company. Not applicable.</p>	<p>Not applicable.</p>
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MODULE A – IDENTITY PRESERVED & SEGREGATED SPECIFIC RULES

Certified oil palm content (IP)

	<p>For IP, 95% or above of the oil palm content must be RSPO IP-certified.</p>	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>
	<p>For SG, 95% or above of the oil palm content must be SG, or a combination of SG and IP.</p>	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>
	<p>Where there is any percentage of non-certified oil palm within the product, the reason for this</p>	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>

	<p>must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the volume of non-certified oil palm products must be covered by the purchase of RSPO Credits of equivalent volume.</p>		
Labelling and trademark (IP)			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ol style="list-style-type: none"> a. RSPO trademark which includes the tag 'CERTIFIED' or b. RSPO trademark which includes the tag 'This product contains certified sustainable palm oil'. Wherever a RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4pt (1.4 mm or 0.06 inch). In on-pack communications, the RSPO trademark can be printed anywhere on the pack. 	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>
Messaging (IP)			
	<p>Messaging ALLOWED in storytelling in product-related communications may include some or all of the following elements:</p> <ul style="list-style-type: none"> • The oil palm products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure it contains RSPO-certified palm oil. For more information: www.rspo.org 	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>

	<ul style="list-style-type: none"> • RSPO-certified sustainable oil palm products were kept apart from other oil palm products throughout the supply chain. www.rspo.org • Certified sustainable oil palm products can be traced back to RSPO-certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO-certified sustainable palm oil has been produced to stringent environmental and social criteria. www.rspo.org • References to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown by company records. 		
MODULE B – MASS BALANCE SPECIFIC RULES			
Minimum Mass Balance content			
	95% or above of the oil palm content must be RSPO MB-certified.	PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.	Not applicable.
	Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.	PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.	Not applicable.
Labelling and trademark (MB)			
	Members are allowed to use the RSPO label in one of the following ways: <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. 	PT Socfin Indonesia – Negeri Lama POM did not used any label/logos in their communication or transaction.	Not applicable.

	<ul style="list-style-type: none"> • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. • Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). • In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> • [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with 	<p>PT Socfin Indonesia – Negeri Lama POM did not used any label/logos in their communication or transaction.</p>	<p>Not applicable.</p>

	<p>non-certified oil palm products in the supply chain.</p> <ul style="list-style-type: none"> • The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. • In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed. <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> • Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 		
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MODULE C – PARTIAL PRODUCT CLAIMS

	<p>To increase awareness among consumers of the availability of sustainable oil palm products and to help accelerate the uptake, it is permissible to make a claim on product when the percentage of the oil palm content is less than 95% certified, but only when the following conditions have been met:</p> <ul style="list-style-type: none"> • The member making the claim is the end product manufacturer, is an RSPO member and is certified against the RSPO SCCS or is an RSPO retailer member authorized to use the trademark by the RSPO. • At least 50% of the oil palm content has been supplied through an RSPO certified supply chain as IP, SG or MB. • The remainder of the oil palm content that is not RSPO- 	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>
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	<p>certified is covered by the purchase of RSPO Credits to an equivalent volume.</p> <ul style="list-style-type: none"> • The product-specific claim is limited to only the following phrase: 'This product contributes to the production of certified sustainable palm oil'. • The use of the RSPO label with this claim is mandatory and must include the tag '50% MIXED'. No other percentage is allowable within this claim. 		
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MODULE D – COMBINED SUPPLY CHAIN MODELS SPECIFIC RULES

	<p>Where a mixture of inputs supplied through different RSPO supply chain models are present in a product, the following applies:</p> <p>75% IP + 20% SG => 95% SG claim is made 65% SG + 30% MB => 95% MB claim is made 55% MB + 40% B&C => 95% partial product claim can be made 45% SG + 55% B&C < 50% B&C claim can be made</p> <p>Where one supply chain model accounts for 95% of the oil palm content, the claim for this specific model may be made:</p> <p>95% IP + 5% MB => 95% IP IP claim can be made 95% SG + 5% MB => 95% SG SG claim can be made 95% MB + 5% C => 95% MB MB claim can be made</p>	<p>PT Socfin Indonesia – Negeri Lama POM implemented Identity Preserved Module, therefore this specific rules are not applicable.</p>	<p>Not applicable.</p>
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Principle 4: Respect community and human rights and deliver benefit

Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.

Criteria 4.1

The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.

<p>4.1.1</p>	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p>	<p>PT Socfin Indonesia as a part of Socfin SA has had human rights policy that signed by Principal Director since 1 June 2019.</p> <p>Socfindo recognises and is committed to respecting international human rights standards. These shall include at a minimum the human rights standards as set out and defined in:</p> <ul style="list-style-type: none"> • The United Nations declaration on Human Rights Defenders • The Universal Declaration of Human Rights • The International Covenant on Civil and Political Rights (explicitly the protection of whistle-blowing as an aspect of freedom of expression under Article 19) • The International Covenant on Economic, Social and Cultural Rights • The Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) • The International Labour Organisation’s (ILO) Declaration on Fundamental Principles and rights to work • Any other guidelines or human rights standards as set out in the laws of the Republic of Indonesia. <p>Socfindo expressly grants protection for any reports documents or information in any form made with a reasonable belief that the information is true at the time it is disclosed.</p> <p>Socfindo shall protect individuals against violence, threats, all forms of retaliation, direct or indirect, pressure or any other arbitrary action as a consequence of the individual’s legitimate exercise of their fundamental human rights in the course of their engagement with Socfindo.</p> <p>Socfindo shall protect individuals from all forms of retaliation, disadvantage or discrimination in the workplace linked or resulting from HRD activities. Socfindo shall preserve the individual’s confidentiality and the identity of the individual may not be disclosed without the individual’s explicit informed consent.</p> <p>Based on document verification, Certificate holder has conducted socialization of those policy to the respective stakeholder. For example:</p> <ul style="list-style-type: none"> • Socialization to the internal stakeholder (mill workers) on 22 January 2020. Attended by 63 workers. • Socialization to the external stakeholder (government agencies staff, police officer, gender commite, labor 	<p>Conformity</p>
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		<p>union, contractor etc) on 21 January 2020. Attended by 17 participants.</p> <p>Based on interview with local NGO's (TIPAN RI), local communities and elder from Negeri Lama Seberang obtain information that Socfin Indonesia does not intimidating or violence to solve problem.</p>	
4.1.2	The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.	Based on interview with local NGO's (TIPAN RI), local communities and elder from Negeri Lama Seberang obtain information that Socfin Indonesia does not intimidating or violence (including any form of harassment or paramilitary usage) to solve any problem.	Conformity
<p>Criteria 4.2</p> <p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p>	<p>PT Socfin Indonesia as a part of Socfin SA has had human rights policy that signed by Principal Director since 1 June 2019. In the policy stated that:</p> <ul style="list-style-type: none"> • Socfindo expressly grants protection for any reports documents or information in any form made with a reasonable belief that the information is true at the time it is disclosed. • Socfindo shall protect individuals against violence, threats, all forms of retaliation, direct or indirect, pressure or any other arbitrary action as a consequence of the individual's legitimate exercise of their fundamental human rights in the course of their engagement with Socfindo. • Socfindo shall protect individuals from all forms of retaliation, disadvantage or discrimination in the workplace linked or resulting from HRD activities. Socfindo shall preserve the individual's confidentiality and the identity of the individual may not be disclosed without the individual's explicit informed consent. <p>Based on interview with local NGO's (TIPAN RI), local communities and elder from Negeri Lama Seberang obtain information that Socfin Indonesia does not intimidating or violence (including any form of harassment or paramilitary usage) to solve any problem.</p>	Conformity
4.2.2	Procedures are in place to ensure that the system is understood by the affected	As explained in indicator 1.1.1, certificate holder has had social communication procedure which consist the procedure to handling complaint. The complaints divided into:	Conformity

	<p>parties, including by illiterate parties.</p>	<ul style="list-style-type: none"> • External complaint • Internal complaint • Sexual harassment, intimidation and violence • Complaint from human rights defender and whistle blower. <p>The procedure is completed with a flowchart for each type of complaint and a description of handling the complaint. Based on document verification, it procedure has been socialized to the respective stakeholder as sown in the following document:</p> <ul style="list-style-type: none"> • Socialization to upkeep workers (fertilizer and pesticide applicator) from Division 2 on 16 January 2020. Attended by 36 participants. • Socialization to the external stakeholder (government agencies staff, police officer, gender commite, labor union, contractor etc) on 21 January 2020. Attended by 17 participants. <p>Based on interview with government agencies staffs and local communities representatives obtain information that they have generally understood on this procedures.</p>	
<p>4.2.3</p>	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p>	<p>According to the complaint handling procedures dated on 3 October 2013, certificate holder consist the procedure to handling complaint. Those shows that it has been arranged regarding the time period for responding to complaints. For example:</p> <ul style="list-style-type: none"> • Incoming complaints from internal stakeholder shall responded by top management unit's maximum 1 month after the complaint accepted. • Incoming complaints from external stakeholder also shall responded by top management unit's maximum 1 month after the complaint accepted. If the complaints still not met with any settlements, general affair shall informed the complainants regarding the complaint status, progress and any other things needed to rech a settlement. If the settlement of a complaint is not approved by both parties, the complaint can involve a technical or independent mediator or a legitimate third party. Head clerk monitored all the settlement process and progress. • Resolution for sexual harassment complaint, intimidation and violence will held by Gender Committee. The meeting for complaints and investigation conducted maximum 1 month after the complaint submitted and the status will be updated on a monthly bases by Gender Committee. 	<p>Conformity</p>

		<ul style="list-style-type: none"> Resolution of human rights defenders complaints and reporting violations will be carried out by the Estate Manager and may involve the General Affair Department. The duration of handling this complaint is not specifically regulated and depends on the size of the case. <p>Based on the results of interviews with NGOs, community leaders and parties who had a dispute with PT Socfin Indonesia showed that the resolution of complaints that had been carried out had been done well, without intimidation and violence, including by using mediation by the head of local government agencies and NGOs appointed as their attorneys.</p>	
4.2.4	The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.	<p>According to the complaint handling procedures dated on 3 October 2013, certificate holder consist the procedure to handling complaint. On this document sighted that the external complaints resolution can be involved with from third party mediator.</p> <p>Based on the results of interviews with NGO's and community leaders from Negeri Lama Seberang Village stated that the conflict resolution regarding to land dispute has been facilitated by the third parties where the local communities appointed NGOs as their attorneys.</p>	Conformity
<p>Criteria 4.3 The unit of certification contributes to local sustainable development as agreed by local communities.</p>			
4.3.1	Contributions to community development that are based on the results of consultation with local communities are demonstrated.	<p>Certificate holder has prepared a Corporate Social Responsibility (CSR) Plan period of 2020 which was approved by estate manager on January 7, 2020. Eight types of activities to be planned consisting of:</p> <ol style="list-style-type: none"> Educational programs in the form of scholarships for outstanding students and assistance for schools near the company operation. The Health Program is in the form of health development and counseling activities for the surrounding community. Religious activities consist of the assistance of religious holidays, donations for worship places. Community Empowerment Program in the form of donation for celebrate national holiday. Sports and recreation program in the form of donation of sports equipment and facilities for the community near the area. 	Conformity

		<p>6. Helping the communities in road/bridge maintenance. 7. Community empowerment for the surrounding communities through the training for for the community near the area.</p> <p>Certificate holder has provide more than one hundred million for CSR this year.</p> <p>Based on public consultations with the village representatives from Negeri Lama Seberang Village stated that the company has helped many surrounding communities especially material and heavy equipment assistance for the maintenance of public facilities as well as the provision of clean water and sports facilities.</p>	
<p>Criteria 4.4 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
4.4.1	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.</p>	<p>PT Socfin Indonesia - Negeri Lama is an oil palm plantation company that has been operating since the Dutch East Indies period at that time still called NV Sennah Rubber Coy Ltd. It concession right issued by Ressen der Oostkust van Sumatra on March 21, 1919 (concession rights No 350 and 351) valid for 75 years. After Indonesian Government issued the policy of converting foreign concession rights imposed as the implementation of the Basic Agrarian Law No. 5 of 1960, the concession rights were converted to Land Use Right (HGU) as Decree of the Minister of Agriculture and National Land dated November 1, 1962 which ended on September 24, 1973. In 1965 this estate was controlled by the Indonesian government based on Presidential Decree No. 6 of 1965 and subsequently based on an Agreement between the Government of Indonesia and Plantations Noord Sumatra SA Brussels on 24 April 1968 a joint venture was formed between the Government of Indonesia and the original owner with new provisions to the new company granted a 30-year HGU as mentioned in article 4.a of the agreement.</p> <p>After that, PT Socfin Indonesia get HGU of Negeri Lama Estate which covering an area of 1,900 Ha in accordance with the Decree of the Minister of Home Affair dated August 3, 1978.</p> <p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). During that time, there was no village near the concession area. At that time, most of the</p>	Conformity

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		<p>land was owned by Centeng Ongah Diris, which then had been a transfer of land ownership through the selling process or grants. During the selling or grant process, the pipeline area, which is become land dispute object with some villager was not a sales object.</p> <p>Thus it can be concluded that all land concession of PT Socfin Indonnesia – Negeri Lama Estate is a land of former concession rights since the Dutch Era government which was then continued by a joint venture between the Government of Indonesia and previous company under the new name PT Socfin Indonesia.</p>	
4.4.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>4.4.2a Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making</p>	<p>Based on document verification on land use title, environmental document, HCV assessment report and also public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919) and there was no new land expansion after that time.</p> <p>However, certificate holder has had land acquisition procedure (Documen No. SOC/PSM/9.04 Revision 1 that signed since 1 January 2010). The procedures describe the process of land acquisition starting from conducting the survey, obtaining directives from the government, land suitability survey, follow-up of land suitability survey, submission of plantation business permit, land acquisition plan and submission of land use title (HGU).</p> <p>At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elucidated if no agreement is reached with the local community.</p>	Conformity
	<p>4.4.2b Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the</p>	<p>As explained in previous indicator 4.4.1 shown that:</p> <ul style="list-style-type: none"> • Certificate holder has has prosedur for land acquisition and complaints handling. 	

	<p>operation at the time that these decisions were taken</p>	<ul style="list-style-type: none"> Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. <p>Based on document verification, public consultation and field visit shows a record of complaints from some of villagers from negeri Lama Seberang (represented by the NGO TIPAN-RI). The complaints were related to the use of water pipes that crossed the community's land (the completion process see Principle 4.8).</p>	
	<p>4.4.2c Evidence that the legal, economic, environmental and social implications of 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 unit of certification's title, concession or lease on the land.</p>	<p>As explained in previous indicator 4.4.1 shown that:</p> <ul style="list-style-type: none"> Certificate holder has has prosedur for land acquisition and complaints handling. Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. <p>Based on document verification, public consultation and fiel visit shows a record of complaints from some of villagers from negeri Lama Seberang (represented by the NGO TIPAN-RI). The complaints were related to the use of water pipes that crossed the community's land (the completion process see Principle 4.8).</p>	
<p>4.4.3</p>	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p>	<p>As explained in previous indicator 4.4.1 shown that the company has had the land acquisition procedure and complaints handling. The procedures describe the process of land acquisition starting from conducting the survey, obtaining directives from the government, land suitability survey, follow-up of land suitability survey, submission of plantation business permit, land acquisition plan and submission of land use title (HGU).</p> <p>At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elucidated if no agreement is reached with the local community.</p> <p>Based on document verification on land use title, environmental document, HCV assessment report and also public consultation with village representatives from Negeri Lama Seberang obtain information that the</p>	

		company has been operated since the Dutch Era (approximately on 1919) and there was no new land expansion after that time.	
4.4.4	All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.	As explained in previous indicator 4.4.1 shown that: <ul style="list-style-type: none"> • Certificate holder has has prosedur for land acquisition and complaints handling. • Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. • All environmental monitoring report (environmental Impact including Social Impact Assesment categorized as publicly available document. 	Conformity
4.4.5	(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.	As explained in previous indicator 4.4.1 shown that: <ul style="list-style-type: none"> • Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community. • Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. However there is a record of complaints from some of villagers from negeri Lama Seberang (represented by the NGO TIPAN-RI). The complaints were related to the use of water pipes that crossed the community's land (the completion process see Principle 4.8). 	Conformity
4.4.6	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.	As explained in previous indicator 4.4.1 informed that: <ul style="list-style-type: none"> • Certificate holder has has prosedur for land acquisition and complaints handling. • Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. 	Conformity

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		<ul style="list-style-type: none"> Based on document verification, field visit and public consultation obtain information that there is no new land expansion at least since 2005. However there is a record of complaints from some of villagers from negeri Lama Seberang (represented by the NGO TIPAN-RI). The complaints were related to the use of water pipes that crossed the community's land (the completion process see Principle 4.8). The whole process of grievance settlement including land disputes is monitored in detail in the "Community CO2/Grievance" system, opening the program can be seen on a case by case basis. Every grievance sent by the parties including grievance sent by TIPAN-RI regarding partial objections the community of the Negeri Lama Village opposite the existence of the claimed water pipe through part of the community's land (See principle 4.8). 	
<p>Criteria 4.5</p> <p>No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>In 2011 the company also conducted HCV assessment and Social Impact Assessment (SIA) on 2012. Based on the document verification, it showed that there was no customary rights or any other land use rights inside the concession area. The information is inline with the results of public consultations with relevant agencies in Labuhan Batu District and villager representatives especially from Negeri Lama Seberang.</p>	Conformity
4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era</p>	Conformity

	<p>respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p>	<p>(approximately on 1919). There is no new land expansion at least since 2005.</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p> <p>Periodically, every two years a review of social studies is documented in the <i>"Review of Social Impact Assessment Report"</i>. The last review was carried out in January 2020 involving the participation of the parties including the affected communities and random workers. The collection of data from response through the structured interview method using a list of questions in the "Social Impact Assessment Questionnaire". The list of questionnaire consist guidance list such as livelihood, road access, and public facilities and resources.</p>	
<p>4.5.3</p>	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p>	<p>Conformity</p>
<p>4.5.4</p>	<p>To ensure local food and water security, as part of the FPIC process, participatory SEIA and</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era</p>	<p>Conformity</p>

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	<p>participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p>	<p>(approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
<p>4.5.5</p>	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition</p>	<p>Conformity</p>

		is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.	
4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has procedure for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	Conformity
4.5.7	New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land</p>	Conformity

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		<p>Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	Conformity
<p>Criteria 4.6 Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
4.6.1	<p>(C) A mutually agreed procedure for identifying legal,</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the</p>	Conformity

	<p>customary or user rights, and a procedure for identifying people entitled to compensation, is in place.</p>	<p>company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
<p>4.6.2</p>	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during</p>	<p>Conformity</p>

		<p>the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
4.6.3	<p>Evidence is available that equal opportunities are provided to both men and women to hold land titles for small holdings.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	Conformity
4.6.4	<p>The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p>	Conformity

		<p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
<p>Criteria 4.7 Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.</p>			
<p>4.7.1</p>	<p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	<p>Conformity</p>

<p>4.7.2</p>	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	<p>Conformity</p>
<p>4.7.3</p>	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005.</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>Certificate holder has has prosedur for land acquisition and complaints handling. At the point of the Land Acquisition Plan (Point 5.5.3) the Free, Prior and Informed Consent mechanism has been explained including providing information to the surrounding community, meeting with the community, posting announcements to the public and the mass media. Community approval is done through a voluntary process, without coercion and</p>	<p>Conformity</p>

		<p>openness. The local the community can be represented by lawyers that appointed by the community itself during the negotiation process. The process of land acquisition is owned by the community or customary rights based on the procedure of giving compensation where in the process of land acquisition. It is possible to be elicited if no agreement is reached with the local community.</p>	
<p>Criteria 4.8 The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.</p>			
<p>4.8.1</p>	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. During the audit found some facts as follows:</p> <ul style="list-style-type: none"> • Based on document verification <i>Onderneming Map, Origineel 1953 schaal 1: 10,000</i>, according to to measurement report <i>Landmeetkundige Dienst</i> on August 1949 and diperbaharui (<i>Bijgewerkt</i>) on August 1952 showed that the pipe was included in the total area of the concession (2,248 Ha). • Based on document verification of the land title map year 1978 shows the pipeline area inside the concession area of 2,077 Ha and the HGU area of of 1,866 Ha were still drawn on the map. <p>Based on document verification, there was a dispute between some of the villagers of Negeri Lama Seberang regarding the claim that PT Socfin Indonesia – Negeri Lama Estate occupied their land for water pipelines by mill for the mill operational and supply of clean water for employee.</p> <p>The villagers objection was then followed up with negotiations facilitated by local government of Subdistrict Bilah Hilir and following with joint measurement that was carried out on 22 January 2019. According to the minutes of meeting of measurement, those measurement attended by local government staff, police officer, complainants, village head of Negeri Lama Seberang and company's staff and the report of measurement recorded in minutes of meeting of water pipeline from the mill to the Bilah River. Based on the results of these measurements it is stated that "Community owned land is not crossed by the PT Socfin Indonesia pipeline" and boundary stakes have been set up in the residents' right and left of the pipeline network. The</p>	<p>Conformity</p>

		<p>Minutes are signed by the relevant parties including community leaders of the Negeri Lama Seberang Village, complainants and the surveyor team including the Water Pipeline Sketch.</p> <p>After that, the complainants expressed dissatisfaction and appointed legal counsel or Non Government Organization (NGO) namely <i>Tim Penyelamat Aset Negara Republic Indonesia – TIPAN RI</i>. Based on that, TIPAN – RI reported the case to the police department district Labuhan Batu on 25 July 2019. The police department has conducted investigation and field visit until 22 January 2020. On 28 January 2020, the police department officially stop the investigation as written in letter No. B/106/I/Res1.2/2020/Reskrim.</p> <p>Within that time, the company and some of complainant and also TIPAN – RI conducted some meeting on 12 October 2019, 16 October 2019 and 16 October 2019.</p> <p>Throwback the the pipeline historical, according to the interview with the stakeholder (village head, community elder, the water pipeline already exist before the complainants buy their land. Initially, the pipeline would be used to flow CPO from the mill to the jetty. However, for economic reasons the plan was not continued. The pipeline is then used to taking water from the Bilah River for mill operations.</p> <p>Based on interview with NGO’s TIPAN – RI and some complainant obtained information that this case has been closed.</p>	
4.8.2	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. During the audit found some facts as follows:</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p>	Conformity

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		<p>As explained in indicator 1.1.1, certificate holder has had social communication procedure which consist the procedure to handling complaint. The complaints divided into:</p> <ul style="list-style-type: none"> • External complaint • Internal complaint • Sexual harassment, intimidation and violence • Complaint from human rights defender and whistle blower. <p><i>Note: External complaint are also regarding to land dispute.</i></p> <p>Based on document verification through RSPO website https://askrspo.force.com/Complaint/s/case/5000o00002aSOxkAAG/ and desk study in local news, there was a dispute between some of the villagers of Negeri Lama Seberang regarding the claim that PT Socfin Indonesia – Negeri Lama Estate occupied their land for water pipelines by mill for the mill operational and supply of clean water for employee.</p> <p>The villagers objection was then followed up with negotiations facilitated by local government of Subdistrict Bilah Hilir and following with joint measurement that was carried out on 22 January 2019. According to the minutes of meeting of measurement, those measurement attended by local government staff, police officer, complainants, village head of Negeri Lama Seberang and company's staff and the report of measurement recorded in minutes of meeting of water pipeline from the mill to the Bilah River. Based on the results of these measurements it is stated that "Community owned land is not crossed by the PT Socfin Indonesia pipeline" and boundary stakes have been set up in the residents' right and left of the pipeline network. The Minutes are signed by the relevant parties including community leaders of the Negeri Lama Seberang Village, complainants and the surveyor team including the Water Pipeline Sketch.</p> <p>After that, the complainants expressed dissatisfaction and appointed legal counsel or Non Government Organization (NGO) namely <i>Tim Penyelamat Aset Negara Republic Indonesia – TIPAN RI</i>. Based on that, TIPAN – RI reported the case to the police department district Labuhan Batu on 25 July 2019. The police department has conducted investigation and fied visit until 22 January 2020. On 28 January 2020, the police department officially stop the</p>	
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		<p>investigation as written in letter No. B/106/I/Res1.2/2020/Reskrim.</p> <p>Within that time, the company and some of complainant and also TIPAN – RI conducted some meeting on 12 October 2019, 16 October 2019 and 16 October 2019.</p> <p>Throwback the the pipeline historical, according to the interview with the stakeholder (village head, community elder, the water pipeline already exist before the complainants buy their land. Initially, the pipeline would be used to flow CPO from the mill to the jetty. However, for economic reasons the plan was not continued. The pipeline is then used to taking water from the Bilah River for mill operations.</p> <p>Based on interview with NGO’s TIPAN – RI and some complainant obtained information that this case have been closed.</p> <p>Update regarding to this issue after ASA-1.1 audit and during this report finalized:</p> <p>26 February 2020:</p> <ul style="list-style-type: none"> • The Complainant sent a formal letter to the Secretariat stating their wishes to withdraw the Complaint. • The Complaints Panel has directed the Secretariat to obtain confirmation from the community on the status of the withdrawal. <p>25 March 2020</p> <p>Pending response from the Complainant with respect to the confirmation from the community on the status of withdrawal of Complaint.</p> <p>12 May 2020</p> <p>The decision letter has been furnished and submitted to both parties and the closure of this complaint is without an appeal period as it is based on the considering the fact that the Complainant has failed to respond to the Secretariat's queries on the withdrawal of the Complaint and taking into consideration that information obtained from a community member indicates that the Complaint was lodged without their knowledge against the Respondent.</p> <p>Therefore, the Complaint is officially dismissed and closed.</p> <p>This information and document can be found and downloaded on:</p>	
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		https://askrspo.force.com/Complaint/s/case/5000o00002aSOxkAAG/	
<p>4.8.3</p>	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use right, there claims will be settled using the relevant requirements (Indicator 4.4.2, 4.4.3 and 4.4.4)</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. During the audit found some facts as follows:</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>As explained in indicator 1.1.1, certificate holder has had social communication procedure which consist the procedure to handling complaint. The complaints divided into:</p> <ul style="list-style-type: none"> • External complaint • Internal complaint • Sexual harassment, intimidation and violence • Complaint from human rights defender and whistle blower. <p><i>Note: External complaint are also regarding to land dispute.</i></p> <p>Based on document verification, there was a dispute between some of the villagers of Negeri Lama Seberang regarding the claim that PT Socfin Indonesia – Negeri Lama Estate occupied their land for water pipelines by mill for the mill operational and supply of clean water for employee.</p> <p>The villagers objection was then followed up with negotiations facilitated by local government of Subdistrict Bilah Hilir and following with joint measurement that was carried out on 22 January 2019. According to the minutes of meeting of measurement, those measurement attended by local government staff, police officer, complainants, village head of Negeri Lama Seberang and company’s staff and the report of measurement recorded in minutes of meeting of water pipeline from the mill to the Bilah River. Based on the results of these</p>	<p>Conformity</p>

		<p>measurements it is stated that "Community owned land is not crossed by the PT Socfin Indonesia pipeline" and boundary stakes have been set up in the residents' right and left of the pipeline network. The Minutes are signed by the relevant parties including community leaders of the Negeri Lama Seberang Village, complainants and the surveyor team including the Water Pipeline Sketch.</p> <p>After that, the complainants expressed dissatisfaction and appointed legal counsel or Non Government Organization (NGO) namely <i>Tim Penyelamat Aset Negara Republic Indonesia – TIPAN RI</i>. Based on that, TIPAN – RI reported the case to the police department district Labuhan Batu on 25 July 2019. The police department has conducted investigation and field visit until 22 January 2020. On 28 January 2020, the police department officially stop the investigation as written in letter No. B/106/I/Res1.2/2020/Reskrim.</p> <p>Within that time, the company and some of complainant and also TIPAN – RI conducted some meeting on 12 October 2019, 16 October 2019 and 16 October 2019.</p> <p>Throwback the the pipeline historical, according to the interview with the stakeholder (village head, community elder, the water pipeline already exist before the complainants buy their land. Initially, the pipeline would be used to flow CPO from the mill to the jetty. However, for economic reasons the plan was not continued. The pipeline is then used to taking water from the Bilah River for mill operations.</p> <p>Based on interview with NGO's TIPAN – RI and some complainant obtained information that this case has been closed.</p>	
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in participatory way with involvement of affected parties (including neighbouring communities where applicable)</p>	<p>Based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. During the audit found some facts as follows:</p> <p>In 1994, the company conducted an Environmental Impact Assessment that was completed with an Environmental Management Plan (RKL) and an Environmental Monitoring Plan (RPL). Based on the document verification it was revealed that there was no</p>	Conformity

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		<p>customary rights or any others land use rights inside the PT Socfin Indonesia - Negeri Lama concession (HGU).</p> <p>As explained in indicator 1.1.1, certificate holder has had social communication procedure which consist the procedure to handling complaint. The complaints divided into:</p> <ul style="list-style-type: none"> • External complaint • Internal complaint • Sexual harassment, intimidation and violence • Complaint from human rights defender and whistle blower. <p><i>Note: External complaint are also regarding to land dispute.</i></p> <p>Based on document verification, there was a dispute between some of the villagers of Negeri Lama Seberang regarding the claim that PT Socfin Indonesia – Negeri Lama Estate occupied their land for water pipelines by mill for the mill operational and supply of clean water for employee.</p> <p>The villagers objection was then followed up with negotiations facilitated by local government of Subdistrict Bilah Hilir and following with joint measurement that was carried out on 22 January 2019. According to the minutes of meeting of measurement, those measurement attended by local government staff, police officer, complainants, village head of Negeri Lama Seberang and company's staff and the report of measurement recorded in minutes of meeting of water pipeline from the mill to the Bilah River. Based on the results of these measurements it is stated that "Community owned land is not crossed by the PT Socfin Indonesia pipeline" and boundary stakes have been set up in the residents' right and left of the pipeline network. The Minutes are signed by the relevant parties including community leaders of the Negeri Lama Seberang Village, complainants and the surveyor team including the Water Pipeline Sketch.</p> <p>After that, the complainants expressed dissatisfaction and appointed legal counsel or Non Government Organization (NGO) namely <i>Tim Penyelamat Aset Negara Republic Indonesia – TIPAN RI</i>. Based on that, TIPAN – RI reported the case to the police department district Labuhan Batu on 25 July 2019. The police department has conducted investigation and fied visit until 22 January 2020. On 28</p>	
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		<p>January 2020, the police department officially stop the investigation as written in letter No. B/106/I/Res1.2/2020/Reskrim.</p> <p>Within that time, the company and some of complainant and also TIPAN – RI conducted some meeting on 12 October 2019, 16 October 2019 and 16 October 2019.</p> <p>Throwback the the pipeline historical, according to the interview with the stakeholder (village head, community elder, the water pipeline already exist before the complainants buy their land. Initially, the pipeline would be used to flow CPO from the mill to the jetty. However, for economic reasons the plan was not continued. The pipeline is then used to taking water from the Bilah River for mill operations.</p> <p>Based on interview with NGO’s TIPAN – RI and some complainant obtained information that this case have been closed.</p> <p>Update regarding to this issue after ASA-1.1 audit and during this report finalized:</p> <p>26 February 2020:</p> <ul style="list-style-type: none"> • The Complainant sent a formal letter to the Secretariat stating their wishes to withdraw the Complaint. • The Complaints Panel has directed the Secretariat to obtain confirmation from the community on the status of the withdrawal. <p>25 March 2020</p> <p>Pending response from the Complainant with respect to the confirmation from the community on the status of withdrawal of Complaint.</p> <p>12 May 2020</p> <p>The decision letter has been furnished and submitted to both parties and the closure of this complaint is without an appeal period as it is based on the considering the fact that the Complainant has failed to respond to the Secretariat's queries on the withdrawal of the Complaint and taking into consideration that information obtained from a community member indicates that the Complaint was lodged without their knowledge against the Respondent.</p> <p>Therefore, the Complaint is officially dismissed and closed.</p>	
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		This information and document can be found and downloaded on: https://askrspo.force.com/Complaint/s/case/5000o00002aSOxkAAG/	
Principle 5: Support smallholder inclusion			
Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.			
Criteria 5.1			
The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders.	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB sources/supplier. All FFB receive by POM was from own Estate (Negeri Lama Estate) which has been RSPO certified. Therefore FFB pricing for FFB supplier or smallholder were not applicable.	Conformity
5.1.2	(C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB sources/supplier. All FFB receive by POM was from own Estate (Negeri Lama Estate) which has been RSPO certified. Therefore FFB pricing for FFB supplier or smallholder were not applicable.	Conformity
5.1.3	(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB sources/supplier. All FFB receive by POM was from own Estate (Negeri Lama Estate) which has been RSPO certified. Therefore FFB pricing for FFB supplier or smallholder were not applicable.	Conformity
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.	PT Socfin Indonesia – Negeri Lama POM was not receive FFB from another FFB sources/supplier. All FFB receive by POM was from own Estate (Negeri Lama Estate) which has been RSPO certified. Therefore FFB pricing for FFB supplier or smallholder were not applicable.	Conformity
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe.	Contract between PT Socfin Indonesia - Negeri Lama POM and subcontractor were fair, legal and transparent and have an agreed timeframe. Sample verified: "Surat Perjanjian Pekerjaan Land Clearing Program 2019 Kebun Negeri Lama No: PD-GM/X/Bi/427/19; dated 28/10/2019 for land clearing (replanting) contract with area 88.79 ha at block 019/I and 026/I. The contract are agreed by both parties and signed without enforcement. Term and	Conformity

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		condition including price and time frame has been stated and agreed.	
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.	<p>Payment record shown that agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>Sample verified:</p> <ul style="list-style-type: none"> - "Berita Acara Hasil Pengukuran Pekerjaan Lan Clearing Program Tahun 2019 Kebun Negeri Lama dated 28 February 2019" - Invoice number 06/SB/SI/II/2019 dated 28/02/2019 - Service Order No./Date : 4200025116/28.03.2019, deadline 28/03/2019 - Rekening Koran (Account Statement) from 01/04/2019 – 30/04/2019, Account No. 105**** <p>According to record of contract, minutes of inspection of work results, invoice and payment bank transfer above can be demonstrated that all payment are made in a timely manner and receipts specifying the works scope.</p>	Conformity
5.1.7	Weighing equipment is verified by an independent third party on a regular basis (this can be government).	Weighbridge has been calibrated based on: "Keterangan Hasil Pengujian" No. 125/PKTN.4.9/KHP/04/2019, with detail Brand GSC; type GST-9600; serial number 9670030; capacity 30,000 kg. Certificate issued by "Balai Standardisasi Metrologi Legal Regional I" Ministry of Trade, valid until 27 March 2020.	Conformity
5.1.8	The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.	<p>PT Socfin Indonesia – Negeri Lama POM has support independent smallholder by coaching and training related to Best Management Practices to enhance their productivity.</p> <p>Training has been carried out on 4 December 2019 to Kelompok Tani Maju Jaya attend by 41 participants. Minutes of training are available as per "Risalah Briefing". Training subject is related to best management practices of Agronomy of palm oil plantation such as: certified seeds application/usage, drainage management, integrated and effective pest and disease management, weeds control, infrastructure management.</p>	Conformity
5.1.9	(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.	Company mechanism about complaint (internal and external) documented in procedure " Penanganan Keluhan Sosial " No Doc: SOC/PSM/9.02 First Edition, 3 rd Rev, dated 1 st September 2014. In the procedure stated that any stakeholder can report the complaint in writing to the officer who has been appointed (KTU, Asisten, Askep, Tekniker & Pengurus/Manager). All complaints are recorded in the Complaint Form Notes. In point 5.20 in the procedure stated that the company will respects anonymity and protects complainants where requested. Complaint Form Notes has been checked and no such complaints have been received yet from smallholder.	Conformity

Criteria 5.2			
The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.	<p>Negeri Lama Estate has conducted Best Management Practices training to the respective smallholder in Sidomulyo village on 4 December 2019 (attended by 37 smallholder). However, until this audit finish, document verification and interview with management representatives informed, Negeri Lama Estate did not have any plan to engage with independent smallholder yet. Including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>The unit of certification cannot show the evidence of consultation with smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>Based on that fact above, it raised as Minor Nonconformity (finding reference No. 1874033-202002-N1).</p>	Minor Non Conformity
5.2.2	The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).	<p>Negeri Lama Estate has conducted Best Management Practices training to the respective smallholder in Sidomulyo village on 4 December 2019 (attended by 37 smallholder). However, until this audit finish, document verification and interview with management representatives informed, Negeri Lama Estate did not have any plan to engage with independent smallholder yet. Including at least capacity building to enhance productivity, quality, organizational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <p>The unit of certification cannot show the evidences of development and implementation livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <p>Based on that fact above, it raised as Minor Nonconformity (finding reference No. 1874033-202002-N2).</p>	Minor Non Conformity

PROCEDURAL NOTE:			
The RSPO is currently developing a separate standard for Independent Smallholders.			
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.	Negeri Lama Estate still in progress to engage with local smallholder near of their concession. Based on interview estate manager, legality of FFB production is one of the main topics to discuss with them eventhough the agreement not vailable yet (see NC's indicator 5.2.1 and 5.2.2)	Conformity
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.	Negeri Lama Estate has conducted Best Management Practices training to the respective smallholder in Sidomulyo village on 4 December 2019 (attended by 37 smallholder). Pesticide handling was the one of training material that has been delivered during that session.	Conformity
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.	Negeri Lama Estate still in progress to engage with local smallholder near of their concession. The report of engagement process reported on a monthly basis by estate manager to the top management.	Conformity
Principle 6: respect workers' rights and conditions			
Protect workers' rights and ensure safe and decent working conditions.			
Criteria 6.1			
Any form of discrimination is prohibited.			
6.1.1	(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.	<p>The company has procedure, which regulated that hiring and promotion of workers are based on skill, work experiences, and job evaluation.</p> <p>Recruitment process was documented in procedure "<i>Penerimaan Pekerja KHT Kebun</i>" No Doc: SOC/PSM/6.01.01, 1st revision dated 1st December 2015. Based on that procedure can be seen that the selection, recruitment and promotion of workers based on qualification standard for the job.</p> <p>Employees credential and medical history were documented and recorded very well and has been reviewed during audit. All company policy reviewed every year by Sustainability Sub Department, PT. Socfindo. Employees' evaluation was conducted every November to decide promotion of employees.</p> <p>Promotion and upgrade are based on employee appraisal conducted annually as outlined in the Employee Assessment Form signed by the employee concerned, approved by the line manager and checked by the General Manager. The form indicates that there is no indication of employment discrimination in terms of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	Conformity

6.1.2	(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers' non-payment of recruitment fees.	In 2019 the company has been promotion for employees as a form of no discrimination, for example: Based on the letter from the General Division No. UM/NL/R/246/19 dated 19 January 2019 concerning promotion of employee Group on behalf of Mahadi (Kerani stew). Promotion from group I/1 to I/2. Based on the interview with the HRD PT Socfin Indonesia - Negeri Lama, that from the year 2015 until now there is no recruitment process.	Conformity
6.1.3	The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.	In 2019 the company has been promotion for employees as a form of no discrimination, for example: Based on the letter from the General Division No. UM/NL/R/246/19 dated 19 January 2019 concerning promotion of employee Group on behalf of Mahadi (Kerani stew). Promotion from group I/1 to I/2. Based on the interview with the HRD PT Socfin Indonesia - Negeri Lama, that from the year 2015 until now there is no recruitment process.	Conformity
6.1.4	Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.	The company is regularly perform monitoring of pregnancy in monthly bases, the latest performed on 3 February 2020, there were reported no workers in pregnant condition (negative detection) as many 11 female workers, e.g: Mrs. Zahlelawati, Mrs. Rosnah, Mrs. Tiur Sihotang, Mrs. Masiha, Mrs. Nurhamiah, Mrs. Ngaisah, Mrs. Apriani, etc. From the results of this pregnancy check will make the basis for the type of work that is done, and if there is a female worker who is pregnant then is not allowed to work in relation to chemicals. .	Conformity
6.1.5	(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.	Company has formed a Gender Committee since year 2012 and has been approved by Negeri Lama management consist Head of Committee, Secretary and Members. Gender Committee activities such as handle complaint from female workers, reporting and data collecting if case appeared concerning sexual harassment. Protocol about complaint (internal and external) documented in procedure "Penanganan Keluhan Sosial" No Doc: SOC/PSM/9.02 First Edition, 6th Rev, dated 15 September 2018. Based on interview with Gender Committee on 30 January 2018, their activities include training on women's rights, counselling for women affected by violence, child care facilities and breastfeeding policy. Based on an interview with the head of the gender committee, Br. Suriana then carried out document	Conformity

		verification, that in November 2018 there had been cases of sexual harassment, and based on SOP Doc: SOC/PSM/9.02 First Edition, 6th Rev, dated 15th September 2018. The company can show the submission of complaints in writing (point D. Others, No. 5.26 "All complaints including follow-up and the results of follow-up of complaints are recorded in the Complaint Note form).	
6.1.6	There is evidence of equal pay for the same work scope.	The company proves that it guarantees that related to the wage is in accordance with the laws and regulations applicable to the scope of work that has been made. Based on interviews and verification documents, the company has adopted wages in accordance with regulations and legislation. (See: 6.2)	Conformity
Criteria 6.2			
Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).			
6.2.1	(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages and explained to them in language they understand.	Collective labor agreements and documentation of pay and conditions are available to the workers as per "Kesepakatan Bersama Tentang Pemberlakuan Perjanjian Kerja Bersama (PKB) Tahun 2018 – 2020 yang disepakati oleh Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS PPS) dengan Pengurus Pusat Federasi Serikat Pekerja Pertanian dan Perkebunan SPSI (PP FSP.PP-SPSI)" dated 8 April 2019". The PKB are describe the documentation of pay and conditions and available in Indonesian language. The PKB has been explained to all workers at Negeri Lama Estate and Negeri Lama POM. It was confirmed during interview with workers.	Conformity
6.2.2	(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed, including work done by family members.	Employment contract was refer to "Perjanjian Kerja Bersama (PKB) 2018 – 2020" which has been agreed according to Kesepakatan Bersama Tentang Pemberlakuan Perjanjian Kerja Bersama (PKB) Tahun 2018 – 2020 Yang disepakati oleh Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS PPS) dengan Pengurus Pusat Federasi Serikat Pekerja Pertanian dan Perkebunan SPSI (PP FSP.PP-SPSI)" dated 8 April 2019. Collective labor agreement was comprise of 24 Article which is covering among others: <ul style="list-style-type: none"> - Working hour, leave including metrnity leave and sick leave - Wages (basic wages, incentive, benefit, dependent benefit) - Piece rate: determination of pice rate wages - Sick assistance - Absence - Payment of extra fooding (food cost), traveling cost 	Conformity

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		<ul style="list-style-type: none"> - Overtime and incentive overtime - Incentive determination - Working tools and equipment provision by company - Tunjangan Hari Raya Keagamaan dan Bonus - Social assurance and assistance - Health assurance - holiday entitlement - Period of notice - Pension plan and severance pay <p>Others related to labor rights and obligations</p>	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p>	<p>Working hours has been determined in PKB as 7 hour/day with working day 6 days or 40 hour/weeks. Overtime has determined according to KepMenakertrans RI No. KEP-102/MEN/VI/2004 with formula (monthly wages + catu beras incentive monthly)/173. Overtime will adjust for workday, holiday, number of hour overtime according to regulation.</p> <p>Sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice are stipulated in Article VIII PKB and has refer to UU No. 13 Tahun 2003.</p> <p>Based on document verification of Payslip, attendant register and employee documentation, can be demonstrated that legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice are comply.</p>	Conformity
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers’ Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p>	<p>PT Socfin Indonesia – Negeri lama POM has provide the housing sanitation facilities, water supplies, medical, educational and welfare amenities to national standards. Housing for workers has been provide by company, based on “Rekapitulasi Fasilitas Umum (Fasum) Kebun Negeri Lama” facility provide by company for employee are as bellow:</p> <ul style="list-style-type: none"> - Employee hall : 3 unit (544 m2) - Masjid/Mosque : 3 unit (356 m2) - Gereja/Church : 1 unit (100 m2) - TPA/Childcare : 2 unit (145 m2) - Poliklinik/Clinic : 1 unit (124 m2) - Football field: 2 unit (20,000 m2) - Badminton field : 1 unit (400 m2) - Water reservoir: 15 unit (540 m2) - Rubbish BIN : 17 unit (153 m2) - Public bathroom : 1 unit (25 m2) - School bus : 1 unit (capacity 20 passenger) 	Conformity

		<p>Clean water was provided by company (from drilling well and treatment water from mill). Clean water analysis has been conducted each semester by Accredited laboratory. Latest analysis conducted on 15 August 2019 by Socfindo Seed Production and Laboratory (KAN Accredited) and by Sucofindo on 14 August 2019. Result of analysis are available in:</p> <ul style="list-style-type: none"> - "Water Analysis Report" No. W19-050/LAB-SSPL/VIII/2019 dated 24/08/2019 by SSPL - "Laporan Analisis" No. 08570/CLACAM dated 19 September 2019 by Sucofindo <p>Standard threshold of clean water was based on Permenkes No. 32 Tahun 2017. Based on water analysis result shown that all parameter analysed was met with the requirement standard.</p>	
6.2.5	The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.	<p>PT Socfin Indonesia – Negeri Lama POM has a policy that workers will be given 15 kg additional rice (if worker is not married) and if worker have a family the he will be give 15 kg additional rice, 9 kg rice for wife and 7,5 kg rice for each child, maximum 3 child. Besides that, extra food given for the workers such as milk and greenbean porridge. The evidences has been reviewed such as payroll for January 2020 (payroll contains of salaries, premi and other benefits) and based on interviews with the workers.</p> <p>Workers housing provide by company also near to the traditional market which provide the basic needs including affordable food.</p>	Conformity
6.2.6	A DLW is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.	<p>In general, PT Socfin Indonesia – Negeri Lama Estate have calculated the Decent Living Needs using the calculation method as set out in the "RSPO Guidance for Implementing a Decent Living Wage", June 1, 2019. The company has conducted an account of the DLW for the 2020 period with data drawn from Estates and POM.</p> <p>Wages paid for employee currently is refer to agreement between company and labour union as per "Kesepakatan Bersama Mengenai Upah Pekerja Perkebunan Pada Perusahaan Anggota BKS-PPS di Propinsi Sumatera Utara Tahun 2019". Wages determined as IDR 2,757,072/Month plus fix incentive 15 kg rice for workers. The minimum wages determined by PT Socfin Indonesia – Negeri Lama POM as per "Revisi Penetapan Upah KHT Tahun 2019 No. UM/NL/720/Bi/19" dated 14 May 2019; Minimum wages for workers determined as IDR 3,010,000 consist of IDR 2,869,000 and fix incentive 15 kg rice or IDR 141,000; it was refer to "Keputusan Gubernur Sumatera Utara No. 188.44/1574/KPTS/2018 dated 31 December 2018.</p> <p>Minimum wages determination 2020 is still in progress of discussion between company alliance BKS-PPS and labour</p>	Conformity

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		union SPSI and also refer to current government decision letter "Keputusan Gubernur Sumatera Utara Nomor 188.44/17/KPTS/2020 Tentang upah Minimum Sektoral Kabupaten Labuhan Batu Tahun 2020" which determined minimum wages for plantation sector IDR 3,284,500/month. PT Socfin Indonesia – Negeri Lama POM will follow the highest wages determination.	
PROCEDURAL NOTE:			
The RSPO Labour Task Force will prepare guidance on the DLW implementation, including details on how to calculate a DLW, expected for 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist.			
6.2.7	Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.	PT Socfin Indonesia - Negeri Lama POM was using permanent employee for all type of jobs: harvesting, spraying workers, administration, upkeep, pruning, operator, driver, etc. It was confirmed during interview with workers and document verification of list of employee. There is no temporary workers use by PT Socfin Indonesia – Negeri Lama POM.	Conformity
Criteria 6.3			
The unit of certification 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.			
6.3.1	(C) A published statement recognising freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.	Freedom of association has been mentioned in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. Organizations understand that workers have the right to argued, associate and organize in a labour union. Organization committed to provides opportunities for workers to organize in unions and express an opinion. Commitment covered in the policy are: <ul style="list-style-type: none"> - The organization recognizes workers' rights to express their opinions and organize freely and responsibly run in labour union organizations. - Organizational policies related to ensure workers' rights are discussed and decided by taking into consideration the union. - Ensured that the disclosure made by aspiration unions did not cause the collapse of a termination for union leaders and members. - Promoting the principle of dialogue to reach consensus in addressing the aspirations from labour union to the company. Based on interview with labour union leader, the company has accommodated employee rights to argued, associate	Conformity

		<p>and organize in a labour union. Employees, including migrant and transmigrant workers and contract workers were allowed to form associations and bargain collectively with their employer.</p> <p>There were union workers represent estate and mill employee incorporated in the SPSI Serikat Pekerja Perkebunan PT Socfin Indonesia Negeri Lama Estate and registered in Disnaker. Based on Decree from PC FSP. PP-SPSI Indonesian Agriculture & Plantation Workers Federation no. 50/ORG/PC FSP.PP-LBR/VIII/2015 Regarding the "Pengukuhan Pengurus Unit Kerja Serikat Pkerja Pertanian dan Perkebunan PUK SP. PP-SPSI" dated August 13, 2015 with Chairperson of SPSI Br. Edy Syahputra Saragih and has been registered at the Manpower Office with proof of registration no. 203/SPPP-SPSI/DFS/07/IX/2001 dated September 14, 2001.</p> <p>Labour laws, union agreements which described in PKB (Perjanjian Kerja Bersama) and direct contracts of employment detailing payments and other conditions was made available in the languages which understood by the workers and explained carefully to them by management official.</p>	
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages and made available upon request.</p>	<p>Minutes of meetings with main labour unions or workers representatives been documented,</p> <p>Bipartite Meeting e.g.:</p> <ul style="list-style-type: none"> - Dated 31 March 2019 in regard internal coordination meeting. - Dated 7 May 2019 in regard internal coordination meeting. - Dated 25 March 2019 in regard management of shift 1 to shift 2 in POM Negeri Lama <p>Minutes of meeting were available, list of attendance was sighted. The minutes were made readily available to employees upon request.</p>	Conformity
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.</p>	<p>PT Socfin Indonesia – Negeri Lama has policy of Freedom of association mentioned in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. The policy stated company guarantee freedom of association or be part of worker union as well as collective bargaining.</p> <p>Based on the interview with chairman of labour union, namely: Edy Syahputra Saragih, that the management does not intervene in the formation/the establishment of a union manager, but the facility/office is indeed provided. Management also provides allowance to the workers Union officers to hold events related to the</p>	Conformity

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		unions organization e.g. permission to hold board meetings, electing admins etc.	
Criteria 6.4: Children are not employed or exploited.			
6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p>	<p>PT Socfin Indonesia has a policy for pay and conditions for employees in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2020. This policy has been socialized as follows:</p> <ol style="list-style-type: none"> 1. Mill Division on 16 January 2019 2. Traksi Division on 16 January 2019 3. Estate: Division-I on 15 September 2019 and 13 January 2020, Division-II on 15 September 2019 and 4 January 2020, Division-III on 4 January 2020, Division-IV on 6th November 2019 4. Socialization at Estate Office on 16 January 2018 5. Third party on 6 September 2019 <p>Based on evidences such as attendance list and minutes of meeting, it was stated that PT Socfin Indonesia committed to not employ underage workers required by national legislation.</p> <p>Besides that, PT. Socfindo has a procedure "<i>Penerimaan Pekerja KHT Keburi</i>" No Doc: SOC/PSM/6.01.01, 1st revision dated December 1st 2015 which stated that every candidate must have Identity Card (<i>KTP</i>), <i>Kartu Keluarga</i>, and <i>Surat Nikah</i> (if married).</p> <p>Based on document review as listed in "<i>Daftar Alokasi Tenaga Kerja Palm Oil Mill and estate Negeri Lama 2018</i>", and based on field observation there are no underage workers in Negeri Lama. Taking a sample of the youngest workers, is the following:</p> <ul style="list-style-type: none"> - Employees on behalf Syahputra; born on 31/12/1995, joined work on 01/08/2015 at the age of 19 years and 7 months. The youngest worker was born in 1995. - Employees on behalf Supriadi V.; born on 06/04/1995, joined work on 01/08/2015 at the age of 20 years and 4 months. - Employees on behalf Hendra Saputra; born on 08/03/1995, joined work on 01/02/2014 at the age of 18 years and 10 months. <p>The youngest worker was born in 1995.</p>	Conformity
6.4.2	<p>(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the</p>	<p>Based on document review as listed in "<i>Daftar Alokasi Tenaga Kerja Palm Oil Mill and estate Negeri Lama 2018</i>", and based on field observation there are no underage</p>	Conformity

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	<p>national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p>	<p>workers in Negeri Lama. Taking a sample of the youngest workers, is the following:</p> <ul style="list-style-type: none"> - Employees on behalf Syahputra; born on 31/12/1995, joined work on 01/08/2015 at the age of 19 years and 7 months. The youngest worker was born in 1995. - Employees on behalf Supriadi V.; born on 06/04/1995, joined work on 01/08/2015 at the age of 20 years and 4 months. - Employees on behalf Hendra Saputra; born on 08/03/1995, joined work on 01/02/2014 at the age of 18 years and 10 months. <p>The youngest worker was born in 1995.</p>	
<p>6.4.3</p>	<p>(C) Young persons may be employed only for non-hazardous work, with protective restrictions in place for that work.</p>	<p>PT Socfin Indonesia has a policy for pay and conditions for employees in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. This policy has been socialized as follows:</p> <ol style="list-style-type: none"> 1. Mill Division on 16 January 2019 2. Traction Division on 16 January 2019 3. Estate: Division-I on 15 September 2019 and 13 January 2020, Division-II on 15 September 2019 and 4 January 2020, Division-III on 4 January 2020, Division-IV on 6th November 2019 4. Socialization at Estate Office on 16 January 2018 5. Third party on 6 September 2019 <p>Based on evidences such as attendance list and minutes of meeting, it was stated that PT Socfin Indonesia committed to not employ underage workers required by national legislation.</p> <p>Besides that, PT. Socfindo has a procedure "Penerimaan Pekerja KHT Kebun" No Doc: SOC/PSM/6.01.01, 1st revision dated December 1st 2015 which stated that every candidate must have Identity Card (KTP), Kartu Keluarga, and Surat Nikah (if married).</p> <p>Young employees will always be guided and supervised by the foreman in doing its work, especially for the job that has a high resioko. The guidance in the form of coaching, training and briefing each will do the job.</p> <p>Based on document review as listed in "Daftar Alokasi Tenaga Kerja Palm Oil Mill and estate Negeri Lama 2018", and based on field observation there are no underage workers in Negeri Lama. Taking a sample of the youngest workers, is the following:</p> <ul style="list-style-type: none"> - Employees on behalf Syahputra; born on 31/12/1995, joined work on 01/08/2015 at the 	<p>Conformity</p>

		<p>age of 19 years and 7 months. The youngest worker was born in 1995.</p> <ul style="list-style-type: none"> - Employees on behalf Supriadi V.; born on 06/04/1995, joined work on 01/08/2015 at the age of 20 years and 4 months. - Employees on behalf Hendra Saputra; born on 08/03/1995, joined work on 01/02/2014 at the age of 18 years and 10 months. <p>The youngest worker was born in 1995.</p>	
6.4.4	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p>	<p>Based on interviews with contractors, officers of unions, the farmers group as well as officers in the field indicates that they have understood management policy to prohibit the use of the child labor in all types of the company's operations activities.</p> <p>Based on the verification document shows that the management have done socialization ban on the use of child labor policy through:</p> <ol style="list-style-type: none"> 1. Put up the policy in the bulletin board in every office/mill estate 2. Do direct socialization to workers especially vulnerable types of workers who are utilizing "informal worker" who are children like at the harvesting (harvesting) that is prohibited include the sons of workers to help her parents work (picing the lose fruit). 3. Lists the prohibition clause on each contract with contractors power the use of child documents. 	Conformity
<p>Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p>	<p>A company policy on sexual harassment was documented in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18 January 2016. This policy has been socialized based on evidences such as attendance list and minutes of meeting, and the date of socialization as follows:</p> <ol style="list-style-type: none"> 1. Mill Division on 16 January 2019 2. Traksi Division on 16 January 2019 3. Estate: Division-I on 15 September 2019 and 13 January 2020, Division-II on 15 September 2019 and 4 January 2020, Division-III on 4 January 2020, Division-IV on 6th November 2019 4. Socialization at Estate Office on 16 January 2018 5. Third party on 6 September 2019 <p>All company policy reviewed every year by Sustainability Department, PT. Socfindo.</p>	Conformity

		<p>Company has formed a Gender Committee since year 2012 and has been approved by Negeri Lama management consist Head of Committee, Secretary and Members.</p> <p>Gender Committee activities such as handle complaint from female workers, reporting and data collecting if case appeared concerning sexual harassment.</p> <p>Protocol about complaint (internal and external) documented in procedure "Penanganan Keluhan Sosial" No Doc: SOC/PSM/9.02 First Edition, 6th Rev, dated 15 September 2019.</p> <p>Based on interview with Gender Committee on 5 February 2020, their activities include training on women's rights, counselling for women affected by violence, child care facilities and breastfeeding policy.</p> <p>Based on an interview with the head of the gender committee, Br. Suriana then carried out document verification, that in November 2018 there had been cases of sexual harassment, and based on SOP Doc: SOC / PSM / 9.02 First Edition, 6th Rev, dated 15th September 2019. The company can show the submission of complaints in writing (point D. Others, No. 5.26 "All complaints including follow-up and the results of follow-up of complaints are recorded in the Complaint Note form).</p>	
6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p>	<p>A company policy on reproductive rights was documented in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. This policy has been socialized based on evidences such as attendance list and minutes of meeting, and the date of socialization as follows:</p> <ol style="list-style-type: none"> 1. Mill Division on 16 January 2019 2. Traksi Division on 16 January 2019 3. Estate: Division-I on 15 September 2019 and 13 January 2020, Division-II on 15 September 2019 and 4 January 2020, Division-III on 4 January 2020, Division-IV on 6th November 2019 4. Socialization at Estate Office on 16 January 2018 5. Third party on 6 September 2019 <p>All company policy reviewed every year by Sustainability Department, PT. Socfindo. The policy communicated to all employees by gathering them and gives explanation about company policy.</p>	Conformity

6.5.3	Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.	For breastfeeding mothers and had children under 5 years, the company has provided child care (TPA) which is located in each division/Afdeling. In landfill space as well as the company provides a special space and time for 1 hour for breastfeeding mothers in need time to nursing his baby.	Conformity
6.5.4	A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.	<p>Company mechanism about complaint (internal and external) documented in procedure "Penanganan Keluhan Sosial" No Doc: SOC/PSM/9.02 First Edition, 3rd Rev, dated 1st September 2014. In the procedure stated that any employee can report the complaint in writing to the officer who has been appointed (KTU, Asisten, Askep, Tekniker and Pengurus). Complaint Form Notes has been checked and no such complaints have been received yet. Grievance mechanism procedures listed in point 5 of the description of the procedure, as follows:</p> <ul style="list-style-type: none"> - Complaints against the company may be in the form of complaints from internal (workers) and external complaints, namely from stakeholders or citizens around the palm-oil site - Worker/stakeholder complaints submit complaints in writing to the company through KTU, Assistant, Tekniker, Askep or Site Management/Pengurus - Site Management/Pengurus studied the complaints made by stakeholders and provided follow-up instructions to tekniker, head assistant, field assistant, head clerk or other staff in accordance with the type of complaint. - It is clear that the trouble with the complaint and the settlement does not require big resources and still under the authority of the Site Management/Pengurus, can be directly followed by a Site Management. - Complaints that require further clarification and communication with the complainant will be communication with the complainant in accordance with the Procedures for Social Communications. Staff/specialized personnel will be appointed to carry out this communication. - For internal complaints, communication with labour unions are also required - Staff / personnel designated to be communicated to the complainant to obtain more complete information about the complaint, the settlement is desirable and so on. - Results of communication with the complainant submitted to the Site Management/Pengurus to discuss follow-up. If the follow-up does not require large resources and still under the authority of the 	Conformity

		<p>Site Management/Pengurus, can be acted upon by Site management.</p> <ul style="list-style-type: none"> - If to follow up on such complaints require large resources and requires the approval of Medan, the Pengurus will submit a complaint in writing to the field including communication notes that has been done - General Affairs will study the complaints submitted by Site Management/Pengurus and will provide guidance/direction of the solution to the Site Management/Pengurus - Site Management/Pengurus will conduct a follow-up according to the instructions of Medan. Communication with the complainant may be required if the instructions of the field is not in accordance with the results of previous communications - All complaints are recorded in the Complaint Form Notes In point 5.20 in the procedure stated that the company will respects anonymity and protects complainants where requested. All company policy reviewed every year by Sustainability Department, PT. Socfindo 	
<p>Criteria 6.6: No forms of forced or trafficked labour are used.</p>			
6.6.1	<p>(C) All work is voluntary and following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports • Payment of recruitment fees • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages 	<p>Based on the interview with workers as well as the officers of the unions stated that there was no indication companies to do practices:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports • Payment of recruitment fees • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages 	Conformity
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and procedures are established and implemented.</p>	<p>Based on employment document verification period indicates that there is no daily labor status off in PGT Socfindo – Negeri Lama.</p> <p>There were no migrant workers in PT Socfin Indonesia – Negeri Lama. It's verified during audit documentation list of employee, interview with employee and stakeholders.</p>	Conformity

Criteria 6.7:			
The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p>	<p>Data verified:</p> <ul style="list-style-type: none"> - OHS committee has registered in Manpower Agency in North Sumatera under letter "Surat Keputusan Kepala UPT Pengawasan Ketenagakerjaan Wilayah IV Dinas Tenaga Kerja Propinsi Sumatera Utara Nomor KEP. 20-7/P2K3/WIL-IV/DTK/SU/2020 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) di Perusahaan", dated 16 January 2020. - OHS expert officer (Ahli K3) namely Mr. Endro Kuswanto license No: Reg.2061/PK3/AJ/12/2019/P2 issued by Ministry of Manpower Republic of Indonesia no. Kep.P.1625/NAKER-BINWASK3/IV/2019, dated 30 April 2019 and namely Mr. Joni Makri Sitepu, license No. Reg .2061/PK3/AJ/12/2019/P3 issued by Ministry of Manpower Republic of Indonesia no. Kep.P.78/NAKER-BINWASK3/IV/2019, dated 30 April 2019 - OHS committee meeting was conducted in monthly. Attended by 14 participants on the last OHS Committee meeting was on 21 January 2020. Agenda: Evaluation of occupational accident and completeness of APD must be used by employees. - PPE, review of last meeting result, review of incident report, preparing on RSPO audit. - Report of OHS performance conducted regularly in three months bases. Last report was submitted to Manpower Agency in Labuhanbatu Regency for period October – December 2019, reported on 6 January 2020. 	Conformity
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the appropriate language of the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p>	<p>PT Socfin Indonesia – Negeri Lama POM has prepared the procedure for emergency and work accident written in Bahasa Indonesia, such as:</p> <ul style="list-style-type: none"> - Procedure for emergency No: SOC/PSM/4.08. The procedure described the roles and responsibilities of each emergency response team include the mechanism how to conduct medical evacuation to near hospital/local health centre, also it was available the emergency contact number of each internal emergency team and external related parties such as public fire station at Rantau Prapat and nearest health facility Rantau Prapat Hospital. Evacuation route and muster point are available and made known to the employee. - Incident investigation procedure were documented in procedure SOC/PSM/4.14. Accident and investigation reports described the accident chronology, cause and impacts of the accident and 	Conformity

		<p>also to find the root causes of the accident happened and formulize the corrective and preventive action.</p> <ul style="list-style-type: none"> - Emergency Response Team has been defined and the emergency flow charts have been established for any kind of emergency situation such as earthquake, fire, flood. <p>Data seen:</p> <ul style="list-style-type: none"> - Simulation of emergency response conducted on 27 January 2020 related fire fighting on gas tanki. The evacuation routes and emergency flowcharts have been socialized during simulation. - Simulation of fire fighter on 19 November 2019 at Negeri Lama Mill and Division I and II. Training related how to turn fire fighting by using the traditional tool and light fire extinguisher tool. - Emergency signs and boards were provided in several areas and esambly points available in each area such as workshop, warehouse, and office. - License for first aider namely Mr Mula Marojan license number: 122-7/PTK/SU/XI/2018 valid until 21th November 2021. - The First aid kits carried by foreman were available at worksites such as at harvesting area. The first aid kits were checked in accordance with local regulation that is Permenaker 15/2008. - During audit the first aid kit at fertilization and harvesting activity at Block of Negeri Lama Estate (Division I) on spraying and harvesting activities was comply with the regulation. <p>Based on field visit in Negeri Lama POM extinguisher facilities in Sterilizer Station (type: DC Optimax 6 Kg) and in enginee room (type) RGP Red Guard 6 Kg), all od the condition in shown good. There were 55 fire extinguisher was conducted regularly inspection by foremens. The emergency facilities has shown during audit and well maintained (ready to use).</p>	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that</p>	<p>All workers involved in the operation was appropriately trained in safe working practices. Safety Officer/Ahli K3 namely Mr. Endro Kuswanto license No: Reg.2061/PK3/AJ/12/2019/P2) who has been qualified as Safety Officer by the government conducted the trainings.</p> <p>Data verified:</p> <p>The applicator of gramoxone/paraquat has been using the PPE (Mask).</p> <p>Data seen:</p> <ul style="list-style-type: none"> • OHS Checklist on monitoring of using of PPE (mask) 	Conformity

	<p>workers can change out of PPE, wash and put on their personal clothing.</p>	<p>for pesticides applicator – location in division I, month: January 2020.</p> <ul style="list-style-type: none"> • Letter of handover PPE to 5 employees harvest in Division I, consists of helmet, shoes and glass eyes on November 2019. • Monitor of PPE In October 2019 conducted by each foreman, for example: APD Examination in Division 1 by spray foreman on 16 October 2019 to 5 sprayers. • Laboratorium Klinik Kimia Farma in Medan conducted medical check-up both of general MCU and of special MCU. Last general MCU was conducted on to all employees on 17-19 June 2019 and 18 November 2019 for the special medical check-up for sprayer team (cholinesterase and spirometry test) and operator in high risk area in POM (audiometry test). • The result of MCU has communicated to related workers e.g: on 17 June 2019 namely Legimun, Sabar, Jeniwan Sihobing, etc. Record of attendance list available as evident. • 18 workers attended in briefing LK3 in Mill, dated 23 December 2019, agenda for discuse: <ol style="list-style-type: none"> 1. The noise level was regularly monitoring, data verified: Report of Analysis (No. SOC-LAB/Form01-13-01, datd 9th January 2019 for Noise Level at the Mill 2. Based on Report of Analysis (NoL SOC-LAB/Form01-13-01, dated 9th January 2019 for Noise Level at the Mill shown the result of noised level in Boiler Station is 85.6 dB and in Sterilization unit is 79.5 dB 3. Based on record of Training Program year 2019 the training related OHS for operator/technician in Boiler Station (planned in February 2019) and Training for operator in engine room (planned in November 2019). 	
<p>6.7.4</p>	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with national law or by the unit of certification where national law does not offer protection.</p>	<p>Medical surveillance conducted to all pesticide operator, such as for trunk injection and fogging operator.</p> <p>Company was demonstrated that all workers has been performed annualy MCU period 2019. Laboratorium Klinik Kimia Farma in Medan conducted medical check-up both of general MCU and of special MCU. Last general MCU was conducted on to all employees on 17-19 June 2019 and 18 November 2019 for the special medical check-up for sprayer team (cholinesterase and spirometry test) and operator in high risk area in POM (audiometry test).</p>	<p>Conformity</p>

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		<p>Several employees that has been performed annually Medical Check up on period 2019, The result of MCU has communicated to related workers e.g:</p> <ul style="list-style-type: none"> • On 17 June 2019; namely: Legimun, Sabar, Jeniwan Sihombing, etc. • On 19 June 2019; namely: Syawaludin (Harvester), Sarotin (Mill mechanical), Zulkarnaen II (Mill mechanical), etc. • On 18 November 2019; namely: Tinah (sprayer Division I), Wagiyem (Sprayer Division II), Linda Tampubolon (Sprayer Division I), etc. <p>Record of attendance list available as evident.</p> <p>Data verified:</p> <ul style="list-style-type: none"> • List of spraying operator in Negeri Lama Estate (in Division I, II and III) updated on December 2020 • Laboratorium Kimia Farma Medan conducted special medical check-up on 19 June 2019 and 18 November 2019. The MCU was conducted together with operator in Mill, manuring applicator, operator of trunk injection, fogging operator, chemical store keeper. <p>The applicator of gramoxone/paraquat has been using the PPE (Mask).</p> <p>Data seen: OHS Checklist on monitoring of using of PPE (mask) for pesticides applicator – location in division I, month: October 2019. Result shown is OK.</p> <p>All workers (permanent and contract) were covered by accident and medical care insurance including contract workers. Evidence was sighted and documented in BPJS Ketenagakerjaan (accident insurance) and BPJS Kesehatan (medical care) payment description and bank slip payment.</p> <p>Data verified:</p> <ul style="list-style-type: none"> ▪ Bank slip payment of Jamsostek period January 2020 to 393 workers on 3 February 2020 was verified. ▪ Bank slip payment of BPJS Kesehatan period January 2020 to 393 workers on 31 December 2019 was verified. 	
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics.	<p>PT Socfin Indonesia – Negeri Lama POM has shown the report of Lost Time Accidents metrics were using to record the accidents and injuries during year 2019.</p> <p>The Lost Time accidents and injuries were determined according to Decree of the Minister of Manpower and</p>	Conformity

		<p>Transmigration No. 609 year 2012. In 2019 accident records for mill and estate were shown below:</p> <ul style="list-style-type: none"> • Number of Accident : 5 cases • Lost Time Accident : 475 hours • Frequency Rate : 6.39 • Severity Rate : 306.99 	
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Principle 7:

Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.

Criteria 7.1:

Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p>	<p>As written in indicator 3.3.1, certificate holder has had procedure of integrated pest management (including disease).</p> <p>During the audit, auditor has observe and interview daily pest census. Based on interview with pest monitoring officer obtain information that the pest infestation was monitoring on daily bases.</p> <p>Certificate holder through Socfin Research has train pest monitoring officer (4 person each division). Each block has an observational row (multiples of five, starting from the fifth row). Observations are made every month. The outermost tree in the line of observation has been red-marked to facilitate the pest control officer.</p>	Conformity
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The red-marked observation tree.

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		During the field observation in Block 29 Afdeling 2 obtain information that the observation conducted to monitoring the infestation of leaf eater caterpillar, bag worm, <i>Ganoderma</i> , rat, termite, disease so on. The record of observation written in daily pest infestation report. All of two pest monitoring officer can explain the pest monitoring procedure and reporting process.	
7.1.2	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.	Based on document verification, interview with estate manager and field visit obtain information that there is no species introduction in Negeri Lama Estate.	Conformity
7.1.3	There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities. [For NI to define process]	Based on document verification, interview with estate manager and field visit obtain information that there is no fire usage for pest control in Negeri Lama Estate.	Conformity
Criteria 7.2:			
Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.	Based on the document verification and interview with management, obtain information that pesticide usage for chemical weeding and pest control (if needed). As written in No Deforestation, Development on Peat & Environmental Policy that was signed by Principle Director of Socfin Indonesia on 1 June 2019, Socfin Indonesia has specific commitment related to pesticide usage as follows: <ul style="list-style-type: none"> • <i>Specific attention is given to the use of pesticides. Integrated Pest Management (IPM) plans are developed for all operations and reviewed annually,</i> • <i>All active ingredients in use are also reviewed annually for safety and efficacy,</i> • <i>Pesticides in WHO classes Ia and Ib, and Stockholm or Rotterdam conventions are used only when no effective alternatives are available. Their use is authorized in writing by local senior management on a case by case basis,</i> • <i>The active ingredient "paraquat" is to be phased out of all our operations in 2019,</i> • <i>All workers, permanent or not, involved with pesticides, are trained and equipped adequately and their health is monitored.</i> 	Conformity

		<p>During the audit, found some pesticide list that usually used with active ingredients such as isopropyl amine glyphosate, paraquat diklorryda (no longer used since November 2019), methyl metsulfuron, cypermettrrin, karbaril, azoxistrobin, lamda sihalotrin, asefat, diuron, haloksifop metil ester, aminopolarid potassium, mancozeb, indazaflam, dimetil amina and fluoroksifir. All pesticide usage has been registered in http://pestisida.id/simpes_app/rekap kimia formula.php according to national regulation.</p> <p>To reduce the human and environmental risk, there is some continuous action that has been implemented as follows:</p> <ul style="list-style-type: none"> • Set up the pesticide rotation. For example, chemical weeding rotation is 4 times a year where the rotation in immature and early mature more often than mature and old palm. • Using the ultralow volume nozzle to minimize water consumption and reduce the risk for environment. During the field visit to the pesticide store sighted the micron herbi system knapsack as example. • Conducted regularly training for pesticide applicator and equipped them with appropriate PPE's. • Delaying the pesticide if weed or pest is under control. According to the interview with estate manager obtain information that the pesticide rotation can be delayed or reduced especially in mature or old palm where weeds/pest population are under control. • Minimalize contamination for pesticide applicator and their families by ensuring them to clean themselves before back home. 	
7.2.2	(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.	Certificate holder has showed the record of LD50 calculation in each unit based on amount of pesticide used. For example, Negeri Lama Estate has calculate the LD50 of each pesticide in a monthly bases. For example, toxicity of pesticide for isopropyl amina gliposhate was 0,318028885 ppm.	Conformity
7.2.3	(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.	Based on goods in and goods out data in pesticide store, obtained information that the certificate holder used some kind of pesticide (different active ingredients). There is only <i>paraquat diklorryda</i> that listed as WHO Class II (Moderately Hazardous). As described in this indicator, the company no longer using <i>paraquat diklorryda</i> since November 2019.	Conformity

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		There is no use of other pesticide class 1A and 1B since November 2019.	
7.2.4	There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best	Based on document verification, interview and field observation obtained information that there is no prophylactic use of pesticides.	Conformity
7.2.5	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, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks. The due diligence refers to: 7.2.5a Judgment of the threat and verify why this is a major threat	Based on goods in and goods out data in pesticide store, obtained information that the certificate holder used some kind of pesticide (different active ingredients). There is only <i>paraquat diklorryda</i> that listed as WHO Class II (Moderately Hazardous). As described in this indicator, the company no longer using <i>paraquat diklorryda</i> since November 2019. There is no use of other pesticide class 1A and 1B since November 2019.	Conformity
	7.2.5b Why there is no other alternative which can be used	Based on interview with estate manager obtain information that there is no use of other pesticide class 1A and 1B since November 2019.	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative	There is no use of other pesticide class 1A and 1B since November 2019.	
	7.2.5d What is the process to limit the negative impacts of the application	There is no use of other pesticide class 1A and 1B since November 2019.	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	There is no use of other pesticide class 1A and 1B since November 2019.	
7.2.6	(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see	Certificate holder has conducted pesticide handling training regularly. There was a record of safe use pesticide training, facilitate by pesticide supplier (PT Bayer Indonesia) on 19 November 2019. Attended by staff, field supervisor and applicator (total 70 person) including pesticide applicator from Afdeling 2 who interviewed during field visit on 4 February 2020. According to document verification, all of the pesticide applicator that interviewed during the field visit has attended the safe use pesticide training above. They can	Conformity

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	Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.	explained and demonstrated the safe working procedure (spraying technics, PPE usage and environmental protection).	
7.2.7	(C) Storage of all pesticides is in accordance with recognised best practices.	Based on field visit to agrochemical storage, certificate holder has stored all pesticides properly. Each pesticide product equipped with MSDS. The storage also provided PPE's, hand/eye wash facilities and first aid kit.	Conformity
7.2.8	All pesticide containers are properly disposed of and/or handled responsibly if used for other purposes.	According to explanation in criteria 7.3, certificate holder has had engagement with official hazardous waste collector. All pesticide container collected in temporary hazardous storage before sent to them.	Conformity
7.2.9	(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.	Based on document verification and interview with estate manager obtain information that there is no aerial spraying of pesticides.	Conformity
7.2.10	(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.	Certificate holder has conducted regularly medical surveillance for pesticide applicator (each semester). Sighted record of medical surveillance period (last period on 17 – 19 June 2019) that conducted by Kimia Farma (Indonesian accredited laboratorium clinic). There was no abnormal record of pesticide applicator. Especially all applicator that interviewed during field visit.	Conformity
7.2.11	(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.	Based on field visit and interview with labor union and random worker (harvester, pesticide applicator, pest monitoring officer and mill worker) obtain information that there is no under age worker. Beside that, any pregnant or breastfeeding women always transferred into manual activity.	Conformity
Criteria 7.3:			
Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.			
7.3.1	A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and	Certification unit has had a mechanism to waste management that is Procedure of Pengendalian Limbah No. SOC/PSM/4.11, rev.05 dated 1 October 2018. Describe that:	Conformity

	<p>hazardous characteristics, is documented and implemented.</p>	<p>The company has classified the type of garbage generated from plantation activities to: Hazardous waste (LB3), organic waste and an organic waste and waste that is economical value. The container provided in the form of TPS: Temporary collection Place, TPA: Landfill and Temporary storage hazardous waste (TPS LB3).</p> <p>Certification unit has had permit for Temporary storage hazardous waste (TPS LB3) release by Bupati Labuhanbatu No. 503.660/222/BLH/WAS /2016 dated 21 June 2016 related: "Perpanjangan izin pengelolaan limbah bahan berbahaya dan beracun untuk kegiatan penyimpanan limbah bahan berbahaya dan beracu kepda PT Socfin Indonesia di Desa Negeri Lama Seberang Kecamatn Bilah Hilir Kabupaten Labuhanbatu", valid for 5 years.</p> <p>The color of the waste collector or TPS is regulated in accordance with the following classification:</p> <ul style="list-style-type: none"> • Waste B3: black • organic waste that is not economic value: green • inorganic waste is not economic worth: blue • waste of economic value: Yellow <p>All empty agrochemical containers were triple rinsed, the jerry can were reused to spraying activities, while bottles containers were stored in the designated area and categorized as hazardous waste (B3). Records of chemical containers quantity disposed were evident. Liquid waste from agrochemical was reused for the next spraying application. While the ex-fertilizer sacks was also rinsed and reuse for fertiliser distribute at estate operations.</p> <p>PIC in temporary storage has been trained on environmental requirement. Data seen: Record of training on handling of hazardous waste dated 6th December 2018, location Negeri Lama Estate was attended by 5 workers.</p> <p>Unit certification has submit the hazardous waste report for period January – March 2019 to Dinas Lingkungan Hidup Labuahn Batu Regency.</p>	
<p>7.3.2</p>	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p>	<p>PT Socfin Indonesia – Negeri Lama POM has prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p> <p>PT Socfin Indonesia – Negeri Lama POM has a waste management plan, identifying type and source of waste</p>	<p>Conformity</p>

		<p>and the disposal plan. Pesticide waste have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts).</p> <p>Certification unit has had permit for Temporary storage hazardous waste (TPS LB3) release by Bupati Labuhanbatu No. 503.660/222/BLH/WAS /2016 dated 21 June 2016 related: Perpanjangan izin pengelolaan limbah bahan berbahaya dan beracun untuk kegiatan penyimpanan limbah bahan berbahaya dan beracun kepada PT Socfin Indonesia di Desa Negeri Lama Seberang Kecamatan Bilah Hilir Kabupaten Labuhanbatu and valid for 5 years.</p> <p>In the handling of hazardous waste (LB3), the unit of certification in cooperation with the other Parties stipulated in the Cooperation Agreement 3 Party, namely:</p> <ul style="list-style-type: none"> Perjanjian Jasa Pengolahan Limbah Bahan Berbahaya dan Beracun (B3) - Hazardous and toxic Materials Waste Treatment Agreement (B3) between PT Socfin Indonesia, PT Amindy Barokah Sumut and PT Wastec International, letter no. 336/WI-SPKLB3/VIII/2019 dated 1 August 2019 valid until 31 July 2020. <p>Cooperation in terms of management includes Mendalmnya: transportation, management, disposal and waste works.</p> <ul style="list-style-type: none"> Perjanjian Kerjasama Evakuasi dan Pengelolaan Limbah B3 Khusus Aki Bekas – Agreement of Evacuation and management of Hazardous Waste usage Accu/Battery between PT Socfin Indonesia, PT Amindy Barokah Sumut and PT Wastec International, letter no. 328/SI-NFU-ABS/SPKLB3/VII/2019 dated 2 July 2019 valid until 2 July 2020. <p>Records of empty containers pesticides stock and disposal were available in "Neraca Limbah B3" and "Manifest Limbah B3". During audit, indicated that company can be demonstrated the proper disposal of empty containers pesticides. Each quarter the waste management of empty containers pesticides also reported to local Environmental Agency of Labuhanbatu Regency and North Sumatera Province.</p> <p>Data seen: The Berita Acara Penyerahan of B3 waste submission event of the Negeri Lama Estate on 14 January 2020, consisting of 5 kg of medical waste.</p>	
7.3.3	The unit of certification does not use open fire for waste disposal.	PT Socfin Indonesia - Negeri Lama are not use open fire for waste disposal. As described above, all waste generated from all activity at plantation and mill	Conformity

		<p>categorized as : organic waste (solid & liquid), inorganic waste, medical waste, laboratory waste, hazardous waste. The company has also installed a sign board to not perform garbage/waste burning in housing.</p> <p>All waste are disposed according to the procedure as described in indicator 7.3.2 without any open fire.</p>	
<p>Criteria 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
7.4.1	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p>	<p>According to the latest best management practices procedure, certificate holder using chemical fertilizer and organic fertilizer such as empty fruit bunch, bunch ash and solid to increasing soil fertility. All record of fertilizer application recorded in document <i>Booklet Pemupukan</i>.</p>	Conformity
7.4.2	<p>Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.</p>	<p>Certificate holder conducted regularly soil and leaf sampling to monitored soil and trees fertility. This assessment conducted by Socfin Research Station.</p> <p>During the audit, sighted Soil Analysis Report (Ref Number S15-020/LAB-SSPL/III/2015), analysis date 13 April 2015 (10 sample). Parameter that analyze was pH, N-Kjehdahl, C Organic, P, CEC, K, Ca, Mg, Na.</p> <p>Auditor also sighted Leaf Analysis Report (Ref Number L19-105/LAB-SSPL/VI/2019), analysis date 19 June 2019 (16 sample). Parameter that analyze was N-Kjehdahl, P-total, K-total, Ca-total and Mg-total.</p>	Conformity
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p>	<p>Negeri Lama Estate is only applied Empty Fruit Bunch (EFB) and bunch ash. Based on the agronomy's SOP, certificate holder has stipulated the EFB dosage on planting age basis as follows:</p> <ul style="list-style-type: none"> • Under 1 year: 10 tonnes/Ha • 1 – 2 year: 20 tonnes/Ha • 3 year's up: 45 tonnes/Ha <p>During the audit, auditor has observed the EFB application in replanting area (palm age under 1 year). The EFB placed and covered in the circle (approximately with diameter 1 meter). In addition to increasing soil fertility, this application also aims to maintain soil moisture needed by new plants.</p>	Conformity

7.4.4	Records of fertiliser inputs are maintained.	The record of EFB application documented in ' <i>Booklet Pemupukan</i> ' who reported by upkeep supervisor in daily basis. Based on the document obtain information that certificate holder has documented the total of fertilizer applied versus fertilizer recommendation. For example: Block 001 (22.40 Ha) planting year 1997 has been fertilized with NPK 12-12-17-2 with dosage 7.50 Ha/tree (in three manuring rotation).	Conformity
<p>Criteria 7.5: Practices minimise and control erosion and degradation of soils.</p>			
7.5.1	(C) Maps identifying marginal and fragile soils, including steep terrain, are available.	Negeri Lama has a concession area 2,204.76 Ha of which 2,167.27 Ha planted. This area has conducted semi detailed soil survey and assessment. The study was carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004.	Conformity
7.5.2	There is no extensive replanting of oil palm on steep terrain.	Based on the soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that slope class of Negeri Lama Estate was 0% - 4%. There is no steep terrain in the ground.	Conformity
7.5.3	There is no new planting of oil palm on steep terrain.	Based on the soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that slope class of Negeri Lama Estate was 0% - 4%. Refer to this report, there is no planting in steep terrain.	Conformity
<p>Criteria 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.6.1	(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.	<p>According to soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that through the total of Negeri Lama's concession, it only 126.59 Ha (5.8%) peat area.</p> <p>Certificate holder has also conducted drainability assessment (June – November 2019) in collaboration with drainability assessment team from Faculty of Agronomy, Sumatera Utara University. Based on the assessment report obtain several information as follows:</p> <ul style="list-style-type: none"> • Peat area in Negeri Lama Estate is 133.93 Ha (a bit different with total of peat identified by PARAM AGRICULTURAL SOIL SURVEYS). Located in blocks 21, 26, 32 and 38. 	Conformity

		<ul style="list-style-type: none"> The peat blocks of Negeri Lama Estate have varied drainage limit (DLT) of 105 – 123 years. Meaning that they can be replanted while still maintaining buffer time of 2 generations/40 years before reaching the drainage base. <p>According to the soil assessment report and drainability assessment above, management of Socfin Indonesia stated that peat area Negeri Lama Estate still profitable and can be sustainable as long as the peat are maintained.</p>	
7.6.2	Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices.	<p>According to soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that through the total of Negeri Lama’s concession, it only 126.59 Ha (5.8%) peat area.</p> <p>According to ‘RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat’, Negeri Lama estate are manage peat area with proper facilities and equipment such as water weirs, water table, piezometer and subsidence pole. All of this facilities regularly monitored and reported to the estate manager on monthly bases.</p> <p>The reports of monitored are in place and has been verified by auditor. For example, during 2015 – 2019 the subsidence measured at 0.3 – 0.4 cm per year.</p>	Conformity
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.	<p>According to soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that through the total of Negeri Lama’s concession, it only 126.59 Ha (5.8%) peat area.</p> <p>According to ‘RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat’, Negeri Lama estate are manage peat area with proper facilities and equipment such as water weirs, water table, piezometer and subsidence pole. All of this facilities regularly monitored and reported to the estate manager on monthly bases.</p> <p>The reports of monitored are in place and has been verified by auditor. For example, during 2015 – 2019 the subsidence measured at 0.3 – 0.4 cm per year.</p>	Conformity

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Criteria 7.7			
No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas.	Negeri Lama Estate is an old plantation which has been established since 1919. In addition, there have been no new land clearing or new development since 15 November 2018.	Conformity
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat.	Negeri Lama Estate is an old plantation which has been established since 1919. In addition, there have been no new land clearing or new development since 15 November 2018.	Conformity
PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below).			
7.7.3	(C) Subsidence of peat is monitored, documented and minimised.	According to 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', Negeri Lama estate are manage peat area with proper facilities and equipment such as water weirs, water table, piezometer and subsidence pole. All of this facilities regularly monitored and reported to the estate manager on monthly bases. The reports of monitored are in place and has been verified by auditor. For example, during 2015 – 2019 the subsidence measured at 0.3 – 0.4 cm per year.	Conformity
7.7.4	(C) A documented water and ground cover management programme is in place.	Based on document verification sighted the record of water table monitoring report. Through the field observation sighted that water weirs in peat areas are equipped with water gate facilities to ensuring water is available along the years.	Conformity
7.7.5	(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it ii is replaced with crops suitable for a higher	According to soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that through the total of Negeri Lama’s concession, it only 126.59 Ha (5.8%) peat area. Certificate holder has also conducted drainability assessment (June – November 2019) in collaboration with drainability assessment team from Faculty of Agronomy, Sumatera Utara University. Based on the assessment report obtain several information as follows: <ul style="list-style-type: none"> • Peat area in Negeri Lama Estate is 133.93 Ha (a bit different with total of peat identified by PARAM AGRICULTURAL SOIL SURVEYS). Located in blocks 21, 26, 32 and 38. • The peat blocks of Negeri Lama Estate have varied drainage limit (DLT) of 105 – 123 years. Meaning that 	Conformity

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	<p>water table (paludiculture) or rehabilitated with natural vegetation.</p>	<p>they can be replanted while still maintaining buffer time of 2 generations/40 years before reaching the drainage base.</p> <p>According to the soil assessment report and drainability assessment above, management of Socfin Indonesia stated that peat area Negeri Lama Estate still profitable and can be sustainable as long as the peat are maintained.</p>	
<p>PROCEDURAL NOTE: Full details of the RSPO Drainability Assessment Guidelines and related concepts and detailed actions are in the manual currently being fine-tuned/tested by PLWG. A final version should be approved by PLWG in January 2019 and will include additional guidance on the steps to be followed after the decision not to replant as well as implications for other stakeholders, smallholders, local communities and the unit of certification. It is recommended that a further twelve-month methodology trial period is proposed for all related management units (i.e. those with plantations on peat) to utilise the methodology and provide feedback to the PLWG to enable further refinement of procedure as appropriate before January 2020. Units of certification have the option to defer replanting till after the availability of the revised guidelines. Additional guidance on alternative crops and rehabilitation of natural vegetation will be provided by PLWG.</p> <p>PROCEDURAL NOTE: PLWG and the Smallholder Interim Group (SHIG) will collaboratively develop guidance for Independent Smallholders [cross links to SHIG and GHG issues].</p>			
<p>7.7.6</p>	<p>(C) All existing plantings on peat are managed according to the RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2018) and associated audit guidance.</p>	<p>According to soil survey and assessment who carried out by PARAM AGRICULTURAL SOIL SURVEYS (M) Sdn Bhd on June 2004, obtain information that through the total of Negeri Lama's concession, it only 126.59 Ha (5.8%) peat area.</p> <p>According to 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', Negeri Lama estate are manage peat area with proper facilities and equipment such as water weirs, water table, piezometer and subsidence pole. All of this facilities regularly monitored and reported to the estate manager on monthly bases.</p> <p>The reports of monitored are in place and has been verified by auditor. For example, during 2015 – 2019 the subsidence measured at 0.3 – 0.4 cm per year.</p> <p>Based on field observation sighted water table in the canal that shows water level was in 60 cm under the soil level.</p>	<p>Conformity</p>
<p>7.7.7</p>	<p>(C) All areas of unplanted and set-aside peatlands in the</p>	<p>Negeri Lama Estate is an old plantation which has been established since 1919. In addition, there have been no</p>	<p>Conformity</p>

	<p>managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2018) and associated audit guidance.</p>	<p>new land clearing or new development since 15 November 2018.</p> <p>The peat areas in Negeri Lama Estate used for palm oil cultivation.</p>	
<p>Criteria 7.8 Practices maintain the quality and availability of surface and groundwater.</p>			
<p>7.8.1</p>	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p>	<p>The company has implemented water management plan under documented "Rencana Pengelolaan Air". The documented Procedure Water Management at Mill and Estate (SOC/PSM/4.22 Rev.01 dated 1 July 2015) defined the method of water management plan include water source and distribution identification, volume of water utilization, parameter/standards of water utilization, identify the impacts include water effluents/wastes and also the method to reduce and control water uses.</p> <p>The water was utilize for mill operations (include boilers, processes and domestics usage) through the water treatment plant (using physicals and chemicals method) as well as for estate operations (include housing, pesticidesmixings and office operations). Tax retribution payment to government was evidence for mill water usage period in 2018.</p> <p>Surface water utilization permit for PT Socfin Indonesia has been extended based on Decree of Governor of North Sumatera No. 610/483/BPPTSU/2/XII.1/X/2016 dated 19 October 2016 and valid for three (3) years and on this period has been expired and the new permit is still application process. Based on latter application of surface water utilization to Dinas Penanaman Modal dan Pelayanan Perizinan Terpadu Satu Pintu Labuahnbatu Regency according application letter dated 19 September 2019 No. GM/X/BI/382/19 related: Application for extension of public water collection and utilization permit (Air Permukaan Umum).</p> <p>Surface water intake was located in Negeri Lama Seberang Village, Bilah Hilir District, Labuhanbatu regency. The water intake coordinate point at 02o 18' 30.08" N and 100o 04' 13.66" E with two (2) intake pipes (3 inches and 4 inches) and a maximum water discharge</p>	<p>Conformity</p>

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		<p>was 12 liters/sec. This surface water is used for oil palm processing and domestic housing.</p> <p>Payment retribution of the use of surface water usage of 15,228 M3, was conducted on 20 January 2020.</p>	
	<p>7.8.1b Workers have adequate access to clean water.</p>	<p>Company provide the clean water for workers at housing area with ground water (drill well) at Negeri Lama and clean water from Mill for Mill workers Housing. Regular water analysis was performed to monitor the water quality. The clean water has been examination by accredited laboratory. The sample has been analysed in The Laboratory of PT. Socfin Indonesia (SOCFINDO) Seed Production and Laboratory on 15 August 2019, the result was complied with clean water standards based on Permenkes No. 32 Tahun 2017 regarding Standar Baku Mutu Kesehatan Lingkungan dan Persyaratan Kesehatan Air untuk Keperluan Higiene Sanitasi, Kolam Renang Solus Per Aqua dan Peamandian Umum. The monitoring on 08 December 2018 and it results in accordance with the regulation for all parameters.</p> <p>During interview with sampled workers (harvester, spraying workers, mill workers and office workers) confirmed that they got clean water freely which provide by Estate and Mill.</p>	
<p>7.8.2</p>	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017).</p>	<p>The company has identified water courses and wetland in the plantation area. Based on HCV assessment in 2011, there were identified water courses in Negeri Lama Estate, among others: River in Block 19, 20, 25; Keramat River; Lengkok River; Landia River and Bilah River. The water courses was protected by the company with the following ways:</p> <ul style="list-style-type: none"> • Establishment of conservation areas in riparian area to protect river water from pollutants, such as chemicals (fertilizers and pesticides). • Upkeep work in conservation areas remain to be implemented, but prohibited from using pesticides. • Type of beneficial plants that need to be planted is Cassia cobanensis. • On the river with a width of 15 meters, planted crops such as rubber wood or other wood plants. On the river with a width of less than 15 meters, planted with Land Cover Crop. <p>Company has procedures associated riparian buffer zone, procedures of River Conservation Area (SOC/PSM/9.07) Rev.04 dated 1 April 2015. The company also has procedures that regulate the width of riparian listed on HCV Management and Monitoring procedure (SOC/PSM/9.06) Rev.03 dated 1 February 2016. In point 4, explained the definition of the area along the river</p>	<p>Conformity</p>

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		<p>banks are left right rivers, including the artificial river/channel/ primary irrigation channel, which has important benefits to maintain the sustainability of the river functions. Then, in point 5.2.3 stated that the river border management aims to protect the river from pollution by fertilizers and pesticides applied in the palm oil and also to prevent erosion. River banks are managed in a way that serves as a buffer zone. At point 5.2.3 stated that the determination of the width of riparian buffer zone is determined based on the results of a study conducted by HCV assessor, i.e. to the width of the river at <5 meter wide, river border is 8 meters. Riparian areas in Negeri Lama Esatte have been determined as the area of HCV and have been mapped into the "Map of High Conservation Negeri Lama" scale 1 : 27,857.</p> <p>Based on observations at riparian of Sungai Bilah at Block 53 Division II, the riparian area has been well maintained, with the marking in palm oil tree and prohibition of pesticide applications in the river buffer zone. Old oil palm tree are keep standing, not cut during replanting.</p>																																																					
<p>7.8.3</p>	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p>	<p>Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) has demonstrated under Certificate of "Analysis Report – Laporan Analisa" that was conducted by Accrediation Laboratory namely PT Sucofindo every months.</p> <table border="1" data-bbox="662 1205 1332 1832"> <thead> <tr> <th>Month (2019)</th> <th>Certificate No.</th> <th>BOD (mg/L)</th> <th>COD (mg/L)</th> </tr> </thead> <tbody> <tr><td>January</td><td>00489/CLACAM</td><td>98.6</td><td>217.04</td></tr> <tr><td>February</td><td>01824/CLACAM</td><td>99.0</td><td>224.46</td></tr> <tr><td>March</td><td>02538/CLACAM</td><td>98,9</td><td>216.96</td></tr> <tr><td>April</td><td>03254/CLACAM</td><td>99.4</td><td>226.84</td></tr> <tr><td>May</td><td>03974/CLACAM</td><td>99.0</td><td>221.07</td></tr> <tr><td>June</td><td>06651/CLACAM</td><td>99.2</td><td>221.31</td></tr> <tr><td>July</td><td>00489/CLACAM</td><td>99.0</td><td>218.42</td></tr> <tr><td>August</td><td>05968/CLACAM</td><td>98.7</td><td>218.14</td></tr> <tr><td>September</td><td>07596/CLACAM</td><td>99.6</td><td>229.71</td></tr> <tr><td>October</td><td>08794/CLACAM</td><td>99.6</td><td>229.93</td></tr> <tr><td>November</td><td>09604/CLACAM</td><td>99.5</td><td>225.39</td></tr> <tr><td>December</td><td>10440/CLACAM</td><td>97.8</td><td>207.64</td></tr> </tbody> </table> <p>The result was complied with the Ministry of Environment Decree No. 5/2014 annex III required that BOD of POME discharged is less than 100 mg/litre. The result of POME quality during this period was under 100 mg/litre.</p>	Month (2019)	Certificate No.	BOD (mg/L)	COD (mg/L)	January	00489/CLACAM	98.6	217.04	February	01824/CLACAM	99.0	224.46	March	02538/CLACAM	98,9	216.96	April	03254/CLACAM	99.4	226.84	May	03974/CLACAM	99.0	221.07	June	06651/CLACAM	99.2	221.31	July	00489/CLACAM	99.0	218.42	August	05968/CLACAM	98.7	218.14	September	07596/CLACAM	99.6	229.71	October	08794/CLACAM	99.6	229.93	November	09604/CLACAM	99.5	225.39	December	10440/CLACAM	97.8	207.64	<p>Conformity</p>
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		<p>Location of testing in outlet of mill wastewater (POME) that was processed through a series of waste water treatment ponds: one anaerobic pond, one facultative pond and one aerobic pond. Process parameter monitoring and maintenance of the ponds were sighted.</p> <p>Extended of wastewater discharge permit under "Keputusan Bupati Labuhanbatu No. 503.660/215/BLH/WAS/2016 tentang Perpanjangan Izin Pembuangan Air Limbah Ke Air atau Sumber Air pada Pabrik Minyak Kelapa Sawit PT Socfin Indonesia Perkebunan Negeri Lama yang Berlokasi di Desa Negeri Lama Seberang Kecamatan Bilah Hilir Kabupaten Labuhanbatu" dated 21 June 2016 that valid for 5 (five) years from Labuhanbatu Regency.</p>																																																									
7.8.4	Mill water use per tonne of FFB is monitored and recorded.	<p>PT Socfin Indonesia has defined the procedure on the monitoring of mill waster use per ton of FFB processing under POM Water Management Procedure No: SOCPSM/4.22 rev.02, dated 1st January 2016.</p> <p>The record of mill water usage per ton of FFB has shown under document of "Water Debit, water usage for factories in January – December 2019" as follow:</p> <table border="1" data-bbox="660 1171 1331 1877"> <thead> <tr> <th>Months (2019)</th> <th>FFB Processing (ton)</th> <th>Water Usage (M3)</th> <th>Water Use per Ton of FFB</th> </tr> </thead> <tbody> <tr><td>January</td><td>3,083.80</td><td>906.00</td><td>0.29</td></tr> <tr><td>February</td><td>2,698.95</td><td>677.00</td><td>0.25</td></tr> <tr><td>March</td><td>2,985.20</td><td>671.00</td><td>0.22</td></tr> <tr><td>April</td><td>3,483.70</td><td>385.00</td><td>0.11</td></tr> <tr><td>May</td><td>3,607.90</td><td>411.00</td><td>0.11</td></tr> <tr><td>June</td><td>3,196.80</td><td>383.00</td><td>0.12</td></tr> <tr><td>July</td><td>4,688.60</td><td>508.00</td><td>0.11</td></tr> <tr><td>August</td><td>4,894.60</td><td>503.00</td><td>0.10</td></tr> <tr><td>September</td><td>3,717.70</td><td>374.00</td><td>0.10</td></tr> <tr><td>October</td><td>3,772.30</td><td>374.00</td><td>0.10</td></tr> <tr><td>November</td><td>3,150.70</td><td>336.00</td><td>0.11</td></tr> <tr><td>December</td><td>3,097.40</td><td>337.00</td><td>0.11</td></tr> <tr> <td>Total</td> <td>42,377.65</td> <td>5,865.00</td> <td>0.14</td> </tr> </tbody> </table> <p>Based on table above, that the water usage on Negeri Lama Mill for FFB processes average per month is 0.14 per Ton of FFB.</p>	Months (2019)	FFB Processing (ton)	Water Usage (M3)	Water Use per Ton of FFB	January	3,083.80	906.00	0.29	February	2,698.95	677.00	0.25	March	2,985.20	671.00	0.22	April	3,483.70	385.00	0.11	May	3,607.90	411.00	0.11	June	3,196.80	383.00	0.12	July	4,688.60	508.00	0.11	August	4,894.60	503.00	0.10	September	3,717.70	374.00	0.10	October	3,772.30	374.00	0.10	November	3,150.70	336.00	0.11	December	3,097.40	337.00	0.11	Total	42,377.65	5,865.00	0.14	
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Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																	
7.9.1	A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy is in place, monitored and reported	PT Socfin Indonesia - Negeri Lama POM has demonstrated the programme to improving efficiency of the use of fossil fuels and to optimize renewable energy. Data verification: 2. Fossil fuels efficiency programed 2018 and 2019, as following: - Boiler modification by operated water treatment and turbine to reduce the utilisation of electrical generator (genset) - Nozzle calibration and preventive maintenance for genset and vehicles - Turbine powers generate to supply electricity to composting activities in order to reduce genset utilization 3. Renewable energy (fibre and shell) optimization programme year 2019 under Rekap Hasil dan Pemakaian Cangkang POM Kebun Negeri Lama Tahun 2019. The target was sets on 80% as minimum energy availability and actual anergy can be use as 93% (hell: 3,890: kcal/kg and fiber: 2,310 kcal/kg). Monitoring also conducted monthly by calculate the calorries resulted from fibre and shell and utilize as boiler fuels whether during the construction or upgrading of all operations. Based on the recapitulation of Genset Perkins PL 500 year 2014-2019 after using shell and fiber in lieu of non fossil fuel is as follows: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Year</th> <th>Fuel Usage (Ltr)</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>15.360</td> </tr> <tr> <td>2015</td> <td>16.990</td> </tr> <tr> <td>2016</td> <td>13.856</td> </tr> <tr> <td>2017</td> <td>9.045</td> </tr> <tr> <td>2018</td> <td>17.334</td> </tr> <tr> <td>2019</td> <td>7.563</td> </tr> </tbody> </table> Based on the table abo7ve, that relative there is a decline in FUEL usage after using alternative shell and fiber as a substitute for non fossil fuel, average decline per year of 1300 litres per year.	Year	Fuel Usage (Ltr)	2014	15.360	2015	16.990	2016	13.856	2017	9.045	2018	17.334	2019	7.563	Conformity
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<p>Criteria 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>			
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimize them are implemented, monitored through the Palm GHG calculator and publicly reported.</p>	<p>PT Socfin Indonesia- Negeri Lama POM has been identified the significant pollutant and GHG emissions under form "Evaluasi Program Gas Rumah kaca dan Efisiensi Energi" period January – December 2019, such as:</p> <ul style="list-style-type: none"> - Efficiency energy from the use of "Traymaster Turbine". - The turn of the power source in nursery from generator into PLN - The turn of the power source for the process of fire up from generator into PLN - The use of compound fertilizer as a substitute for a single fertilizer optimization <p>PT Socfin Indonesia- Negeri Lama POM has also minimized pollutant and GHG through, such as</p> <ul style="list-style-type: none"> - Implementing IPM to reduce pesticides usage, - Using fibers and sell for boiler, <p>PT Socfin Indonesia Negeri Lama Mill already has conduct GHG emission calculation using Palm GHG V 4.0.0 as RSPO requirement. The reporting was conducted annually to the RSPO on January to December 2019.</p> <p>Mill report year 2019, total of FFB production is 44,356 tonnes, CPO 10,207 tonnes, PK 1,933 ton. (GHG report attached)</p>	Conformity
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimize them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p>	<p>PT Socfin Indonesia – Negeri Lama as Certification unit has develop the palm oil plantation since 2005, the young oil palm existed are replanting.</p> <p>There is no new planting, therefore, the requirement of this indicator is not applicable.</p>	Conformity
7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimize them implemented and monitored.</p>	<p>The company has identify associated with pollution in the form of "Daftar dan Pengendalian Aspek Lingkungan, Keselamatan dan Kesehatan Kerja", last review on 7th January 2020.</p>	Conformity
<p>Criteria 7.11:</p>			

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Fire is not used for preparing land and is prevented in the managed area.			
7.11.1	(C) Land for new planting or replanting is not prepared by burning.	<p>Zero burning policy was described in Ethical Policy (SOC/Dp/4.01-64). It described that land preparation of replanting is conducted by cutting and chipping (zero burning).</p> <p>Based on field visit, it was verified that no fire been used for land clearing for replanting in PT Socfin Indonesia - Negeri Lama Estate.</p> <p>Noted that there was no new planting since November 2005 in PT Socfin Indonesia – Negeri Lama Estate. The young oil palm existed are replanting.</p>	Conformity
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification.	<p>The company always conducts a monitoring of land fires conducted by the emergency Response Team which has been established under the responsibility of the field assistant directly. (There are 3 divisions in Negeri Lama Estate and 1 Mill), while for the handling in Mill by Tehniker 1.</p> <p>Some emergency response equipment has been prepared by the company including: Hydrant (in Mill) as many as 8 units, APAR as much as 32 units, Rumah PMK as many as 2 units and emergency response equipment (consisting of goni sack, broom, shovel, sand etc.). The monitoring method is carried out according to land fire Handling guidelines SOC/DP/4.08-01.</p> <p>The schedule of mortality monitoring is carried out every month by the emergency response Team, until December 2019 there is no fire hazard. The company also made a report on land fire monitoring every 3 months and submitted to the Agriculture Department of Labuhanbatu, the last report for the period of July – December 2019 was reported on January 23, 2020.</p> <p>Based on field visit, it was verified that no fire been used for land clearing for replanting in PT Socfin Indonesia - Negeri Lama Estate.</p>	Conformity
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures.	<p>The Land Fire Monitoring schedule is performed monthly by the emergency Response Team, until December 2019 there is no fire hazard. The company also made a report on land fire monitoring every 3 months and submitted to the Agriculture Department of Labuhanbatu, the last report for the period of July – December 2019 was reported on January 23, 2020.</p>	Conformity

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		Based on field visit, it was verified that no fire been used for land clearing for replanting in PT Socfin Indonesia - Negeri Lama Estate.	
<p>Criteria 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p>			
<p>PROCEDURAL NOTE for 7.12: The 2018 RSPO P&C include new requirements to ensure the effective contribution of RSPO to halting deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Toolkit in the revised standard. The RSPO ToC also commits RSPO to balancing sustainable livelihoods and poverty reduction with the need to conserve, protect and enhance ecosystems. High Forest Cover Countries (HFCCs) urgently require economic opportunities that enable communities to choose their own development path, while providing socio-economic benefits and safeguards. Adapted procedures will be developed to support the sustainable development of palm oil by indigenous peoples and local communities with legal or customary rights. These will apply in specific HFCCs, and within those, in High Forest Cover Landscapes (HFCLs). The development of these procedures will be guided by a No Deforestation Joint Steering Group (NDJSG) of RSPO and HCSA members. In HFCCs, RSPO will work through national and local participatory processes with governments, communities and other stakeholders to develop these procedures. A timeframe for these activities is stipulated in the Terms of Reference for the NDJSG and publicly available.</p>			
7.12.1	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p>	As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. Certificate holder did not conducted Land Use Change Analysis (LUCA). However, they has been submitted their LUCA to the RSPO Secretariat.	Conformity
7.12.2	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows: 7.12.2a For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current</p>	<p>Certificate holder has conducted HCV Assessment on July - August 2011. The assessment conducted by HCV Assessor Team from Faculty of Forestry, Bogor Agricultural University by using HCV Toolkit Indonesia 2008. The team led by Ir. Nyoto Santoso, MS, a registered HCV RSPO approved assessor (Expiry date 31 December 2014) and since 23 December 2014 registered as HCV Assessor in HCVRN Assessors License Scheme. The team consist of six members as following:</p> <ol style="list-style-type: none"> 1. Ir Heru B Pulonggono, Msc 	Conformity

	<p>HCV assessment of those plantations remains valid.</p>	<ol style="list-style-type: none"> 2. Ir. Djoko Arie Sulistianto 3. Ahmad Faisal Siregar, S.Hut 4. Sutopo, S.Hut 5. Sayidina Ali, Amd 6. Udi Kusdinar, S.Hut <p>Based on the assessment report, there are three (3) types of HCV have been identified such as HCV 1.2 (Endangered Species), HCV 4.1 (riparian area) and HCV 6 (cemetery) cover total area of 26.64 Ha (1,22 % of total HGU area of Negeri Lama Estate).</p> <p>The HCV assessment resulting six (6) protected wildlife species (based on PP No. 7/1999) such as:</p> <ol style="list-style-type: none"> 1. Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>); 2. Burung madu kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>); 3. Kipasan belang (<i>Rhipidura javanica</i>); 4. Cekakak belukar - White-throated kingfisher (<i>Halcyon smyrnensis</i>); 5. Cagak merah (<i>Ardea purpurea</i>); 6. Elang tikus (<i>Elanus caeruleus</i>). <p>HCV assesments results has been compared to Endemic Bird Area (EBA) and Important Bird Area (IBA) data.</p> <p>The HCV Assessment also identified two (2) wildlife species which are listed as Appendix II (based on Appendiix CITES) such as:</p> <ol style="list-style-type: none"> 1. Monyet ekor panjang (<i>Macaca fascicularis</i>); 2. Biawak (<i>Varanus salvator</i>). <p>The protected areas are present in Negeri Lama Estate and it is a riparian area such as Sungai Landia, Sungai Bilah, Sungai Blok 19, 20, 25; Sungai Keramat and Sungai Lengkok.</p> <p>HCV public consultation was held on 23 December 2011 in Gedung Serba Guna Divisi 1, attended by 40 peoples such as Kabid Perkebunan Kabupaten Labuhanbatu, Kepala Dinas Kehutanan dan Perkebunan Kabupaten Labuhanbatu, Local authorities, local communities and company representative.</p>	
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		<p>Methodology of assessment using HCV toolkit 2008, implementation of the assessment consists of: Secondary data collection, field survey, mapping and landscape, Assessment of fauna aspect with a rapid assessment (direct observation, interviews with the parties), assessment of flora aspects (direct survey and interview), assessment of socio-economic and cultural aspects (interviews and direct observation at selected sites), analysis and mapping.</p> <p>HCV area has been mapped into "Peta Kawasan Bernilai Konservasi Tinggi Kebun Negeri Lama" scale 1 : 27.857.</p> <p>The company has established procedure for HCV Management and Monitoring (SOC/PSM/9.06, Rev 3) dated 1 February 2016. The revision on 1 February 2016 was add point 5.4 regarding Evaluation of HCV Monitoring. Other than that, the company has established procedure for River Riparian Conservation Areas Management (SOC/PSM/9.07, Rev 4) dated 1 April 2015.</p> <p>Based on the HCV assessment report in 2011, there are three (3) types of HCV been identified such as HCV 1.2 (Endangered Species), HCV 4.1 (riparian area) and HCV 6 (cemetery) cover total area of 26.64 Ha (1,22 % from total HGU area of Negeri Lama Estate). HCV Area Management and Monitoring documented in "Rencana Pengelolaan dan Pemantauan KBKT di Kebun Negeri Lama PT Socfin Indonesia, Propinsi Sumatera Utara, 2011".</p> <p>HCV Management and Monitoring Plan are reviewed annually, e.g. in 2020 HCV program that have been realized are:</p> <ol style="list-style-type: none"> 1. HCV area boundaries 2. Manual upkeep activities 3. Organic fertilizers 4. Warning sign maintenance 5. Riparian buffer zone monitoring (monthly) 6. Protected wildlife monitoring (monthly) 7. Socialization to workers 8. Illegal poaching monitoring (monthly) 9. Warning sign monitoring (monthly) <p>Appropriate measures regarding rare, threatened or endangered (RTE) species and or other HCVs present or affected by the plantation and mill operations are included in the HCV Management and Monitoring Plan.</p>	
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		<p>Monitoring activities was well performed as seen in HCV monitoring record, as follows:</p> <p>Date of monitoring: 5 January 2020</p> <p>Officer name: M. Samri</p> <table border="1"> <thead> <tr> <th>Species</th> <th>Existence</th> <th>Amount</th> <th>Block</th> </tr> </thead> <tbody> <tr> <td>Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>)</td> <td>√</td> <td>5</td> <td>51</td> </tr> <tr> <td>Burung madu kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>)</td> <td>√</td> <td>8</td> <td>51</td> </tr> <tr> <td>Kipasan belang (<i>Rhipidura javanica</i>)</td> <td>√</td> <td>6</td> <td>50</td> </tr> <tr> <td>Cagak merah (<i>Ardea purpurea</i>)</td> <td>√</td> <td>3</td> <td>42</td> </tr> <tr> <td>Elang tikus (<i>Elanus caeruleus</i>).</td> <td>√</td> <td>2</td> <td>48</td> </tr> <tr> <td>Biawak (<i>Varanus salvator</i>)</td> <td>√</td> <td>8</td> <td>40</td> </tr> <tr> <td>Monyet ekor panjang (<i>Macaca fascicularis</i>)</td> <td>√</td> <td>10</td> <td>46</td> </tr> </tbody> </table> <p>Date of monitoring: 10 January 2020</p> <p>Officer name: Sutardi</p> <table border="1"> <thead> <tr> <th>Species</th> <th>Existence</th> <th>Amount</th> <th>Block</th> </tr> </thead> <tbody> <tr> <td>Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>)</td> <td>√</td> <td>2</td> <td>12</td> </tr> <tr> <td>Burung madu kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>)</td> <td>√</td> <td>2</td> <td>11</td> </tr> <tr> <td>Kipasan belang (<i>Rhipidura javanica</i>)</td> <td>√</td> <td>3</td> <td>14</td> </tr> <tr> <td>Cekakak belukar - White-throated kingfisher (<i>Halcyon smyrnensis</i>)</td> <td>√</td> <td>4</td> <td>18</td> </tr> <tr> <td>Cagak merah (<i>Ardea purpurea</i>)</td> <td>√</td> <td>5</td> <td>15</td> </tr> <tr> <td>Elang tikus (<i>Elanus caeruleus</i>).</td> <td>√</td> <td>3</td> <td>14</td> </tr> </tbody> </table>	Species	Existence	Amount	Block	Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>)	√	5	51	Burung madu kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>)	√	8	51	Kipasan belang (<i>Rhipidura javanica</i>)	√	6	50	Cagak merah (<i>Ardea purpurea</i>)	√	3	42	Elang tikus (<i>Elanus caeruleus</i>).	√	2	48	Biawak (<i>Varanus salvator</i>)	√	8	40	Monyet ekor panjang (<i>Macaca fascicularis</i>)	√	10	46	Species	Existence	Amount	Block	Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>)	√	2	12	Burung madu kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>)	√	2	11	Kipasan belang (<i>Rhipidura javanica</i>)	√	3	14	Cekakak belukar - White-throated kingfisher (<i>Halcyon smyrnensis</i>)	√	4	18	Cagak merah (<i>Ardea purpurea</i>)	√	5	15	Elang tikus (<i>Elanus caeruleus</i>).	√	3	14	
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	7.12.2 b: Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.	As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion at least since 2005. Certificate holder has conducted HCV assessment on July – August 2011. The assessment conducted by HCV Assessor Team from Bogor Agricultural University by using HCV Toolkit Indonesia 2008. <i>See details in indicator 7.12.1a.</i>									
PROCEDURAL NOTE for 7.12.2:											
For details of transitional measures, refer to Annex 5: RSPO transition from HCV assessments to HCV-HCSA assessments.											
7.12.3	(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.	Based on HCV assessment report 2011 and field visit showed that an analysis of a large landscape area had been carried out and stated that none of the PT Socfin Indonesia - Negeri Lama's HGU areas were directly bordered by natural ecosystems which were high forest cover landscapes. The entire HGU area of PT Socfin Indonesia - Negeri Lama is bordered by other plantations, community settlements and community oil palm plantations.		Conformity							
PROCEDURAL NOTE for 7.12.3:											
There should be demonstrable benefits to the local community; clear recognition of legal and customary lands based on participatory land use planning; development should be proportional to the needs of the local community; with a balance between conservation and development. This procedure will also cover planting on previous or abandoned agricultural land / plantations. All other P&C requirements apply, including FPIC and HCV requirements.											
7.12.4	(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs,	As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion since November 2005. Certificate holder has conducted HCV assessment on July – August 2011. The assessment conducted by HCV Assessor Team		Conformity							

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	<p>HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p>	<p>from Bogor Agricultural University by using HCV Toolkit Indonesia 2008. <i>See details in indicator 7.12.1a.</i></p> <p>According to soil survey report and field visit obtained information that there is peat area inside the concession (HGU's) of PT Socfin Indonesia – Negeri Lama Estate. Certificate holder has provide peat management such as watergate to maintain water level between 40 – 60 cm under soil level. They also installed subsidence pole to monitoring soil subsidence. There was 8 unit subsidence pole installed such as in Block 26, 32 and 38. The water level monitored regularly on a weekly bases.</p> <p>During the audit obtained information that certificate holder is now in coordinated with Ministry of Environmental and Forestry regarding to peat ecosystem and the location of installation peat instrument such as water level (manual and automatic/data logger) and rain fall gauge (ombrometer) due to there is a discrepancy between the official map of peat by the ministry with existing in field.</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p>	<p>As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion since November 2005. Certificate holder has conducted HCV assessment on July – August 2011. The assessment conducted by HCV Assessor Team from Bogor Agricultural University by using HCV Toolkit Indonesia 2008. <i>See details in indicator 7.12.1a.</i></p>	Conformity
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect,</p>	<p>Based on HCV assessment report that conducted on 2011 or the results of flora and fauna monitoring during the 2019 period showed that no flora or fauna species were identified that were included in the Critical Endangered (CR) classification or higher based on the IUCN Redlist or Appendix I based on CITES.</p> <p>However, there are species of animals protected by the Indonesian government based on existing regulations in Indonesia (Minister of Environment and Forestry Regulation No. P.92 / MenLHK / Setjen / Kum.1 / 8/2018) or Appendix II of CITES such as Pijantung kecil - Little spiderhunter (<i>Arachnothera longirostra</i>), Burung madu</p>	Conformity

	<p>trade, possess or kill these species.</p>	<p>kelapa - Brown-throated sunbird (<i>Anthreptes malacensis</i>), Kipasan belang (<i>Rhipidura javanica</i>), Cekakak belukar - White-throated kingfisher (<i>Halcyon smyrnensis</i>), Cangak merah (<i>Ardea purpurea</i>), Elang tikus (<i>Elanus caeruleus</i>).</p> <p>Certificate holder has appointed special officer to manage and monitored HCV area's. There are three officer to managed whole area's. The appointment letter are in places. They consistenly trained on a regular bases. The last trained conducted on 16 January 2020.</p> <p>Certificate holder has had NDPE Policy that signed by Principal Director of Socfin Indonesia on 1 June 2019 where there are points including HCV Areas and existing HCS identified, clearly delineated, actively protected and monitored.</p>	
<p>7.12.7</p>	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p>	<p>As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion since November 2005. Certificate holder has conducted HCV assessment on July – August 2011. The assessment conducted by HCV Assessor Team from Bogor Agricultural University by using HCV Toolkit Indonesia 2008. <i>See details in indicator 7.12.1a.</i> The company has conducted HCV Assessment in July-August 2011 by Team Faculty of Forestry, IPB University, using HCV Toolkit Indonesia 2008.</p> <p>Consistently, certificate holder has compiled annual integrated "Management Plan of High Conservation Value (HCV) 2020" and "HCV Management and Monitoring Plan Negeri Lama Unit 2020" signed by top management on 1 February 2020 covering the following activities:</p> <ul style="list-style-type: none"> • Management of HCV 4.1: maintain the riparian area through re-marking nonchemical application the HCV areas, monitoring the signboard and moitoring the illegal activities. • Management of HCV 1.2: by monitored protected animal, monitoring of signboard, supervision of wildlife hunting activities, socialization of protected species to workers. • Management of HCV 6: public cemetery and sacred tombs through making of HCV boundaries and monitoring the signboards. 	<p>Conformity</p>

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7.12.8	(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.	As written in indicator 4.4.1, based on public consultation with village representatives from Negeri Lama Seberang obtain information that the company has been operated since the Dutch Era (approximately on 1919). There is no new land expansion since November 2005, so the remediation and compensation procedure does not apply. Certificate holder has sent the Land Use Change Analysis (LUCA) to the RSPO Secretariat on 5 August 2014 which states that PT Socfin Indonesia - Negeri Lama has no obligation to prepare a history report of Land Use Change Analysis (LUCA) for land clearing after November 2005 (0 Ha).	Conformity
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Appendix B: Approved Time Bound Plan

Name of Company	Name of Mill	Location	Supply Base	Timebound Plan	Remarks
Agripalma	Agripalma POM	Southern part of Sao Tomé	Agripalma Estate	Quarter 4 of 2021	There are no unresolved land or labour disputes. There are no legal non-compliance. Waiting LUCA for Agripalma to comply with RaCP. LUCA for Agripalma submitted to RSPO on 13 December 2017 (revision 8 September 2018).
Brabanta	Brabanta POM	Kasai Province and Mai-Ndombe Province, Republic Democratic of Congo	Brabanta Plantation	Quarter 4 of 2021	There was 3 land disputes (since acquisition), and all are resolved. Waiting LUCA for Brabanta to comply with RaCP. LUCA for Brabanta submitted to RSPO on 13 December 2017 (revision 8 September 2018).
La Societe des Caoutchoucs de Grand Bereby (SoGB)	SoGB POM	South-west of Ivory Coast	SoGB Plantation	Quarter 4 of 2021	There are no unresolved land or labour disputes. There are no legal non-compliance.

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					Waiting LUCA for SoGB to comply with RaCP. LUCA for SoGB submitted to RSPO on 13 December 2017 (revision 8 September 2018).
Okomu Oil Palm PLC	Okomu POM	Nigeria	Main Estate;	Certified	Certified
			Extension 1;	Quarter 4 of 2020	Ongoing court case regarding land.
			Extension 2;	Quarter 4 of 2021	There are no unresolved land or labour disputes. There are no legal non-compliance.
Plantations Socfinaf Ghana (PSG)	PSG POM	Western Region of Ghana	Subri Site; Manso Site	Quarter 4 of 2021	There are no unresolved land or labour disputes. There are no legal non-compliance. Waiting LUCA for PSG to comply with RaCP. LUCA for PSG submitted to RSPO on 13 December 2017 (revision 8 September 2018).
PT. Socfin Indonesia	PT. Socfindo – Aek Loba		Kebun Aek Loba	Certified	Certified
	PT. Socfindo – Bangun Bandar		Kebun Bangun Bandar	Certified	Certified
	PT. Socfindo – Lae Butar		Kebun Lae Butar	Certified	Certified
	PT. Socfindo – Mata Pao		Kebun Mata Pao	Certified	Certified
	PT. Socfindo – Negeri Lama		Kebun Negeri Lama	Certified	Certified
	PT. Socfindo – Seumanyam		Kebun Seumanyam	Certified	Certified
	PT. Socfindo – Seunagan		Kebun Seunagan	Certified	Certified
	PT. Socfindo – Sungai Liput		Kebun Sungai Liput	Certified	Certified
	PT. Socfindo – Tanah Gambus		Kebun Tanah Gambus	Certified	Certified
Safacam	Safacam POM	Cameroon	Safacam Plantation	Quarter 4 of 2020	Waiting LUCA for Safacam to comply with RaCP. LUCA for Safacam submitted to RSPO on 13 December

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					2017 (revision 8 September 2018).
Socapalm	Dibombari POM	Cameroon	Dibombari Plantation	Quarter 4 of 2021	There are no unresolved land or labour disputes. There are no legal non-compliance. Waiting LUCA for Socapalm to comply with RaCP. LUCA for Socapalm submitted to RSPO on 13 December 2017 (revision 8 September 2018).
	Edea POM		Edea Plantation		
	Eseka POM		Eseka Plantation		
	Kienke POM		Kienke Plantation		
	Mbongo POM		Mbongo Plantation		
	Mbambou POM		Mbambou Plantation		
Socfin Agricultural Company (SL) LTF	SAC POM	Sierra Leone	SAC Plantation	Quarter 4 of 2021	There is 1 open land dispute undergoing resolution process. The government appointed a Technical Committee to examine the issue and make proposal to mediation team. SAC is waiting for report. Waiting LUCA for SAC to comply with RaCP. LUCA for PSG submitted to RSPO on 13 December 2017.

**) Socfindo and PT Socfin Indonesia have been active members of RSPO since 6 December 2004. Since 15 February 2019, Socfin S.A. became a member of RSPO, grouping all Indonesian (Socfin Indonesia) and African oil palm operations under one membership number.*

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in **January – December 2019** for **Negeri Lama Mill** and supply base was calculated using the PalmGHG Calculator version 4.0.0. 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 **January – December 2019** for **Negeri Lama Mill** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.98
PKO	-
PK	0.98

Extraction	%
OER	23.01
KER	4.36

Production	t/yr
FFB Process	44,356
CPO Produced	10,207
PKO Produced	-
PK	1,933

Land Use	Ha
OP Planted Area	2,140
OP Planted on peat	134.26
Conservation (forested)	-
Conservation (non-forested)	-
Total	2,274.26

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	15,212.97	0.34	-	-	-	-	-	-
CO ₂ Emission from fertilizer	148.84	0.00	-	-	-	-	-	-
NO ₂ Emission	1,156.8	0.54	-	-	-	-	-	-
Fuel Consumption	336.23	0.01	-	-	-	-	-	-
Peat Oxidation	7330.59	0.17	-	-	-	-	-	-
Sink								

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Crop Sequestration	-14,450.59	-0.33	-	-	-	-	-	-
Conservation Sequestration	-	-	-	-	-	-	-	-
Total	9,734.84	0.22	-	-	-	-	-	-

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	396.05	0.01
Fuel Consumption	23.6	0.00
Grid Electricity Utilization	184.01	0.00
Credit		
Export of Grid Electricity	-	0.00
Sales of PKS	-88.00	0.00
Sales of EFB	-	0.00
Total	515.66	0.01

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	-
Divert to anaerobic diversion (%)	100

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	-
Divert to methane captured (energy generation) (%)	-

Appendix D: Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
1	Feb 2019	3,069	0	3,069
2	Mar 2019	3,561	0	3,561
3	Apr 2019	3,505	0	3,505
4	Mei 2019	3,720	0	3,720
5	Jun 2019	3,371	0	3,371
6	Jul 2019	4,721	0	4,721
7	Agust 2019	4,869	0	4,869
8	Sept 2019	3,691	0	3,691
9	Okt 2019	3,762	0	3,762
10	Nov 2019	3,146	0	3,146
11	Des 2019	3,054	0	3,054
12	Jan 2019	3,313	0	3,313
Total		43,781	0	43,781

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Feb 2019	716	151
2	Mar 2019	819	157
3	Apr 2019	796	159
4	Mei 2019	834	156
5	Jun 2019	771	141
6	Jul 2019	1,078	200
7	Agust 2019	1,143	222
8	Sept 2019	860	163
9	Okt 2019	856	157
10	Nov 2019	720	128
11	Des 2019	715	125
12	Jan 2019	758	137
Total		10,065	1,895

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C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (if any)					
No.	Month- Year	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	Feb 2019	MNA		441	122
2	Mar 2019	MNA		907	157
3	Apr 2019	MNA		710	156
4	Mei 2019	MNA		1,051	177
5	Jun 2019	MNA		703	154
6	Jul 2019	MNA		939	177
7	August 2019	MNA		1,099	161
8	August 2019	MM		-	35
9	Sept 2019	MNA		1,010	180
10	Okt 2019	MNA		941	190
11	Nov 2019	MNA		777	82
12	Des 2019	MNA		742	156
13	Jan 2019	MNA		593	143
Total				9,913	1,890

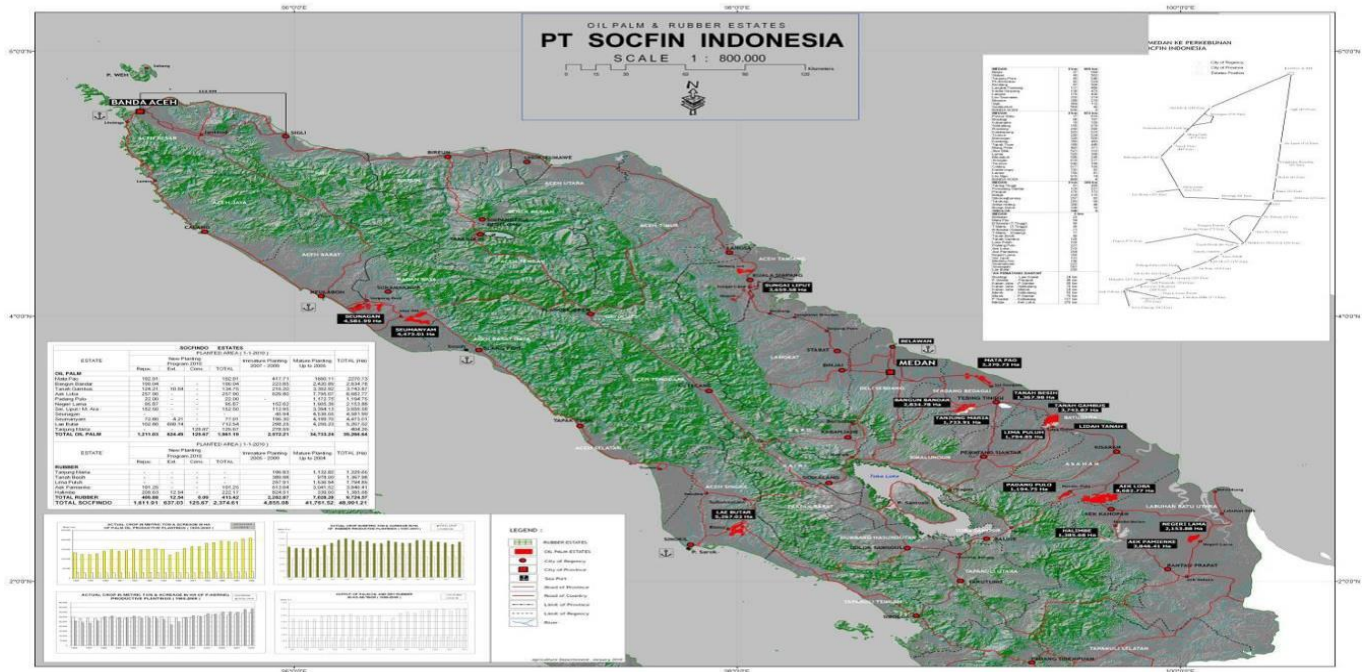
D. Records of CPO & PK Sold under other schemes to Buyers since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
<i>Not applicable:</i>				
Negeri Lama POM – PT Socfin Indonesia only implemented RSPO and ISPO schemes. But none of palm product (CPO/PK) sold under ISPO schemes.				

E. Records of CPO & PK Sold as conventional to Buyers since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
<i>Not applicable:</i>			
Negeri Lama POM – PT Socfin Indonesia only implemented RSPO and ISPO schemes. But none of palm product (CPO/PK) sold under ISPO schemes.			

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F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
<i>Not applicable:</i>			
Negeri Lama POM – PT Socfin Indonesia only implemented RSPO and ISPO schemes. But none of palm product (CPO/PK) sold under ISPO schemes.			

Appendix E: Location Map of Certification Unit and Supply bases



Appendix G: List of Smallholder Sampled *(If applicable – scheme/associated/group certification)*

There is no smallholder engaged in Negeri Lama.

Appendix H: List of Abbreviations

ACOP	Annual Communication of Progress
a.i	Active Ingredient
BMP	Best Management Practices
BOD	Biochemical Oxygen Demand
BPJS	<i>Badan Penyelenggara Jaminan Sosial</i> (Indonesian Social Insurance Agencies)
BSI	British Standard International
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
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
HGU	<i>Hak Guna Usaha</i> (Land Use Right)
HIRAC	Hazard Identification Risk Assessment Control
HRD	Human Resources Department
IDR	Indonesian Rupiah
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
JSA	Job Safety Analysis
KER	Kernel Extraction Rate
LD50	Lethal Dose for 50 sample
LK3	<i>Lingkungan Keselamatan dan Kesehatan Kerja</i> (OHS environment)
LUCA	Land Use Change Analysis
MB	Mass Balance
MCU	Medical Check Up
MM	Musim Mas
MNA	Multimas Nabati Asahan
MoU	Memorandum of Understanding
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
NC	Non Conformity
NGO	Non Government Organization
OER	Oil Extraction Rate
OHS	Occupational Health and Safety

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P2K3	<i>Panitia Pembina Kesehatan dan Keselamatan Kerja</i> (OHS Committee)
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RaCP	Remediation and Compensation Process
RKL/RPL	<i>Rencana Kelola Lingkungan/Rencana Pantau Lingkungan</i> (Environmental Management Plan/ Environmental Monitoring Plan)
RSPO	Roundtable on Sustainable Palm Oil
Socfin SA	La Société Financière des Caoutchoucs
SPSI	<i>Serikat Pekerja Seluruh Indonesia</i> (All Indonesian Worker Union)
TIPAN RI	<i>Team Investigasi Penyelamatan Aset Negara Republik Indonesia</i> (Local NGO's)
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
WHO	World Health Organization