

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (3)
- Recertification Assessment (Choose an item.)
- Extension of Scope

Client Company name (Parent Company): FGV Holdings Berhad
Client company Address: FGV Holdings Berhad, Wisma FGV, Level 20 West, Jalan Raja Laut, 50350, Kuala Lumpur, Malaysia.
Certification Unit: FGVPISB Kulai Palm Oil Mill Location of Certification Unit: Kilang Sawit Kulai, FELDA Taib Andak 81000 Kulai, Johor Darul Takzim, Malaysia
Date of Final Report: 07/01/2022

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	FGV Holdings Berhad		
RSPO Membership Number	1-0225-16-000-00	Membership Approval Date	27/12/2016
Address	FGV Holdings Berhad, Wisma FGV, Level 20 West, Jalan Raja Laut, 50350, Kuala Lumpur, Malaysia.		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	FGVPISB Kulai Palm Oil Mill		
Location / Address	Kilang Sawit Kulai, FELDA Taib Andak, 81000 Kulai, Johor Darul Takzim, Malaysia.		
Website	http://www.fgvholdings.com		
Management Representative	Ameer Izyanif Bin Hamzah	E-mail	ameer.h@fgvholdings.com
Telephone	03-27890497	Facsimile	03-27890440

2. Certification Information			
Certificate Number	RSPO 693237	Certificate Start Date	19/02/2019
Date of First Certification	19/02/2019	Certificate Expiry Date	18/02/2024
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	The objective of the ASA 3 assessment is to conduct a surveillance assessment to ensure the elements of the scope of registration and the requirements of the management standard are effectively addressed by FGVPISB Kulai POM and Supply Base's management system and the ability of the management system to ensure the organisation meets applicable statutory, regulatory and contractual requirements and as applicable, to identify areas for potential improvement of the management system.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 3) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> Choose an item. <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	30
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 693239	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 3	BSI Services Malaysia Sdn Bhd	11/06/2024
MSPO 693238	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 4	BSI Services Malaysia Sdn Bhd	11/06/2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
FGVPISB Kulai Palm Oil Mill	FGV Palm Industries Sdn Bhd (FGVPISB), Kilang Sawit Kulai, FELDA Taib Andak 81000 Kulai, Johor, Malaysia	1° 44' 21.00" N	103° 38' 50.00" E
FGV AS Bukit Besar/Taib Andak Estate	FGV Agri Services Sdn Bhd, Stesen Penyelidikan Bukit Besar, 81450 Kulai, Johor, Malaysia	1° 44' 31.00" N	103° 38' 48.00" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGV AS Bukit Besar/Taib Andak Estate	52.60	-	3.31	55.91	94.08
Total	52.60	-	3.31	55.91	94.08

6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGV AS Bukit Besar/Taib Andak Estate	-	52.60	-	-	-	52.60	-
Total (ha)	-	52.60	-	-	-	52.60	-

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Nov 20 – Oct 21)		Forecast (Feb 22 – Jan 23)
		Previous license period (Nov 20 – Jan 21)	Current license period (Feb 21 – Oct 21)	
FGV AS Bukit Besar/Taib Andak Estate	1,304.59	255.80	1,178.61	1,450.00
Total	1,304.59*	1,434.41		1,450.00

Remark: * Approved volume extension with new volume: FFB: 3,054.59 MT

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Nov 20 – Oct 21)		Forecast (Feb 22 – Jan 23)
		Previous license period (Nov 20 – Jan 21)	Current license period (Feb 21 – Oct 21)	
N/A		N/A	N/A	
Total		N/A		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Nov 20 – Oct 21)		Forecast (Feb 22 – Jan 23)
		Previous license period (Nov 20 – Jan 21)	Current license period (Feb 21 – Oct 21)	
Estates/ Smallholders / Collection Centres	N/A	23,323.89	102,197.29	N/A
Total	N/A	125,521.18		N/A

9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	November 2020	100.90	8,290.80	8,391.70
2	December 2020	81.56	8,578.61	8,660.17
3	January 2021	73.34	6,454.48	6,527.82

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4	February 2021	70.58	7,128.47	7,199.05
5	March 2021	115.88	9,767.64	9,883.52
6	April 2021	135.48	9,665.83	9,801.31
7	May 2021	158.32	11,263.61	11,421.93
8	June 2021	130.47	10,871.14	11,001.61
9	July 2021	131.50	13,266.49	13,397.99
10	August 2021	174.41	13,742.16	13,916.57
11	September 2021	137.39	13,156.09	13,293.48
12	October 2021	124.58	13,335.86	13,460.44
TOTAL		1,434.41	125,521.18	126,955.59

10. Summary of Certified Tonnage (not applicable for ISS)			
Estimated last year (Feb 21 – Jan 22)	Actual (Nov 20 – Oct 21)		Forecast (Feb 22 – Jan 23)
FFB	FFB		FFB
	<i>Previous license period (Nov 20 – Jan 21)</i>	<i>Current license period (Feb 21 – Oct 21)</i>	
1,304.59	255.80	1,178.61	1,450.00
CPO (OER: 20.33 %)	CPO (OER: 20.27 %)		CPO (OER: 20.90 %)
265.22	51.93	238.77	303.05
PK (KER: 4.62 %)	PK (KER: 5.67 %)		PK (KER: 5.80 %)
60.27	15.25	66.13	84.10
Remarks:			
1. Approved volume extension with new volume: FFB: 3,054.59 MT; CPO: 645.22 MT; PK: 157.27 MT			

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	November 2020	19.69	6.30
2	December 2020	17.47	4.83
3	January 2021	14.77	4.12
4	February 2021	14.64	4.02
5	March 2021	24.36	6.64
6	April 2021	22.54	6.87
7	May 2021	34.32	9.41
8	June 2021	26.46	6.78

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9	July 2021	26.06	6.78
10	August 2021	33.19	9.14
11	September 2021	31.30	8.99
12	October 2021	25.90	7.50
TOTAL		290.70	81.38

11. Summary of Actual Volume sold					
Current License period (Feb 21 – Oct 21)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	37.93	-	42.15	133.04	213.12
PK (MT)	47.83	-	-	-	47.83
Credits	-	-	-	-	-
Previous License period (Nov 20 – Jan 21)					
CPO (MT)	-	-	-	30.90	30.90
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-
Note: Conventional is RSPO certified material but sold as non-RSPO.					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	XXXX	XXXX	37.93	-
2	YYYY	YYYY	-	47.83
TOTAL			37.93	47.83

11B. Records of CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
1	ZZZZ	MSPO	42.15	-
TOTAL			42.15	-

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11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1	AAAA	44.49	-
2	BBBB	119.45	-
TOTAL		163.94	-

11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
N/A	N/A	N/A	N/A
TOTAL			N/A

12. Independent Smallholders Certified Tonnage / Volume									
Phase	Estimated last year (Feb 21 – Jan 22)			Actual (Nov 20 – Oct 21)			Forecast (Feb 22 – Jan 23)		
	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			N/A			N/A			N/A
IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	

13. Independent Smallholders Actual Sold Tonnage / Volume						
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	IS-CSPK	IS-CSPKE
Current License period (Feb 21 – Oct 21)						
Credits				N/A	N/A	N/A
Physical	N/A	N/A	N/A			

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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2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 08 – 11/11/2021. The audit programme is included as Section 2.3.

The approach to the audit was to treat the mill and supply base as an RSPO Certification Unit. A range of occupational health and safety, environmental, best practice management, and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas, local communities engagement and workers welfare and safety.

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. Malaysia National Interpretation 2019 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment. While, the sampling of smallholders were based on the formula $(\sqrt{y}) \times (z)$; where y is total number of group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix E.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

The non-conformities for this audit are detailed in Section 3.3 and unless it is stated in this section, all previous nonconformities including minor nonconformities are remains closed.

This report is structured to provide a summary of assessment finding as provided in Appendix A. The assessment was conducted based on risk based approach sampling and therefore nonconformities may exist.

For Initial, Re-certification and Extension of Scope assessment, the report was externally reviewed by approved external peer reviewer prior to certification decision by BSI.

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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 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Kulai Palm Oil Mill	√	√	√	√	√
FGV AS Bukit Besar/Taib Andak Estate	√	√	√	√	√

Tentative Date of Next Visit: November 7, 2022 - November 11, 2022

Total Number of Mandays: 9.5

2.2 BSI Assessment Team

Name	Role	Competency
Hu Ning Shing (HNS)	Team Leader	<p>Education: Holds a Bachelor Degree in Science majoring in Applied Chemistry from University of Malaya.</p> <p>Work Experience: She has 5 years working experience in rubber and palm oil industry. She also has the experiences as auditor for several standards including ISO 9001, MSPO and RSPO in her previous certification body.</p> <p>Training attended: ISO 9001 Lead Auditor Course on 2016, Endorsed RSPO P&C Lead Auditor Course in 2012 and Endorsed RSPO SCCS Lead Auditor Course in 2015, Endorsed MSPO Auditor, MSPO SCCS Lead Auditor Course in 2019, RSPO Social Audit Training in 2019, SMETA Requirements Training in 2021 and ISO 45001 Lead Auditor Course in 2021.</p> <p>Aspect covered in this audit: During this assessment, she assessed the policy and commitment, social requirements, contract agreement, human rights, workers' welfare, stakeholder consultation, legal requirements, land & legal issue and RSPO supply chain requirements.</p> <p>Language proficiency: Fluent in English, Bahasa Malaysia and Chinese</p>
Muhammad Fadzli Masran (MF)	Team Member	<p>Education: Holds a Bachelor Degree in Forestry Science, graduated from University Putra Malaysia</p> <p>Work Experience: He started his career as Assistant Manager at Kulim Plantations Sdn. Bhd. managing the day to day plantation operations. In his career at Kulim Plantation, Fadzli had accumulated more than 10 years of sustainability</p>

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		<p>implementation experience including workers’ welfare, workers’ occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans. Fadzli had accumulated auditing experience when he was the internal auditor for ISO 9001 and ISO 14001 at Kulim Plantations.</p> <p>Training attended:</p> <p>He has completed ISO IMS 9001, 14001, 45001 (OHS 18001) Lead Auditor Course in April 2018, endorsed RSPO Lead Auditor Course in July 2018, MSPO Lead Auditor Course in October 2018, endorsed RSPO Supply Chain Certification training course in January 2019, MSPO Supply Chain Certification System (SCCS) Auditor training Course (MPOCC Endorsed), CQI and IRCA Certified ISO 9001:2015 Lead Auditor Training Course in April 2019, HCV and GIS Training in November 2019 and SMETA Requirements Training in April 2021.</p> <p>Aspect covered in this audit:</p> <p>During this assessment, he assessed the aspects of legal requirements, occupation health safety requirement, HIRARC, environment responsibility, training, environment impact assessment and management plan.</p> <p>Language proficiency:</p> <p>Fluent in Bahasa Malaysia and English</p>
Amir Bahari (AB)	Team Member	<p>Education:</p> <p>Holds a in Bachelor Degree in Science (Hons) Chemistry from USM & Diploma in Palm Oil Milling Tech/Management from MPOB.</p> <p>Work Experience:</p> <p>He has been in the plantations industry for 30 years, among others managing rubber factories, palm oil mills and estates. During the tenure of employment he has been trained as an auditor in ISO 9001, ISO 14001, OHSAS 18001 & also RSPO. He has accumulated 38 man-days in the auditing profession after ending career in the plantation industry.</p> <p>Training attended:</p> <p>He successfully completed the ISO 14001 Lead Auditor Course and Endorsed RSPO P&C Lead Auditor Course. He also attended HCV Awareness for RSPO/ MSPO auditors on December 2016 and RSPO HCV Audit Guidelines on April 2021.</p> <p>Aspect covered in this audit:</p> <p>During this assessment, he assessed the aspects of economic management plan, mill best practices, estate best practices, smallholder welfare, natural and biodiversity conservation, waste management, GHG and HCV.</p> <p>Language proficiency:</p> <p>Fluent in Bahasa Malaysia and English.</p>

Accompanying Persons:

Name	Role
Not applicable.	Not applicable.

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2.3 Assessment Plan

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

Date	Time	Subjects	HNS	AB	MF
Sunday 07/11/2021	PM	Auditors travel to Kulai	√	√	√
Monday 08/11/2021 Kulai Palm Oil Mill	0830 - 0900	Opening Meeting: <ul style="list-style-type: none"> • Opening Presentation by Audit team leader. • Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation). • Verification on previous audit findings 	√	√	√
	0900 - 1200	Kulai Palm Oil Mill Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders etc. Visit to laboratory, weighbridge and palm product storage area.	√	√	√
	1200 - 1300	Lunch	√	√	√
	1300 - 1630	Kulai Palm Oil Mill Document Review P1 – P7: SOPs. Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation etc.	√	√	√
	1630 - 1700	Interim Closing Briefing	√	√	√
	Tuesday 09/11/2021 Kulai Palm Oil Mill & Bukit Besar Estate	0830 - 1200	Kulai Palm Oil Mill Document Review P1 – P7: SOPs. Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation etc.	√	√
1000 – 1200		Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	√	-	-
1200 – 1300		Lunch	√	√	√
1300 - 1630		Bukit Besar Estate Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).	√	√	√
1630 - 1700		Interim Closing Briefing	√	√	√

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Date	Time	Subjects	HNS	AB	MF
Wednesday 10/11/2021 Bukit Besar Estate	0830 - 1200	Bukit Besar Estate Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill, etc.	√	√	√
	1200 – 1300	Lunch	√	√	√
	1300 - 1630	Bukit Besar Estate Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).	√	√	√
	1630 - 1730	Interim Closing Briefing	√	√	√
Thursday 11/11/2021 Kulai Palm Oil Mill	0830 - 1200	Kulai Palm Oil Mill RSPO Supply Chain Site visit: Incoming of FFB and outgoing of CSPO & CSPK – weighbridge, ramp, storage area, loading bays, etc. Documentation review: RSPO SCC general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records.	√	-	-
	1200 – 1230	Verify any outstanding issues & Preparation for closing Meeting	√	-	-
	1230 - 1300	Closing Meeting	√	-	-

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	The plan is inclusive of all current subsidiaries, estates and mills as per time bound plan FY2020. As stated, the management of FGV Holdings Berhad has plan to certify all the complexes starting from 2017 until 2021. The updated time bound plan dated February 2019 shows that the plan spans from year 2017 until 2021.	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	<p>33 complexes have been certified from 2017 – 2019 as shown in the TBP below. Remaining 35 mills have undergone internal audit.</p> <p>The time bound plan is behind the scheduled due to tendering process which CB appointment based on yearly selection together with re-suspension by RSPO Complaint Panel for certification processes for all FGV’s uncertified units for unsatisfactory findings on non-compliance of the Complaints Panel Decision dated 28/11/2018. (https://www.rspo.org/news-and-events/news/rspo-statement-regarding-complaints-panel-decision-on-felda-global-venture-holdings)</p> <p>On the latest development of suspension, verification audit by RSPO CP being conducted by an independent certification body (CB) appointed by RSPO to assess and verify the implementation of the action plan at 6 FGV units. The exercise being carried out since November 2020. The current status is waiting final report from CP as RSPO has informed FGV Holdings Berhad after meeting conducted on 06/12/2021.</p>	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available.	No new acquisitions were recorded or in planning.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	<p>There is a slight delay on certification for the remaining uncertified units due to RSPO Complaint Panel suspension – uplifting decision still pending at RSPO CP side. Refer RSPO letter dated 13 January 2020.</p> <p>Other than that, another possible revision of the TBP involving:</p> <ol style="list-style-type: none"> 1. Issues pertaining membership as of now FGV management control has been taken over by FELDA through shareholder acquisition. 	Complied

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	2. Mills and estates rationalization exercises effective June 2021.	
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 changes to the time-bound plan since the last audit. However, FGVPI KS Jerangau Baru have ceased operation effective 01/01/2021 and has been removed from the time bound plan. There are also rationalization plans for FGVPM estates which to be concluded in June 2021. Notification to Scheme Owner as well as to Certification bodies in progress.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There are no lapses in implementation of the plan.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There are no fundamental failure in implementation of the plan.	Complied
Un-Certified Units or Holdings		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	There has been no replacement of primary forest area. There were 4 LUCA submitted to RSPO and 2 LUCA review was completed. However, there is one issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan. FGV has briefed the issue to RSPO Secretariat.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	There is new planting after 1st January 2010. Liability Disclosure was submitted and waiting for RSPO's decision for further action. The Liability Disclosure involved Asian Plantation Limited and Tanah Emas Oil Palm Processing. FGVPM Tenggara 12 and FGVPM Rantau Abang 02 for new planting with NPP.	Complied
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 4.4, 4.5, 4.6, 4.7 and 4.8.	No land conflict. There were 4 LUCA submitted to RSPO and 2 LUCA review was completed and 3 concept note required as per the RSPO RaCP tracker.	Complied
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	In reference to RSPO Complaints Panel directive findings dated 30/11/2018 and second letter on 13/01/2020 resulting from the verification audit which was carried out in October 2019 as well as several other internal assessment and external audits findings on recruitment issues particularly on recruitment costs, FGV has taken positive and further steps to ensure that the workers are well informed of FGV policies on the hiring of workers inter alia the cost of recruitment. In addition, since July 2019, FGV has been conducting briefing sessions for its appointed	Complied

	<p>recruitment agencies to communicate and promote understanding about the contents and expectations of the Guidelines and Procedures for the Responsible Recruitment of Foreign Workers. Emphasis is given in particular on ethical recruitment processes and on the non-imposition of recruitment fees by the recruitment agencies on the workers as stipulated in the contract between FGV and the recruitment agencies.</p> <p>Notwithstanding, it is noted that the pre-recruitment costs which include the cost of securing the official documents (ID and passports) and the travel-related cost for these are borne by workers, which some paid to the sub-agent/ agents to assist/ expedite the process.</p> <p>FGV has also revised the contract of Recruitment Agencies Contract to translate FGV's commitment to bear the official costs of recruitments which include, among others, the levy, airfare, cost of medical check-up in Malaysia and insurance. The revised contract includes new provisions prohibiting the agencies from charging the above fees on workers.</p> <p>In order to ensure recruitment agencies, comply with this requirement around imposition of fee, FGV has conducted a series of socialization programs with agencies and their sub-agents in Lombok (Indonesia) on 30-31/01/2020, Chennai (13/01/2020) and Kolkata (14/01/2020). During this process, FGV explained that the costs associated with the recruitment onwards are covered by FGV and on that basis agents and sub-agents shall not charge workers on similar fee.</p> <p>FGV has also established three One-Stop-Center in sourcing country of workers namely Lombok (Indonesia); Chennai (India) and Kolkata (India) where workers go through pre-departure training programme (which is conducted in collaboration with local labour department); interview and selection process. FGV is continuously conducting a socialization programme comprising a series of engagement sessions involving various stakeholders.</p> <p>Given the size of FGV's operations and the large number of its mills and plantations, the socialization programme has being carried out in phases in different locations starting June 2019.</p> <p>These action plans being developed and implemented through out FGV units to mitigate the issues highlighted in the complaints particularly to labour related issues, and its progress report being reporting quarterly to RSPO Secretariat and can be referred on FGV Sustainability website:</p>	
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	<p>https://www.fgvholdings.com/sustainability/reports-updates/.</p> <p>Further to the action plans, RSPO CP has also carried out verification audits through its appointed Certification Bodies to assess the implementation and the effectiveness of the action plans. On the latest development of the verification audit by RSPO COP, another round of assessment being conducted by an independent certification bodies (CB) appointed by RSPO to assess and verify the implementation of the action plan at six FGV units. The exercise being carried out since November 2020. The current status is waiting final report from CP as RSPO has informed FGV Holdings Berhad after meeting conducted on 06/12/2021.</p>	
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>There is 1 issue happen in FGVPM Palong Timur 04 (Now FGVPM Palong Timur 05) and the details is elaborated below: 1. FGVPM PALONG TIMUR 04 (NOW FGVPM PALONG TIMUR 05): Claims on 19/06/2012 with value of summon RM61,968.60 and summon status is Court Appeal.</p> <p>Auditor Verification: During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no : SJ 53-4/2016 ; Date 14/04/2016 in Mahkamah Seksyen Kuantan.</p> <p>Fixed for Trial on 01/03/2017, 02/03/2017 and 03/03/2017.</p> <p>All process still in progress and CB will verify this issue in next audit or during audit in this mill.</p>	<p>Complied</p>
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>Yes, there have positive assurance statement from internal certification unit. All 67 complexes have conducted internal audit in Year 2019 and 2020. Seen the internal audit done by Sustainability Compliance and Certification Department(SCCD).</p>	<p>Complied</p>
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?</p>	<p>There are Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the internal audits.</p> <p>These issues are addressed through internal audit action plan and implemented phased by phased (according to the timeline) by project.</p> <p>Evidence are available through internal audit reports.</p>	<p>Complied</p>
<p>Have there been any stakeholder (including NGO) consultation conducted?</p>	<p>Stakeholders are being engaged during stakeholders consultation which are being carried out during social impact assessment (SIA).</p>	<p>Complied</p>

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	Issues raised during the session are being recorded and actions/resolutions being handled by respective projects.	
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3.2 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>FGVPISB Kulai POM received FFB from smallholder and independent outgrower. No scheme smallholder under FGVPISB Kulai POM.</p>	<p>Complied</p>

Approved Time Bound Plan

TIME BOUND PLAN FORECAST FOR RSPO CERTIFICATION OF ALL FGV PALM OIL MILLS & SUPPLY BASES				
Palm Oil Mill	Supply Bases (estates, plantations, associations)			
	FFB Supplier	Certification Year	Certification Standard	Status
KS SELANCAR 2B	FGVPM Selancar 06	2017	MYNI 2019	Certified
	FGVPM Selancar 08	2017	MYNI 2019	
	FGVPM Selancar 09	2017	MYNI 2019	
KS ARING A	FGVPM Aring 02	2017	MYNI 2019	Certified
	FGVPM Aring 15	2017	MYNI 2019	
	FGVPM Aring 03	2017	MYNI 2019	
	FGVPM Aring 04	2017	MYNI 2019	
	FGVPM Aring 05	2017	MYNI 2019	
	FGVPM Aring 06	2017	MYNI 2019	
	FGVPM Aring 08	2017	MYNI 2019	
	FGVPM Aring 10	2017	MYNI 2019	
KS SELENDANG	FGVPM Selendang 3	2018	MYNI 2019	Certified
	FGVPM Selendang 4	2018	MYNI 2019	
	FGVPM Selendang 5	2018	MYNI 2019	
	FGVPM Berabong 1	2018	MYNI 2019	
KS BUKIT SAGU	FGVPM Bukit Sagu 04	2017	MYNI 2019	Certified
	FGVPM Bukit Sagu 6	2017	MYNI 2019	
	FGVPM Bukit Sagu 07	2017	MYNI 2019	
	FGVPM Bukit Sagu 08	2017	MYNI 2019	
KS KERATONG 9	FGVPM Bera Selatan 05	2017	MYNI 2019	Certified
	FGVPM Bera Selatan 07	2017	MYNI 2019	

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	FGVPM Merchong	2017	MYNI 2019	
	FGVPM Keratong Timur	2017	MYNI 2019	
	FASSB Merchong	2017	MYNI 2019	
KS LEPAR UTARA 6	FGVPM Lepar Utara 07	2017	MYNI 2019	Certified
	FGVPM Lepar Utara 08	2017	MYNI 2019	
	FGVPM Lepar Utara 09	2017	MYNI 2019	
	FGVPM Lepar Utara 11	2017	MYNI 2019	
KS MOAKIL	FGVPM Moakil 06	2018	MYNI 2019	Certified
	FGVPM Moakil 07	2018	MYNI 2019	
KS KEMASUL	FGVPM Mengkarak 1	2018	MYNI 2019	Certified
	FGVPM Mengkarak 2	2018	MYNI 2019	
KS KRAU	FVGPM Krau 2	2018	MYNI 2019	Certified
	FVGPM Krau 4	2018	MYNI 2019	
KS LEPAR HILIR	FGVPM Lepar Hilir 05	2017	MYNI 2019	Certified
	FGVPM Lepar Hilir 06	2017	MYNI 2019	
	FGVPM Lepar Hilir 08	2017	MYNI 2019	
KS TRIANG	FGVPM Triang 2	2017	MYNI 2019	Certified
	FGVPM Triang Selatan 1	2017	MYNI 2019	
	FGVPM Triang 4	2017	MYNI 2019	
KS KECHAU B	FGVPM Kechau 06	2017	MYNI 2019	Certified
	FGVPM Kechau 08	2017	MYNI 2019	
	FGVPM Kechau 09	2017	MYNI 2019	
	FGVPM Kechau 10	2017	MYNI 2019	
	FGVPM Kechau 02	2017	MYNI 2019	
	FGVPM Kechau 03	2017	MYNI 2019	
	FGVPM Kechau 07	2017	MYNI 2019	
	FGVPM Kechau 11	2017	MYNI 2019	
FGVPM Chegar Perah 2	2017	MYNI 2019		

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	FGVPM Telang 01	2017	MYNI 2019	
	FASSB Telang	2017	MYNI 2019	
KS PALONG TIMUR	FGVPM Palong Timur 4/5	2018	MYNI 2019	Certified
	FGVPM Palong Timur 06	2018	MYNI 2019	
KS BESOUT	FGVPM Besout 06	2018	MYNI 2019	Certified
	FGVPM Besout 07	2018	MYNI 2019	
KS NERAM	FGVPM Cherul 03	2018	MYNI 2019	Certified
KS CHINI 3	FGVPM Terapai 1	2018	MYNI 2019	Certified
	FGVPM Chini Timur 4	2018	MYNI 2019	
KS CHIKU	FGVPM Ciku 4	2018	MYNI 2019	Certified
	FGVPM Ciku 8	2018	MYNI 2019	
KS KERATONG 2	FGVP Bera Selatan 03	2018	MYNI 2019	Certified
KS SERTING	FGVPM Palong 17	2018	MYNI 2019	Certified
	FGVPM Palong 18	2018	MYNI 2019	
	FGVPM Palong 21	2018	MYNI 2019	
	FGVPM Serting Hilir 8	2018	MYNI 2019	
KS KERATONG 3	FGVPM Keratong 11	2018	MYNI 2019	Certified
KS KERTEH	FASSB Kerteh	2018	MYNI 2019	Certified
	FGVPM Semaring 01	2018	MYNI 2019	
KS KOTA GELANGGI	FASSB PPTR	2018	MYNI 2019	Certified
	FASSB K.GELANGGI 5/6	2018	MYNI 2019	
KS JENGA 21	FASSB Jengka 24/25	2018	MYNI 2019	Certified
KS PENGGELI	FGVPM Inas Selatan	2018	MYNI 2019	Certified
KS BELITONG	FASSB Ulu Belitong	2018	MYNI 2019	Certified
	FGVPM Bukit Tongkat B	2018	MYNI 2019	
KS KULAI	FASSB Bkt Besar/Taib Andak	2018	MYNI 2019	Certified
KS ADELA	FGVPM Kledang 2	2018	MYNI 2019	Certified
KS SERTING HILIR	FGVPM Tembangau 03	2018	MYNI 2019	Certified

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	FGVPM Tembangau 05	2018	MYNI 2019	
	FGVPM Tembangau 06	2018	MYNI 2019	
	FGVPM Tembangau 07	2018	MYNI 2019	
	FGVPM Tembangau 08	2018	MYNI 2019	
	FGVPM Tembangau 09	2018	MYNI 2019	
	FGVPM Serting Hilir 9	2018	MYNI 2019	
	FASSB Serting Hilir	2018	MYNI 2019	
KS BUKIT KEPAYANG	FGVPM Terapai 3	2018	MYNI 2019	Certified
KS JERANGAU BARU	FGVPM Rantau abang 1	2018	MYNI 2019	Officially closed on 31/12/2020
	FGVPM Rantau abang 2	2021	MYNI 2019	
	FGVPM Chador 1	2018	MYNI 2019	
KS TENGGAROH	FGVPM Tenggaroh 9	2018	MYNI 2019	Certified
	FGVPM Tenggaroh 11	2018	MYNI 2019	
	FGVPM Tenggaroh 13	2018	MYNI 2019	
KS NITAR	FGVPM Nitar Timur	2018	MYNI 2019	Certified
KS CHALOK	FGVPM Setiu 1	2018	MYNI 2019	Certified
KS WA HA	FGVPM BUKIT APING SELATAN	2018	MYNI 2019	Certified
KS KALABAKAN	FGVPM Kalabakan Utara 01	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Kalabakan Selatan	TBC	TBC	
KS HAMPARAN BADAI	FGVPM Sahabat 23	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Sahabat 24	TBC	TBC	
	FGVPM Sahabat 26	TBC	TBC	
	FGVPM Sahabat 28	TBC	TBC	
	FGVPM Sahabat 31	TBC	TBC	
	FGVPM Sahabat 33	TBC	TBC	
	FGVPM Sahabat 34	TBC	TBC	
	FGVPM Sahabat 25	TBC	TBC	
FGVPM Sahabat 22	TBC	TBC		

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	FASSB Tambisan	TBC	TBC	
KS UMAS	FGVPM Umas 05	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Umas 06	TBC	TBC	
KS PONTIAN FICO	Pontian Fico	TBC	TBC	Targeted to be certified on Year 2022
	Pontian Subok	TBC	TBC	
	Pontian Orico	TBC	TBC	
	Pontian Pendirosa	TBC	TBC	
	Pontian Kuril	TBC	TBC	
	Pontian Hillco	TBC	TBC	
	Pontian Korosah	TBC	TBC	
	Blossom Plantation Sdn. Bhd	TBC	TBC	
KS TEMENTI	FGVPM Bera Selatan 1	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Bera Selatan 4	TBC	TBC	
KS SELANCAR 2A	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS BUKIT MENDI	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGA 8	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGA 18	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGA 3	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS PADANG PIOL	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS TERSANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS KEMAHANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023

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KS CHINI 2	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS JERANGAU BARAT	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS TROLAK	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SEMENCHU	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS PANCHING	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS AIR TAWAR	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS LOK HENG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SG TENGI	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS PASOH	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS KAHANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS MEMPAGA	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SAMPADI	FGVPM Sampadi 01	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sampadi 03	TBC	TBC	
	FGVPM Sampadi 04	TBC	TBC	
	FGVPM Sampadi 05	TBC	TBC	
	FGVPM Sampadi 06	TBC	TBC	
KS KEMBARA SAKTI	FGVPM Sahabat 30	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 35	TBC	TBC	
	FGVPM Sahabat 40	TBC	TBC	

	FGVPM Sahabat 41	TBC	TBC	
	FGVPM Sahabat 42	TBC	TBC	
	FGVPM Sahabat 43	TBC	TBC	
KS NILAM PERMATA	FGVPM Sahabat 50	TBC	TBC	Internal Audit
	FGVPM Sahabat 51	TBC	TBC	
	FGVPM Sahabat 52	TBC	TBC	
	FGVPM Sahabat 53	TBC	TBC	
	FGVPM Sahabat 54	TBC	TBC	
KS MERCU PUSPITA	FGVPM Sahabat 07	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 46	TBC	TBC	
	FGVPM Sahabat 48	TBC	TBC	
	FGVPM Sahabat 10	TBC	TBC	
	FASSB Sahabat 06	TBC	TBC	
KS LANCANG KEMUDI	FGVPM Sahabat 36	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 38	TBC	TBC	
	FGVPM Sahabat 39	TBC	TBC	
	FGVPM Sahabat 44	TBC	TBC	
	FGVPM Sahabat 45	TBC	TBC	
KS EMBARA BUDI	FGVPM Sahabat 11	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 12	TBC	TBC	
	FGVPM Sahabat 17	TBC	TBC	
	FGVPM Sahabat 56	TBC	TBC	
	FGVPM Sahabat 20	TBC	TBC	
	FASSB Sahabat 17	TBC	TBC	
	FGVPM Sahabat 21	TBC	TBC	
KS BAIDURI AYU	FGVPM Sahabat 09	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 16	TBC	TBC	
	FGVPM Sahabat 55	TBC	TBC	

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KS TENGGAROH TIMUR	FGVPM Tenggaraoh 12	2021	TBC	Targeted to be certified on Year 2023
	FGVPM Tenggaraoh Timur 2	TBC	TBC	
Asian Plantation Milling Sdn. Bhd	Incosetia Sdn. Bhd	TBC	Group Cert	Internal Audit
	Kronos plantations Sdn. Bhd	TBC	Group Cert	
	Fortune Plantation Sdn. Bhd	TBC	Group Cert	
	BJ Corporation Sdn. Bhd	TBC	Group Cert	
Tanah Emas Oil Palm Processing	Sri Kehuma	TBC	Group Cert	Internal Audit
	Yapidmas AE	TBC	Group Cert	
	Tanah Emas Corporation Berhad (TECB)	TBC	Group Cert	
	Ladang Kluang	TBC	Group Cert	
	Yapidmas D	TBC	Group Cert	
	Sri Mosta 1	TBC	Group Cert	
	Sri Mosta 2	TBC	Group Cert	
	Sri Mosta 3	TBC	Group Cert	
	Cepat Ringgit A	TBC	Group Cert	
	Cepat Ringgit B	TBC	Group Cert	
	Cepat Ringgit D	TBC	Group Cert	
	Karamuak	TBC	Group Cert	
	Sg Milian	TBC	Group Cert	
	Sg Imbak	TBC	Group Cert	
Kuamut	TBC	Group Cert		
PT CITRA NIAGA PERKASA	TBA	TBC	INA-NIWG	Internal Audit
PT TEMILIA AGRO ABADI	TBA	TBC	INA-NIWG	Internal Audit
FGV estate without mills	FGVPM Paloh	2018	MYNI 2019	Certified under Kulim (M) Berhad – Tereh POM
Estate under RaCP	TBA	TBC	MYNI 2018	Internal Audit

3.3 Details of Nonconformities

The nonconformities are listed below. The findings summary of the assessment by criteria are listed in Appendix A.

During this Assessment there was one (1) Critical and one (1) Minor non-conformities raised. The FGV PISB Kulai POM and Supply Base 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 Critical 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 #	2127459-202111-M1	Date Issued	11/11/2021
Due Date	08/02/2022	Date of nonconformity Closure	21/12/2021
Clause & Category (Critical / Minor)	3.8.7 Critical		
Statement of Nonconformity:	The mill has yet to inform the CB immediately for overproduction of projected certified tonnage.		
Requirement Reference:	Purchasing and Goods In i) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.		
Objective Evidence:	There was 5.86 MT of PK overproduced as the forecast volume from February 2021 – January 2022 was 60.27 MT and the actual volume from February 2021 to October 2021 was 66.13 MT. There was no volume extension requested to CB sighted.		
Corrections:	Requested to SCCD to increase the projected certified tonnage and then forwarded to the CB for further action.		
Root Cause Analysis:	No checking mechanism on the overproduction monitoring on the certified tonnage projected.		
Corrective Actions:	Inspection of stock report every month by the weighing bridge Clerk at the end of each month and confirmed by the Assistant Manager and to compare with the certified tonnage projected.		
Assessment Conclusion:	<p>The Sustainability Team has requested for volume extension to BSI on 23/11/2021 and the email correspondence was sighted. Total volume of extension for FFB is 1,750 MT, CSPO is 380 MT and CSPK is 97 MT.</p> <p>Besides, appointment letter to Weighbridge Clerk dated 01/12/2021 was available to appoint her as officer to monitor the production of CPO and PK for RSPO/ RSPO. Her role is to monitor if there is any over production of CPO and PK and inform to the management. A monitoring form for production of RSPO product was established to monitor the production of CPO and PK for the license period to ensure no overproduction occur. If there is a 75% exceeded the volume of license period, the Weighbridge Clerk has to inform to Sustainability Department (SCCS). The form is prepared by Weighbridge Clerk and verified by the Mill Manager.</p>		

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	The closure of critical non-conformance was carried out offsite due to the risk is minimal. The implementation of the corrective action was found effective and thus, the critical non-conformance was closed on 21/12/2021.
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Non-conformity			
NCR Ref #	2127459-202111-N1	Date Issued	11/11/2021
Due Date	08/02/2022	Date of nonconformity Closure	"Next surveillance assessment"
Clause & Category (Critical / Minor)	2.2.2 Minor		
Statement of Nonconformity:	Evidence of legal due diligence of contractor was not available.		
Requirement Reference:	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.		
Objective Evidence:	<p>Sampled the payslips, SOCSO and EPF contribution records of contractor's workers in Kulai POM found the following issues:</p> <ol style="list-style-type: none"> 8 workers (I/C No.: 580713-01-63XX, 620103-01-59XX, 020324-01-10XX, 009207-01-59XX, 970927-01-60XX, 970413-01-56XX, 030104-01-15XX and 030110-01-19XX) of SOCSO contribution made was not in accordance to Employees' Social Security Act 1969 (Act 4). The wages deducted from the workers for EPF contribution was more than the contributed amount to KWSP as verified in Form 8A. 4 workers (I/C No.: 580713-01-63XX, 620103-01-59XX, 020324-01-10XX and 009207-01-59XX) who worked on rest day on 06/08/2021 and 20/08/2021 were not paid as per Employment Act 1955, Clause 60 (3). 		
Corrections:	<ol style="list-style-type: none"> The salaries of contract workers who have been in excess of salary deductions for SOCSO & EPF have been paid by the contractor. While the working salary on the day off will also be paid by the contractor to the contract workers. 		
Root Cause Analysis:	<ol style="list-style-type: none"> The contractor did not refer to the SOCSO & EPF tables for the contributions accordingly. Due to the punch card printed not clear whereby the rest day not captured. 		
Corrective Actions:	<ol style="list-style-type: none"> The factory will ask the contractor to provide the previous month's salary statement of the contract employee each month before the latest monthly payment is made to the contractor. The factory will use a thumb print system to record the arrival of contract workers every day compared to before using a punch card to avoid data recording errors. 		
Assessment Conclusion:	Corrective action plan has been reviewed and deemed to be satisfactory to address the minor nonconformity. Evidence of the CAP will be verified during next assessment.		

Opportunity for Improvements	
OFI #	Description
OFI 1	Not applicable.

Positive Findings	
PF #	Description
PF 1	Not applicable.

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1990470-202011-M1	Date Issued	27/11/2020
Due Date	24/02/2021	Date of nonconformity Closure	27/01/2021
Clause & Category (Critical / Minor)	2.3.1 (Critical)		
Statement of Nonconformity:	Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder was not available for FFB Suppliers.		
Requirement Reference:	For all directly sourced FFB, the mill requires: <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder • One or more supporting documents for claims • Valid MPOB license 		
Objective Evidence:	A list of all directly sourced FFB is available. It has the information about names of the suppliers, MPOB License number, geo-location and address. So far there were 32 suppliers registered from outside the certification scope. However, the evidence to show the status of the third party FFB suppliers land ownership for example Land Application (LA), letter from Land & Survey Department, Surat Tuai Rumah/ Ketua Kampung, letter from Jabatan Kemajuan Orang Asli (JAKOA) (for Peninsular), Temporary Occupation Lease (TOL), Provisional Lease or Alienated Land was not available for verification.		
Corrections:	<ol style="list-style-type: none"> 1. Appoint a responsible staff to update and provide required documentation of all FFB suppliers on a regular basis. 2. The Mill Management or the Head of the Regional Zone to issue a specific notification letter to all FFB suppliers and states the name of the company representative responsible in relations with all suppliers for this purpose. 3. Provide a specific file for each FFB supplier and update the supplier's required information on a regular basis. 		
Root Cause Analysis:	1. Lack of cooperation from FFB suppliers to provide complete information requirements such as proof of use of land rights because the suppliers are		

	<p>worried that the copy information provided will be misused by the staff involved.</p> <p>2. There are no clear implementation of responsibility in the mill and no continuous implementation by the management to attain the documented information of all FFB providers.</p>	
<p>Corrective Actions:</p>	<p>1. The Sustainability Department will provide a clear SOP as a reference for mill management to implement the updating of information of all FFB suppliers periodically.</p> <p>2. Include the discussion agenda on updating FFB supplier information directly and indirectly in the minutes of the mill management meeting as a continuous monitoring mechanism.</p>	
<p>Assessment Conclusion:</p>	<p><u>Critical Nonconformity Closure Verification</u></p> <p>The remote Critical Nonconformity was conducted on 27/01/2021 to assess the effectiveness of the corrective action plan that has been planned out by the management. The assessment conclusion are as below:</p> <ol style="list-style-type: none"> 1. Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder was available for all FFB Suppliers. 2. The management has reviewed the Traceability SOP to include the Data Collection from FFB Suppliers which comprises the requirement of information on geo-location of FFB origins, evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder, one or more supporting documents for claims and valid MPOB license. 3. Notification letter has been issued to all FFB Suppliers dated 01/12/2020, to request from all FFB suppliers to provide the evidence of the ownership status or the right/ claim to the land, or valid use of land by them, undersigned by the Mill Manager. 4. The Mill management has appointed Mr. Ayob Bin Othman as the person in-responsible for the Effective Management of FFB (Traceability) as verified in the appointment letter dated 01/12/2020 undersigned by the Mill Manager. 5. The Mill Management Meeting minutes dated 30/12/2020 was verified to include the agenda and discussion on the managements status of compliance towards obtaining all the required information from the FFB Suppliers. 6. The management has provided separate files for each and every FFB Suppliers which consist of all the required information. The files were sighted via the remote call during the verification assessment. <p>The corrections done and the evidence of the corrective action plan has proven to be able to comply with the mentioned indicator. Therefore the critical non-conformity was successfully closed on 27/01/2021.</p> <p><u>During ASA3 verification,</u></p> <p>As at November 2021, 11 active FFB suppliers registered with the mill and listed in the Stakeholders List under FFB Suppliers. In the list stated the type of FFB supplier, company/owner name, address, phone no., MPOB license no., geo-location coordinate and ownership type. Reviewed the documentation as follows:</p> <table border="1" data-bbox="507 1877 1300 2042"> <tr> <td> <p>Supplier Type: Estate</p> <p>Company/Owner Name: FASSB Bukit Besar</p> <p>MPOB License no.: 50267010200</p> <p>Geo-location coordinate: 1.77123, 103.70370</p> </td> </tr> </table>	<p>Supplier Type: Estate</p> <p>Company/Owner Name: FASSB Bukit Besar</p> <p>MPOB License no.: 50267010200</p> <p>Geo-location coordinate: 1.77123, 103.70370</p>
<p>Supplier Type: Estate</p> <p>Company/Owner Name: FASSB Bukit Besar</p> <p>MPOB License no.: 50267010200</p> <p>Geo-location coordinate: 1.77123, 103.70370</p>		

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	Land ownership: FGV land title	
	Supplier Type: FFB Dealer Company/Owner Name: Bingan Jaya Sdn. Bhd. MPOB License no.: 546328015000 Geo-location coordinate: 1.86234, 103.11569 Land ownership: FFB Dealer	
	Supplier Type: FFB Dealer Company/Owner Name: Eng Huat Latex Concentrate Sdn. Bhd. MPOB License no.: 505907315000 Geo-location coordinate: 2.93425, 102.702444 Land ownership: FFB Dealer	
	Supplier Type: Smallholders Company/Owner Name: Md Fadzir b. Mohd Lajim MPOB License no.: 268345701000 Geo-location coordinate: 1.64896, 103.72144 Land ownership: <LO 3715	
Thus, the major non-conformance remained closed.		

Non-conformity			
NCR Ref #	1990470-202011-N1	Date Issued	27/11/2020
Due Date	Next Surveillance Assessment	Date of nonconformity Closure	11/11/2021
Clause & Category (Critical / Minor)	3.3.2 (Minor)		
Statement of Nonconformity:	The HIRARC for Workshop Operations did not include the Hazard and Risk associated with the usage of Oxygen and Acetylene Tanks.		
Requirement Reference:	The effectiveness of the H&S plan to address health and safety risks to people is monitored.		
Objective Evidence:	<p>SOP Quality Planning, Hazard Identification, Risk Assessment, Risk Control and Environmental Aspect; SOP Number: FGV/FGVPM/SOP/SOP (IMS)/001; Revision: 2.0; Document Date: 08.07.2019. Part 1.0; (b) Mengenalpasti hazard melalui aktiviti-aktiviti rutin/bukan rutin dan menilai risiko dan melaksanakan langkah-langkah kawalan bagi mengurangkan risiko tersebut.</p> <p>The main hazard associated with oxygen and acetylene tanks are the decomposition which can generate heat and cause fire and explosions through flashbacks from welding & hot work operations and movement & separation of the gas and the porous mass inside the cylinder. FGVPI SB Kulai POM did not identify the possible hazard, evaluate the risks involved and develop risk control to manage possible hazardous incidences involving the usage of oxygen and acetylene tanks in the mill. During the visit to the mill, it was sighted that the oxygen and acetylene tank were placed at an upright position and were not chained. There was no usage</p>		

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	of “flashback arrestors” to stop flames in its tracks. Hence the SOP was not adequately implemented.
Corrections:	<ol style="list-style-type: none"> 1. Preparation of HIRADC Form by experienced staff conducting welding activities using oxygen and acetylene to obtain more accurate hazard identification. 2. Submit HIRADC Form to SHO for review and verification. 3. Letter of instruction given to the Legal Compliance Officer, who will be responsible for providing Training on Safety and Work SOP to each contractor before commencing work.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. HIRADC identification for the activity was provided and shown to the auditor during the audit but it is not adequate to identify the entire hazard from the activity because the staff who provided the HIRADC identification was never involved in doing the work directly to understand the entire hazard and the evaluation provided was not reviewed by SHO for complete verification. 2. Welding work to cut scrap metal into smaller pieces carried out by contractor’s workers is a very rare work and done during short working periods. Therefore there was no safety briefing on SOP of acetylene oxygen welding work and only monitoring was carried out by the contractor.
Corrective Actions:	<ol style="list-style-type: none"> 1. To include in the ‘Permit to Work Form’ on the acknowledgement by the contractor that Safety Briefing has been provided to all the contractors workers. 2. Implement Work Site Safety Inspection Checklist for Contractors workers to ensure that all OSH SOPs are adhered to at all times. 3. Continuous training on Welding SOP for all workers involved to ensure continuous compliance to the safety requirements.
Assessment Conclusion:	<p>Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.</p> <p><u>During ASA3 verification,</u></p> <p>Issues on Health and Safety have been assessed and documented in the HIRADC forms (FPI/L4/QOHSE-1.4 Pind 2). The assessment include all processing activities and support activities base on workstation. . All activities with significant risk has been listed and mitigation plan to improve the condition has been established and documented. The document was reviewed at minimum once every 3 years or once accident occur.</p> <p><u>Kulai POM</u></p> <p>Latest review was conducted on 24/04/2021 for Kernal Plant and Boiler station due to accident occur on 14/03/2021 and 01/04/2021.</p> <p><u>FGV AS Bukit Besar/Taib Andak Estate</u></p> <p>Latest review was conducted on 28/09/2020 with addition of EFB field application operation in the estate.</p> <p>The implementation of corrective action was found effective. Thus, the minor non-conformance was closed on 11/11/2021.</p>

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Non-conformity			
NCR Ref #	1990470-202011-N2	Date Issued	27/11/2020
Due Date	Next Surveillance Assessment	Date of nonconformity Closure	11/11/2021
Clause & Category (Critical / Minor)	7.3.2 (Minor)		
Statement of Nonconformity:	There was no proper storage and disposal of waste containers at the mill area.		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
Objective Evidence:	During the site visit to the mill scrap yard area and adjacent to workshop building, it was observed the presence of empty chemical containers, oil based paint containers and oil / grease containers, were evident without proper storage and segregation. This was not in accordance with the Environmental Plan.		
Corrections:	<ol style="list-style-type: none"> 1. Issued a reminder letter to the officer in charge of CepSWAM and the Head of the Division responsible for ensuring that the management of Scheduled Waste is according to the Environment Plans. 2. Conduct Scheduled Waste Management Training again to all division heads and staffs involved. 		
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Lack of enforcement by the mill management on compliance to ensure that all scheduled waste is placed in the store for recording and disposed in accordance with the management plan. 2. The work site inspection checklist carried out every 3 months is not implemented effectively by the responsible staff and the checklist does not state for the needs of monitoring Scheduled Waste. 		
Corrective Actions:	<ol style="list-style-type: none"> 1. To install information and pictorial signage on Scheduled Waste Identification and disposal methods at relevant areas as an awareness and control method. 2. Review the current work site inspection checklist to include the monitoring of Schedule Waste . 3. Safety, Health and Environment Meeting to discuss on the issues related to Scheduled Waste Management. 		
Assessment Conclusion:	<p>Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.</p> <p><u>During ASA3 verification,</u></p> <p>Kulai POM had attended to clean the area and segregate the waste in proper storage. There were signages displayed and stores being locked and handled by authorised personnel. Training are made via the weekly muster briefing prior to the mill operation and ad-hoc session by the respective Head workers.</p> <p>The implementation of corrective action was found effective. Thus, the minor non-conformance was closed on 11/11/2021.</p>		

Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement: Not applicable.</p> <p>Verification / Follow-up actions: Not applicable.</p>

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1683545-201808-M1	Major	4.7.2	21/09/2018	Closed on 25/11/2018
1683545-201808-N1	Minor	4.2.1	21/09/2018	Closed on 05/11/2019
1683545-201808-N2	Minor	4.6.10	21/09/2018	Closed on 05/11/2019
1847973-201906-M1	Major	2.1.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M2	Major	6.1.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M3	Major	6.5.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M4	Major	6.3.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M5	Major	6.5.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M6	Major	4.6.11	07/11/2019	Closed on 21/01/2020
1847973-201906-M7	Major	SCCS 5.3.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M8	Major	SCCS 5.8.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M9	Major	SCCS E.4	07/11/2019	Closed on 21/01/2020
1990470-202011-M1	Critical	2.3.1	27/11/2020	Closed on 27/01/2021
1990470-202011-N1	Minor	3.3.2	27/11/2020	Closed on 11/11/2021
1990470-202011-N2	Minor	7.3.2	27/11/2020	Closed on 11/11/2021
2127459-202111-M1	Critical	3.8.7	11/11/2021	Closed on 21/12/2021
2127459-202111-N1	Minor	2.2.2	11/11/2021	"Open"

3.4 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 FGVPISB Kulai POM and Supply Base 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.

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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.

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Internal workers	Female workers	Face to face
	Foreign Workers	Face to face
	Workers' Representatives	Face to face
Contractors	FFB Transporter and Sorters	Face to face
Smallholders/ FFB Suppliers	Felda Taib Andak	Phone interview
Government Department	SK Sinar Bahagia	Face to face

Stakeholders comment	
1	<p>Feedbacks: Female Worker – She informed that the management treated the female workers equally with male workers. No discrimination occurred. The female workers were given opportunity on promotion of work based on work performance and capability. They also informed that no case of sexual harassment and domestic violence reported. She as a new mother was consulted on her needs and all the needs were provided accordingly.</p> <p>Audit Team verification and response: Reviewed the payslips, employment contracts and records of meeting minutes of Gender Committee confirmed that no discrimination and sexual harassment reported.</p>
2	<p>Feedbacks: Contractors – They informed that they have signed contract agreement with the FGV prior to provide services. The terms and conditions have clearly stated in the agreement included the payment term. The payment was made promptly. They also have been briefed on the SCOC where no child labour shall be employed.</p> <p>Audit Team verification and response: Reviewed the agreements and payment records found no lapse on the payment terms.</p>
3	<p>Feedbacks: Workers – The workers comprised of local and foreign workers. They informed that the management treated everyone equally without discrimination. Their wages are paid accordance to Employment Act 1955 and Minimum Wage Order 2020. They have the rights to join any association. For foreign workers, they are keeping their passport at the safety box inside their house with the key hold by them. They have freedom to access to the passport.</p> <p>Audit Team verification and response: Reviewed the payslips for all sampled workers found all the workers were paid as per the legal requirements.</p>

4	Feedbacks: Smallholder – He informed that he has been briefed on the pricing mechanism for selling FFB to the mill. Payment was made on weekly basis and no delay of payment. He is aware on the complaint procedure.
	Audit Team verification and response: Verified payment records found that no lapse on the payment.
5	Feedbacks: School Teachers – They informed that there was no child labour employed by FGV as the students were attended school as per school terms. They understand the complaint procedure and so far, there is no any complaint reported. No negative impact sighted for the activities carried out by the mill and estate.
	Audit Team verification and response: Reviewed complaint records found no issue reported by the school teachers.
6	Feedbacks: Manager, Felda Taib Andak (Settlers) – He informed that they have meeting with the mill management to discuss on the FFB matters. He is aware of the complaint procedure and informed that there is no any complaint received from settlers during the time of audit. No land dispute reported by settlers as well. Payment of the FFB sold was made on monthly basis.
	Audit Team verification and response: Reviewed payment records found that payment was made promptly.
7	Feedbacks: Workers’ Representative (Mill) – They informed that they were elected by the workers through election. They have meeting with the management to discuss any issues related to workers. All the issues reported were taken action by the management and resolved accordingly. No pending complaint during the time of audit. The wages were paid accordance to Minimum Wage Order 2020 and overtime was paid as per Employment Act 1955 and Collective Agreement.
	Audit Team verification and response: Reviewed meeting minutes and payslips found no issue.

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
Not Applicable as the Certification Unit has undergone the second cycle of replanting.					

Previous land owner / user comment	
	Feedbacks: N/A
	Audit Team verification and response: N/A

3.5 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

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that FGVPISB Kulai POM and Supply Base has complied with the Malaysia National Interpretation 2019 of the RSPO P&C 2018 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that FGVPISB Kulai POM and Supply Base is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Hu Ning Shing	Name: Norolsaiful Hazri Hamid
Company Name: BSI Services Malaysia Sdn Bhd	Company Name: FGV Holdings Berhad
Title: Lead Auditor	Title: Sustainability Manager
Signature: 	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> 
Date: 23/12/2021	Date: 27/12/2021

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 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.			
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <p>- Critical (Major) compliance -</p>	<p>Management of Kulai POM and FGV AS Bukit Besar/Taib Andak Estate has issued a memo on 10/08/2021 and 05/01/2021 respectively to all the stakeholders to inform on the list of documents that made available upon request in the office. Record of distributed the memo to stakeholders in FGV AS Bukit Besar/Taib Andak Estate was sighted.</p> <p>List of documents that made publicly available as below:</p> <ol style="list-style-type: none"> 1. Land title 2. OSH plan 3. Environmental and social management plan 4. SEIA report 5. HCV report 6. Complaint and grievance procedure 7. Land dispute procedure 8. Policies such as Human Rights and Group Sustainability Policy 9. Assessment report of audits <p>Besides, documents such as company's policies, Supplier Code of Conduct and grievance procedure is accessible by the stakeholders via www.fgvholdings.com/sustainability/.</p>	Complied
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The memo was issued in local language and the memo was distributed to stakeholders accordingly.</p>	Complied

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1.1.3	<p>(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -</p>	<p>Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate has implemented Complaint Book to record any complaint or request from internal and external stakeholders. There was no complaint received since last audit from external stakeholders. Besides, logbook such as authorities' visit logbook was maintained to record any concerns raised by the authorities. Seen the DOSH logbook where the last visit was conducted on 12/04/2021. The requests from the workers in the estate were mainly to request for going to clinic/ hospital and replacement of harvesting tool.</p>	Complied
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative. - Critical (Major) compliance -</p>	<p>FGV has established SOP for information request from relevant stakeholders and documented in '<i>Komunikasi, Penglibatan dan Rundingan</i>' with Doc. No.: FGV/ML-1A/L2-Pr12 dated 01/06/2016. The objective of the SOP is to establish an effective system for communication between company and stakeholder. Briefing of the procedure was conducted on 09/11/2021 to the workers in Kulai POM and 21/06/2021 in FGV AS Bukit Besar/ Taib Andak Estate. The external stakeholders in FGV AS Bukit Besar/ Taib Andak Estate were issued the memo on the communication and complaint on 11/10/2021. Seen the record of recipient from the stakeholders.</p> <p>Executive Assistant in the mill has been appointed as Social Officer by the Manager of Kulai POM and appointment letter dated 31/01/2021 was sighted. Role and responsibilities have been detailed in the appointment letter.</p> <p>Executive of FGV AS Bukit Besar/Taib Andak Estate has been appointed as communication and social officer to handle social issue in the estate. Appointment letter dated 04/01/2021 was sighted.</p> <p>There was no physical stakeholder meeting conducted for Y2021 due to outbreak of Covid-19 pandemic. Management of Kulai POM has distributed a copy of Group Sustainability Policy (Ver 4) to the stakeholders by email or by handover from 17 – 22/10/2021.</p>	Complied

		Records of distribution were sighted with acknowledgement of stakeholders. The mill has carried out JPPK meeting (meeting with settlers) to discuss the OER and crop quality issues. The last meeting was conducted on 12/09/2021 and seen the meeting minutes. No issue raised by the settlers in the last meeting.	
1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate has established List of Stakeholders where details of the stakeholders such as address, contact person and contact numbers are available in the stakeholder list.	Complied
Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	<p>FGV Group Sustainability Policy (GSP) was established. Refer Policy No.: FGV/SED/POL/001 dated 17/11/2020. The purpose of the policy is to establish the objectives and guideline for FGV Holdings Berhad and its Group of Compliance for the fulfilment of FGV's commitment with regard to sustainability matter.</p> <p>Besides, Code of Business Conduct and Ethics (CoBCE) for Employees was established. Refer Policy No.: FGV/GHR/POL/039, Rev. 4 dated 01/01/2020 which incorporated various aspect of committing to a code of ethical conduct and integrity.</p> <p>Supplier Code of Conduct was available in the company's website (Doc. Version: 01/05/2020) which outlined the business ethics& integrity for all the suppliers with FGV Holdings Berhad. The policies are accessible by the stakeholders via www.fgvholdings.com/sustainability/.</p>	Complied
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	FGV Holdings Berhad has established Whistleblowing Policy. Refer Policy No.: FGV/ GGD/ POL/ 001 dated 17/11/2020. The policy was to establish the rules and principles for the process of complaint management, investigation and protection for whistleblowing for FGV Holdings Berhad and its Group of Companies. The COBCE policy	Complied

		<p>will be used as reference for this policy. An appointed member will be in-charge for investigation on matters related to corruption/ abuse of power/ fraud and misconduct.</p> <p>Review the sampled CoBCE as for workers with employment ID as follows:</p> <ol style="list-style-type: none"> 1. 1211150 2. 1211545 3. 1212068 <p>The operating units continuously provided training to create awareness to the employee regarding the policy. Reviewed the training records on Group Sustainability Policy briefing dated 11 – 12/08/2021 and whistleblowing policy training dated 21/06/2021.</p>	
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>(C) The Unit of Certification complies with legal requirements - Critical (Major) compliance -</p>	<p>Felda Holdings Berhad has obtained approval from <i>Jabatan Tenaga Kerja Semenanjung Malaysia</i> to make deduction of wages with consent from workers. Seen the permit approval with Ref. No.: (6) BHG PU/9/129 dated 10/04/2012.</p> <p>Felda Global Ventures Plantations (Malaysia) Sdn Bhd has obtained approval from <i>Jabatan Tenaga Kerja Semenanjung Malaysia</i> to make deduction of wages of workers as below:</p> <ol style="list-style-type: none"> 1. Ref. No.: (22) dlm BHG. PU/9/129 Jld 23 dated 26/04/2016 for electricity bill, water bill and medical bill exceeded the subsidized limit. 	Complied

		<p>Compliance to each applicable law and regulation is monitored by the operating units. Sighted the sampled evidence of compliancy to the regulation as follows:</p> <p><u>Kulai POM:</u></p> <ol style="list-style-type: none"> 1. DOE’s Compliance Schedule no. AS(B)J 31/152/000/065 Jld.16(27) for license no. 004683. Validity period from 01/07/2021 – 30/06/2022 2. MPOB License no. 500161004000. For sell and move, store and processing 172800 ton FFB. Validity period from 01/04/2021 - 31/03/2022 3. MPOB License no. 618378015000. For sell and move of FFB. Validity period from 01/07/2021 - 30/06/2022 4. MPOB License no. 618378015000. For sell and move of CPO and PK. Validity period from 01/06/2021 - 31/05/2022 5. River Water Detour and Abstraction license no. 08/A/KJ/091. Valid till 31/12/2021 6. Permit for Schedule Control Goods (Diesel), permit no. KPDKK.J-JB/26/5A/11/1101(P/D)(P13). Validity period from 14/05/2021 – 13/05/2023 7. Competence person license <ol style="list-style-type: none"> a. CePSWaM Cert no. CePSWaM/04248. b. CePPOME Cert. no. CePPOME/197016. c. First grade Steam Engineer cert. no. 099/2009 d. First grade engine driver cert no. PA/34/89 	
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		<p>e. AESP card no. NW-ECRO-AE-R-2183-T valid till 22/04/2023</p> <p>f. AESP card no. NW-ECRO-AE-R-5705-S valid till 22/04/2023</p> <p>g. AESP card no. NW-ECRO-AE-R-2177-T valid till 22/04/2023</p> <p>h. AESP card no. NW-ECRO-AE-R-2193-T valid till 22/04/2023</p> <p>i. Engine driver category A4 cert. no. PJ-T-4-B-0124-2010</p> <p>FGV AS Bukit Besar/Taib Andak Estate: MPOB License no. 503540902000. For sell and move of FFB. Validity period from 01/09/2021 - 31/08/2022.</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.</p> <p>- Minor compliance -</p>	<p>The mechanism is guided by Manual Procedure, Evaluation of Compliance to Legal and Other Requirements. Refer document no. FPI/L2/QOSHE-17.0. The Assistant Mill and/or Estate Managers are the persons responsible to conduct the evaluation of compliance. In the legal register there is a column to record the status of compliance and it was done by the assistant managers. The report of status of compliance helps the management to get the information about non-compliance with legal requirement (if any) and subsequently take the necessary action.</p>	Complied
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>- Minor compliance -</p>	<p>The Kulai POM boundary was clearly demarcated with fences. FGV AS Bukit Besar/Taib Andak Estate boundary clearly demarcated with concrete pole fences as sighted at Block 4 and 5 adjacent with <i>Gedung Makanan Negara</i>.</p>	Complied
<p>Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>			

2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>The operating units maintain list of contracted parties as parts of their stakeholders includes internal (within FGVPI Kulai POM and supply base)</p>	Complied
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p> <p>- Minor compliance -</p>	<p>All contractors and FFB suppliers contracts contains specific clauses on meeting applicable legal requirements as per stated in the Supplier Code of Conduct, FGV Holdings Berhad. Reviewed sampled contracts and Supplier Code of Conducts as follows:</p> <ol style="list-style-type: none"> 1. "Surat Perintah Kerja" no. 3301514708/20958323 between Kulai POM and Teknovasi Terbilang Sdn. Bhd. dated 06/10/2021 2. "Surat Perintah Kerja" no. 330151366/20958772 between Kulai POM and H.K Ngan Engineering Sdn. Bhd. dated 09/10/2021 3. "Surat Perintah Kerja" no. 3301515537/20959047 between Kulai POM and Kejuruteraan Letrik Tegap Maju dated 12/10/2021 4. Contract agreement between FGV and Bingan Jaya Sdn. Bhd dated 28/09/2015. <p>"Surat Perintah Kerja" no. 820105001-2020/820230501-12-132 between FGV Agri Services Sdn. Bhd (Stesen FGVAS Taib Andak) and Ahmad b. Hashim dated 09/12/2020.</p> <p><i>Sampled the payslips, SOCSO and EPF contribution records of contractor's workers in Kulai POM found the following issues:</i></p> <p><i>1. 8 workers (I/C No.: 580713-01-63XX, 620103-01-59XX, 020324-01-10XX, 009207-01-59XX, 970927-01-60XX, 970413-01-56XX, 030104-01-15XX and 030110-01-19XX) of SOCSO contribution made was not in accordance to Employees' Social Security Act 1969 (Act 4).</i></p>	Non-compliance

		<p>2. The wages deducted from the workers for EPF contribution was more than the contributed amount to KWSP as verified in Form 8A.</p> <p>3. 4 workers (I/C No.: 580713-01-63XX, 620103-01-59XX, 020324-01-10XX and 009207-01-59XX) who worked on rest day on 06/08/2021 and 20/08/2021 were not paid as per Employment Act 1955, Clause 60 (3).</p> <p>Thus, a minor non-conformity was raised.</p>	
2.2.3	<p>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.</p> <p>- Minor compliance -</p>	<p>All contractors and FFB suppliers contracts contains specific clauses on disallowing child, forced and trafficked labour and protection of young workers as per stated in the Supplier Code of Conduct, FGV Holdings Berhad. Reviewed sampled contracts and Supplier Code of Conducts as follows:</p> <ol style="list-style-type: none"> 1. "Surat Perintah Kerja" no. 3301514708/20958323 between FGVPI Kulai POM and Teknovasi Terbilang Sdn. Bhd. dated 06/10/2021. 2. "Surat Perintah Kerja" no. 330151366/20958772 between FGVPI Kulai POM and H.K Ngan Engineering Sdn. Bhd. dated 09/10/2021. 3. "Surat Perintah Kerja" no. 3301515537/20959047 between FGVPI Kulai POM and Kejuruteraan Letrik Tegap Maju dated 12/10/2021. 4. Contract agreement between FGV and Bingan Jaya Sdn. Bhd. dated 28/09/2015. 5. "Surat Perintah Kerja" no. 820105001-2020/820230501-12-132 between FGV Agri Services Sdn. Bhd (Stesen FGVAS Taib Andak) and Ahmad b. Hashim dated 09/12/2020. 	Complied
<p>Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p>	<p>As at November 2021, 11 active FFB suppliers registered with the mill and listed in the Stakeholders List under FFB Suppliers. In the</p>	Complied

<ul style="list-style-type: none"> Information on geo-location of FFB origins Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder One or more supporting documents for claims Valid MPOB license <p>- Critical (Major) compliance -</p>	<p>list stated the type of FFB supplier, company/owner name, address, phone no., MPOB license no., geo-location coordinate and ownership type. Reviewed the documentation as follows:</p> <table border="1"> <tr> <td data-bbox="1142 467 1926 678"> <p>Supplier Type: Estate Company/Owner Name: FASSB Bukit Besar MPOB License no.: 50267010200 Geo-location coordinate: 1.77123, 103.70370 Land ownership: FGV land title</p> </td> </tr> <tr> <td data-bbox="1142 678 1926 888"> <p>Supplier Type: FFB Dealer Company/Owner Name: Bingan Jaya Sdn. Bhd. MPOB License no.: 546328015000 Geo-location coordinate: 1.86234, 103.11569 Land ownership: FFB Dealer</p> </td> </tr> <tr> <td data-bbox="1142 888 1926 1099"> <p>Supplier Type: FFB Dealer Company/Owner Name: Eng Huat Latex Concentrate Sdn. Bhd. MPOB License no.: 505907315000 Geo-location coordinate: 2.93425, 102.702444 Land ownership: FFB Dealer</p> </td> </tr> <tr> <td data-bbox="1142 1099 1926 1311"> <p>Supplier Type: Smallholders Company/Owner Name: Md Fadzir b. Mohd Lajim MPOB License no.: 268345701000 Geo-location coordinate: 1.64896, 103.72144 Land ownership: <LO 3715</p> </td> </tr> </table>	<p>Supplier Type: Estate Company/Owner Name: FASSB Bukit Besar MPOB License no.: 50267010200 Geo-location coordinate: 1.77123, 103.70370 Land ownership: FGV land title</p>	<p>Supplier Type: FFB Dealer Company/Owner Name: Bingan Jaya Sdn. Bhd. MPOB License no.: 546328015000 Geo-location coordinate: 1.86234, 103.11569 Land ownership: FFB Dealer</p>	<p>Supplier Type: FFB Dealer Company/Owner Name: Eng Huat Latex Concentrate Sdn. Bhd. MPOB License no.: 505907315000 Geo-location coordinate: 2.93425, 102.702444 Land ownership: FFB Dealer</p>	<p>Supplier Type: Smallholders Company/Owner Name: Md Fadzir b. Mohd Lajim MPOB License no.: 268345701000 Geo-location coordinate: 1.64896, 103.72144 Land ownership: <LO 3715</p>	
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2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>For indirectly source of FFB received from collection center, the mill is still in progress to acquire the geolocation information from the collection center.</p>	Complied
<p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>			
<p>Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.</p>			
3.1.1	<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>- Critical (Major) compliance -</p>	<p>The annual business plan is available. The document is in the form of annual budget and the projection for 5 years prepared as guidance for future planning. Reviewed 5 years business plan FY 2021 – 2025.</p> <p>For mill, the business plan contains FFB processed, production of CPO, PK and processing cost. The Component of operating expenditure among others includes;</p> <ul style="list-style-type: none"> i. Process labor, ii. Maintenance external, maintenance parts, iii. Consumable, EVIT, iv. Admin cost, v. Labor overhead. <p>For estate the budget contains palm year of planting, age categories, and FFB production.</p> <p>Component of operating expenditure includes:</p> <ul style="list-style-type: none"> 1. Maintenance and supervision <ul style="list-style-type: none"> a. Weeding b. Manuring c. Drain d. Road and bridges e. Water and soil conservation f. Pruning g. Palm sanitation 	Complied

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		<ul style="list-style-type: none"> h. boundaries i. Supply j. General supervision <p>2. FFB Collection</p> <ul style="list-style-type: none"> a. Labour b. Transportation/Evacuation c. Supervision d. Tools <p>Inclusive in the business plan is also Capital Expenditure (CAPEX) among others showing expenditure on replacement and purchase of machinery/equipment. The profit and loss statement were made available prepared by the Regional office.</p>	
3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>No replanting program in the FGV AS Bukit Besar/Taib Andak Estate as the oldest palm was replanted in 2014 (7 years).</p>	Complied
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake.</p> <p>- Minor compliance -</p>	<p><u>Kulai POM:</u></p> <p>Latest management review meeting was conducted on 01/11/2021 chaired by the Mill Manager. Reviewed the minutes meeting agenda discussed matters such as:</p> <ul style="list-style-type: none"> 1. Internal Sustainability Audit Report 2. Customer feedbacks 3. Agronomist visit report 4. Changes in management/operation 5. Recommendation for improvement <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u></p>	Complied

		<p>The estate conducted management review meetings on annually basis. In the meetings discuss on audit results, production, environmental, social, management review, safety and health, training and housing. Reviewed the minutes meeting dated 04/12/2020.</p>																						
<p>Criterion 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>																								
<p>3.2.1</p>	<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. - Critical (Major) compliance -</p>	<p>The certification unit has established an improvement plan mainly on environmental and social issues with details as follows. The mill and the estate documented the program in the Capital Expenditure 2021 - 2025 and discussed in the Management Meeting.</p> <table border="1" data-bbox="1182 759 1921 1366"> <thead> <tr> <th colspan="3" data-bbox="1182 759 1921 810">Kulai POM</th> </tr> <tr> <th data-bbox="1182 810 1249 858"></th> <th data-bbox="1249 810 1451 858">Projects</th> <th data-bbox="1451 810 1921 858">Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="1182 858 1249 975">1</td> <td data-bbox="1249 858 1451 975">Operation</td> <td data-bbox="1451 858 1921 975">Expansion of loading ramp for ramp improved management budgeted at RM 120K to be initiated in 2022.</td> </tr> <tr> <td data-bbox="1182 975 1249 1123">2</td> <td data-bbox="1249 975 1451 1123">Environmental</td> <td data-bbox="1451 975 1921 1123">Installation of membrane filter for the ETP to enhance the BOD lowering level to meet DOE standard RM 1M planned to commence in 2022.</td> </tr> <tr> <td data-bbox="1182 1123 1249 1171">3</td> <td data-bbox="1249 1123 1451 1171">Environmental</td> <td data-bbox="1451 1123 1921 1171">Aeration Modification 2021</td> </tr> <tr> <td data-bbox="1182 1171 1249 1219">4</td> <td data-bbox="1249 1171 1451 1219">Environmental</td> <td data-bbox="1451 1171 1921 1219">On-line desludging system RM100K</td> </tr> <tr> <td data-bbox="1182 1219 1249 1366">5</td> <td data-bbox="1249 1219 1451 1366">Operations</td> <td data-bbox="1451 1219 1921 1366">Construction of roofing at the EFB shredded station to improve the storage capacity budget of RM140K.to be launched in 2022.</td> </tr> </tbody> </table>	Kulai POM				Projects	Details	1	Operation	Expansion of loading ramp for ramp improved management budgeted at RM 120K to be initiated in 2022.	2	Environmental	Installation of membrane filter for the ETP to enhance the BOD lowering level to meet DOE standard RM 1M planned to commence in 2022.	3	Environmental	Aeration Modification 2021	4	Environmental	On-line desludging system RM100K	5	Operations	Construction of roofing at the EFB shredded station to improve the storage capacity budget of RM140K.to be launched in 2022.	<p>Complied</p>
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			6	Safety	Memastikan kemalangan sifar di dalam kilang tahun 2021		
			7	Social	Maulidul Rasul Celebration		
			8	Social	Yasin Reading Ceremony to instil spiritual values among the community.		
			9	Social	Raya Celebration Annually		
			10	Social	Employees birthday celebration		
						FGV AS Bukit Besar/Taib Andak Estate	
			1	Environmental	Recycling Campaign to foster the spirit of harmony between staffs / local residents.		
			2	Operations	Planting of beneficial plants to reduce the usage of chemicals do control the pest and diseases such as bagworms.		
			3	Environmental	Proper management of empty chemical containers to ensure no chemical pollution at land and water (river).		
			4	Environmental	Effective use of papers to reduce usage of papers and avoid open burning.		

		5	Social	Yasin Reading Ceremony to instil spiritual values among the community.	
3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE: The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed. Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required. - Minor Compliance -</p>	RSPO metrics template for FGV Kulai POM & Supply Bases made available for verification found to be consistent with relevant evidences sighted.		Complied	
Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.					
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place. - Critical (Major) compliance -</p>	<p>The mill processing system is documented in the following documents among others;</p> <ul style="list-style-type: none"> i. The Mill Lestari Processing Manual ii. Mill Standard Operating Procedure, iii. The Mill Quality Management Manual <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from;</p> <ul style="list-style-type: none"> i. the reception, sterilization, threshing, pressing, ii. clarification, depericarping (nut polishing) station, iii. effluent, laboratory, workshop, dispatches etc. 		Complied	

		<p>In addition, there are also manuals available within the industry and MPOB that are used as guidelines.</p> <p>The standard operation procedure SOP for the estates operations is available which is prepared on Group basis. There are levels of the documentation identified as follows;</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit LESTARI on reviewed 01/06/2012 Sawit pra matang edisi II seksyen 3 b) Manual Ladang Sawit LESTARI reviewed on 01/06/2012 Sawit matang edisi II seksyen 4 c) Manual Ladang Sawit LESTARI 01/06/2012 Pembajaan sawit edisi II seksyen 5 d) Prosedur Kerja Selamat e) Manual Kelestarian (Sustainability) <p>Amendments are made should there be requirement to suit the local issues/situation.</p>											
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -</p>	<p>The Agronomy and Agricultural Services Department, Sustainability Unit, Plantation Head and relevant Head Office personnel including the Regional Controller inspect and report to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements. Other mechanism as described below.</p> <table border="1" data-bbox="1189 1187 1868 1385"> <thead> <tr> <th colspan="3">FGV AS Bukit Besar/Taib Andak Estate</th> </tr> <tr> <th></th> <th>Areas</th> <th>Action/Activities</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1</td> <td rowspan="2">Daily</td> <td>Supervision by field staff/Assist/Manager</td> </tr> <tr> <td>Report of daily activities/costings/variation</td> </tr> </tbody> </table>	FGV AS Bukit Besar/Taib Andak Estate				Areas	Action/Activities	1	Daily	Supervision by field staff/Assist/Manager	Report of daily activities/costings/variation	Complied
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3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	Both the estate and mill audited maintained all records of monitoring and available for review. There are several levels of records beginning from the field/mill supervisors to executives and the Managers. The Regional Controller (RC) are accountable to monitor the estates compliance towards the SOP, budget and productivity among others. Estates / Mill performances are reviewed during the monthly meeting with RC/ZH.	Complied																																									

Criterion 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.			
3.4.1	<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/out-grower scheme, is documented.</p> <p>- Critical (Major) compliance -</p>	<p>SIA was conducted on 09/08/2018 for Kulai POM and 07/08/2018 for FGV AS Bukit Besar/Taib Andak Estate by the Plantations Sustainability Department (PSD). The methodology of the assessment was through sampling of stakeholders to be interviewed. Positive and negative impacts were identified and incorporated into the Management Plan.</p>	Complied
3.4.2	<p>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.</p> <p>- Minor Compliance -</p>	<p>Social Management Plan was developed in Kulai POM on 30/01/2020 and FGV AS Bukit Besar/Taib Andak Estate on 09/11/2021. The impact/ issue raised during assessment were recorded in the management plan. For eg:</p> <ol style="list-style-type: none"> 1. Impact: Low awareness of cultural value due to technology. Actions to be taken: To organize cultural activities together with the local communities. Status: Seen the photo evident of cultural activity carried out on 17/11/2019 with the local communities to increase the awareness. 2. Impact: Process to renew passport and permit slow. Actions to be taken: To submit the passport 2 months before the expiry date. Status: Seen the list of permits that expired on November 2021 and the management has submitted to HQ for renewal on 22/09/2021. Email correspondence was sighted. 	Complied
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>The management plan is last reviewed on 30/01/2020 in Kulai POM and is not reviewed on yearly basis as stated in the procedure <i>Kajian Penilaian Impak Sosial (SIA)</i> with Doc. No.: FGV/GSD-SCCD/GL/02, Ver. 0 dated 08/03/2021.</p>	Complied

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		<p>The management plan was reviewed on yearly basis in FGV AS Bukit Besar/ Taib Andak Estate. The latest review was conducted on 09/11/2021. The impact raised and reviewed for Year 2020 as sampled below:</p> <ol style="list-style-type: none"> 1. Issue: Workers who work for more than 4 years have yet to receive the bonus of long service. Action to be taken: The process is ongoing and waiting for the turn. Status: Seen the application (Ref. No.: (02) TKL/ Bonus/2021 Pt.2 dated 22/07/2021) for the bonus to HQ and email correspondence dated 30/09/2021 was sighted. The payment is in progress. 	
Criterion 3.5: A system for managing human resources is in place.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.</p> <p>- Minor Compliance -</p>	<p>FGV has developed <i>Garis Panduan Pengambilan & Perlantikan Pekerja Am G7</i> (Doc No.: 2020/1, Rev. 3 dated 01/05/2020) for the mill of FGV Palm Industries Sdn Bhd. The procedure has explained the process of recruitment of general workers in the mill. Besides, policy for performance management, termination of employment (dated 04/12/2019) and Compensation Policy (dated 01/01/2020) was developed to explain the process of promotion, retirement and termination of employment.</p> <p>In addition, Collective Agreement (Cog. No.: 031/2020) which valid from 01/01/2019 to 31/12/2021 was available to explain the criteria of promotion, retirement, resignation and termination.</p> <p><i>Jabatan Tenaga Kerja</i> FGV has developed a list of Policy and Procedure with the name <i>Senarai Utama Polisi dan SOP Jabatan Tenaga Kerja (JYK). 'Proses Sosialisasi & Temuduga'</i> with Doc. No.: FGV/FGVPM-JTK/SOP/003 dated 01/09/2019 for recruitment of foreign workers is part of the procedure.</p>	Complied

		Besides, FGV Group has established Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/6/2019 which available in company's website, https://www.fgvholdings.com/wp-content/uploads/2020/02/FGV-Group-Guideline-and-Procedures-For-Responsible-Recruitment-of-Foreign-Workers-Final.pdf . The procedure is to set a guideline and adopt the principles in Group Sustainability Policy including non-discrimination, respect for human rights and labour rights. The procedure has outlined the whole process starting from recruitment, hiring, employment and post-employment.	
3.5.2	Employment procedures are implemented, and records are maintained. - Minor Compliance -	Site visit to the guard post of Kulai POM seen that the advertisement of job vacancy was displayed. The vacancy was for General Workers and the deadline for application was on 02/11/2021. The terms and conditions of the vacancy was listed and published. Records of employment the job such as Application for Employment, resume, competency-based interview form (non-executive), photocopy of identification card, new hire form, pre-employment medical check-up and offer letter were maintained and available. The last recruitment of new employees was on 01/10/2021 in Kulai POM.	Complied
Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -	FGV has established procedure for identification of health and safety issue. It was documented in Standard Operating procedure: hazard identification, risk assessment and Determine control. Refer document no. FGV/PUC/SOP-OSH/001 dated 01/02/2019. Issues on Health and Safety have been assessed and documented in the HIRADC forms (FPI/L4/QOHSE-1.4 Pind 2). The assessment include all processing activities and support activities base on workstation. . All activities with significant risk has been listed and	Complied

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		<p>mitigation plan to improve the condition has been established and documented. The document was reviewed at minimum once every 3 years or once accident occur.</p> <p><u>Kulai POM:</u> Latest review was conducted on 24/04/2021 for Kernal Plant and Boiler station due to accident occur on 14/03/2021 and 01/04/2021.</p> <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u> Latest review was conducted on 28/09/2020 with addition of EFB field application operation in the estate.</p>	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored. - Critical (Major) compliance -</p>	<p>The operating units has established Safety and health planned FY 2021. The plan covers on OSH training, Safety and Health program (internal), Safety and Health program (stakeholders), license, permit and employee competency program. Reviewed the effectiveness implementation of the plan as follows:</p> <p><u>Kulai POM:</u></p> <ol style="list-style-type: none"> 1. Latest audiometric test was conducted on 12/06/2021 by OHD with DOSH reg. no. HQ/15/DOC/00/416. During the test, 4 workers were found with abnormal results and retest was conducted on 05/08/2021 with 3 workers were confirmed with hearing impairment. JKPP 7 were submitted to DOSH on 02/09/2021. 2. Latest LEV test was conducted on 03/05/2021 by hygiene tech's with DOSH reg. no. HQ/20/JHII/00/00033. The system fume hood were found operate effectively. 3. Latest medical surveillance was conducted for 11 workers on 14 – 21/07/2021 by OHD wit DOSH reg. no. HQ/13/DOC/00(72). All workers were found fit to work as chemical handlers. 	Complied

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		<p>4. The mill conducted first aid kit inspection on quarterly basis. Reviewed the monitoring records for first aid kit no. 01, 02, 03 and 04 dated 29/04//2021, 15/07/2021 and 28/10/2021.</p> <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u></p> <ol style="list-style-type: none"> 1. The estate send workers involve in pesticides for medical surveillance on annually basis. Latest surveillance was conducted on 30/12/2020. 1 workers were sent for surveillance and found fit to work as chemical handlers. FY 2021, the surveillance was schedule for 1 workers on 08/12/2021 as per letter no. HSE/PPPTR/B/16-Medical Surveillance dated 25/10/2021. 2. The estate conducted training on fire drill/firefighting on annually basis. reviewed the training records for Emergency Response Procedure training dated 18/10/2021 3. The estate conducted first aid box monitoring on bimonthly basis. Reviewed the monitoring records for first aid box no 01 and 03 for the month of February 2021, April 2021, and June 2021. 4. The estate has planned a training for competent first aider on 16 – 17/11/2021 as per letter no. (10)820101009/01/21-11-01(D) dated 05/11/2021. 	
Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>The operating units had conducted training need analysis to determine the required training to be conducted FY 2021. The training need analysis was conducted base on type of training and employee designation. Base on the analysis conducted, the operating units have established Training Plan FY 2021</p>	Complied

<p>3.7.2</p>	<p>Records of training are maintained. - Minor Compliance -</p>	<p>The operating units maintain the records of training conducted. Among the training conducted as follows:</p> <p><u>Kulai POM:</u></p> <ol style="list-style-type: none"> 1. Firefighting training dated 01-03/11/2021 2. Authorised Entrant and Standby person course dated 23/04/2021 3. SOP for ramp, press, CS and kernel plant training dated 02/10/2021 4. Operational briefing dated 28/08/2021 and 18/09/2021 5. SOP for shredder and press station training dated 05/06/2021 and 04/09/2021 6. PPE awareness training dated 03/07/2021 7. LOTTO training dated 06/02/2021 and 03/07/2021 <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u></p> <ol style="list-style-type: none"> 1. Freedom of speech policy and freedom of association policy briefing dated 20/10/2021 2. Sexual harassment policy briefing dated 19/10/2021 3. Emergency Response Procedure training dated 18/10/2021 4. Scheduled waste management training dated 23/09/2021 5. Group Sustainability Policy briefing dated 11 – 12/08/2021 6. Safety and Health Policy training dated 13/09/2021 7. Harvesting and pruning training dated 27/07/2021 8. Spraying SOP training dated 17/07/2021 9. Chemical mixing and PPE training dated 16/07/2021 	<p>Complied</p>
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		<p>10. Triple rinse training dated 15/07/2021</p> <p>11. Manuring SOP training dated 09/07/2021</p> <p>12. Environmental, open burning and HCV training dated 17/062021</p> <p>13. Mechanical buffalo training dated 05/05/2021</p>	
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>- Minor Compliance -</p>	<p>The mill has identified personnel involve in supply chain as per stated in SOP established Procedure RSPO Supply Chain Certification (Palm Oil Mill). Refer SOP no. FGV/GSD-SCCD/SOP/007 ver. 1.0 dated 07/01/2021 under section 5.0 Responsibility.</p> <p>The mill provided training to all personnel in supply chain. Latest training conducted on 26/10/2021. Among personnel involve in the training conducted Mill Manager, Asst. Mill Manager, Weighbridge Operator, Supervisor, Lab Operator and FFB Grader.</p>	Complied
<p>Criterion 3.8: Supply chain requirement for mills (note: All supply chain requirements are considered as Critical (C). However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/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 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 Mass Balance Module is applicable.</p>	<p>Kulai POM has received and processed FFB from own supply base and third parties. The FFB received from third parties are all uncertified FFB. Therefore, the mill is opted for Mass Balance module. Seen the list of external FFB suppliers. Majority of the FFB received are uncertified.</p>	Complied

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3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. 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.</p>	<p>Kulai POM has received and processed FFB from own supply base and third parties. The FFB received from third parties are all uncertified FFB. Therefore, the mill is opted for Mass Balance module. Seen the list of external FFB suppliers. Majority of the FFB received are uncertified.</p>	Complied
3.8.3	<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. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report.</p>	Complied
3.8.4	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	<p>The registration of PalmTrace will be carried out by the Logistic Department in HQ. All transaction will be registered in the PalmTrace. The mill registered license available in PalmTrace as following:</p> <ul style="list-style-type: none"> - Member ID: RSPO_PO1000001309 - Member category: Oil Mill - RSPO Membership No.: 1-0225-16-000-00 - License Status: Expires on 18/02/2022 	Complied
3.8.5	<p>Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</p>	<p>FGV Holdings Berhad has established RSPO Supply Chain Certification (Kilang Sawit Kulai) procedure (SOP No.: FGV/GSD-SCCD/SOP/007 dated 07/01/2021) for Kulai POM. The procedure has covered the general chain of custody, RSPO SCC Committee, RSPO SCC Supply Chain Verification, claim, goods in and sales out, training, complaints, handling of non-conformance and record</p>	Complied

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	<ul style="list-style-type: none"> b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) 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 mill's procedures for the implementation of this standard. d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill. 	<p>retention. Manager as the responsible person to ensure the compliance of RSPO SCCS in the mill.</p> <p>The manager has appointed the Weighbridge Operator as the person in charge of traceability. Appointment letters dated 01/12/2020 were sighted.</p>	
3.8.6	<p>Internal Audit</p> <ul style="list-style-type: none"> i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill: <ul style="list-style-type: none"> a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. b. Effectively implements and maintains the standard requirements within its organisation. ii) 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 mill shall maintain the internal audit records and reports. 	<p>As per the SOP in Indicator 6.5, internal audit to be conducted at least once a year before the external audit.</p> <p>The latest internal audit was conducted on 26-27/10/2021 and no non-conformity was raised. The internal audit has covered the requirements of RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims.</p> <p>Management review meeting was conducted on 29/10/2021 which chaired by Mill Manager. The outcome of the internal audit was discussed during the management review meeting.</p>	Complied
3.8.7	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. 	<p>The mill is received FFB from own certified supplying estate and outsider third parties.</p> <p><i>Nota Hantaran BTB</i> will be submitted to the mill during devliery of FFB from own supply base and third parties. Information of the</p>	Non-compliance

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	<p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p><i>Nota Hantaran BTB</i> was verified and recorded in the WB system and MPR system by the Weighbridge Operator.</p> <p>Verified the certified CPO and PK production record from MPR system found that no overproduction of CPO was reported. <i>However, there was 5.86 MT of PK overproduced as the forecast volume from February 2021 – January 2022 was 60.27 MT and the actual volume from February 2021 to October 2021 was 66.13 MT. There was no volume extension requested to CB sighted.</i></p> <p><i>Thus, a major non-conformity was raised.</i></p> <p>FGV Holdings Berhad has established RSPO Supply Chain Certification (Kilang Sawit Kulai) procedure (SOP No.: FGV/GSD-SCCD/SOP/007 dated 07/01/2021) for Kulai POM where mechanism for handling of non-conformance material & document was outlined in the procedure. Downgrading of products will be carried out if any non-conformance reported.</p>	
<p>3.8.8</p>	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The 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):</p> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; 	<p>Kulai POM has ensured the required information is available in document form. Sampled of contracts as below:</p> <p><u>CSPO</u></p> <p>Contract No.: RSPO54661A – 37.97 MT</p> <ul style="list-style-type: none"> • The name and address of the buyer: XXXXX, Pasir Gudang • The name and address of the seller: Kulai POM, Wakil Pos Felde Taib Andak, 81000 Kulai, Johor Darul Takzim • The loading or shipment/ delivery date: 01/03/2021 • The date on which the documents were issued: 01/03/2021 • RSPO certificate number: RSPO 693237 • A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): CPO – RSPO SCC (Mass Balance) • The quantity of the products delivered: 37.93 MT • Any related transport documentation: W/B Ticket# H00000073 	<p>Complied</p>

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	<p>f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations);</p> <p>g) The quantity of the products delivered;</p> <p>h) Any related transport documentation;</p> <p>i) A unique identification number.</p>	<ul style="list-style-type: none"> • A unique identification number: W/B Ticket# H00000073 <p>CSPK</p> <p>Contract No.: RSPG5126A – 45.14 MT</p> <ul style="list-style-type: none"> • The name and address of the buyer: YYYY, Pasir Gudang • The name and address of the seller: Kulai POM, Wakil Pos Felda Taib Andak, 81000 Kulai, Johor Darul Takzim • The loading or shipment/ delivery date: 15/02/2021 • The date on which the documents were issued: 15/02/2021 • RSPO certificate number: RSPO 693237 • A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Palm Kernel – RSPO SCC (Mass Balance) • The quantity of the products delivered: 45.14 MT (13.97 MT RSPO MB CSPK) • Any related transport documentation: W/B Ticket# L00000014 • A unique identification number: W/B Ticket# L00000014 <p>Contract No.: RSPG6165A - 45.32 MT</p> <ul style="list-style-type: none"> • The name and address of the buyer: YYYY, Pasir Gudang • The name and address of the seller: Kulai POM, Wakil Pos Felda Taib Andak, 81000 Kulai, Johor Darul Takzim • The loading or shipment/ delivery date: 18/07/2021 • The date on which the documents were issued: 18/07/2201 • RSPO certificate number: RSPO 693237 • A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Palm Kernel – RSPO SCC (Mass Balance) • The quantity of the products delivered: 45.32 MT (33.86 MT RSPO MB CSPK) • Any related transport documentation: W/B Ticket# L00000080 	
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3.8.9	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill 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 mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<ul style="list-style-type: none"> A unique identification number: W/B Ticket# L00000080 <p>There was no outsourcing activity involved in the mill. All the activities carried out by own. For transportation of CPO and PK was carried out by sister's company.</p>	Complied
3.8.10	<p>The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.</p>	<p>There was no outsourcing activity involved in the mill. All the activities carried out by own. Thus, this indicator is not applicable.</p>	Not Applicable
3.8.11	<p>The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.</p>	<p>There was no outsourcing activity involved in the mill. All the activities carried out by own. Thus, this indicator is not applicable.</p>	Not Applicable

<p>3.8.12</p>	<p>Record keeping</p> <ul style="list-style-type: none"> i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements. ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock. iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> a) 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. b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock. 	<p>Kulai POM has maintained the accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements. The record retention period is 2 years as stated in the SOP under Clause 6.9.</p> <p>Based on verification of mass balance sheet in MPR system, it was found that the sales of certified CPO and certified PK were always delivered from positive stock.</p>	<p>Complied</p>
<p>3.8.13</p>	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>Conversion factor of CPO and PK production is depending on the actual OER and KER.</p>	<p>Complied</p>

3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	The facility is using the actual extraction rate and therefore updating of rates is not necessary.	Complied
3.8.15	Processing For Identity Preserved Module, the mill 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 products, including during transport and storage to strive for 100% separation.	Not applicable as the mill opted for Mass Balance Module.	Not Applicable
3.8.16	Registration of Transactions i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date. ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.	Sampled the shipping announcement as below: a) Transaction ID: TR-4f672a86-ab21, created on 01/03/2021 and confirmed on 01/03/2021 for 13.97 MT of CSPK b) Transaction ID: TR-32032c6d-5e7d, created on 24/03/2021 and confirmed on 09/04/2021 for 37.93 MT of CSPO c) Transaction ID: TR-831e590f-8ee0, created on 18/08/2021 and confirmed on 10/09/2021 for 33.86 MT of CSPK All the announcements were made within 3 months.	Complied
3.8.17	Claims The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.	FGV does not make any claim for RSPO trademark in Kulai POM as verified in the business card, company letterhead and the company's website.	Complied
General corporate communications			
4.1	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.	FGV does not make any off-product claim on corporate communication that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. They only highlighted its certification status on RSPO in the company's website. This has verified through the company's website.	Complied

4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member’s history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. <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>FGV does not make any off-product claim on corporate communication that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. They only highlighted its certification status on RSPO in the company’s website. This has verified through the company’s website.</p>	Complied
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>FGV 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. This has verified through the company’s website.</p>	Complied
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>FGV does not make any off-product claim on corporate communication that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. They only highlighted its certification status on RSPO in the company’s website. This has verified through the company’s website.</p>	Complied
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>FGV does not use any RSPO corporate logo as verified in the company’s website, company letterhead, business card and shipping documents.</p>	Complied
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>Business to business communication is demonstrated via shipping documentation and sales contract to the next supply chain actor or buyer.</p>	Complied

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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 certificate number under which the claim is being made.</p>	<p>The requirements of the RSPO SCCS are adhered to and was verified from the sampled weighbridge tickets of the sales of CSPO. The sampled documents are as below:</p> <ul style="list-style-type: none"> i. Customer: YYYY Transporter: Felda Transport Services Sdn Bhd Product: PK (RSPO SCC – Mass Balance) Ticket Number: H00000073 Nett Weight: 37.97 MT RSPO Cert Number: RSPO 693237 ii. Customer: XXXX Transporter: Felda Transport Services Sdn Bhd Product: CPO (RSPO SCC – Mass Balance) Ticket Number: H00000080 Nett Weight: 33.94 MT RSPO Cert Number: RSPO 693237 	Complied
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> <ul style="list-style-type: none"> 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>Not applicable as Kulai POM is neither distributors nor wholesalers.</p>	Not Applicable

	b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.		
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.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	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.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	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.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
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.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
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.	No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.	Not Applicable

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>No business to consumer communication on product specific claim made by Kulai POM and they only produce crude and unfinished product. This is not applicable for POM.</p>	Not Applicable
MODULE B – MASS BALANCE SPECIFIC RULES			
Minimum Mass Balance content			
	<p>95% or above of the oil palm content must be RSPO MB-certified.</p>	<p>Kulai POM processed 100% oil palm based FFB to produce its RSPO MB certified products. No source of non-oil palm-based source content in its products.</p>	Complied
	<p>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.</p>	<p>Kulai POM processed 100% oil palm based FFB to produce its RSPO MB certified products. No source of non-oil palm-based source content in its products.</p>	Complied
Labelling and trademark (MB)			

	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • 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. 	<p>Kulai POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>
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 non-certified oil palm products in the supply chain. • 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. 	<p>Kulai POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>

	<p>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> <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. 		
<p>Principle 4: Respect community and human rights and deliver benefits</p>			
<p>Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>			
<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, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where the company committed to respecting human rights by upholding international human rights principles and standards as encapsulated in the Universal Declaration of Human Rights (UDHR), and other applicable international human rights treaties, subject to the laws and regulations of the countries and territories in which FGV Group operates. In fulfilling its responsibility to respect human rights, FGV Group is guided by the United Nations Guiding Principles on Business and Human Rights (UNGPs).</p> <p>Briefing of the policy was conducted on 02/11/2021 to the workers in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	<p>Complied</p>
<p>4.1.2</p>	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>FGV prohibits any form of harassment in their operation as per the policy above. Interviewed with the workers confirmed that no harassment by the management.</p>	<p>Complied</p>
<p>Criterion 4.2: 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>- Critical (Major) compliance -</p>	<p>FGV has established SOP for "Menangani Aduan dan Rugutan" with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019. The procedure is to provide a system for the internal and external stakeholders to lodge complaint and grievances to the management.</p> <p>The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint has to be resolved within 2 months from the date of discussion in third stage.</p> <p>Besides, whistleblowing channel and e-form was available in https://www.fgvholdings.com/whistleblowing/ for the stakeholders to report a grievance.</p>	Complied
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>FGV has established SOP for "Menangani Aduan dan Rugutan" with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019. The procedure is to provide a system for the internal and external stakeholders to lodge complaint and grievances to the management.</p> <p>The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint has to be resolved within 2 months from the date of discussion in third stage.</p> <p>Besides, whistleblowing e-form was available in https://www.fgvholdings.com/whistleblowing/ for the stakeholders to report a grievance.</p> <p>Briefing of the procedure was conducted on 09/11/2021 to the workers in Kulai POM and 21/06/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied
4.2.3	<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>- Minor compliance -</p>	<p>Kulai POM and FGV AS Bukit Besar/Taib Andak Estate has implemented Complaint Book for internal and external stakeholders to record any complaints. Besides, Kulai POM has implemented Complaint/ Housing Defect Form to record housing defect from</p>	Complied

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		<p>workers. There was no external complaint received since last audit. Sampled of internal complaint as below:</p> <ul style="list-style-type: none"> i. House No.: 12 B dated 11/01/2021 Issue: Toilet door broken. Status: The management has appointed contractor to carry out the repair work and seen the delivery order# FGVTA/2021/01 dated 18/06/2021. Seen the photo evident of replacement of new toilet door issued by the contractor with Service Report# PJT-3301496464. The worker has acknowledged after the work has been completed. ii. No. of Passport of Complainant: BQ 0924611 dated 12/07/2021 Issue: The sickle was blunt. Status: The management has replace a new sickle to the worker on 13/07/2021. Seen the Purchase Order# 4000049227 dated 29/06/2021 and the acknowledgement of complainant on 13/07/2021 upon receipt of the new sickle. 	
4.2.4	<p>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> <p>- Minor compliance -</p>	<p>As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13 issue 01, revision 02 dated 01/04/2019, under clause 7.1.4 (4th stages) 7.1.4.1 if there is no agreement after complaint lodges to the headquarters, the complaint can be escalated to <i>Jabatan Perhubungan Perusahaan, Kementerian Sumber Manusia</i> or <i>Panel Aduan Persijilan Kelestarian</i> (RSPO or MSPO) as a solution.</p>	Complied
Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>Management of Kulai POM has made contribution to the local communities such as provided 100% of job opportunity to the local communities. Besides, the mill management has supplied food baskets to the workers and family who were underwent quarantine</p>	Complied

		at home. Seen the records of food basket supplies such as photo evident and interviewed with the workers to confirm such action. FGVAS & FGVRD has taken initiative to provide lunchbox to all the workers in Bukit Besar/ Taib Andak Estate for 6 days which ended on 15/07/2021. Seen the email correspondence from the company on the contribution of lunchbox.	
Criterion 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.			
4.4.1	(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. - Critical (Major) compliance -	No customary land within mill and estate of FGV Kulai complex. The mill is leased the land from Felda and seen the agreement dated 25/11/1996 between Felda Palm Industries Sdn Bhd and Felda. Total 13.09 hectares has been leased for mill activity. They lease for 30 years which will expire on 31/12/2023. All the lands are belonging to Felda and leased to FGV AS Bukit Besar/ Taib Andak Estate. The agreement was expired on 31/12/2020 and the new lease agreement is still under discussion and waiting for management approval. The renewal period will be until 31/12/2035. Seen the letter with Ref. No.: (45)1450/1/11 Pt.2 dated 09/04/2021 was sighted.	Complied
4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied
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. - Minor compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied

4.4.2b	Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. - Minor compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied
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. - Minor compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied
4.4.3	(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). - Critical (Major) compliance -	The estate has conducted monitoring on boundary stones once a year and the last monitoring was conducted on 12/04/2021. However, there is no customary land within the mill and estate of Kulai complex.	Complied
4.4.4	All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. - Minor compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied
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. - Critical (Major) compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied
4.4.6	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties. - Minor compliance -	There is no customary right in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate as the land is leased to FGV from Felda. It was verified through the agreement and interviewed with stakeholders confirmed that there is no any land dispute reported.	Complied

Criterion 4.5: 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.			
4.5.1	(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available. - Critical (Major) compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.2	(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full 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. - Critical (Major) compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.3	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. - Minor compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.4	To ensure local food and water security, as part of the FPIC process, participatory SEIA and 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. - Minor compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.5	Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied

	independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -		
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. - Minor compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.7	New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations. - Minor compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	There was no new planting in FGV AS Bukit Besar/ Taib Andak Estate. There was no acquisition of new land sighted.	Complied
Criterion 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.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	FGV has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied

4.6.2	<p>(C) A mutually agreed procedure for calculating and distributing fair 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>- Critical (Major) compliance -</p>	Refer to Indicator 4.6.1.	Complied
4.6.3	<p>Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings.</p> <p>- Minor compliance -</p>	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the local communities. Trenches and fencing were available to demarcate the boundary of land between the neighboring stakeholders.	Complied
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>- Minor compliance -</p>	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the local communities. Trenches and fencing were available to demarcate the boundary of land between the neighboring stakeholders.	Complied
<p>Criterion 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>			
4.7.1	<p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place.</p> <p>- Critical (Major) compliance -</p>	FGV has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied
4.7.2	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and</p>	Refer to Indicator 4.7.2.	Complied

	implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -		
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development. - Minor compliance -	There is no customary right land in FGV AS Bukit Besar/ Taib Andak Estate. Therefore, the clause is not applicable.	Complied
Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.			
4.8.1	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. - Minor compliance -	There is no customary right land in FGV AS Bukit Besar/ Taib Andak Estate. Therefore, the clause is not applicable.	Not Applicable
4.8.2	(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. - Critical (Major) compliance -	There is no customary right land in FGV AS Bukit Besar/ Taib Andak Estate. Therefore, the clause is not applicable.	Not Applicable
4.8.3	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 rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -	There is no customary right land in FGV AS Bukit Besar/ Taib Andak Estate. Therefore, the clause is not applicable.	Not Applicable

4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	There is no customary right land in FGV AS Bukit Besar/ Taib Andak Estate. Therefore, the clause is not applicable.	Not Applicable
Principle 5: Support smallholder inclusion			
Criterion 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. - Minor compliance -	Current and previous FFB prices available and calculated based on daily price declared by MPOB. The FFB Purchasing Department will updated the daily FFB prices to the mill on daily basis. Daily FFB prices were displayed at the weighbridge station at the mill and updated on daily basis. Sighted the weekly FFB prices dated 01/11/2021 – 08/11/2021 and FFB prices report for the month of October 2021.	Complied
5.1.2	(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request). - Critical (Major) compliance -	The certification units explain the FFB pricing to the FFB supplier in the FFB Purchase Offer letter under section 1: Purchase Term and section 2: Price Calculation Formula. Reviewed the FFB Purchasing contract Agreement between FGVPI and FFB supplier as follows: Bingan Jaya Sdn. Bhd. dated 28/09/2015. Refer letter no. (60)4000/883/7423.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Critical (Major) compliance -	Fair pricing calculated based on daily price declared by MPOB (OER 20%) awarded to suppliers including smallholders as specified in the FFB Purchasing Agreements under section 2: Price Calculation Formula.	Complied
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	Suppliers in general has been briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement. The SCOC also available via FGV company’s website link: http://www.fgvholdings.com/wp-	Complied

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	<p>repayments through FFB price reductions for replanting and or other support mechanisms where applicable.</p> <p>- Critical (Major) compliance -</p>	<p>content/uploads/2019/07/Supplier-Code-of-Conduct-SCOC.pdf where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers. Reviewed sampled contracts and Supplier Code of Conducts as follows:</p> <ol style="list-style-type: none"> 1. "Surat Perintah Kerja" no. 3301514708/20958323 between FGVPI Kulai POM and Teknovasi Terbilang Sdn. Bhd. dated 06/10/2021 2. "Surat Perintah Kerja" no. 330151366/20958772 between FGVPI Kulai POM and H.K Ngan Engineering Sdn. Bhd. dated 09/10/2021 3. "Surat Perintah Kerja" no. 3301515537/20959047 between FGVPI Kulai POM and Kejuruteraan Letrik Tegap Maju dated 12/10/2021 4. Contract agreement between FGV and Bingan Jaya Sdn. Bhd. dated 28/09/2015. 									
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>Verification of contract agreement, records of payment and interview with contractors showed that contracts was fair, legal and transparent and agreed payments were made in timely manner.</p>	Complied								
5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	<p>Verification of contract agreement, records of payment and interview with contractors showed that contracts w a s fair, legal and transparent and agreed payments were made in timely manner. Reviewed the payment records for FFB Suppliers as follows:</p> <ol style="list-style-type: none"> 1. Md. Fadzir Mohd Lajim <table border="1" data-bbox="1137 1193 1926 1390"> <thead> <tr> <th>Payment References no.</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>MYIG210929173300</td> <td>29/09/2021</td> </tr> <tr> <td>MYIG211006211472</td> <td>06/10/2021</td> </tr> <tr> <td>MYIG211013814156</td> <td>13/10/2021</td> </tr> </tbody> </table>	Payment References no.	Date	MYIG210929173300	29/09/2021	MYIG211006211472	06/10/2021	MYIG211013814156	13/10/2021	Complied
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5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>Kulai POM weighbridge was verified as per sighted records of latest calibration by Metrology Corporation Malaysia Sdn. Bhd. Refer Weighbridge calibration as follows:</p> <ol style="list-style-type: none"> 1. Serial no. B812577831 with safety sticker no. DE18-001376 dated 05/10/2021 	Complied																																

		2. Serial no. B812577831 DE2-015011 with safety sticker no. DE18-001207 dated 06/10/2021	
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. - Minor compliance -	Kulai POM and Supply Base does not deal with the independent smallholders directly but rather with the management agencies such as Felda Technoplant and Felda.	Complied
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. - Critical (Major) compliance -	SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13 issue 01, rev. no. 2 dated 1/4/2019 is available. This procedure is applicable to all employees and stakeholders who wish to lodge a complaint or grievance. The procedure also provides a mechanism for addressing complaints received, and accords protection and confidentiality to complainants. The complaints will be solved on 14 days (first stage), 14 days (second stage) and 14 days (third stage). Apart from that, FGV also has the FGV Whistleblowing Policy, (policy number FGV/GGD/POL.001 revision 6 dated 28/05/2018) to protect the complainant. Policies were communicated too to all Kulai POM Certification unit stakeholders meeting and Joint Consultative Committee meeting. Reviewed the minutes meeting dated 25/01/2021, 04/03/2021, 12/04/2021 and 12/09/2021.	Complied
Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, 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. - Minor compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill. There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable

5.2.2	The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill. There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill. There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill. There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill. There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
Principle 6: Respect workers' rights and conditions			
Criterion 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.	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where no person shall be subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action,	Complied

	- Critical (Major) compliance -	termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination. Briefing of the policy was conducted on 02/11/2021 in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.	
6.1.2	(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers. - Critical (Major) compliance -	Interviewed and verified through salary slips shows that there is no discrimination in terms of salary payment especially for similar work scope. FGV has committed that no recruitment fee imposed to foreign workers. Please refer to indicator 6.6.1 for more detail assessment.	Complied
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. - Minor compliance -	Employment procedure was established, and details refer to indicator 3.5.1. Collective Agreement (Cog. No.: 031/2020) which valid from 01/01/2019 to 31/12/2021 has explained the criteria of promotion based on the capability, qualification and performance of interview of the candidates.	Complied
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. - Minor compliance -	There is no female worker works in mill process and estate operation. Female workers mainly work in the office of mill and estate. No pregnancy test been conducted for job selection. This is confirmed through the interview session with one of the new mother who just delivered.	Complied
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. - Critical (Major) compliance -	Gender committee (KKD) was established in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate. Meeting was conducted and seen the last meeting minutes dated 17/10/2021 in Kulai POM and 10/02/2021 in estate. There was no issue related to sexual harassment or violence reported as seen in the meeting minute. Interviewed with the female worker in the mill confirmed that no case of sexual harassment and violence reported.	Complied

6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>The female workers employed in FGV are local Malaysian. Female workers employed are generally office clerk. Reviewed payslips in both Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate which consists of male and female workers found that their salary is the same for the same job scope. They were paid according to the Minimum Wage Order 2020 without any discrimination</p>	Complied
<p>Criterion 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).</p>			
6.2.1	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>FGV Palm Industries Sdn Bhd has signed a Collective Agreement with <i>Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung</i> which valid from 01/01/2019 to 31/12/2021 (Cog. No.: 031/2020) which valid from 01/01/2019 to 31/12/2021. Details such as promotion, notice period, resignation, annual leave, increment of salary, medical leave, maternity leave and overtime were outlined in the agreement. Sampled total 20 workers agreement for both local and foreign workers in mill and estate are reviewed. The agreements are signed in local language for different nationalities. Interviewed with the workers confirmed that they understood the terms and conditions of employment contracts and pay slips.</p>	Complied
6.2.2	<p>(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. This includes a form of record for work done by family members.</p> <p>- Critical (Major) compliance -</p>	<p>Sample of total 20 workers agreement are reviewed, and the agreements are signed in their local language for different nationalities. Terms and conditions are clearly outlined in the agreement.</p>	Complied

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>- Critical (Major) compliance -</p>	<p>Reviewed total 20 payslips of the workers in mill and estate found that the wages of the workers are paid accordingly to the Minimum Wage 2020. Overtime was paid as per Employment Act 1955. Deduction was made accordance to the approval granted by <i>Jabatan Tenaga Kerja Semenanjung Malaysia</i>. Interviewed with the workers confirmed that they were understand on the terms and condition of the employment contract signed by them. They also understand the calculation on the wages and overtime shown in the payslips.</p>	Complied
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 (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>All workers are provided with housing facilities that furnish with sanitation facilities, water supplies, electricity and amenities such praying facilities. Water and electricity are connected to the national supply and grid. Water usage are subsidized by the company for RM 4/ person and maximum RM 15/ per house. These conditions are stated in the collective agreement. Interview with workers confirms that there is no issue related to the payment of water and electricity.</p> <p>Linesite inspection was conducted once a week by the Executive Assistant in Kulai POM using the checklist <i>Rekod Pemantauan Perumahan Petugas/ Pekerja Kilang Sawit Kulai</i>. Structure of the houses, electrical and wiring, water supply and the hygiene of the housing area was inspected. Seen the record of inspection from November 2020 to October 2021 and no issue was reported.</p> <p>Linesite inspection was carried out on weekly basis in FGV AS Bukit Besar/ Taib Andak Estate by staff. The inspection was carried out using <i>Borang Pemeriksaan Asrama Pekerja</i>. The last inspection was carried out on 05/11/2021. No issue was reported. Site visit to the housing area found the condition is satisfactory. The management is in progress to repair the broken drainage.</p>	Complied
6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p>	<p>Location of mill and estate was inside the vicinity of FGV Settlers village and access to town is available by public transport. Groceries</p>	Complied

	- Minor compliance -	shops and restaurants are sighted, and the workers are easily access to adequate, sufficient and affordable food.	
6.2.6	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE:</p> <p>STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 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 (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya, Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers’ union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO</i></p>	<p>Kulai Complex has established the prevailing wage calculation to include all the in-kind benefits provided to the workers. Sampled the prevailing wages for benefit of Housing – RM 350 for local workers; Healthcare for local workers is RM 416.66 and utilities (water & electricity) is RM 15 in Kulai POM and Housing – RM 350 for local workers and RM 150 for foreign workers; Healthcare for local workers is RM 50 and RM 70 for foreign workers and utilities (water & electricity) is RM 10 for foreign workers in FGV AS Bukit Besar/ Taib Andak Estate. The prevailing wages is more than the Minimum Wage Order 2020.</p>	Complied

	<p>will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</p> <p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>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.</p> <p>- Minor compliance -</p>	<p>There is no casual, temporary and day workers employed in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate. All the employees are permanent employee. Sorters in POM are the workers of contractor and they are permanent. FFB transporter engaged by the estate was handle by contractor's own family member.</p>	Complied
<p>Criterion 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.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV Group recognises and respects employees' right to freedom of association and to collective bargaining. Briefing of the policy was conducted on 02/11/2021 in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied
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</p>	<p>Workers' Committee was established in Kulai POM and the last meeting was conducted on 10/03/2021. Meeting minutes was</p>	Complied

	<p>national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>sighted and no issue was reported. Interviewed with the committee members confirmed that no issue reported. They have two-way communication with the management if there is any issue to discuss.</p> <p>Foreign Workers Committee meeting was last conducted on 12-13/10/2021 to discuss welfare issues of the workers. Meeting minutes was available and issues raised were recorded in the meeting minutes. The issues raised were incorporated into the social management plan dated 09/11/2021. Interviewed with the workers confirmed that the issues raised were explained by the management.</p>	
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>- Minor compliance -</p>	<p>The workers' representatives in Kulai POM were elected by the workers once every 3 years. There was a new Chairman been elected by workers in early of the year during morning muster due to transferred of the previous Chairman to another mill under FGV. This has confirmed through interviewed with the Chairman and Secretary of the Worker's Committee.</p>	Complied
Criterion 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>- Minor compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV is committed to employing only persons of the age of 18 and above, FGV recognises that Malaysian laws allow for young persons to be engaged in certain forms of employment. Therefore, no person shall be employed under the age of 15, and any employment of young persons shall not be in a manner that is likely to be hazardous, or to interfere with such person's education, or to be harmful to the person's health or physical, mental, spiritual, moral, or social development at any stage of the employment. Briefing of the policy was conducted on 02/11/2021 in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied

6.4.2	<p>(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p> <p>- Critical (Major) compliance -</p>	<p>The contractors have signed on the Supplier Code of Conduct, FGV Holdings Berhad where they have to comply with the terms and conditions outlined in the SCOC. Under Clause 3.2 of SCOC, contractors/ suppliers shall not use child labour who are under age of 18.</p> <p>For recruitment of foreign workers, the main criteria must be within 18 – 45 years old. Before interview for local worker, they are required to submit copy of certificate of education and identification card for age verification and declaration of age is required during the application.</p> <p>Reviewed the master list of employees found that no child labour was employed.</p>	Complied
6.4.3	<p>(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>Reviewed the master list in FGV AS Bukit Besar/ Taib Andak Estate and Kulai POM found that no young person was employed. All the workers are above 18 years old.</p>	Complied
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>- Minor compliance -</p>	<p>The contractors in Kulai POM and FGV AS Bukit Besar/ Taib Andak Estate have briefed and signed on Supplier Code of Conduct (SCOC) on 28/12/2020 and 01/01/2021 respectively.</p>	Complied
<p>Criterion 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>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV Group shall not tolerate any form of harassment and abuse including physical, sexual, psychological or verbal. Everyone shall be treated with respect and dignity. Briefing of the policy was conducted on 02/11/2021 in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied

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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>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where no person shall be subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination. Briefing of the policy was conducted on 02/11/2021 in Kulai POM and 11-13/08/2021 in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied
6.5.3	<p>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.</p> <p>- Minor compliance -</p>	<p>There was one new mother with 8 months' old baby in Kulai POM. New mother assessment was carried out on 21/06/2021 after the maternity leave by the KKD's representative. Interviewed with the new mother confirmed that she was consulted for her needs as a new mother such as time for pump breastmilk and refrigerator to keep the breastmilk after pump.</p> <p>There was no new mother identified in FGV AS Bukit Besar/ Taib Andak Estate.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>FGV has established <i>'Menangani Aduan Melalui Jawatankuasa Wanita'</i> with Doc. No.: ML-1A/L2-Pr14 dated 01/06/2016. The objective of the procedure is to establish a mechanism to handle sexual harassment, discrimination, violence cases reported in the area. Channel of complaint lodge has outlined in the procedure such as verbal and written. The appointed committee need to forward the complaint to Regional Gender Committee within 1 week from the date of complain received. If the case is unresolved, the committee will forward the case to <i>Talian Nur (Kementerian Pembangunan Wanita, Keluarga & Masyarakat)</i> through 15999. The management will protect the identity of the complainant if they wish not to reveal. Interviewed with the female workers confirmed that</p>	Complied

		they are aware of the complaint procedure and informed that there is no case of sexual harassment and violence reported.	
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All workers have entered into employment voluntarily and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>FGV will bare all recruitment fees such as medical, transportation from airport to Malaysia, visa as stated in the Communications Pack which will briefed to the candidates during pre-employment process in home country and agreement with the agent in source country; Workers have signed agreement in home country where the terms and conditions are identical without any contract substitution; overtime is based on request of workers and as per FGV's policy, developed Overtime Policy (Policy No.: FGV/GHC/POL/006, Rev. 4 dated 01/01/2020) to comply with the Employment Act 1955; there is no debt and wages withholding through interviewed with the workers; and workers can terminate the contract with 30 days of notice period without any penalty of termination. Interviewed with the foreign workers confirmed that they kept their passport in the safety box provided to them by the management.</p>	Complied
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV Group has developed Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/06/2019. The guidelines are adopted the principles embedded in the Group Sustainability Policy including non-discrimination, respect for human rights and labour rights as well as health and safety. Workers will be signed on the contract of employment and that is non-transferable to other workers and cannot be substituted. The appointed recruitment agent in the source country shall bear all the costs during recruitment process. Workers will undergo orientation program and briefed on their rights, terms and conditions in the contract of employment and relevant labour and immigration laws. All necessities and accommodation will be provided to the workers in accordance with the legal requirements and standards to ensure</p>	Complied

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		decent living conditions for workers. As to date, there was no new foreign workers employed by the estate since year 2018.									
Criterion 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>- Critical (Major) compliance -</p>	<p>FGV has appointed the Mill/Estate Manager as responsible person and chairman for safety and health committee as per QOHSE Manual Procedure FPI/L2/QOSHE 4.0.</p> <p><u>Kulai POM:</u></p> <p>The Mill Manager has appointed the Asst. Mill Manager as person responsible for safety and health cum secretary for safety and health committee as per appointment letter dated 01/01/2021. Refer appointment letter no. (147)4004/KL/1 pt 4 signed by the Mill Manager.</p> <p>The mill management has appointed several staff and workers as OSH Committee. All safety, health and welfare issue been discussed during OSH committee meeting such as accident report from other group mill. The meeting was on quarterly basis. Reviewed the minutes meeting for OSH committee for FY 2021.</p> <table border="1"> <thead> <tr> <th>Meeting</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1st quarter 2021</td> <td>24/02/2021</td> </tr> <tr> <td>2nd quarter 2021</td> <td>15/06/2021</td> </tr> <tr> <td>3rd quarter 2021</td> <td>21/09/2021</td> </tr> </tbody> </table> <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u></p> <p>FGV AS has appointed the Estate Manager as person responsible for safety and health cum the chairman of Safety and Health committee as per appointment letter no. (02)HSE/B/02 dated 02/01/2021 signed by the Head of R&D Division. In the letter also appointed the</p>	Meeting	Date	1 st quarter 2021	24/02/2021	2 nd quarter 2021	15/06/2021	3 rd quarter 2021	21/09/2021	Complied
Meeting	Date										
1 st quarter 2021	24/02/2021										
2 nd quarter 2021	15/06/2021										
3 rd quarter 2021	21/09/2021										

		<p>Safety and Health Committee for FGV AS Bukit Besar/Taib Andak Estate.</p> <p>The safety and health committee conducted meeting on quarterly basis. in the meeting discussed agenda such as accident reports, occupational diseases/poisoned, near miss incident, environmental incident, workplace inspection, improvement of SHO/Audit report, PPE monitoring program and etc. reviewed the minutes meeting FY 2021 as follows:</p> <table border="1" data-bbox="1137 638 1615 833"> <thead> <tr> <th>Meeting</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1st quarter 2021</td> <td>19/03/2021</td> </tr> <tr> <td>2nd quarter 2021</td> <td>25/06/2021</td> </tr> <tr> <td>3rd quarter 2021</td> <td>24/09/2021</td> </tr> </tbody> </table>	Meeting	Date	1 st quarter 2021	19/03/2021	2 nd quarter 2021	25/06/2021	3 rd quarter 2021	24/09/2021	
Meeting	Date										
1 st quarter 2021	19/03/2021										
2 nd quarter 2021	25/06/2021										
3 rd quarter 2021	24/09/2021										
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to 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>- Minor compliance -</p>	<p>FGV has established emergency procedures and documented in Emergency Preparedness and Response in QOSHE Manual Procedure document no. FPI/L2/QOSHE-14.0. In the procedure stated emergency procedure on fire, minor and major accident and chemical spillage.</p> <p>The operating units continuously provide training to ensure the awareness of the employee on the emergency procedures. Latest training was conducted as follows:</p> <ol style="list-style-type: none"> 1. Firefighting training dated 1-3/11/2021 at Kulai POM 2. Emergency Response Procedure training dated 18/10/2021 at FGV AS Bukit Besar/Taib Andak Estate <p>For accident investigation, FGV has established procedure and documented in Complaints, Nonconformity, Incidents Investigation and Corrective Action in QOSHE Manual Procedure document no. FPI/L2/QOSHE-22.0 under subsection 6.4 handling accident cases.</p>	Complied								

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		<p>The operating units maintain the records of accidents including JKKP 6 forms reported to DOE, medical leaves certificates, accidents investigations reports and HIRARC review. The accidents occurrence were reported to the Headquarters through Immediate Notification Records and Detail Investigation Reports and DOSH by submitting the JKKP 6 form through MyKKP system. Reviewed the accident investigation and JKKP 6 submission as follows:</p> <p><u>Kulai POM:</u></p> <ol style="list-style-type: none"> 1. Accident occur on 14/03/2021. Accident investigation was conducted on 17/03/2021 and JKKP 6 was submitted on 18/03/2021. 2. Accident occur on 01/04/2021. Accident investigation was conducted on 02/04/2021 and JKKP 6 was submitted on 05/04/2021. <p>The mill and estates provided first aid kit/box and located in designated places or assigned to competent first aider. The operating units has also has established an information on the location of first aid box, name and contact no. of the assigned first aider and communicated through briefing, training and displayed on notice board. First aid kit was monitored on timely basis.</p> <ol style="list-style-type: none"> 1. The mill conducted first aid kit inspection on quarterly basis. Reviewed the monitoring records for first aid kit no. 01, 02, 03 and 04 dated 29/04//2021, 15/07/2021 and 28/10/2021. 2. The estate conducted first aid box monitoring on bimonthly basis. Reviewed the monitoring records for first aid box no 01 and 03 for the month of February 2021, April 2021, and June 2021. The estate conducted first aid box monitoring on bimonthly basis. Reviewed the monitoring records for 	
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		first aid box no 01 and 03 for the month of February 2021, April 2021, and June 2021.	
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 workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>The management provide appropriate PPE to the employee's base on the job type. The PPE given as per HIRARC and Standard Operating Procedure. Reviewed the PPE issuance records as follows:</p> <p><u>Kulai POM:</u></p> <p>Reviewed the PPE issuance records for lab operators and workshop for employee as follows:</p> <ol style="list-style-type: none"> 1. 1203657 2. 1204324 3. 1210330 4. 1202697 5. 1211175 <p><u>FGV AS Bukit Besar/Taib Andak Estate:</u></p> <p>PPE issuance was recorded in "Borang Pemberian PPE". The form was recorded on item basis. Reviewed the PPE issuance records as follows:</p> <ol style="list-style-type: none"> 1. PB001919010 2. PB001919009 3. PB001919012 4. PB001919014 	Complied
6.7.4	<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 Malaysian law.</p> <p>- Minor compliance -</p>	<p>Medical care is provided to all the employees. Reviewed on workers profile records found that all workers are covered by the accident insurances.</p>	Complied

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		<p>Local and foreign workers covered by SOCSO or Perkeso (Pertubuhan Keselamatan Sosial). Reviewed the form 8A, "Jadual Caruman" for August, September and October 2021 for contribution of all employees including staff.</p> <p>For local workers, they were also covered with Employment Insurance Scheme. Reviewed the SIP form, "Jadual Caruman" for August, September and October 2021 for contribution of all employees including staff.</p> <p>For accident eligible for SOCSO claim, the management submitted application letter with all relevant document to SOCSO. Reviewed document submission for accident as follows:</p> <ol style="list-style-type: none"> 1. Accident occur on 14/03/2021. The SOSCO application and documentation was submitted on 17/03/2021 and additional documentation was submitted 05/04/2021. 2. Accident occur on 01/04/2021. The SOSCO application and documentation was submitted on 05/04/2021 and additional documentation was submitted 21/04/2021 and 20/05/2021. 										
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>Records of all accidents are kept. Accident incidences are reviewed during the safety meetings. Records on Lost Time Accident (LTA) metrics was maintained. Accident records are found to be updated. JKPP 8 form were submitted to DOE through MyKKP systems. Sighted the samples of accident statistic FY 2020 as reported to DOSH as follows:</p> <table border="1" data-bbox="1137 1193 1877 1374"> <thead> <tr> <th>Operating units</th> <th>Accident Cases</th> <th>LTA</th> </tr> </thead> <tbody> <tr> <td>Kulai POM</td> <td>5</td> <td>52</td> </tr> <tr> <td>FGV AS Bukit Besar/ Taib Andak Estate</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Operating units	Accident Cases	LTA	Kulai POM	5	52	FGV AS Bukit Besar/ Taib Andak Estate	0	0	Complied
Operating units	Accident Cases	LTA										
Kulai POM	5	52										
FGV AS Bukit Besar/ Taib Andak Estate	0	0										

Principle 7: Protect, conserve and enhance ecosystems and the environment			
Criterion 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>- Critical (Major) compliance -</p>	<p>The estate has established IPM plan based on recommendation stated in the Sustainability Manual. Among the plan established:</p> <ol style="list-style-type: none"> 1. Rat attack census 2. Rat baiting application 3. Barn owl box census 4. New installation/ replacement of barn owl box 5. Planting of beneficial plant 6. Leaf eating pest census 7. Leaf eating pest SOP training 8. Leaf eating pest treatment 9. Ganoderma census 10. Ganoderma sanitation program <p>The estate has established IPM Plan and documented in "Perancangan Aktiviti Tahunan Ladang Sawit" FY 2021. Among the plan established such as</p> <ol style="list-style-type: none"> 1. Rat baiting 2. Barn owl and rat damage census 3. Ganoderma census 4. Beneficial plant planting <p>Reviewed the implementation of the IPM plan as follows:</p> <ol style="list-style-type: none"> 1. Latest barn owl census was conducted in September 2021 and documented in 'Rumusan Bancian Pungguk Jelapang dan Kerosakan BTB oleh tikus'. Reviewed the form dated 23/09/2021 recorded occupancy rate at 33.33%. 	Complied

		<p>2. Latest rat damage census was conducted in September 2021 and documented in 'Rumusan Bancian Pungguk Jelapang dan Kerosakan BTB oleh tikus'. Reviewed the form dated 23/09/2021 recorded rat damage at 1.50%. The additional rat baiting campaign will only be conducted if the rat damage recorded at more than 5%.</p> <p>The estate continuously planted beneficial plant in the estate. Current ratio of beneficial plant recorded at 10m/ha.</p>							
7.1.2	<p>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.</p> <p>- Minor compliance -</p>	<p>There were no species referenced in the Global invasive Species database and CABI.org sighted within the estate and POM premises.</p>	Complied						
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities.</p> <p>- Minor compliance -</p>	<p>There is no use of fire for pest control in the estates.</p>	Complied						
<p>Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>									
7.2.1	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>The Justification of chemical was available under document MLSL (Ed.3)-Sec 4(2.0) dated 1 Sept 2017. It divide into 3 type herbicide, insecticide and fungicide and that are specific to the target pest, weed or disease.</p>	Complied						
7.2.2	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>Records of pesticides and their active ingredients used, LD50, area treated, amount of a.i. applied per ha, and number of applications was maintained. Reviewed the records FY 2020 and todate June 2021.</p> <table border="1" data-bbox="1137 1295 1924 1385"> <thead> <tr> <th>Chemical Name</th> <th>Active ingredients</th> <th>AI/hectare</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Chemical Name	Active ingredients	AI/hectare				Complied
Chemical Name	Active ingredients	AI/hectare							

				2020	As at June 2021			
				Alimaz	Metsulfron-methyl	26.16g/ha	9.43g/ha	
				Supresate 41	glyphosate isopropylamine	1.99L/ha	0.47L/ha	
				Miracle	polyether siloxane	0.14L/ha	0.04L/ha	
7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>The estate visited has established Chemical usage reduction plan. Among the plan established as follows:</p> <ol style="list-style-type: none"> 1. To use roto slasher as a medium to control grass in the estate. 2. To conduct palm circle racking. 				Complied		
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>No evidence prophylactic use of pesticide were identified in the estates.</p>				Complied		
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ol style="list-style-type: none"> a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative 	<p>Referred to Memo dated 08/05/ 2017; (27)010810/HQ/JAB.OP.17/ Plantations/AM under the title: Prohibition On Using Paraquat Dichloride. This memo was escalated to all FGV plantation to ensure the prohibition of Paraquat usage as of 08/05/2017, approved by Executive Director.</p> <p>FGV AS Bukit Besar/Taib Andak Estate has established chemical register. Reviewed the chemical register FY 2021 confirmed there was no use of Class 1A or 1B chemical in the estate and only class III and class IV chemical was used.</p> <p>Sighted during site visit at chemical store and premixing area, no chemical under class 1A and 1B was used in the estate.</p>				Complied		

	<p>d) What is the process to limit the negative impacts of the application</p> <p>e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.</p> <p>- Minor compliance -</p>										
7.2.6	<p>(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 Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide operators were given training on the safe handling and application of the pesticides. Suitable personal protective equipment's and application equipment provided to the operators. All precautions attached to the products explained to operators and understood by them. Reviewed the training records as follows:</p> <ol style="list-style-type: none"> 1. Spraying SOP training dated 17/07/2021 2. Chemical mixing and PPE training dated 16/07/2021 	Complied								
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides were found stored in the mill and all estate's Chemical Store in accordance with the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) and their Regulations.</p> <p>The store was under lock and key at all times. All chemical issued out from the store must be through the requisition from store clerk. Safety signage were displayed at the store area. Safety work procedure were also displayed at the notice board at the chemical store.</p>	Complied								
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>The estate empty pesticides containers were triple rinsed, holes punched and stored separately in the SW store. Thereafter disposal arrangement will follow accordingly as per procedure in Sustainability Manual ref ML/-1A/L4 2016.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">No</th> <th style="width: 25%;">Date</th> <th style="width: 15%;">No of unit</th> <th style="width: 45%;">Buyer</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No	Date	No of unit	Buyer					Complied
No	Date	No of unit	Buyer								

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		<table border="1"> <tr> <td>1</td> <td>21/08/2020</td> <td>23</td> <td>Bukit Tongkat Enterprise</td> </tr> <tr> <td>2</td> <td>08/11/2021</td> <td>54</td> <td>LSH Recycle Enterprise</td> </tr> </table>	1	21/08/2020	23	Bukit Tongkat Enterprise	2	08/11/2021	54	LSH Recycle Enterprise	
1	21/08/2020	23	Bukit Tongkat Enterprise								
2	08/11/2021	54	LSH Recycle Enterprise								
		No containers being used for other purpose in the estate.									
7.2.9	<p>(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.</p> <p>- Critical (Major) compliance -</p>	No evidence of aerial spraying in the estates.		Complied							
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	The estate send workers involve in pesticides for medical surveillance on annually basis. Latest surveillance was conducted on 30/12/2020. 1 workers were sent for surveillance and found fit to work as chemical handlers. FY 2021, the surveillance was schedule for 1 workers on 08/12/2021 as per letter no. HSE/PPPTR/B/16-Medical Surveillance dated 25/10/2021.		Complied							
7.2.11	<p>(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.</p> <p>- Critical (Major) compliance -</p>	FGV AS Bukit Besar/Taib Andak Estate has issued letter on prohibition of pregnant or breastfeeding women to handle chemical. Refer letter no. (06) LANTIKAN-RSPO/MSPO 2021 dated 04/01/2021 signed by the Estate Manager.		Complied							
Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.											
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	Kulai POM and FGV AS Bukit Besar/Taib Andak Estate had identified all wastes and sources of pollution. The Waste Management Action Plan 2021 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estates and mill operations among others as summarized below:		Complied							

	Receptor	Sources
1	Air	Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)-GHG
2	Water	Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down
3	Land	Scheduled waste, domestic waste and industrial/process waste.

All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2021 reviewed annually. The waste generated from the mill/estates operations as shown below:

	Type of waste	Details
1	Scheduled waste	Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries
2	Domestic waste	rubbish from the mill/estate complex and employees' quarters
3	Industrial waste	Fiber, palm kernel shell, boiler ash, scrap iron
4	Sewage	Sewage from housing/office complex

The pollution identified from the mill/estate activities:

	Type of waste	Details

		<table border="1"> <tr> <td data-bbox="1160 362 1205 427">1</td> <td data-bbox="1205 362 1473 427">Black smoke</td> <td data-bbox="1473 362 1908 427">Emission from Boilers/vehicles/engines</td> </tr> <tr> <td data-bbox="1160 427 1205 493">2</td> <td data-bbox="1205 427 1473 493">Odor & gases</td> <td data-bbox="1473 427 1908 493">Activities from the effluent treatment</td> </tr> <tr> <td data-bbox="1160 493 1205 550">3</td> <td data-bbox="1205 493 1473 550">Leakage of lubricant</td> <td data-bbox="1473 493 1908 550">Storage & vehicle maintenance</td> </tr> </table>	1	Black smoke	Emission from Boilers/vehicles/engines	2	Odor & gases	Activities from the effluent treatment	3	Leakage of lubricant	Storage & vehicle maintenance	
1	Black smoke	Emission from Boilers/vehicles/engines										
2	Odor & gases	Activities from the effluent treatment										
3	Leakage of lubricant	Storage & vehicle maintenance										
7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>Kulai POM and the estate had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document:</p> <ul style="list-style-type: none"> a) <i>Manual Ladang Sawit Lestari</i> <ul style="list-style-type: none"> - <i>Prosedure Kerja Selamat</i> b) <i>Manual Sustainability</i> <ul style="list-style-type: none"> - <i>Prosedur Kerja Selamat</i> - <i>Prosedur membancuh Racun di PREMIX</i> - <i>Pengendalian Bahan Kimia</i> <ol style="list-style-type: none"> 1. Management and disposal of waste water 2021 has been established compiled by Assistant Engineer/Assistants/Staff. 2. Waste Management Plan 2021 has been established prepared by SCCD and verified by the Assistant Engineer/Assistants/Manager. 3. Interview with staffs and workers i.e. storekeepers and chemical mixer were trained and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner. 4. Among the identified wastes include empty chemical containers including pesticides containers. Empty pesticides containers were washed at washing station prior to disposal. Disposals were carried out in compliance with relevant regulation of scheduled waste. Inventory and consignment 	Complied									

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documents verified for confirmation of proper management and disposal. The scheduled waste is disposed to Kualiti Alam Sdn Bhd registered with DOE.

Mill	Date	SW 305	SW 409	SW410	SW206
Kulai POM	27/07/2020	0.569	0.284	0.032	0.010
Kulai POM	25/02/2021	0.374	0.188	0.158	-
Kulai POM	08/09/2021	0.562	0.051	0.061	-
Kulai POM	08/09/2021	0.588	0.080	0.090	-
Estate	Date	SW 102	SW 408	SW410	SW409
FGV AS Bukit Besar/Taib Andak Estate	18/06/2020	-	-	-	0.020
FGV AS Bukit Besar/Taib	29/07/2021	-	-	-	0.500

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Andak Estate					
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The scheduled waste is disposed to the following vendors registered with DOE. Letter DOE dated 09/08/2016 was sighted and verified.

Unit	Date	SW Buyers/Vendor
FGV AS Bukit Besar/ Taib Andak Estate	22/01/2021	Kualiti Alam Sdn Bhd via PPTR
Kulai POM	22/01/2021	Kualiti Alam Sdn Bhd

Domestic waste for the operating units was disposed as follows:

Estate	Landfill site	Remarks
FGV AS Bukit Besar/ Taib Andak Estate	Block 05	Collection 2/3 x week
Kulai POM	Local Municipal	Collection 2/3 x week

The

requirement is established and in compliance. The procedure documented under this subject under Perlupusan Sisa Domestik. Document dated 01/06/2016. The procedure has detailed the

		<p>definition of solid waste. The types of solid wastes has been categorized as follows:</p> <ul style="list-style-type: none"> a) <i>Sisa pepejal komersial / pembinaan</i> b) <i>Sisa pepejal isi rumah / perindustrian</i> c) <i>Sisa pepejal keinstitusian</i> d) <i>Sisa pepejal import / awam</i> <p>In addition there are `Pelan Pengurusan Domestik Dan Bahan Buangan Tahun 2021'. In this plan activities as scheduled are monitored with the date/month recorded. This was sighted and verified. The site Block 5 has signboard displayed and properly demarcated. The area is sufficiently distant from habitation and water contamination. The site disposal area (landfill area) is shown and marked in the estate map.</p> <p>The estate also identified the types of domestic waste:</p> <ul style="list-style-type: none"> a) <i>Sisa baki (Home domestic)</i> b) <i>Sisa pukal e.g. old furnitures, electrical appliances</i> c) <i>Sisa kitar semula (Recycled)</i> <p>Inside the Management Plan the estate has included among others.</p> <ul style="list-style-type: none"> a) Identification of scheduled waste/ domestic waste. b) Process dispose domestic waste to the estate landfill. <p>The estate also maintained records of source identification source and type of scheduled waste.</p>	
7.3.3	<p>The unit of certification does not use open fire for waste disposal. - Minor compliance -</p>	<p>FGV practices of "Zero open burning" is enforced and elaborated in the Group Sustainability Policy dated May 2019. Also included in the following guidelines:</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit Lestari 	Complied

		<ul style="list-style-type: none"> - Prosedure Kerja Selamat <p>b) Manual Sustainability</p> <ul style="list-style-type: none"> - Prosedur Kerja Selamat - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia - Penyediaan tanah tanam semula <p>The operating units adhered to the policy of “Zero open burning” for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estates. Taib Andak Estate had replanting program spanned over the forthcoming years as shown in 3.1.2. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>	
<p>Criterion 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
<p>7.4.1</p>	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>The certification unit continued to use and implement SOP for each of the processes. Brief version of the SOP was displayed at the appropriate locations. Copies of the documented SOP were presented to the audit team. It was observed that activities being implemented which involved safety, health, environmental, quality, employees, etc. had followed the established SOP.</p> <p>a) FGV Agriculture Manual 1998</p> <ul style="list-style-type: none"> - <i>Manual Ladang Sawit Lestari</i> - <i>Prosedur Kerja Selamat</i> - <i>Manual Sustainability 2016</i> - <i>Prosedur Kerja Selamat</i> - <i>Prosedur membancuh Racun di PREMIX</i> 	<p>Complied</p>

		<p>- <i>Pengendalian Bahan Kimia</i></p> <ul style="list-style-type: none"> b) Pictorial Safety Standards and Security Guidelines (PSS). c) Laboratory Process Control Manual <p>Kulai POM processing system is documented in the following documents:</p> <ul style="list-style-type: none"> a) Manual <i>Operasi Kilang Sawit</i> introduced on 02/01/2001 revised 23/10/2017 b) <i>Prosedur Kerja Selamat</i> c) <i>Manual Alam Sekitar EMS</i> d) Laboratory Process Control Manual <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from the reception, sterilisation, threshing, pressing, clarification, depericarping (nut polishing) station, effluent, laboratory, workshop, despatches etc.</p> <p>All the estates and mill operations were guided through the manuals and SOP.</p> <ul style="list-style-type: none"> a) The procedures as documented in the FGV Agriculture Manual were disseminated to the staff/workers through morning briefings and training. b) The Manuals are kept in the main office for references of employees particularly for the supervisory personnel. c) The documents included all operations in the estates from seedlings in nursery to planting of young palms and plantation upkeep to mill FFB receipt, grading, processing, quality analysis 	
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		<p>and security.</p> <p>d) Site inspection and interview with workers confirmed that the SOP had been implemented and they understood the requirements of the SOP, the bottom-line of which is Good Agricultural Practice and the care for their safety and health and the environment.</p>									
<p>7.4.2</p>	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>The internal Agronomist from FELDA Agriculture Services Sdn Bhd visits estate to perform foliar sampling prior to the fertilizer recommendation for the forthcoming year.</p> <p>a) Leaf and soil nutrient analysis are a common methodology used in the diagnosis of fertilizer requirements in oil palms.</p> <p>b) Foliar analysis reports were then issued to the estates for the program establishment and application. This includes the order of fertilizer and workforce/machine planning.</p> <p>c) For the estate Agronomic assessment and fertilizer recommendation was conducted by Agricultural Agronomic Services Dept to formulate the FY2020/21 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling for Ash, N, P, K, Mg, Ca & B had been were carried out in all estates. The latest being:</p> <table border="1" data-bbox="1182 1098 1904 1264"> <thead> <tr> <th></th> <th>Estate</th> <th>Report Date</th> <th>Report No</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>21/07/2020</td> <td>FRF20210390</td> </tr> </tbody> </table> <p>d) Soil sampling was carried out accordingly and analysis is made yearly on different fields. The soil analysis provided the</p>		Estate	Report Date	Report No	1	FGV AS Bukit Besar/Taib Andak Estate	21/07/2020	FRF20210390	<p>Complied</p>
	Estate	Report Date	Report No								
1	FGV AS Bukit Besar/Taib Andak Estate	21/07/2020	FRF20210390								

		<p>indication of soil health and monitors the changes in the organic carbon and total nitrogen.</p> <p>e) Soil analysis for PH, Org C, Total N, Total P, Avail P, Exchange K, Exchange Ca & Exchange Mg was carried out on a year cycle basis with the recent carried out as follows:</p> <table border="1" data-bbox="1182 579 1921 743"> <thead> <tr> <th></th> <th>Estate</th> <th>Report No</th> <th>Report Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>FRF20210390</td> <td>21/07/2020</td> </tr> </tbody> </table> <p>All foliar and soil sampling & analysis was conducted in FELDA Bukit Besar Estate Laboratory.</p>		Estate	Report No	Report Date	1	FGV AS Bukit Besar/Taib Andak Estate	FRF20210390	21/07/2020					
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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>- Minor compliance -</p>	<p>The following practices are applied in the estate in relation to the nutrient recycling strategy:</p> <p>a) EFB application in designated fields at dosage of 20-40 mt/ha applied in inter rows subject to Agronomist recommendations.</p> <p>b) Cut frond are stacked in between the palms rows left to discompose.</p> <table border="1" data-bbox="1182 1142 1906 1339"> <thead> <tr> <th></th> <th>Estate</th> <th>Year</th> <th>Field no</th> <th>Ha</th> <th>Mt</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>2019</td> <td>Blk1 5</td> <td>52.60</td> <td>228</td> </tr> </tbody> </table>		Estate	Year	Field no	Ha	Mt	1	FGV AS Bukit Besar/Taib Andak Estate	2019	Blk1 5	52.60	228	Complied
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7.4.4	<p>Records of fertiliser inputs are maintained. - Minor compliance -</p>	<p>Fertilizer application program was monitored using records i.e. program sheets, bin cards, field cost book, Fertilizer Application monitoring forms, etc.</p> <p>a) Records of programs and applications of fertilizers were reviewed by the auditors.</p> <p>b) Review of the records revealed that the actual fertilizers applied in 2020/21 was in line with the program.</p> <p>c) The following fertilizers were applied in the estates on recommendation by the Agronomist FGVAS among others;</p> <table border="1"> <thead> <tr> <th data-bbox="1182 975 1236 1023"></th> <th data-bbox="1236 975 1451 1023">Fertiizer</th> <th data-bbox="1451 975 1599 1023">Kg/palm</th> <th data-bbox="1599 975 1883 1023">application month</th> </tr> </thead> <tbody> <tr> <td data-bbox="1182 1027 1236 1075">1</td> <td data-bbox="1236 1027 1451 1075">NPK Mix</td> <td data-bbox="1451 1027 1599 1075">2.0 - 2.5</td> <td data-bbox="1599 1027 1883 1075">Feb-May/Sept</td> </tr> <tr> <td data-bbox="1182 1080 1236 1128">2</td> <td data-bbox="1236 1080 1451 1128">ERP</td> <td data-bbox="1451 1080 1599 1128">2.00</td> <td data-bbox="1599 1080 1883 1128">Jan</td> </tr> <tr> <td data-bbox="1182 1133 1236 1181">3</td> <td data-bbox="1236 1133 1451 1181">GML</td> <td data-bbox="1451 1133 1599 1181">2.00</td> <td data-bbox="1599 1133 1883 1181">Oct / Nov</td> </tr> <tr> <td data-bbox="1182 1185 1236 1233">4</td> <td data-bbox="1236 1185 1451 1233">PMG</td> <td data-bbox="1451 1185 1599 1233">2.00</td> <td data-bbox="1599 1185 1883 1233">April</td> </tr> <tr> <td data-bbox="1182 1238 1236 1286">5</td> <td data-bbox="1236 1238 1451 1286">CPD</td> <td data-bbox="1451 1238 1599 1286">2.00</td> <td data-bbox="1599 1238 1883 1286">Oct</td> </tr> <tr> <td data-bbox="1182 1291 1236 1348">6</td> <td data-bbox="1236 1291 1451 1348">Rock Phosphate</td> <td data-bbox="1451 1291 1599 1348">2.00</td> <td data-bbox="1599 1291 1883 1348">Dec</td> </tr> </tbody> </table>		Fertiizer	Kg/palm	application month	1	NPK Mix	2.0 - 2.5	Feb-May/Sept	2	ERP	2.00	Jan	3	GML	2.00	Oct / Nov	4	PMG	2.00	April	5	CPD	2.00	Oct	6	Rock Phosphate	2.00	Dec	Complied
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		The management of soil fertility is guided by FGV's "Manual Ladang Sawit Lestari" (Oil Palm Plantation Sustainability Manual), Third Edition (2017), Section V: Manuring.																									
Criterion 7.5: Practices minimise and control erosion and degradation of soils.																											
7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Description of the soil characteristics such as texture, depth, drainage, parent material and key aspect for management was available. There were no other problem soils (e.g. podzols and acid sulphate soils) in the estate. The soil map is prepared by Unit Komputer (GPS/GIS) from FELDA Agricultural Services Sdn Bhd.</p> <table border="1" data-bbox="1227 718 1870 917"> <thead> <tr> <th></th> <th>Soil type</th> <th>%</th> <th></th> <th>Soil type</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Rengam</td> <td>71.4</td> <td>3</td> <td>Gong Chenak</td> <td>15.1</td> </tr> <tr> <td>2</td> <td>Beserah</td> <td>11.2</td> <td>4</td> <td>Lating</td> <td>2.3</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>Total</td> <td>100</td> </tr> </tbody> </table>		Soil type	%		Soil type	%	1	Rengam	71.4	3	Gong Chenak	15.1	2	Beserah	11.2	4	Lating	2.3	-	-	-		Total	100	Complied
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7.5.2	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	<p>Like all FGV Estates, FGV AS Bukit Besar/Taib Andak Estate visited continued to have a management strategy for planting on slopes in order to minimize and control erosion and degradation of soils. The plantings on slopes between 9 and 25 degrees was guided by a Policy is available titled as '<i>Polisi Perlindungan Dan Penjagaan Alam Sekitar</i>' signed by Pengarah Besar on 15/04/2016. The content of the Policy among others includes the following:</p> <ul style="list-style-type: none"> a) Compliance with all related guidelines and regulatory laws. b) Implementation of GAP as stated in FELDA Lestari. c) Implement suitable remedial to reduce impact to the environment. d) To avoid pollution e) To adopt policy to others. 	Complied																								

		<p>Other guidelines were also shown in the following documents among others:</p> <ul style="list-style-type: none"> a) Slope & River Protection Policy in Section 1A/L3 FGV Sustainability Manual b) Buffer Zone & 25-degree slope in Section 1A/L3 FGV Sustainability Manual c) Land Preparation for Terracing in Section 1A/L2 FGV Sustainability Manual. <p>It was observed that practices to minimize and control erosion and degradation of soils were in place through proper stacking of fronds, EFB application, avoidance of blanket spraying, construction terraces, road maintenance and maintenance of soft vegetation in the interlines. Cover crops were planted in the replants and in certain mature areas. The cover crop <i>mucuna bracteata</i> had been planted along crucial slopes by management. Large areas with <i>neprolepis biserrata</i> in the inter rows were sighted during the visit. The slope maps were provided by the FELDA Agricultural Services Sdn Bhd) with details as follows:</p> <table border="1" data-bbox="1205 1038 1899 1236"> <thead> <tr> <th></th> <th>Topography</th> <th>%</th> <th></th> <th>Topography</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0-6</td> <td>62.01</td> <td>3</td> <td>13-24</td> <td>0.12</td> </tr> <tr> <td>2</td> <td>7-12</td> <td>37.87</td> <td>4</td> <td>>24</td> <td>0</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>Total</td> <td>100</td> </tr> </tbody> </table>		Topography	%		Topography	%	1	0-6	62.01	3	13-24	0.12	2	7-12	37.87	4	>24	0	-	-	-	-	Total	100	
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7.5.3	<p>There is no new planting of oil palm on steep terrain. - Minor compliance -</p>	<p>This compliance being addressed in the Sustainable Policy - "Slope and River Protection" signed by the Pengarah Besar dated May 2018 stating the following among others;</p>	Complied																								

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		<i>"Slope of >25 degree to be excluded from any new plantation development and replanting program. For slope <25 degree the existing crop all vegetative shall be maintained accordingly".</i>	
Criterion 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.			
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. - Critical (Major) compliance -	Soil surveys are made and available in a soil map for Taib Andak Estate. Topographic contour map are also available which are both used to manage the drainage and road works in the estate. The estate had no new planting for the current year and also for the forthcoming 5 years operations.	Complied
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. - Minor compliance -	FGV Group Estates had no planting on areas of more than 25 degree. Plantings on steep slope are either avoided or minimized.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	Soil surveys are made and available in a soil map at the estate. Topographic contour map are also available which are both used to manage the drainage and road works in the estate. Details as per 7.5.1 and 7.5.2.	Complied
Criterion 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. - Critical (Major) compliance -	There is no peat soil or soil categorized as marginal or fragile soil in all estate visited. There was also no new planting in the estate	Complied
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE:	There is no peat soil or soil categorized as marginal or fragile soil in all estate visited. There was also no new planting in the estate	Complied

	<p>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).</p> <p>- Minor compliance -</p>		
7.7.3	<p>(C) Subsidence of peat is monitored, documented and minimised.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in the estate visited. There was also no new planting in the estate.</p>	Complied
7.7.4	<p>(C) A documented water and ground cover management programme is in place.</p> <p>- Critical (Major) compliance -</p>	<p>The water and ground cover management programme is documented in the FGV Agricultural Manual (Water Management in Inland, Coastal and Peat lands) issued on 01/07/2011. Details are described in 7.8.1. individual estate and mill had their respective water management plan mainly to monitor among others the following;</p> <ul style="list-style-type: none"> a) Bulk of the supply in view of the location are from SAJ for both mill and estate. b) Monitor the quality of main water inlet/outlet for pollutants from estate's operations. c) Contingency during water shortage. d) Monitor the usage of fresh water on monthly basis e) Reuse/recycle waste water. 	Complied
7.7.5	<p>(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 is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	Complied

	<p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>		
7.7.6	<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 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	<p>Complied</p>
7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the 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 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	<p>Complied</p>
<p>Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.</p>			
7.8.1	<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>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>The mill water management plan has been established with the recent review made on respectively by the operating units. Among others the plan therein has emphasized;</p> <p>a) rain water harvesting for cleaning purposes,</p> <p>b) water from the reservoir/catchment for the mill operations</p> <p>c) continual training for workers on water efficiency consumption,</p> <p>d) desilting of water reservoir to retain the reservoir optimal capacity.</p> <p>e) The action plan in event of draught/water pollution and</p>	<p>Complied</p>

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The estates similarly possessed the following water management plan. Among others containing the following initiatives.

	Source	Activity	Threat	Action Plan
1	Reservoir/ pond/ SAJ/ Rain	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.
2		General Upkeep	Pollution Draught Wastage	Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.
3		Line site	Pollution Draught Wastage	Every house is supplied with containers. To schedule water supply to avoid wastage. Awareness on water usage efficiency. Outsource from neighboring estates.
4		Drain upkeep	Interrupti on water flow at drainage system.	Periodic desilting Building of sand bags at specific points to contain water (weirs)

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5			Water pollution	Prohibit workers from activities at water source Drinking water analysis. Monitor condition of septic tank Adhere SW management procedure to avoid pollution caused by SW.
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Water Management Plan review date was sighted and verified with records as follows:

	Estate/Mill	Review date	Issues
1	FGV AS Bukit Besar/Taib Andak Estate	Jan 2021	NIL
2	Kulai POM	Jan 2021	NIL

The Mill

Identification & Management of Waste Water 2021 among others as summarized below;

	location	Waste water produced	Treatment/containment	Reuse/recycle/disposal method
1	Processing stations	Clarification condensate Sterilizer condensate	Oil recovery/ETP	Recover into system

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			Hydro cyclone condensate Mill floor cleaning water			
		2	Boiler	Blow down, cleaning water	Sludge pit, ETP	Monsoon drain
			Process ramp	Rainfall runoff	Sedimentation trap	Monsoon drain
		3	Engine room	Steam condensate, turbine cooling water	Monsoon drain, recycled tank	Monsoon drain
		4	Lab	Cleaning water	Process drain	Monsoon drain
		5	Wash room	Toilet water, cleaning water	Septic tank	Collected by licensed contractor.
7.8.2	(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) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle. - Critical (Major) compliance -	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones has been verified at the estate and mill catchment. Riparian buffer zones have been identified and demarcated. No chemicals and fertilizer application observed been used in their maintenance. In certain areas Guatemala grass / Vertivar sp were planted along the river banks. Guidelines of the width of the rivers and natural courses to be protected have been illustrated in the FGV Sustainability Manual Section 1A/L2 revised dated 01/06/2016. The buffer zones established are as follows:				Complied
				River width	Buffer zone	
		1		>40 meters	50 meters	

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				22/10/2020		08/10/2020		
		Parameter	unit	Hulu	Hilir	Hulu	Hilir	
		1	PH	-	6.5	7.4	6.7	8.1
		2	BOD	mg/L	6	6	16	30
		3	COD	mg/L	259	247	134	126
		4	T Solids	mg/L	124	421	216	2340
		5	S Solids	mg/L	32	15	50	101
		6	O & G	mg/L	-	-	-	-
		7	A Nitrogen	mg/L	ND	ND	ND	ND
		8	T Nitrogen	mg/L	1	5	6	5

7.8.3	<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. - Minor compliance -</p>	<p>The effluent treatment plant was made in accordance and interview with operator in charge revealed that the operation was in accordance with standard operation procedure and legal requirements.</p> <p>a) No over flow was observed, and flow meter reading was recorded daily. The mill monitoring the effluent and submits to</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Sample date</th> <th>Std</th> <th>6/10/20</th> <th>28/11/20</th> <th>18/12/20</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>5.-9.</td> <td>8.60</td> <td>8.40</td> <td>8.40</td> </tr> <tr> <td>BOD</td> <td>20</td> <td>24</td> <td>57</td> <td>26</td> </tr> <tr> <td>COD</td> <td>-</td> <td>285</td> <td>378</td> <td>198</td> </tr> <tr> <td>Total solids</td> <td>-</td> <td>4724</td> <td>3904</td> <td>4220</td> </tr> <tr> <td>S Solids</td> <td>200</td> <td>71</td> <td>156</td> <td>134</td> </tr> </tbody> </table>	Sample date	Std	6/10/20	28/11/20	18/12/20	PH	5.-9.	8.60	8.40	8.40	BOD	20	24	57	26	COD	-	285	378	198	Total solids	-	4724	3904	4220	S Solids	200	71	156	134	Complied
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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>The mill processing water are obtained from the water catchment adjacent to the mill complex. The water usage monitoring is made on a monthly basis with the latest recording (water usage per mt in 2020/21 of fresh fruit bunches (FFB) below:</p>	Complied																									

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No	2020	Water	FFB /mt	Water /FFB
1	Jan	831	4800	0.17
2	Feb	1685	12650	0.13
3	Mac	1459	9450	0.15
4	Apr	2329	16230	0.14
5	May	1833	11900	0.15
6	June	2229	14600	0.15
7	July	2329	16380	0.14
8	Aug	2214	15650	0.14
9	Sept	2137	14040	0.15
10	Oct	2166	12520	0.17
11	Nov	1934	12030	0.16
12	Dec	1564	8970	0.17
	Total	22710	149220	0.15
No	2021	Water	FFB /mt	Water /FFB
1	Jan	1240	6850	0.18
2	Feb	1220	7200	0.17
3	Mac	1629	9330	0.17

		<table border="1" data-bbox="1196 363 1872 711"> <tr><td>4</td><td>Apr</td><td>1184</td><td>5870</td><td>0.20</td></tr> <tr><td>5</td><td>May</td><td>1809</td><td>11480</td><td>0.15</td></tr> <tr><td>6</td><td>June</td><td>1672</td><td>11150</td><td>0.14</td></tr> <tr><td>7</td><td>July</td><td>1924</td><td>13000</td><td>0.14</td></tr> <tr><td>8</td><td>Aug</td><td>2290</td><td>15720</td><td>0.14</td></tr> <tr><td>9</td><td>Sept</td><td>1267</td><td>13800</td><td>0.09</td></tr> <tr><td>10</td><td>Oct</td><td>1953</td><td>13450</td><td>0.14</td></tr> </table> <p data-bbox="1137 756 1930 849">There were variations of performance. Probable factors are linked to rainy days, significant boiler water rinsing/discharging for maintenance etc.</p>	4	Apr	1184	5870	0.20	5	May	1809	11480	0.15	6	June	1672	11150	0.14	7	July	1924	13000	0.14	8	Aug	2290	15720	0.14	9	Sept	1267	13800	0.09	10	Oct	1953	13450	0.14	
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Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																																						
7.9.1	<p>A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.</p> <p>- Minor compliance -</p>	<p>A plan for improving the efficiency of the use of fossil fuels is in place and has been incorporated into the Environmental Aspect and Impact activities report for 2021. The document was reviewed/updated on Jan 2021. The Environment Management Plan for efficiency of fossil fuel usage are detailed below:</p> <table border="1" data-bbox="1137 1088 1921 1321"> <thead> <tr> <th>No</th> <th>Target</th> <th>Objective</th> <th>Action plan</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Backhoe tractor/ Machines</td> <td>To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment</td> <td>To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel</td> </tr> </tbody> </table>	No	Target	Objective	Action plan	1	Backhoe tractor/ Machines	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel	Complied																											
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2	Van / Supervisory vehicle	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To record vehicle activity in order to eliminate waste activity which consume fuel. To turn off vehicle engine during idle time.
3	Electrical supply	To reduce reliance on gen-sets for power supply	Utilization of TNB sources

The utilization of fossil fuel in 2020/21 is being monitored with records shown below:

Mth	Kulai POM 2020			FGV AS Bukit Besar/ Taib Andak Estate 2020		
	FFB mt	Diesel	Diesel/ FFB	FFB mt	Diesel	Diesel/ FFB
Jan	4800	3258	0.68	70.57	43.2	0.61
Feb	12650	5489	0.43	66.28	0.00	0.00
Mac	9450	6166	0.65	67.22	0.00	0.00
Apr	16230	9790	0.60	80.60	0.00	0.00
May	11900	7992	0.67	89.12	0.00	0.00
June	14600	7928	0.54	105.02	24.32	0.23
July	16380	9220	0.56	114.48	0.00	0.00
Aug	15650	12424	0.79	115.12	0.00	0.00

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Sept	14040	15221	1.08	105.77	0.00	0.00
Oct	12520	9573	0.76	99.13	161.68	1.63
Nov	12030	10844	0.90	100.9	45.39	0.45
Dec	8970	7168	0.80	81.56	0.00	0.00
Total	14922 0	10507 3	0.70	-	-	-
	Kulai POM 2021			FGV AS Bukit Besar/ Taib Andak Estate 2021		
Jan	6850	5458	0.84	73.34	0	0.00
Feb	7200	4749	0.70	70.58	176.52	2.50
Mac	9330	6926	0.70	115.88	0.00	0.00
Apr	5870	7579	0.77	134.48	0.00	0.00
May	11480	6602	0.58	158.32	0.00	0.00
June	11150	8655	0.78	130.43	80.00	0.61
July	13000	6703	0.50	131.50	54.44	0.41
Aug	15720	8910	0.57	174.41	54.44	0.31
Sept	13800	7131	0.52	137.39	0.00	0.00
Oct	13450	9897	0.74	99.13	51.18	0.52

The estate and mill record and monitor the diesel utilization over the running hours of gen-set and other vehicles running.

		<p>Performance variation in view of several factors i.e.</p> <ul style="list-style-type: none"> a) Infrastructure of estates, b) Community size / no of gen-sets, c) No. of vehicles / age of machine. d) Weather interference / crop production volume <p>There is no opportunity for the estate to capitalize the utilization of fibre/shell produced from the mill as part of their energy production in replacement of fossil fuel with the current technology limitation. The estate adopted the following practices in reducing diesel consumption in the daily operations.</p> <table border="1" data-bbox="1153 718 1877 1029"> <thead> <tr> <th></th> <th>Management Plan</th> <th>Timeline</th> <th>PIC</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Monitoring of diesel usage in FFB transportation</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>2</td> <td>Engine OFF when not in operations</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>3</td> <td>Solar energy - replacement of gen-sets</td> <td>In plan</td> <td>AEM</td> </tr> <tr> <td>4</td> <td>Training session to PIC</td> <td>Oct</td> <td>AEM</td> </tr> </tbody> </table> <p>The Mill similarly had a reduction plan of fuel via the following initiative:</p> <table border="1" data-bbox="1153 1114 1877 1391"> <thead> <tr> <th></th> <th>Management Plan</th> <th>Timeline</th> <th>PIC</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Monitoring of diesel usage in internal transportation</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>2</td> <td>Engine OFF when not in operations</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>3</td> <td>By maintenance of the boiler & machinery to ensure at optimum level to monitor diesel usage</td> <td>On-going</td> <td>AME</td> </tr> </tbody> </table>		Management Plan	Timeline	PIC	1	Monitoring of diesel usage in FFB transportation	On-going	AEM	2	Engine OFF when not in operations	On-going	AEM	3	Solar energy - replacement of gen-sets	In plan	AEM	4	Training session to PIC	Oct	AEM		Management Plan	Timeline	PIC	1	Monitoring of diesel usage in internal transportation	On-going	AEM	2	Engine OFF when not in operations	On-going	AEM	3	By maintenance of the boiler & machinery to ensure at optimum level to monitor diesel usage	On-going	AME	
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4	provide training to workers regarding reduce fuel and diesel usage for boiler.	On-going	AME					
<p>Criterion 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 minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>Kulai POM and FGV AS Bukit Besar/ Taib Andak Besar Estate had identified emission of greenhouse gas (GHG) from their operations such as emission from their farm tractor and gen set operation.</p> <ul style="list-style-type: none"> a) The management from both estate and mill had planned to reduce emission by daily inspection and monitoring for their farm tractor and gen set to prevent any leakage and problem that could adverse impact the environment. b) Fuel Consumption, Peat Oxidation, POME and reported in the Palm GHG Summary Report. 		Complied				
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 minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p>	<p>The certification unit has calculated the GHG using RSPO Palm GHG calculator and the calculation option used is Option 1. The CU records NIL new development within the certified area. There is no new planting in FGV AS Bukit Besar/ Taib Andak Estate.</p>		Complied				

	<p>- Critical (Major) compliance -</p>														
<p>7.10.3</p>	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored. - Critical (Major) compliance -</p>	<p>An assessment of all polluting activities has been conducted and monitored. This included the gaseous emissions, particulate / soot emissions and effluent. The CU has continued to maintain its environmental aspects/impacts register associated with their activities. Environmental aspect and impact (EAI) records i.e. which covers estate (Latest 20/01/2021) and mill activities / operation. 'Pollution Identification Environmental Improvement Action Plan' is used to identify the waste products and sources of pollution, was in place and is reviewed accordingly. Among others the significant environmental receptors for the estates and mill operations were:</p> <table border="1" data-bbox="1160 746 1935 1246"> <thead> <tr> <th data-bbox="1160 746 1196 826"></th> <th data-bbox="1202 746 1406 826">Environmental Receptors</th> <th data-bbox="1413 746 1935 826">Source</th> </tr> </thead> <tbody> <tr> <td data-bbox="1160 831 1196 975">1</td> <td data-bbox="1202 831 1406 975">Air</td> <td data-bbox="1413 831 1935 975">Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).</td> </tr> <tr> <td data-bbox="1160 979 1196 1155">2</td> <td data-bbox="1202 979 1406 1155">Water</td> <td data-bbox="1413 979 1935 1155">Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down</td> </tr> <tr> <td data-bbox="1160 1160 1196 1246">3</td> <td data-bbox="1202 1160 1406 1246">land</td> <td data-bbox="1413 1160 1935 1246">Land – Scheduled waste, domestic waste and industrial / process waste.</td> </tr> </tbody> </table> <p>Kulai POM has conducted boiler stack sampling for each of the boiler stack. Results were within the acceptable limit. The mill was also equipped with a Continuous Emission Monitoring System</p>		Environmental Receptors	Source	1	Air	Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).	2	Water	Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down	3	land	Land – Scheduled waste, domestic waste and industrial / process waste.	<p>Complied</p>
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(CEMS). The audit team has verified the condition of the CEMS during the audit. The system was found to be in functional condition.

Data from the stack is connected online to DOE office. Boiler smoke emission data are within the DOE limit. An assessment of identified polluting activities is being conducted and monitored, inclusive of gaseous emissions, particulate / soot emissions and effluent. Tests are made by Spectrum Laboratories Sdn Bhd

	Specification	Standard	15/03/2021	30/06/2021
1	TSP	260 u/m3	45	23
2	SO2	80 u/m3	<0.7	<0.7
3	NO2	70 u/m3	<6.9	<6.9

The Pollution Prevention Plan and Waste Management Action Plan 2021” – is used to identify the waste products and sources of pollution – is in place and is being reviewed and implemented accordingly. Among others actions taken by the certification unit were:

- a) Scheduled wastes – disposed to Kualiti Alam Sdn Bhd.
- b) Domestic wastes are disposed to local Municipal/landfill
- c) Full compliance to zero burning practices.
- d) Installation of ESP Vorsep System commissioned in Dec 2018.

The environmental issues are discussed together in the quarterly ESH meeting 4x/year. The agenda discussed among others as follows:

- a) matters arising

		<ul style="list-style-type: none"> b) performance of environment compliance c) report on environmental pollution d) self-compliance checklist performance e) effluent treatment /clean air / scheduled waste f) audit report on ISO 14001 EMS / RSPO/MSPO g) Domestic waste issues <p>In addition, environmental issues were also discussed direct or indirectly during the management meeting the weekly muster.</p>	
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area			
7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -</p>	<p>There was no land preparation of existence or new planting in FGV Estates by burning ever since the management practiced zero burning as per the policy in:</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit LESTARI on reviewed 01/06/2012 Sawit pra matang edisi II seksyen 3 b) Manual Ladang Sawit LESTARI reviewed on 01/06/2012 Sawit matang edisi II seksyen 4 c) Manual Ladang Sawit LESTARI 01/06/2012 Pembajaan sawit edisi II seksyen 5 d) Prosedur Kerja Selamat e) Manual Kelestarian (Sustainability) f) Work instructions <p>As advocated, the estates practiced zero burning. In the replants visited during the audit in the estate, it was evident that all palms were felled, shredded, windrow-ed and left to decompose. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification.	The Group policy of "Zero open burning" is enforced since 01/6/2014. The operating units adhered to the policy of "Zero open	Complied

	- Minor compliance -	burning” for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estate. The estate recorded replanting program for the forthcoming 5 years. There is a fire ERP team established by the estate and mill.	
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	<p>FGV engaged smallholders on the fire prevention and control measures. This was mentioned in the stakeholder meeting of KPOM dated 05/11/2020 under item no B "Nota Pengurus Kilang and letter from the Estate Manager dated 03/11/2020 " elaborating among others the following;</p> <ul style="list-style-type: none"> a. <i>Memelihara dan memulihara kepelbagaian biologi</i> b. <i>Pihak berkepentingan boleh melaporkan kepada FGV</i> c. <i>Jika berlaku kebakaran di persempadanan kawasan ladang/kilang</i> d. <i>Pihak ladang/kilang /pekebun kecil berhampiran juga boleh mendapatkan bantuan daripada FGV jika berlaku di kawasan mereka.</i> <p>There were follow-up on the briefing in relation to fire prevention through stakeholder feedback method dated 23/10/2021 during the MCO observation. The previous year session stakeholders being briefed on the sustainability practices and policies adopted by FGV mill and estates.</p>	Complied
Criterion 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.			
7.12.1	(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.	The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.	Complied

	<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> <p>- Critical (Major) compliance -</p>		
7.12.2	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <p>a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p> <p>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.</p> <p>PROCEDURAL NOTE: Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019).</p> <p>- Critical (Major) compliance -</p>	<p>The last assessment was conducted with details as follows; “Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Ladang Penyelidikan FASSB Taib Andak & FPISB Kilang Sawit Kulai, Felda Taib Andak”. This report was updated and reviewed by En Amir Hamzah Dollah@Abdullah from the Due Diligence Unit, Plantations Sustainability Department dated 13/09/2018.</p> <p>In summary there was no HCV present in the certification unit except for buffer zone for Sungai Semanggar branch internal drainage flowing at the boundary of FGV AS Bukit Besar/ Taib Andak Estate field. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following:</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	Complied
7.12.3	<p><i>Indicator is not applicable in Malaysia context</i></p>	<p>Not applicable.</p>	Not Applicable

<p>7.12.4</p>	<p>(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, 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). - Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	<p>Complied</p>
<p>7.12.5</p>	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land 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. - Minor compliance -</p>	<p>The last assessment was conducted with details as follows; “Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Ladang Penyelidikan FASSB Taib Andak & FPISB Kilang Sawit Kulai, Felda Taib Andak”. This report was updated and reviewed by En Amir Hamzah Dollah@Abdullah from the Due Diligence Unit, Plantations Sustainability Department dated 13/09/2018. In summary there was no HCV present in the certification unit except for buffer zone for Sungai Semanggar branch internal drainage flowing at the boundary of FGV AS Bukit Besar/ Taib Andak Estate field. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following:</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs 	<p>Complied</p>

		<ul style="list-style-type: none"> f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	
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, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	Complied
7.12.7	<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>- Minor compliance -</p>	<p>The last assessment was conducted with details as follows; “Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Ladang Penyelidikan FASSB Taib Andak & FPISB Kilang Sawit Kulai, Felda Taib Andak”. This report was updated and reviewed by En Amir Hamzah Dollah@Abdullah from the Due Diligence Unit, Plantations Sustainability Department dated 13/09/2018.</p> <p>In summary there was no HCV present in the certification unit except for buffer zone for Sungai Semanggar branch internal drainage flowing at the boundary of FGV AS Bukit Besar/ Taib Andak Estate field. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following;</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife 	Complied

		<ul style="list-style-type: none"> e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	
7.12.8	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new planting affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in 2020 for FGVPI Kulai POM and supply base was calculated using the PalmGHG Calculator version 4.0. 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 2020 for FGVPI Kulai POM and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	1.00
PKO	1.00

Extraction	%
OER	19.29
KER	5.67

Production	t/yr
FFB Process	149,220.00
CPO Produced	28,783.91
PKO Produced	0.00

Land Use	Ha
OP Planted Area	52.60
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	2.00
Total	54.60

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	519.51	0.47	0.00	0.00	0.00	0.00	519.51	0.47
CO ₂ Emission from fertilizer	44.39	0.04	0.00	0.00	0.00	0.00	44.39	0.04
NO ₂ Emission	33.42	0.03	0.00	0.00	0.00	0.00	33.42	0.03
Fuel Consumption	5.31	0.00	0.00	0.00	0.00	0.00	5.31	0.00
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-492.43	-0.45	0.00	0.00	0.00	0.00	-492.43	-0.45
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	110.20	0.10	0.00	0.00	36,734.81	0.00	36,845.01	0.10

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	0.00	0.00
Fuel Consumption	327.83	0.00
Grid Electricity Utilization	1.85	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	329.68	0.00

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 (%)	0.00
Divert to anaerobic diversion (%)	100.00

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100.00
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

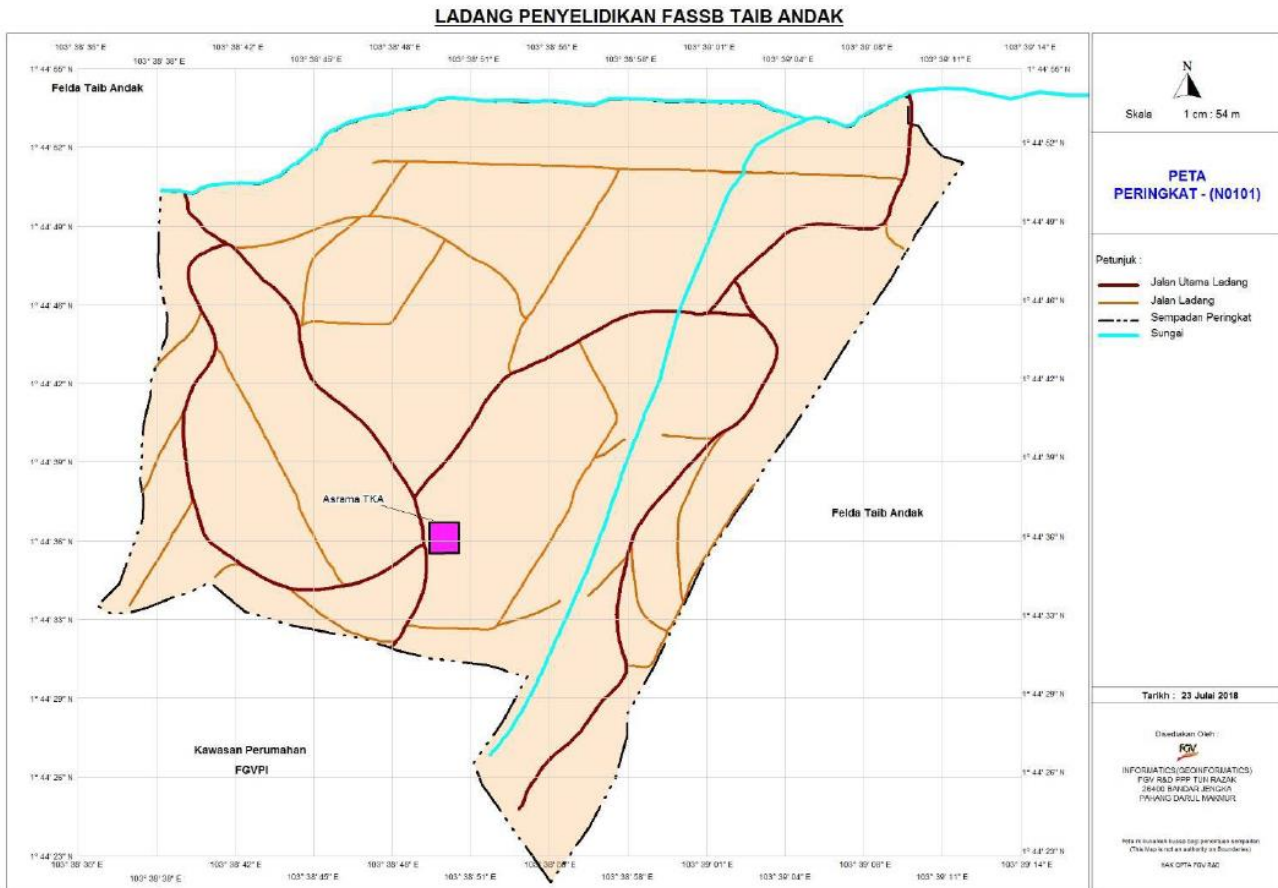
Appendix C: Location Map of Certification Unit and Supply bases

Location Map of FGVPI Kulai POM



Appendix D: Estate Field Map

Field Map of FGV AS Bukit Besar/Taib Andak Estate



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Appendix E: List of Smallholder Registered and sampled

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
Not Applicable									
Total									
Note: * are smallholders sampled in this audit.									

Appendix F: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
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
ISS	Independent Smallholder Standard
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure