

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (Choose an item.)
- Recertification Assessment (RA 2)
- Extension of Scope

<b>Client Company Name / Parent Company:</b> <b>PT. Inti Indosawit Subur</b>
Client Company / Parent Company Address: Jl Palembang Kav 35-37 Jakarta 10230, Indonesia
Certification Unit: <b>PT. Inti Indosawit Subur – Muara Bulian Palm Oil Mill</b> Location of Certification Unit: Singoan Village, Bukit Sari Village, Bulian Jaya Village, Maro Sebo Ilir District, Batanghari Regency, Jambi Province, Indonesia
Date of Final Report: 06/12/2022

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## Section 1: Scope of the Assessment

1. Company Details			
<b>Parent Company</b>	PT. Inti Indosawit Subur		
<b>RSPO Membership Number</b>	1-0022-06-000-00	<b>Membership Approval Date</b>	06/02/2006
<b>Address</b>	Jl Palembang Kav 35-37 Jakarta 10230, Indonesia		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	PT. Inti Indosawit Subur – Muara Bulian Palm Oil Mill		
<b>Location / Address</b>	Singoan Village, Bukit Sari Village, Bulian Jaya Village, Maro Sebo Ilir District, Batanghari Regency, Jambi Province, Indonesia		
<b>Website</b>	<a href="http://www.asianagri.com">www.asianagri.com</a>		
<b>Management Representative</b>	Mr. Putu Ghrayte Yonata Akxa	<b>E-mail</b>	<a href="mailto:Putu_Akxa@asianagri.com">Putu_Akxa@asianagri.com</a>
<b>Telephone</b>	+6221 2301119	<b>Facsimile</b>	+6221 2301120

2. Certification Information			
<b>Certificate Number</b>	RSPO 594418	<b>Certificate Start Date</b>	28/08/2022
<b>Date of First Certification</b>	28/08/2012	<b>Certificate Expiry Date</b>	27/08/2027
<b>Scope of Certification</b>	Production of Palm Oil and Palm Kernel		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
<b>Assessment Cycle</b>	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input checked="" type="checkbox"/> Recertification Assessment (RA 2) <input type="checkbox"/> Scope Extension		
<b>Applicable Standards / Normative Reference</b>	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> Choose an item. <input checked="" type="checkbox"/> Indonesia National Interpretation 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
<b>Supply Chain Module</b>	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	<b>Mill Capacity</b>	60 MT/hour
<b>ISH certification Phase</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		

<b>3. Other Certifications</b>			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
ID05/65250	ISO 14001:2015	SGS	10/06/2023
EU-ISCC-Cert-DE100-02042122	ISCC EU	SGS	31/08/2023
SGS-ID-ISPO-0032	ISPO	SGS	20/03/2024

<b>4. Location(s) of Mill &amp; Supply Bases</b>			
<b>Name (Mill / Supply Base / Group Manager / Smallholders)</b>	<b>Location</b>	<b>GPS Coordinates</b>	
		<b>Latitude</b>	<b>Longitude</b>
Muara Bulian POM	Bulian Jaya Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 35' 09.65" S	103° 12' 09.76" E
Muara Bulian Estate	Bulian Jaya Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 34' 49.03" S	103° 11' 43.34" E
KUD Barokah (615 members)	Karya Mukti Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 32' 12.01" S	103° 11' 20.01" E
KUD Subur Makmur (560 members)	Tidar Kuranji Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 34' 24.80" S	103° 07' 12.50" E
KUD Budi Sari (445 members)	Bukit Sari Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 32' 43.08" S	103° 12' 37.11" E
KUD Makmur Rejeki (360 members)	Bulian Jaya Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 36' 44.80" S	103° 10' 48.90" E
KUD Karya Lestari (350 members)	Kehidupan Baru Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 35' 03.60" S	103° 05' 47.80" E
KUD Buah Sakato (1001 members)	Danau Embat Village, Maro Sebo Iilir District, Batang Hari Regency, Jambi Province - Indonesia	1° 39' 42.00" S	103° 08' 39.00" E

<b>5. Description of Supply Base</b>					
<b>New Planting Development</b>	<input checked="" type="checkbox"/> No (no change in total planted area)			<input type="checkbox"/> Yes (please refer to Principle 7 for details)	
<b>Estate / Smallholders</b>	<b>Total Planted (Mature + Immature) (ha)</b>	<b>HCV (ha)</b>	<b>Infrastructure &amp; Other (ha)</b>	<b>Total Area (ha)</b>	<b>% of Planted</b>
Muara Bulian Estate	1,643	104.18	108.82	1,856	88.71
KUD Barokah	1,230	0	0	1,230	100
KUD Subur Makmur	1,120	0	0	1,120	100
KUD Budi Sari	890	0	0	890	100
KUD Makmur Rejeki	720	0	0	720	100
KUD Karya Lestari	700	0	0	700	100
KUD Buah Sakato	1,584	0	0	1,584	100
<b>Total</b>	<b>7,887</b>	<b>104.18</b>	<b>108.82</b>	<b>8,100</b>	<b>97.37</b>

**Notes:** There is a small part of the KUD area which becomes Village Treasury Land/Tanah Kas Desa and is managed directly by the village government, so that it is no longer part of the KUD, which is a reduction of 10 ha for each KUD from last year's report. Especially for KUD Buah Sakato, the KUD Buah Sakato is located in a village that is quite far apart, some of them separated themselves and created a new KUD with independent management, so that the area was reduced according to the actual size and reduced from last year's report.

<b>6. Plantings &amp; Cycle</b>						
<b>Estate / Smallholders</b>	<b>Age (Years) - ha</b>				<b>Mature</b>	<b>Immature</b>
	<b>0 - 3</b>	<b>4 - 14</b>	<b>15 - 25</b>	<b>&gt;25</b>		
Muara Bulian Estate	368	1,275	-	-	1,275	368
KUD Barokah	-	-	1,230	-	1,230	-
KUD Budi Sari	-	-	1,120	-	1,120	-
KUD Subur Makmur	-	-	890	-	890	-
KUD Makmur Rejeki	130	-	182	408	590	130
KUD Karya Lestari	-	-	700	-	700	-
KUD Buah Sakato	-	-	1,584	-	1,584	-
<b>Total (ha)</b>	<b>498</b>	<b>1,275</b>	<b>5,706</b>	<b>408</b>	<b>7,389</b>	<b>498</b>

**Note:**

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<b>7. Summary of Certified Tonnage of FFB (Own Certified Scope)</b>				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Aug 2021 – July 2022)	Actual (Aug 2021 – July 2022)		Forecast (Aug 2022 – July 2023)
		Previous license period (Aug 2021)	Current license period (Sep 2021 – Jul 2022)	
Muara Bulian Estate	33,468	0*	28,613	41,531
KUD Barokah	12,372	0*	8,116	7,780
KUD Budi Sari	22,341	0*	3,204	5,153
KUD Subur Makmur	6,659	0*	17,884	20,042
KUD Makmur Rejeki	9,045	0*	6,768	8,124
KUD Karya Lestari	12,754	0*	8,780	9,911
KUD Buah Sakato	36,181	0*	32,847	22,201
<b>Total</b>	<b>132,820</b>	<b>106,212</b>		<b>114,742</b>

**Note:** \*) For actual period Aug 2021 as per last year report has reported Aug 2021 production, therefore for previous license period reported as zero.

<b>8. Summary of Certified Tonnage of FFB (from other certified unit(s))</b>				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Aug 2021 – July 2022)	Actual (Aug 2021 – July 2022)		Forecast (Aug 2022 – July 2023)
		Previous license period (Aug 2021)	Current license period (Sep 2021 – Jul 2022)	
NIL		-	-	
<b>Total</b>		<b>-</b>		

**Note:**

<b>9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)</b>				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Aug 2021 – July 2022)	Actual (Aug 2021 – July 2022)		Forecast (Aug 2022 – July 2023)
		Previous license period (Aug 2021)	Current license period (Sep 2021 – Jul 2022)	
3 <sup>rd</sup> Party	-	0*	145,657.94	-
<b>Total</b>		<b>145,657.94</b>		<b>-</b>

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**Note:** \*) For actual period Aug 2021 as per last year report has reported Aug 2021 production, therefore for previous license period reported as zero.

**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	August 2021	0*	0*	0*
2	September 2021	9,829	10,968	20,798
3	October 2021	9,395	10,513	19,908
4	November 2021	10,048	11,604	21,652
5	December 2021	8,528	10,584	19,112
6	January 2022	7,671	11,046	18,717
7	February 2022	6,960	10,771	17,731
8	March 2022	8,172	15,064	23,237
9	April 2022	9,933	16,460	26,394
10	May 2022	10,599	14,226	24,825
11	June 2022	12,107	17,216	29,323
12	July 2022	13,040	17,205	30,245
<b>TOTAL</b>		<b>106,282</b>	<b>145,657</b>	<b>251,942</b>

**Note:** \*) For actual period Aug 2021 as per last year report has reported Aug 2021 production, therefore for previous license period reported as zero.

**10. Summary of Certified Tonnage (MT) (not applicable for ISS)**

Estimated last year (Aug 2021 – July 2022)	Actual (Aug 2021 – July 2022)		Forecast (Aug 2022 – July 2023)
	Previous license period (Aug 2021)	Current license period (Sep 2021 – Jul 2022)	
<b>FFB</b>	<b>FFB</b>		<b>FFB</b>
132,819 mt	0*	106,282 mt	114,742 mt
	<b>TOTAL</b>	106,282 mt	
<b>CPO (OER: 19.95%)</b>	<b>CPO (OER: 20.8%)</b>		<b>CPO (OER: 20.06%)</b>
26,496 mt	0*	22,171 mt	23,013 mt
	<b>TOTAL</b>	22,171 mt	
<b>PK (KER: 5.30%)</b>	<b>PK (KER: 5.37%)</b>		<b>PK (KER: 5.30%)</b>
7,039 mt	0*	5,713 mt	6,081 mt
	<b>TOTAL</b>	5,713 mt	

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**Note:** \*) For actual period Aug 2021 as per last year report has reported Aug 2021 production, therefore for previous license period reported as zero.

<b>10A. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
<b>No.</b>	<b>Month - Year</b>	<b>Certified CPO (MT)</b>	<b>Certified PK (MT)</b>
1	August 2021	0*	0*
2	September 2021	1,984	529
3	October 2021	1,986	528
4	November 2021	2,143	551
5	December 2021	1,808	470
6	January 2022	1,648	404
7	February 2022	1,456	368
8	March 2022	1,656	439
9	April 2022	2,029	529
10	May 2022	2,235	558
11	June 2022	2,505	643
12	July 2022	2,721	695
<b>TOTAL</b>		<b>22,171</b>	<b>5,714</b>

**Note:** \*) For actual period Aug 2021 as per last year report has reported Aug 2021 production, therefore for previous license period reported as zero.

<b>11. Summary of Actual Volume sold</b>					
<b>Current License period (Sep 2021 – Jul 2022)</b>					
	<b>RSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>Others</b>		
<b>CPO (MT)</b>	17,906.65	676.37	0	0	<b>18,583.02</b>
<b>PK (MT)</b>	5,674.24	0	0	0	<b>5,674.24</b>
<b>Credits</b>	0	0	0	0	<b>0</b>
<b>Previous License period (Aug 2021)</b>					
<b>CPO (MT)</b>	0	0	0	0	0
<b>PK (MT)</b>	0	0	0	0	0
<b>Credits</b>	0	0	0	0	<b>0</b>

**Note:** Conventional is RSPO certified material but sold as non-RSPO.



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<b>11A. Records of Certified CPO &amp; PK Sold under PalmTrace since the last audit (if any)</b>				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	PT Asianagro Agung Jaya	-	6,908.56	-
2	PT Sari Dumai Sejati	-	10,998.09	-
3	PT IIS – KCP Tungkal Ulu	-	-	2,176.56
4	PT DAS – KCP Taman Raja	-	-	3,497.68
<b>TOTAL</b>			<b>17,906.65</b>	<b>5,674.24</b>
<b>Note:</b>				

<b>11B. Records of certified CPO &amp; PK Sold under other schemes since the last audit (if any)</b>				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	PT Sari Dumai Sejati	ISCC	676.37	-
<b>TOTAL</b>			<b>676.37</b>	<b>-</b>
<b>Note:</b>				

<b>11C. Records of CPO &amp; PK Sold as conventional since the last audit (if any)</b>				
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)	
-	-	-	-	
<b>TOTAL</b>		<b>-</b>	<b>-</b>	
<b>Note:</b>				

<b>11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)</b>			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold
-	-	-	-
<b>TOTAL</b>			<b>-</b>
<b>Note:</b>			

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12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (Not Applicable)			Actual (Not Applicable)			Forecast (Not Applicable)		
	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			-			-			-
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit						
No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
-	-	-	-	-	-	-
<b>TOTAL</b>		-	-	-	-	-

**Note:** 1 mt = 1 credit

13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
<b>Current License period (Not Applicable)</b>							
Credits				-	-	-	-
Physical	-	-	-				
<b>Previous License period (Not Applicable)</b>							
Credits				-	-	-	-
Physical	-	-	-				

13A. Records of Certified FFB, CPO, PK & PKE (including credits) sold since the last audit							
No.	Buyers Name	PalmTrace Trading License Number	FFB Sold (MT)	Certified CPO Sold (MT/credit)	Certified PK Sold (MT/credit)	Certified PKO Sold (MT/credit)	Certified PKE Sold (MT/credit)
-	-	-	-	-	-	-	-
<b>TOTAL</b>			-	-	-	-	-

**Note:**

## 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.  
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639  
Representative: Chaiyaporn Seekao ([Chaiyaporn.Seekao@bsigroup.com](mailto:Chaiyaporn.Seekao@bsigroup.com))  
Website: [www.bsigroup.com](http://www.bsigroup.com)

BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 countries. BSI is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia.

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **08-13/08/2022**. The audit programme is included as Section 2.3. . Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on **07/07/2022** ([https://rspo.org/uploads/default/pnc/RSPO Notifikasi Publik RAV PT. Inti Indosawit Subur - Muara Bulian POM Bahasa r2 .pdf](https://rspo.org/uploads/default/pnc/RSPO%20Notifikasi%20Publik%20RAV%20PT.%20Inti%20Indosawit%20Subur%20-%20Muara%20Bulian%20POM%20Bahasa%20r2.pdf)).

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. Indonesia National Interpretation 2020 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.

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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.

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**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (RAV2)</b>	<b>Year 2 (ASA2_1)</b>	<b>Year 3 (ASA2_2)</b>	<b>Year 4 (ASA2_3)</b>	<b>Year 5 (ASA2_4)</b>
Muara Bulian POM	√	√	√	√	√
Muara Bulian Estate	√	√	√	√	√
KUD Barokah		√		√	
KUD Subur Makmur	√		√		√
KUD Budi Sari		√		√	√
KUD Makmur Rejeki	√		√		
KUD Karya Lestari	√		√		√
KUD Buah Sakato		√		√	

**Tentative Date of Next Visit: August 9, 2023 - August 14, 2023**

**Total Number of Mandays: 30.5 Mandays**

**2.2 BSI Assessment Team**

<b>Name</b>	<b>Role</b>	<b>Competency</b>
Nanang Rusmana	Team Leader	<p><b>Education:</b> Holds a Bachelor Degree of Forestry, Bogor Agricultural University (IPB)</p> <p><b>Work Experience:</b> 5 years working experience in palm oil industry as SHE Assistant at PT. Astra Agro Lestari Tbk. 3 years working experience in mining industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 6 years working experience as RSPO/ISPO auditor</p> <p><b>Training attended:</b> Completed ISO 9001:2015 Lead Auditor Course, ISPO Auditor Course, ISO 14001:2015 Lead Auditor Course, ISO 45001:2018 Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, Endorsed RSPO Supply Chain Certification Lead Auditor Course, SMK3 Auditor Course, HCV Assessor Course, General OHS Expert Course, SMETA Requirements training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>

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		<p><b>Aspect covered in this audit:</b> During this audit, he assessed on Best Management Practise for Mill and Estate, operation procedure, continuous improvement, long term business plan, time bound plan.</p>
Edy Widodo	Team Member	<p><b>Education:</b> Holds a Bachelor Degree majoring Agricultural Technology from University of Padjadjaran, Bandung.</p> <p><b>Work Experience:</b> 8 years working experience in palm oil industry as Agronomist and Assistant Manager in various companies. 9 year working experience as RSPO/ISPO auditor.</p> <p><b>Training attended:</b> Completed ISO 9001 Lead Auditor Course, ISPO endorsed auditor course, Understanding ISO 14001 training, Auditing ISO 14001: 2004 training, Endorsed RSPO Supply Chain Certification Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, SMETA Requirements Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> During this audit, he assessed on the aspects of transparency, social and labor and he also conducted public consultation with related stakeholders.</p>
Eko Prastio Ramadhan	Team Member	<p><b>Education:</b> Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p><b>Work Experience:</b> Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&amp;C Certification Program Manager and auditor covering standard such as RSPO P&amp;C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p><b>Training attended:</b> Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> During this audit, he assessed on the aspects of HCV and Environmental management and monitoring.</p>
Mujinius Jalaraya	Team Member	<p><b>Education:</b> Holds a Bachelor Degree majoring in Forest Resources Conservation and Ecotourism, Bogor Agricultural University (IPB).</p> <p><b>Work Experience:</b> 6 years working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk and Sustainability Supervisor at Teladan Prima Group. 8 years working experience as RSPO Auditor / Lead Auditor.</p> <p><b>Training attended:</b> Completed ISO 9001 Lead Auditor course, ISPO Lead Auditor course, Endorsed RSPO P&amp;C Lead Auditor course, Endorsed RSPO SCCS Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 14001 Internal Auditor Training, ISO 45001 Lead Auditor course, OHS Expert Training, SMETA Requirements Training</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>

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		<p><b>Aspect covered in this audit:</b> During this audit, he assessed on the aspects of OHS and supply chain for mill.</p>
Yudwi Wisnu Rahmanto	Team Member	<p><b>Education:</b> Holds a Bachelor of Forestry with Silviculture, Faculty of Forestry, University of Gadjah Mada</p> <p><b>Work Experience:</b> 7 months working experience in palm oil industry as Agronomy Field Assistant. 11 years working experience as sustainability auditor covering Sustainable Forest Management by FSC FM/COC Scheme, RSPO, ISPO, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p><b>Training attended:</b> Completed Endorsed RSPO P&amp;C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing Training, SMETA Requirements Training, ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme, High Conservation Value (HCV) Training, Sustainability Reporting Assurance Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, RSPO ISH Standard Training Course and Endorsed RSPO Supply Chain Lead Auditor Training Course.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> During this audit, he assessed on the aspects of legal and company policy.</p>
Dr. Suhaili Bin Sahari	Peer Reviewer	<p><b>Education:</b> Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p><b>Work Experience:</b></p> <p>Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p><b>Training attended:</b></p> <ol style="list-style-type: none"> <li>1. ISO 9001:2015 Lead Auditor and Internal Auditor</li> <li>2. Occupation Health &amp; Safety</li> </ol>

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		<ol style="list-style-type: none"> <li>3. ISO 14001:2015 Standard</li> <li>4. RSPO Standards: RSPO P&amp;C 2018 MY-NI 2019</li> <li>5. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4</li> <li>6. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS</li> <li>7. HACCP MS 1480:2019</li> <li>8. GAP Standard: Global GAP, Euro GAP</li> <li>9. ASI Peer Reviewer training</li> </ol>
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**Accompanying Persons: NIL**

Name	Role
NIL	-

**2.3 Assessment Plan**

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

Date	Time	Subjects	NR	EW	EP	MJ	YW
Monday, 08/08/2022	08.00 – 08.30	<b>Opening Meeting</b> Presentation by PT. IIS – Muara Bulian POM, Estate and Smallholder Presentation by BSI Indonesia	√	√	√	√	√
	08.30 – 12.00	<b>Document Review</b> <b>Muara Bulian POM &amp; Estate:</b> <ul style="list-style-type: none"> <li>- Occupational Health and Safety, HCV, Environment Aspect, time bound plan.</li> <li>- Social Aspect and workers welfare, worker consultation, Stakeholder Consultation, impact assessments, policies.</li> <li>- Best Management Practice for Mill and supply chain for mill.</li> <li>- Operation Procedure, organization commitments, Legal compliance, continuous improvement, long term business plan.</li> </ul>	√	√	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 17.00	Continue Document Review for Muara Bulian POM and Estate	√	√	√	√	√
Tuesday, 09/08/2022	08.00 – 12.00	<b>Field Visit to Muara Bulian Estate:</b> <ul style="list-style-type: none"> <li>- Herbicide application programmes, harvesting, fertilizing operations, water management, road maintenance, terracing, HCV's, riparian zones, etc.</li> </ul>	√	-	√	√	√

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Date	Time	Subjects	NR	EW	EP	MJ	YW
		<ul style="list-style-type: none"> <li>- Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc.</li> <li>- Boundaries inspection, worker interviews, social amenities, etc.</li> <li>- Interview with: Labor Union and Gender Committee.</li> </ul>					
		<b>Stakeholder Consultation:</b> Local government of Batanghari Regency (DLH, Disbun, Disnakertrans & BPN), Village head, surrounding community, NGO.	-	√	-	-	-
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 17.00	<b>Field Visit to Muara Bulian POM:</b> Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OHS, Environment issues, POME application, workers interview, Supply chain for CPO mill, Review on SEIA documents and records, Document review, etc.	√	√	√	√	√
		<b>Stakeholder consultation:</b> Internal stakeholder: Committee Gender, Labor Union	-	√	-	-	-
Wednesday , 10/08/2022	08.00 – 12.00	<b>Field Visit to Scheme Smallholder: KUD Subur Makmur</b> Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. <b>(26 sample)</b>	√	√	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 17.00	<b>Field Visit to Scheme Smallholder: KUD Karya Lestari</b> Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. <b>(23 sample)</b>	√	√	√	√	√
Thursday, 11/08/2022	08.00 – 12.00	<b>Field Visit to Scheme Smallholder: KUD Makmur Rezeki</b> Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. <b>(39 sample)</b>	√	√	√	√	√



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Date	Time	Subjects	NR	EW	EP	MJ	YW
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 17.00	<b>Document Review</b> <b>Muara Bulian POM &amp; Estate:</b> <ul style="list-style-type: none"> <li>- Occupational Health and Safety, HCV, Environment Aspect, time bound plan.</li> <li>- Social Aspect and workers welfare, worker consultation, Stakeholder Consultation, impact assessments, policies.</li> <li>- Best Management Practice for Mill and supply chain for mill.</li> <li>- Operation Procedure, organization commitments, Legal compliance, continuous improvement, long term business plan.</li> </ul>	√	√	√	√	√
Friday, 12/08/2022	08.00 – 12.00	<b>Document Review</b> <b>Muara Bulian POM &amp; Estate:</b> <ul style="list-style-type: none"> <li>- Occupational Health and Safety, HCV, Environment Aspect, time bound plan.</li> <li>- Social Aspect and workers welfare, worker consultation, Stakeholder Consultation, impact assessments, policies.</li> <li>- Best Management Practice for Mill and supply chain for mill.</li> <li>- Operation Procedure, organization commitments, Legal compliance, continuous improvement, long term business plan.</li> </ul>	√	√	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 17.00	<b>Document Review</b> <b>Muara Bulian Scheme Smallholder:</b> Cooperative (KUD) document review, management of smallholder, Group Manager, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc.	√	√	√	√	√
Saturday, 13/08/2022	08.00 – 12.00	<b>Document Review continue for Muara Bulian POM &amp; Estate</b>	√	√	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√	√	√
	14.00 – 15.00	<b>Document Review continue for Muara Bulian POM &amp; Estate</b>	√	√	√	√	√
	15.00 – 16.00	<b>Report Preparation</b>	√	√	√	√	√
	16.00 – 17.00	<b>Closing Meeting</b>	√	√	√	√	√

### 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?	PT Inti Indosawit Subur has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Complied
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	There is remaining mill and estate that has not certified yet, PT Mitra Unggul Pusaka – Segati POM and supply bases (Segati Estate and Gonadai Estate). The unit has gone through the RSPO Stage 2 certification audit in 2014, however it was not succeed. The company’s sustainability team has conducted latest RSPO internal audit on 25 – 31 October 2017. Segati Palm Oil Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau planned for Audit in year 2022. However the certification audit was already conducted on 29 November – 3 December 2021 by TUV Rheinland. PT Mintra Unggul Pusaka - Penarikan Mill and Supply bases (Penarikan Estate) located in Pelalawan Riau planned for audit in year 2022, and certification audit was conducted on 29 November – 3 December 2021 by TUV Rheinland. For Bahilang Estate (Supply bases for Tanah Datar Mill) planned in year 2022 due to still in process of RACP (recertification 2020). Teluk Panjie Estate (801ha) as supply bases for Teluk Panjie Mill planned in 2022 due to HGU still in process. Sentral Estate (Supply bases for Gunung Melayu II POM planned in 2022 due to still in process of RACP (recertification 2020).	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. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	No, there is no new acquisition conducted by PT Inti Indosawit Subur and its subsidiary.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Yes, there is time bound plan revision dated 1 July 2021, signed by Management Representative. Justification available, it caused by status of disclosure PT MUP is in progress of	Complied

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	review by RSPO. PT MUP will conduct re-audit in 2022.	
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?	Yes, there is time bound plan revision dated 1 July 2021, signed by Management Representative. Justification available, it caused by status of disclosure PT MUP is in progress of review by RSPO. PT MUP has undergo re-audit in Dec 2021.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	No	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 <b>Major</b> non-compliance shall be raised	No	Complied
<b>Un-Certified Units or Holdings</b>		
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.	Based on Time Bound Plan revised 1 July 2021, PT Mitra Unggul Pusaka – Segati Mill and Penarikan Mill located in Pelalawan, Riau Province postponed to Re-Audit in year 2021. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback. Company revised the Time bound plan on 1 July 2021 and the plan for certification is change due to RaCP still under process. According to Land Use change analysis, there are several area conversion from rubber plantation to become palm oil plantation, no primary forest.  Latest progress of RaCP based on email correspondence between company and RSPO dated 3 December 2020, confirmed that RSPO has review the concept note and there is a comment to be improved and company has given the feedback and revision of Concept Note on 6 May 2021 and waiting for the review from RSPO secretariat.  The company has sent an email to the RSPO Secretariat on 5 August 2022 and has been responded by RSPO Secretariat on 8 August 2022. The email from the RSPO Secretariat said that the RSPO Secretariat has received the additional document related to the draft agreement between PT MUP and CFES (Community Forest Ecosystem Services) and MoM on the initial communication between CFES and Kelompok Pengelola Hutan Adat (KPHA) Biang Sari related to location of remediation. And RSPO Secretariat will send the documents to the	Complied

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	<p>compensation panel along with the revised concept note.</p>	
<p>Any new plantings since January 1<sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>PT Mitra Unggul Pusaka – Segati Mill and Penarikan Mill RaCP and relevant issues are still in progress and waiting for RSPO feedback. According to Land Use change analysis, there are several area conversion from rubber plantation to become palm oil plantation, no primary forest. Latest progress of RaCP based on email correspondence between company and RSPO dated 3 December 2020, confirmed that RSPO has review the concept note and there is a comment to be improved and company has given the feedback and revision of Concept Note on 6 May 2021 and waiting for the review from RSPO secretariat.</p> <p>The company has sent an email to the RSPO Secretariat on 5 August 2022 and has been responded by RSPO Secretariat on 8 August 2022. The email from the RSPO Secretariat said that the RSPO Secretariat has received the additional document related to the draft agreement between PT MUP and CFES (Community Forest Ecosystem Services) and MoM on the initial communication between CFES and Kelompok Pengelola Hutan Adat (KPHA) Biang Sari related to location of remediation. And RSPO Secretariat will send the documents to the compensation panel along with the revised concept note.</p>	<p>Complied</p>
<p>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&amp;C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.</p>	<p>According to internal audit result on December 2020, there is no land conflict occur in PT Mitra Unggul Pusaka – Segati Mill and Penarikan Mill. In addition the company has been certified for ISPO (Indonesian Sustainable Palm Oil) since December 2016.</p> <p>According to the RSPO RaCP tracker (<a href="https://www.rspo.org/certification/remediation-and-compensation/racp-tracker">https://www.rspo.org/certification/remediation-and-compensation/racp-tracker</a>) update 01 September 2022, PT Inti Indosawit Subur has:</p> <ul style="list-style-type: none"> <li>• MU’s with potential liabilities: 4 units</li> <li>• LUCA Submitted (MUs): 4 units</li> <li>• LUCA review completed (MUs): 4 units</li> <li>• Concept Note required (MUs): 3 units</li> <li>• Concept Note submitted (MUs): 2 units</li> <li>• Concept Note approved (MUs): 0</li> <li>• Concept Note submitted (MUs): 0</li> <li>• Concept Note endorsed (MUs): 0</li> </ul>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>• Remediation Plan required (MUs): 4 units</li> <li>• Remediation Plan submitted (MUs): 0</li> <li>• Remediation Plan approved (MUs): 0</li> </ul>	
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Internal audit has conducted for Segati Mill and Penarikan Mill on 28 January 2021 and 20-25 June 2022, Bahilang Estate on 25-26 July 2021 and 08-09 February 2022, Teluk Panji Estate on 20-23 July 2021 and 18-23 February 2022 and Sentral Estate on 18-19 September 2021 and 22-27 August 2022, there is no Labor disputes occur in this management unit. In addition the company has been certified for ISPO (Indonesian Sustainable Palm Oil) since December 2016.	Complied
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Internal audit has conducted for Segati Mill and Penarikan Mill on 28 January 2021 and 20-25 June 2022, Bahilang Estate on 25-26 July 2021 and 08-09 February 2022, Teluk Panji Estate on 20-23 July 2021 and 18-23 February 2022 and Sentral Estate on 18-19 September 2021 and 22-27 August 2022, there is no legal non-compliance occur in this management unit. In addition the company has been certified for ISPO (Indonesian Sustainable Palm Oil) since December 2016.	Complied
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.	Internal audit has conducted for Penarikan Mill and Segati Mill on 28 January 2021 and 20-25 June 2022, Bahilang Estate on 25-26 July 2021 and 08-09 February 2022, Teluk Panji Estate on 20-23 July 2021 and 18-23 February 2022 and Sentral Estate on 18-19 September 2021 and 22-27 August 2022. Report of internal audit are available.	Complied
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?	According to internal audit result, there is no 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.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	During internal audit (Penarikan Mill and Segati Mill on 28 January 2021 and 20-25 June 2022, Bahilang Estate on 25-26 July 2021 and 08-09 February 2022, Teluk Panji Estate on 20-23 July 2021 and 18-23 February 2022 and Sentral Estate on 18-19 September 2021 and 22-27 August 2022), stakeholders consultation already conducted. There is no issue.	Complied

**3.2 Progress of scheme smallholders and/or outgrowers**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
<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>Yes, PT Inti Indosawit Subur Group has including 100% the scheme smallholder in their certification.</p>	<p>Complied</p>

**Approved Time Bound Plan**

Name of Mill	Mill Address	Name of Supply Bases	Estate Address	Time Bound for Certification	Status
Buatan I Mill – PT Inti Indosawit Subur	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010 Re-Certified on 16 September 2015
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Buatan II Mill - PT Inti Indosawit Subur	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Simpang Perak Estate*	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010 Re-Certified on 16 September 2015 *Split From Buatan Estate Since 1 January 2019
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Ukui I Mill - PT Inti Indosawit Subur	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016
		Sei Lala Estate*	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	*Split From Ukui & Soga Estate Since 1 January 2019
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016
Ukui II Mill - PT Inti Indosawit Subur	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016
Tungkal Ulu Mill - PT Inti Indosawit Subur	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu	Tungkal Ulu Estate	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu	2012	Certified on 15 August 2012 Re-Certification on August 2017

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	District, Tanjung Jabung Regency, Jambi		District, Tanjung Jabung Regency, Jambi		
		Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency,	2012	Certified on 15 August 2012 Re-Certification on August 2017
Muara Bulian Mill - PT Inti Indosawit Subur	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pelayung District, Batang Hari Regency, Jambi	Muara Bulian Estate	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pelayung District, Batang Hari Regency,	2013	Certified on 12 July 2013 Re-Certification on August 2017
		Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2013	Certified on 12 July 2013 Re-Certification on August 2017
Topaz Mill – PT Tunggal Yunus Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	Topaz Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	2015	Certified on 30 March 2015
Taman Raja Mill – PT Dasa Anugrah Sejati	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Taman Raja, Badang & Bernai Estate*	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2015	Certified on 20 February 2015 *Bernai Estate Split From Taman Raja & Badang Estate Since 1 January 2019
Segati Mill – PT Mitra Unggul Pusaka	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Segati Estate	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2022	Certification Audit conducted on 29 November - 3 December 2021 by TUV Rheinland.
		Gondai Estate	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2022	Certification Audit conducted on 29 November - 3 December 2021 by TUV Rheinland.
Penarikan Mill – PT Mitra Unggul Pusaka	Penarikan Village, Langgam District, Pelalawan Regency, Riau	Penarikan Estate*	Penarikan / Tambak Village, Langgam District, Pelalawan Regency, Riau	2022	Certification Audit conducted on 29 November - 3 December 2021 by TUV Rheinland.



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Tanah Datar Mill – PT Supra Matra Abadi	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Tanah Datar Estate	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	2015	Certified on 18 May 2015
		Bahilang Estate	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatera	2022	*Bahilang Estate On Process RaCP (Recertification 2020)
Aek Nabara Mill – PT Supra Matra Abadi	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Aek Nabara Estate	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	2015	Certified on 6 March 2015
Teluk Panjie Mill – PT Supra Matra Abadi	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Teluk Panjie Estate (3,885 Ha)	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	2015	Certified on 21 April 2015
		Teluk Panjie Estate (801 Ha)		2022	HGU is still in Process
Peranap Mill – PT Rigunas Agri Utama	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Peranap Estate	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2015	Certified on 7 January 2015
		Peranap (Plasma)		2016	Certified on 18 August 2016
Bungo Tebo Mill – PT Rigunas Agri Utama	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Bungo Tebo Estate	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2015	Certified on 3 December 2015
		Bungo Tebo (Plasma)		2017	Certified on 7 February 2017
Tanjung Selamat Mill – PT Indo Sepadan Jaya	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2015	Certified on 26 May 2015
		Pangkalan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2015	Certified on 26 May 2015
Gunung Melayu I – PT Saudara Sejati Luhur	Rahuning Village, Bandar Pulau District, Asahan	Pulau Maria Estate	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2015	Certified on 7 September 2015

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Gunung Melayu II – PT Gunung Melayu	Gonting Malaha Village, Bandar Pulau District, Asahan Regency, North Sumatra	Aek Tarum & Batu Anam Estate	Gonting Malaha Village, Bandar Pulau District, Asahan Regency, North Sumatra	2015	Certified on 8 July 2015
		Sentral Estate		2022	*Sentral Estate On Process RaCP (Recertification 2020)
Negri Lama II Mill – PT Hari Sawit Jaya	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2016	<ul style="list-style-type: none"> <li>• Certified on 23 December 2016 as Independent Mill</li> <li>• Audit in 2016 as Mill and Supply Base</li> </ul>
		Aek Kuo (2,088 Ha)		2018	HGU Complete Audit at ASA 3 (2018)
		Aek Kuo (501 Ha)		2018	
Negri Lama I Mill – PT Hari Sawit Jaya	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	*3rd party which is excluded from scope of certification	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2015	<ul style="list-style-type: none"> <li>• Certified on 8 April 2015</li> <li>• Audit in 2016 as Independent Mill</li> </ul>

### 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 were 2 (two) Minor nonconformities raised. The Muara Bulian POM 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			
<b>NCR Ref #</b>	2235540-202208-N1	<b>Issued Date</b>	13/08/2022
<b>Due Date</b>	Next audit	<b>Closure Date</b>	Next audit
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 6.7.2 - Minor		
<b>Statement of Nonconformity:</b>	The organization have an emergency procedures but its implementation is inconsistent		
<b>Requirement Reference:</b>	The unit of certification ensures that the working environment under its control is safe and without undue risk to health.		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>• Eyewash at the B3 Waste TPS is not functioning properly (only one of the water holes is working).</li> <li>• First aid kit was not available during harvesting activity in farmers group Number 71 KUD Karya Lestari.</li> <li>• Supremo's MSDS at the time of spraying activity at block A16 Afdeling 1 Muara Bulian Estate is not available.</li> <li>• Rotating object in the conveyor grading area is not equipped with safety cover.</li> </ul>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Ensure the supply of water for eyewash and handwash is always available and can be used at any time.</li> <li>• Giving a warning to the plasma supervisor to be disciplined in bringing the first aid kit to the field.</li> <li>• Provide MSDS Supremo to the supervisor to always carry during work.</li> <li>• Closing the conveyor on the grading machine conveyor.</li> </ul>		
<b>Root Cause Analysis:</b>	Lack of monitoring and evaluation in the field by company management to ensure the emergency procedure is well implemented.		
<b>Corrective Actions:</b>	To conduct the regular monitoring and evaluation of emergency procedure implementation including: <ul style="list-style-type: none"> <li>• Regular emergency response equipment monitoring (monthly) by monitoring form checklist and inspection.</li> <li>• Regular evaluation of emergency response procedure implementation through monthly meeting (Safety committee/P2K3 monthly meeting)</li> </ul>		
<b>Assessment Conclusion:</b>	The effectiveness of the CAP will be verified in the next surveillance audit.		

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Non-conformity			
<b>NCR Ref #</b>	2235540-202208-N2	<b>Issued Date</b>	13/08/2022
<b>Due Date</b>	Next audit	<b>Closure Date</b>	Next audit
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 7.2.5 - Minor		
<b>Statement of Nonconformity:</b>	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 used by smallholders		
<b>Requirement Reference:</b>	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.		
<b>Objective Evidence:</b>	Based on field visit and interview to the smallholders member it was found that they applied paraquat for weed control, sample seen at KUD Karya Lestari at Hamparan 71 Plot No. 1479 and KUD Makmur Rezeki Hamparan 7 Plot No. 241 and Hamparan 7 Plot No. 249, in addition the application was blanket spraying at Hamparan 6 Plot No. 244 KUD Makmur Rezeki.		
<b>Corrections:</b>	Giving a warning to the spraying supervisor and the farmers at the KUD Karya Lestari Hamparan 71 Plot No. 1479, KUD Makmur Rezeki Hamparan 7 Plot No. 241, Hamparan 7 Plot No. 249, and Hamparan 6 Plot No. 244 regarding the prohibition to use of paraquat for spraying.		
<b>Root Cause Analysis:</b>	Lack of understanding from the farmer and supervisor regarding the RSPO requirements of the use of paraquat for spraying.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• Install the warning sign regarding prohibition of the use of paraquat and blanket spraying.</li> <li>• Conduct socialization every 3 months regarding of the use of paraquat and blanket spraying.</li> <li>• Routine monitoring every 6 months to the plasma plots regarding of the use of paraquat and blanket spraying.</li> </ul>		
<b>Assessment Conclusion:</b>	The effectiveness of the CAP will be verified in the next surveillance audit.		

Opportunity for Improvements	
OFI #	Description
OFI 1	NIL

Positive Findings	
PF #	Description
PF 1	NIL

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

Non-conformity			
<b>NCR Ref #</b>	2108332-202109-N1	<b>Issued Date</b>	8 September 2021
<b>Due Date</b>	Next Assessment	<b>Closure Date</b>	13 August 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 3.3.2		
<b>Statement of Nonconformity:</b>	Unit of certification has not been able to prove the consistency of procedures implementation.		
<b>Requirement Reference:</b>	A mechanism to check consistent implementation of procedures is in place.		
<b>Objective Evidence:</b>	<p>According to the VE Report that held on 5 – 12 July 2021, there was a finding related to low evacuation of EFB in mill (finding no 14). According to the action plan of VE visit the mill has evacuated the EFB stacking.</p> <p>During the field visit, auditor found that the EFB station is full and spill over to the ground.</p>		
<b>Corrections:</b>	Creating a good freight transportation system so that EFB transportation runs smoothly		
<b>Root Cause Analysis:</b>	The lack of smooth transportation for FB transportation due to limited transportation units		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- FFB transport truck is required to transport EFB after unloading FFB at the Mill</li> <li>- Carrying out EFB transportation on Sundays and giving premiums to drivers</li> </ul> <p>Give the premium/compensation to FFB truck from CSV and Plasma/Smallholder truck who carrying EFB</p>		
<b>Assessment Conclusion:</b>	<p>The data that has been verified as follows:</p> <ul style="list-style-type: none"> <li>- Berita Acara – EFB transport dated 4 January 2022 for period October – December 2021, the MoM has explained regarding the transportation of EFB from the mill to the estate, scheme smallholders and CSV as much as 705mt. details are: <ul style="list-style-type: none"> <li>- October 2021: 464mt</li> <li>- November 2021: 134mt</li> <li>- December 2021: 107mt</li> </ul> </li> </ul> <p>MoM has been signed by the Head of Administration (KTU), the MoM has also attached photos related to the activity.</p> <ul style="list-style-type: none"> <li>- Memorandum from the Senior Manager PT IIS – Muara Bulian No. 001/MI-IIS/MEMO/10/2021 dated 11 October 2021, addressed to Mill Manager, Mill Assistant, Division Assistant, Workshop Assistant, and Head of Assistant of Muara Bulian Estate related to the transportation of EFB. The memorandum has explained related to the affirmation that every trucks owned by the company carrying FFB enters the mill, required to transport EFB from mill to block as per target.</li> </ul> <p>During the field visit to the EFB station, the EFB is no longer found piling up. According to this corrective action made, auditor conclude this minor nonconformance has been closed satisfactorily.</p>		

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<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Not applicable.
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Non-conformity			
<b>NCR Ref #</b>	2108332-202109-N2	<b>Issued Date</b>	8 September 2021
<b>Due Date</b>	Next Assessment	<b>Closure Date</b>	13 August 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 7.3.2		
<b>Statement of Nonconformity:</b>	Certificate holders has not consistent on implementation proper disposal of waste material, according to procedures		
<b>Requirement Reference:</b>	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
<b>Objective Evidence:</b>	<p>PT Inti Indosawit Subur – Muara Bulian POM has prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" No. AA-KL06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third-party transporter.</p> <p>However, during field visit at Muara Bulian Estate, the auditor team found some (5 /or 6) used oil drums behind the material warehouse were not placed at temporary storage of hazardous waste.</p>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>- Immediately evacuate the used oil drums behind the material warehouse to the temporary licenced hazardous storage</li> <li>- Recording in the hazardous Waste logbook for further transportation according to the period</li> </ul>		
<b>Root Cause Analysis:</b>	Lack of awareness and understanding from warehouse staff and workshop employees regarding hazardous waste management		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Giving back understanding to warehouse staff and workshop employees regarding hazardous Waste management.</li> <li>- Monitoring of hazardous waste management</li> </ul>		
<b>Assessment Conclusion:</b>	<p>The data that has been verified as follows:</p> <ul style="list-style-type: none"> <li>- Minute of Work – Evacuation of Hazardous Waste Drum on 10 October 2022 that has been signed by the Head of Administration (KTU), the minute of work has explained related to the evacuation of the Hazardous Waste (used oil) to the Hazardous Waste Storage. The minute of work attached the documentation (before and after) and also attached sheet of hazardous waste balance/Neraca Limbah period October – December 2021, written on the entry of hazardous waste on 10/10/2021 and transported by a licensed 3<sup>rd</sup> party PT Hazmat Techno on 30/10/2021.</li> <li>- Minute of Meeting (Form TO-05 rev.02) related to the socialization of the hazardous waste handling on 25 October 2022 that has attended by staff and workshop employees (4 participants).</li> </ul> <p>During the field visit to the material warehouse, it has been seen that there ano used oil drums.</p>		

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	According to this corrective action made, auditor conclude this minor nonconformance has been closed satisfactorily.
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Not applicable.

Non-conformity			
<b>NCR Ref #</b>	1928364-202007-M1	<b>Issued Date</b>	10 July 2020
<b>Due Date</b>	9 October 2020	<b>Closure Date</b>	11 September 2020
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 3.4.3 Critical		
<b>Statement of Nonconformity:</b>	Review and updating upon result of analysis surface water quality of Singoan river, related BOD value between Upstream and Downstream did not conducted.		
<b>Requirement Reference:</b>	(C)The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way.		
<b>Objective Evidence:</b>	<p>Based on Environmental Management and Monitoring Report (Laporan RKL-RPL) period Semester 1-2019 stated "result of monitoring on Singoan river still comply with required threshold".</p> <p>According to Result of Water Quality Analysis by accredited laboratory Sucofindo dated 22 November 2018, BOD result: Upstream: 7.56 mg/L; Downstream: 6.08 mg/L. Result of Water Quality Analysis by accredited laboratory Sucofindo dated 7 June 2019, BOD result: Upstream: 5.05 mg/L; Downstream: 5.30 mg/L.</p> <p>Threshold reference: PP No. 82 Tahun 2001 (BOD River Class 1: 3 mg/L).</p>		
<b>Corrections:</b>	Make a revision to environmental monitoring report on part of analysis against the result of water quality threshold.		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>- Result of environmental monitoring as well as threshold of current environment situation are not inserted on management review agenda.</li> <li>- Conduct the training and awareness to relevant officer concerning to add an excellence analysis within the environmental report and its review.</li> </ul>		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Conduct the training and awareness to relevant officer concerning to add an excellence analysis within the environmental report and its review.</li> <li>- Conduct the monitoring and review on environmental report prior to submit to relevant agency.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>14 August 2020: Corrective action plan from Unit of Certification Muara Bulian POM has been received by auditor team.</p> <p>11 September 2020 During the NCR Close out remote audit, auditor seen the evidence of revision on environmental monitoring report (Laporan Pelaksanaan RKL-RPL Semester 2 Tahun 2019 and Semester 1 Tahun 2020) has been submitted to Environmental Agency of Batanghari Regency on 10 August 2020.</p>		

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	<p>Auditor seen that analysis of water quality threshold in the Environmental Monitoring Report has been sufficient. Reference of the water quality during environmental baseline assessment already added as comparison of the current result.</p> <p>According to the corrective action plan made by the client and evidence of correction and clearly explanation provided during NC Close Out remote audit on 11 September 2020, the auditor team decides to Close out this Major NC satisfactorily.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>During RAV2 has been reviewed that the company has implemented the corrective action plan effectively, so that there is no more findings on this indicator.</p>

Non-conformity			
<b>NCR Ref #</b>	1928364-202007-M2	<b>Issued Date</b>	10 July 2020
<b>Due Date</b>	9 October 2020	<b>Closure Date</b>	11 September 2020
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 6.6.2 Critical		
<b>Statement of Nonconformity:</b>	Unit of Certification (Muara Bulian POM and its supply bases) unable to provide the company procedure and policy related temporary worker (PHL)		
<b>Requirement Reference:</b>	(C) Where temporary (Specified Time Work Agreement/PKWT) or migrant workers are employed, a specific labour policy and procedures are established and evidence of implementation is available.		
<b>Objective Evidence:</b>	<p>Unit of Certification employed temporary workers (Free Labour/PHL and Specified Time Work Agreement/PKWT) on their operation (Mill and Estate). Based on employee database period May 2020, there are 172 temporary worker at Muara Bulian Estate; 23 temporary worker at Muara Bulian Mill and 23 temporary worker at Muara Bulian Smallholders.</p> <p>Unit of Certification has had Procedure of New Employment (SOP No. AA-HR-305.2-R0, dated 1 Feb 2009). This procedure is for receiving new employee in generally. However, specific related for temporary worker as required by P&amp;C RSPO.</p>		
<b>Corrections:</b>	Making coordination with Asian Agri HR team regarding addition of specific mechanism on Employees Recruitment and Appointment procedure, particularly on Specified Time Work Agreement/PKWT. This additional information as supporting annexes of existing procedure (SOP-AA-HR-305-2-RO).		
<b>Root Cause Analysis:</b>	Sustainability Department and HR Department have not coordinated upon the new RSPO P&C 2020 Standard related employment procedure, therefore no evidence can be provided during Re-Certification audit.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Will conduct regularly training and awareness regarding the new standard of RSPO P&amp;C 2020 to relevant Department.</li> <li>- Updating several procedure periodically as per necessity.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>14 August 2020: Corrective action plan from Unit of Certification Muara Bulian POM has been received by auditor team.</p> <p>11 September 2020</p>		



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	<p>Memorandum #14a/ES-KMB/INT/07/2020, dated 1 July 2020 which is signed by Senior Manager, concerning Guidance for Employees Recruitment and Appointment or “Pedoman untuk Penerimaan dan Pengangkatan Karyawan PT. Inti Indosawit Subur - Muara Bulian Group”.</p> <p>This memorandum is part of supporting attachment of SOP-AA-HR-305-2-RO, that specific describes on Specified Time Work Agreement/PKWT and Free Labour/PHL. On 25 August 2020, through Internal Memorandum No. 022/ESKMB/ INT/08/2020, Unit of Certification conducting Awareness related to Guidance on Employees Recruitment to all employees Mill, Estate and Smallholders. The Awareness has been conducted on 3 September 2020 and attended by 20 employees.</p> <p>Thereafter, Unit of Certification made evaluation to all employees that planned for appointment as permanently. There are several parameter to be evaluated, such as presence to work, output or work performance, etc. As many of 44 employees are potentially to be appointed as permanent through the HR program. Submission to HR Department will planned on next period (January - April 2021).</p> <p>According to the corrective action plan made by the client and evidence of correction and clearly explanation provided during NC Close Out remote audit on 11 September 2020, the auditor team decides to Closed out this Major NC satisfactorily.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	During RAV2 has been reviewed that the company has implemented the corrective action plan effectively, so that there is no more findings on this indicator.

Non-conformity			
<b>NCR Ref #</b>	2108332-202109-M1	<b>Issued Date</b>	10 July 2020
<b>Due Date</b>	9 October 2020	<b>Closure Date</b>	11 September 2020
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO INA NI 2020, Clause 6.7.3 minor (Escalated to Major NC)		
<b>Statement of Nonconformity:</b>	Based on field visit sampled, the organization has not been able to demonstrate the consistency of PPE usage to cover all potentially hazardous operations.		
<b>Requirement Reference:</b>	(C) Workers use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides 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.		
<b>Objective Evidence:</b>	<p>PT Inti Indosawit Subur – Muara Bulian has prepared the procedure of PPE - “SOP Alat Pelindung Diri’ No: AA-SOP-OP- 101.3. The procedure stated that the company has provided adequate and appropriate protective equipment for all workers at place of works, in line with the risk assessment.</p> <p>During field visit to smallholder block at Hamparan 32 – Kavling/Block 31 KUD Tuah Sakato and Hamparan 51 KUD Subur Makmur, auditor team found the FFB transporter who carried out FFB loading activity was not wearing appropriate PPE (safety boot) as per risk assessment.</p>		
<b>Corrections:</b>	- Provide understanding or awareness again to all KUDs and FFB loaders and transporter regarding the importance of using PPE		

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	<ul style="list-style-type: none"> <li>- Provide PPE shoes to loaders who don't have PPE</li> <li>- Make a joint commitment to plasma/Smallholder FFB loaders and transport drivers to comply with the use of PPE when working</li> </ul>
<b>Root Cause Analysis:</b>	Lack of awareness from the FFB loaders and transporter on the importance of using PPE for occupational safety and health, in addition lack of monitoring and supervision by mandor in the field.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Provide understanding or awareness again to all KUDs and loaders about the importance of using PPE</li> <li>- Make a joint commitment to plasma/Smallholder FFB loaders and transport drivers to comply with the use of PPE when working</li> <li>- Monitoring and supervision by mandor in the field during FFB transport</li> </ul>
<b>Assessment Conclusion:</b>	<p>During NCR close out verification, sighted the evidence of correction and corrective action plan implementation:</p> <ul style="list-style-type: none"> <li>- Company has conducting socialisation for understanding and awareness to all KUD and FFB loaders and transporter regarding the importance of using PPE on 27 - 28 September 2021. Socialization were attended by KUD official and FFB transporter and loader. Evidence of socialization can be shown during audit such as attendance list. Sample seen for socialization at KUD Budi Sari, KUD Barokah, KUD Makmur Rezeki and Koperasi Tuah Sakato. Interview with sample FFB transporter/loader during audit confirmed that they have socialized regarding the importance of PPE usage during working and their responsible to use PPE accordingly during working.</li> <li>- Company has provide the PPE (Safety helmet and AP Boots Shoes) for FFB transporter and FFB loader. PPE provide during socialisation on 27 – 28 September 2021. Evidence of PPE provision can be demonstrated during audit. Sample of PPE provision can be sighted for KUD Budi Sari, KUD Barokah, KUD Makmur Rezeki and Koperasi Tuah Sakato.</li> <li>- KUD official and head of KUD/Koperasi together with all FFB transporter and loader has made the commitment to comply with the use of PPE during working. The commitment signed by head of KUD, Transporter representative and representative of PT Inti Indosawit Subur – Muara Bulian. Commitment letter are documented in "Berita Acara". Evidence of commitment sighted during verification audit:             <ul style="list-style-type: none"> <li>✓ Berita Acara No. 50/Kop-TS-TS/IX/2021 dated 24 September 2021, Koperasi Tuah Sakato</li> <li>✓ Berita Acara dated 27/09/2021, KUD Barokah</li> <li>✓ Berita Acara dated 27/09/2021, KUD Budi Sari</li> <li>✓ Berita Acara No. 10/KUD/MR/IX/2021 dated 24 September 2021, KUD Makmur Rezeki</li> <li>✓ Berita Acara No. /KUD/SM/IX/2021 dated 24 September 2021, KUD Subur Makmur</li> <li>✓ Berita Acara No. 17/KUD/KL/IX/2021 dated 24 September 2021, KUD Karya Lestari</li> </ul> </li> <li>- KUD/Koperasi with PT Inti Indosawit Subur (through field mandor and head of Kelompok Tani) has program to monitor the PPE usage during working in the field in particular during FFB transport and loading to ensure that PPE use appropriately and accordingly. Monitoring of PPE usage documentation record in</li> </ul>

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	<p>“Monitoring Penggunaan APD”. Sample seen for PPE usage monitoring implementation:</p> <ul style="list-style-type: none"> <li>✓ Monitoring Penggunaan APD Koperasi Tuah Sakato: Kelompok Tani 21; dated 21/11/2021; vehicle number BH 8436 BU; driver Amir; FFB loader: Asnawi, Deni; PPE use during working: AP Boot (Ok), Safety helmet (ok); monitor by Head of Kelompok Tani 21 (Koni)</li> <li>✓ Monitoring Penggunaan APD KUD Barokah: Kelompok Tani 82, dated 02/12/2021; vehicle number: BH 8216 BL, B 9410 TYX, BH 8038 BU; driver Jamal, Amin, Roki; FFB loader: Budi/Adi, Oman/Sudar, Roki/Sudar; PPE use during working: AP Boot (Ok), Safety helmet (ok), monitor by Head of Kelompok Tani 82 (Kuswaji)</li> <li>✓ Monitoring Penggunaan APD KUD Karya Lestari: Kelompok Tani 65, dated 29/11/2021; vehicle number: BH 8637 AV, BH 8040 BJ, BH 8184 YX; driver Tukiyat, Agus, Bowo; FFB loader: Hengki/Adi, Yanto/Sobri, Galih; PPE use during working: AP Boot (Ok), Safety helmet (ok), monitor by Head of Kelompok Tani 65.</li> </ul> <p>Based on above evidence and information auditor conclude that the correction and corrective action has been satisfactory implemented. The NC has been closed on 4 December 2021.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	During RAV2 has been reviewed that the company has implemented the corrective action plan effectively, so that there is no more findings on this indicator.

Opportunity for Improvement	
OFI#	Description
<b>OFI 1</b>	<b>OFI Statement:</b> Nil <b>Verification / Follow-up actions:</b> Nil

**3.3.2 Summary of the Nonconformities and Status**

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1782771-201905-M1	Major	1.2.1	27/05/2019	Closed on 8/08/2019
1782771-201905-M2	Major	4.6.7	27/05/2019	Closed on 8/08/2019
1782771-201905-M3	Major	4.8.8	27/05/2019	Closed on 8/08/2019
1782771-201905-M4	Major	SCC 5.3.2	27/05/2019	Closed on 8/08/2019
1782771-201905-M5	Major	SCC 5.5.2	27/05/2019	Closed on 8/08/2019
1782771-201905-N1	Minor	2.1.2	27/05/2019	Closed on 09/07/2020
1782771-201905-N2	Minor	4.6.4	27/05/2019	Closed on 09/07/2020
1782771-201905-N3	Minor	5.2.4	27/05/2019	Closed on 09/07/2020

1928364-202007-M1	Critical	3.4.3	10/07/2020	Closed on 11/09/2020
1928364-202007-M2	Critical	6.6.2	10/07/2020	Closed on 11/09/2020
2108332-202109-M1	Minor escalated to Critical	6.7.3	08/09/2021	Closed on 04/12/2021
2108332-202109-N1	Minor	3.3.2	08/09/2021	Closed on 13/08/2022
2108332-202109-N2	Minor	7.3.2	08/09/2021	Closed on 13/08/2022
2235540-202208-N1	Minor	6.7.2	13/08/2022	Next Audit
2235540-202208-N2	Minor	7.2.5	13/08/2022	Next Audit

### 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 PT Inti Indosawit Subur – Muara Bulian POM Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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

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)
<b>Internal Stakeholders</b>	<b>Gender Committee:</b> Ms. Natariva Sembiring (Head of Gender Committee of Muara Bulian Estate) <b>Workers of PT Inti Indosawit Subur – Muara Bulian POM and Supply Bases</b>	Face to face interview
<b>Government Departments</b>	<ul style="list-style-type: none"> <li>▪ <b>Badan Pertanahan Nasional – National Land Body of Batanghari Regency</b> Mr. Suroso</li> </ul>	Consultation was conducted by phone to prevent the covid-19 outbreak and follow the social distancing policy.

	<ul style="list-style-type: none"> <li>▪ <b>Dinas Tenaga Kerja – Manpower Office of Batanghari Regency</b> Mr. Ilham</li> <li>▪ <b>Dinas Pertanian – Agriculture Agency of Batanghari Regency</b> Mr. Muhayat</li> <li>▪ <b>Dinas Lingkungan Hidup – Environmental Agency of Batanghari Regency</b> Mr. Dodi</li> </ul>	
<b>Labor Union</b>	<b>Labour Union:</b> Janto Siburian (Chairman of Worker Union)	Face to face interview
<b>Communities representative</b>	<b>Head of Singoan Village</b> Mr Samadani <b>Head of Bulian Jaya Village</b> Mr Sayuti <b>FFB Transpoter</b> Mr Aziz	Face to face interview
<b>NGO</b>	<b>Setara Jambi</b> Mr. Rhido	Consultation was conducted by phone to prevent the covid-19 outbreak and follow the social distancing policy.

<b>Stakeholders comment</b>	
<b>1.</b>	<p><b>Feedbacks:</b></p> <p><b>Dinas Lingkungan Hidup – Environmental Agency of Batanghari Regency</b></p> <ul style="list-style-type: none"> <li>▪ PT. IIS - Muara Bulian has met obligation for environmental permits and licenses, including temporary hazardous waste storage, land application, domestic wastewater.</li> <li>▪ Companies reporting routinely the environmental parameters: air emission, ambient air, POME quality, soil quality, water quality, as per timeline requirement.</li> <li>▪ In general, the analysis and test result upon environmental parameters meet requirements and standard threshold.</li> <li>▪ There was no report/complaint from community related to environmental pollution.</li> <li>▪ Company has proactive approach with participation from community for environmental conservation.</li> <li>▪ Piles of EFB that have not been applied as fertilizer, can be directly applied according to the procedure.</li> </ul> <p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ Audit team found that PT IIS Muara Bulian POM and Supply bases has implemented environmental management and monitoring according to RKL-RPL document which approved by related government body.</li> <li>▪ Report of environmental management and monitoring are reported each semester to Environmental Agency of Batanghari Regency.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ The implementation of environmental management and monitoring plan has been verified. (please refer to indicator 3.4.1 – 3.4.3 on this report.)</li> <li>▪ EFB management has been carried out in accordance with the annual plan, the realization has shown during audit.</li> </ul>
<p><b>2.</b></p>	<p><b>Feedbacks:</b>  <b>Dinas Pertanian – Agriculture Agency of Batanghari Regency</b></p> <ul style="list-style-type: none"> <li>▪ PT. IIS Muara Bulian has plantation business permit and valid.</li> <li>▪ The plantation business assessment carried out and the result “Kelas II – Baik”.</li> <li>▪ The palm oil mill of PT. IIS Muara Bulian buys the FFB from communities and farmers in accordance to FFB purchase price determination.</li> <li>▪ Plantation Business Report and Fire Report submitted to Agriculture Service in timely manner. No fire reported from area of PT. IIS Muara Bulian.</li> <li>▪ There is no complaint related to land addressed to PT. IIS Muara Bulian.</li> <li>▪ There is no land conflict both in plasma and estate in PT. IIS Muara Bulian</li> <li>▪ Company and their CSR is good to assist communities.</li> <li>▪ Input from Agriculture Service is to improve the development of partnered “KUD” to identify the smallholder issues, such as: FFB grading criteria at mill, plant pests and diseases, knowledge of sustainable palm oil practise, etc.</li> <li>▪ The replanting program in plasma plantations for phase I through the BPDPKS program has been implemented and the maintenance of agreements has also been implemented.</li> </ul> <p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ Company has obtained the plantation business permit and has implemented the business accordingly.</li> <li>▪ PT IIS – Muara Bulian also has provide the CSR program for surrounding community. Plantation Business Report has reported each semester as per “Laporan perkembangan usaha perkebunan”.</li> <li>▪ PT IIS – Muara Bulian has a program to support smallholder and include the smallholder in RSPO certification. Another smallholder outside the scope of certification also supported by company to manage and enhance their agronomy best management practices and sustainable palm oil practices through CSV program.</li> <li>▪ Please refer to indicator 5.1.8 for the support independent smallholder.</li> <li>▪ Smallholder has had the replanting program for period 2020 – 2031.</li> <li>▪ During the field visit to the respective sampling, several replanting activities began in 2020. Up to December 2021 replanting program was carried out in 132 Ha and the Memorandum Of Understanding for 1,224 Ha area has been released.</li> </ul>
<p><b>3.</b></p>	<p><b>Feedbacks:</b>  <b>Dinas Tenaga Kerja – Manpower Office of Batanghari Regency</b></p> <ul style="list-style-type: none"> <li>▪ PT. IIS – Muara Bulian has provide normative rights to their workers, salary, overtime, housing facilities and social amenities.</li> <li>▪ PT. IIS – Muara Bulian supports and committed to health and safety in company operation. Safety committee and safety officer has been appointed. Safety committee’s report submitted regularly. Health and safety training implemented for operator’s license, routine machinery inspection performed – however due to COVID-19 pandemic, sometimes delayed.</li> <li>▪ Accident report submitted regularly.</li> <li>▪ PT. IIS – Muara Bulian demonstrate commitment to minimize COVID-19 spread during pandemic condition: provides masker, disinfection sprays, temperature check, health screening, vaccination program for workers.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Annual health check carried out by companies.</li> <li>▪ There was no dispute between company and the worker union.</li> <li>▪ For pension fund shall comply to regulation as normative rights for workers, however company discretion/consideration is advised.</li> <li>▪ Communication has gone well between company and manpower services.</li> <li>▪ There is no industrial relation dispute in these companies.</li> <li>▪ Based on monitoring to companies, no practice of use child labor.</li> <li>▪ Based on monitoring to companies, no practice of forced labor or human trafficking. Companies paid the workers in accordance to UMSK and registered to <i>BPJS Ketenagakerjaan</i> and <i>BPJS Kesehatan</i>.</li> <li>▪ Based on monitoring to companies and communication with bipartite member, communication between company and worker union has gone well.</li> <li>▪ The recruitment process is carried out in accordance with established procedures and in accordance with applicable regulations.</li> </ul>
	<p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ PT Inti Indosawit Subur has commitment to health and safety. PT Inti Indosawit Subur – Muara Bulian has prepared and documented the OHS Plan as in “Program Management K3 Tahun 2021-2022”. Please refer to indicator 3.6.1 for the implementation.</li> <li>▪ During audit confirmed that there is no practices of child labor usage, forced labor and discrimination of labor. There is also worker union formed in PT Inti Indosawit Subur – Muara Bulian.</li> <li>▪ PT Inti Indosawit Subur – Muara Bulian has had worker union has registered in DISNAKERTRANS under Decree of Head of Social, Manpower and Transmigration Agency in Batang Hari Regency no. 568/506/DSKT on: Registration of PUK SPPP.SPSI PT Inti Indo Sawit Subur with registration number: no. 568/041/DSKT/2011, dated April 18, 2011 chaired by Mr. Janto Siburian.</li> <li>▪ Recruitment process was documented in Procedure: AA-HR-305.7-R0 dated 1 August 2021 – regarding Recruitment, Selection and Promotion for Non Staff Workers. Explain that this procedure is a guide and provision related to the selection, acceptance and appointment of non-staff workers; Non-staff workers are field workers with the PHL (Daily Worker) / PKWT (Specified Time Work Agreement), and PKWTT (permanent workers) which is also known as SKU</li> </ul>
<p><b>4.</b></p>	<p><b>Feedbacks:</b>  <b>Badan Pertanahan Nasional – National Lands Body of Batanghari Regency</b>          There is no feedback.</p> <p><b>Audit Team verification and response:</b>          -</p>
<p><b>5.</b></p>	<p><b>Feedbacks:</b>  <b>NGO-Setara Jambi</b></p> <ul style="list-style-type: none"> <li>▪ Setara Jambi Foundation is a Non-Governmental Organization (NGO) based in Jambi Province. So far, the high activity of oil palm plantations, including those that are managed independently by the community, has an unfavorable impact on the environment.</li> <li>▪ Lack of information and knowledge of farmers on oil palm management, as a result aspects of safety and pollution tend to be neglected.</li> <li>▪ Adding information and knowledge of oil palm farmers in managing their plantations. One of them is by doing mentoring.</li> <li>▪ There is no land dispute, social cases, and environmental case at PT. IIS Muara Bulian.</li> </ul> <p><b>Audit Team verification and response:</b></p>

	<ul style="list-style-type: none"> <li>▪ There is no land dispute and land conflict occurred since last audit.</li> <li>▪ Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992.</li> <li>▪ Scheme Smallholder - Muara Bulian has received direct assistance from PT IIS – Muara Bulian who always provides training and socialization related to sustainable management of oil palm plantations.</li> <li>▪ This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local people’s access through the main estate roads.</li> </ul>
<p><b>6.</b></p>	<p><b>Feedbacks:</b>  <b>Head of Pulau Pauh Village</b>  <b>Head of Merlung Village</b></p> <ul style="list-style-type: none"> <li>▪ There is no land conflict between PT IIS Muara Bulian and community.</li> <li>▪ There is no issue regarding social issue and environmental issue.</li> <li>▪ The company has provided assistances to the community, such as: religious assistances, road maintenance, clean water assistances.</li> <li>▪ Communication between company and community has gone well.</li> <li>▪ The existence of the company has a positive impact regarding of the job opportunities for community who need work at estate and mill.</li> <li>▪ Company has provided CSR program, such as: religious assistances, educational assistances, road maintenance, and clean water assistance.</li> </ul> <p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ There is no land dispute and land conflict occurred since last audit. Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads.</li> <li>▪ In 2021 - 2022 period, the company has established CSR program is recorded on CSR Project Tracking 2020 and 2021, consisting 6 types of activities, such as Social, Economy, Education, Health, Infrastructure and Environment.</li> <li>▪ The creation of the CSR program is done by coordinating with the local village head through the SIA report and monitoring.</li> </ul>
<p><b>7.</b></p>	<p><b>Feedbacks:</b>  <b>Gender Committee of Muara Bulian</b></p> <ul style="list-style-type: none"> <li>▪ There is no issue regarding the gender, discrimination and/or sexual harassment in period 2021 and 2022 at Mills and Estates.</li> <li>▪ Gender Committee has understood regarding the grievance mechanism as well as the protection of the identity of the complainants/whistle-blower.</li> <li>▪ The company has implemented the sexual harassment policy.</li> <li>▪ Unit of Certification has provided pregnancy test to spraying workers and fertilization workers every month.</li> <li>▪ Due to pandemic Covid-19, some gender committee activities in 2021 and 2022 has been postponed until the situation returns to normal.</li> <li>▪ Through the gender committee, GP2SP (Productive Healthy Women Workers Movement) has been formed.</li> </ul> <p><b>Audit Team verification and response:</b></p>



	<ul style="list-style-type: none"> <li>▪ PT Inti Indosawit Subur – Muara Bulian has formed a Gender Committee at Muara Bulian Estate and Mill which is chaired by Ms. Natariva Sembiring, based on the Gender Committee Organizational Structure was stated on 15 February 2020.</li> <li>▪ Gender committees consisting of representatives of all units in the Muara Bulian Group play a role in: addressing issues related to women's rights and counselling for women workers who experience acts of violence and sexual harassment and other issues related to women workers.</li> <li>▪ Coordinators are assigned at Muara Bulian Estate by Ms. Rimma S, at Muara Bulian Plasma is responsible for Ms. Nova Novrianti and at Muara Bulian Mill is responsible for Rita Anggraini.</li> <li>▪ In 2022 Gender Committee Program has been established including the issues that will be discussed at the meeting.</li> <li>▪ The determination of GP2SP is based on a memorandum from the Estate Manager of Muara Bulian No. 189/ES-KMB/INT/8/2017 dated August 5, 2017</li> </ul>
<p><b>8.</b></p>	<p><b>Feedbacks:</b></p> <p><b>Worker Union</b></p> <ul style="list-style-type: none"> <li>▪ The company has realized employee normative rights such as remuneration in accordance with applicable regulations, allowances/THR and BPJS Program.</li> <li>▪ Communication has gone well with the company.</li> <li>▪ Legally union member is a labor consist of Permanent Workers (SKU-H &amp; SKU-B), however operationally union also consider the problems that occur at the level of daily workers.</li> <li>▪ Daily workers have had a Work Agreement (SPK) with the company.</li> <li>▪ There is no indication that organization conducted discrimination against to the workers.</li> <li>▪ Organization has provided PPE for all workers.</li> <li>▪ The company has provided the workers amenities, such as; housing, clean water, electricity, toilets, sanitation, clinics, day care, place of worship, etc.</li> <li>▪ The company has registered all workers in BPJS program (Accident and Health Insurance) including daily workers.</li> <li>▪ There's never been demonstration to the company management in 2021 and 2022.</li> <li>▪ The company has provided wages in accordance with the regulations.</li> <li>▪ There is no indication of the company has violated of Human Rights.</li> <li>▪ There is no indication of forced labor or coercive labor practice of work.</li> <li>▪ There is a difference in the calculation of the retirement period with the issuance of UU 11/2020 and explanation in PP 35/2021 compared to the BKSPPS Agreement. The calculation based on UU 11/2020 and explanation in PP 35/2021 is smaller. However, company and worker union (PUK-SPSI) has made an agreement on 03 August 2021 about the calculation of retirement period refers to UU 11/2020 and PP 35/2021 due to judicial review process in the Constitutional Court (Mahkamah Konstitusi), agreed that per February 2021 the calculation of retirement period is based on PP 35/2021 until the judicial review is completed. The company will follow the results of judicial review process.</li> </ul> <p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ PT Inti Indosawit Subur – Muara Bulian has had Worker Union has registered in DISNAKERTRANS under Decree of Head of Social, Manpower and Transmigration Agency in Batang Hari Regency no. 568/506/DSKT on: Registration of PUK SPPP.SPSI PT Inti Indo Sawit Subur with registration number: no. 568/041/DSKT/2011, dated April 18, 2011 chaired by Mr. Janto Siburian.</li> <li>▪ During audit confirmed that there is no practices of child labor usage, forced labor and discrimination of labour.</li> <li>▪ Company has paid the wages according to Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021, dated 16 December 2021; regarding: "Penetapan Upah</li> </ul>

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	<p><i>Minimum Propinsi Jambi Tahun 2022'</i> amount of IDR 2,698,940.87. The Department of HRD (Manger HRD RO3) also issued Memorandum 001/HR-RO3/MEMO/05/2022 on 5 May 2022 related wages for year 2022 is IDR 2,698,940.87 per month (25 Working Days) or equal to IDR 107,957.63 per day.</p> <ul style="list-style-type: none"> <li>▪ PT Inti Indosawit Subur – Muara Bulian has provided adequate housing with electrical and clean water supply, medical clinic, sport facilities, religious facilities, education facilities and other amenities. Based on field inspection, the facilities found to be in good condition.</li> <li>▪ For the calculation of the retirement period, PT Inti Indosawit Subur – Muara Bulian has complies to UU 11/2020 and PP 35/2021.</li> </ul>
<b>9.</b>	<p><b>Feedbacks:</b></p> <p><b>EFB Transporter</b></p> <ul style="list-style-type: none"> <li>▪ The contractors have an agreement in providing the dump truck units to transport of EFB.</li> <li>▪ The communication has gone well with the company.</li> <li>▪ Payment process has gone well.</li> <li>▪ Contractors has understood against of Company Policy and Grievance Mechanism.</li> <li>▪ The contractors have registered the driver to the Accident Insurance (<i>BPJS Ketenagakerjaan</i>) and has provided PPE (helmet, mask and boot).</li> <li>▪ Wages set under the contract are IDR 22,000 per ton (maximum load 6 tons) and per day as much as 5 trips.</li> <li>▪ The wage of driver is more than IDR 3,300,000 per month.</li> </ul> <p><b>Audit Team verification and response:</b></p> <ul style="list-style-type: none"> <li>▪ Company has cooperated with local contractor for EFB transporter.</li> <li>▪ This also the program to enhance the livelihood and local economical.</li> <li>▪ The contractor are manage and comply with the relevant regulation regarding the manpower regulation, minimum wages and OHS requirement.</li> </ul>

<b>List of land owner / user contacted</b>					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
NIL	-	-	-	-	-
<p>PT Inti Indosawit Subur – Muara Bulian POM has established since 1985 and has planting palm oil since 1987, 1988, 1989. Currently the palm oil has been replanting since 2017 – 2027.</p>					



<b>Previous land owner / user comment</b>	
-	<p><b>Feedbacks:</b> NIL</p> <p><b>Audit Team verification and response:</b> NIL</p>

**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 **Muara Bulian POM** has complied with the Indonesia National Interpretation 2020 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 **Muara Bulian POM** is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name: Nanang Rusmana</b>	<b>Name: Putu Grhyate Yonata Aksa</b>
<b>Company Name: On behalf of BSI Services Malaysia Sdn. Bhd.</b>	<b>Company Name: PT. Inti Indosawit Subur – Muara Bulian POM</b>
<b>Title: Lead Auditor</b>	<b>Title: Sustainability Manager</b>
<b>Signature:</b> 	<b>Signature:</b> <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> 
<b>Date: 25 September 2022</b>	<b>Date: 30 September 2022</b>

**Appendix A: Summary of Findings**

Criterion / Indicator		Assessment Findings	Compliance
<p><b>Principle 1: Behave ethically and transparently</b>            Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p><b>Criteria 1.1:</b> The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>			
1.1.1	(C) Management documents that are specified in the RSPO P&C are made publicly available.	<p>Company has a list for document publicly available. As per "<i>Daftar Dokumen dan Informasi Untuk Diakses Publik PT. Inti Indosawit Subur</i>", dated 30 June 2022, these documents are: Environmental documents (EIA, Monitoring &amp; Management Plan, Environmental Report, HCV Report, Land Use Right Permits.</p> <p><b>Smallholders:</b>            Copy of landownership (SHM), Smallholders Plantation Registration (STD-B), Environmental Commitment (SPPL), Cooperative Legal Document, Cooperative Policies, Procedures and Flowchart, Cooperative Report, Management and Monitoring Member Report.</p>	Complied
1.1.2	Information is provided in appropriate languages and accessible to relevant stakeholders.	<p>Company has a set of publicly available document in form of "<i>Daftar Dokumen yang dapat diakses oleh Stakeholders</i>" as per Memorandum No. 12/GM-GME/Int/VI/2022", updated on 30 June 2022. The provision of publicly available document segregates based on stakeholder category.</p> <p>PT Inti Indosawit Subur – Muara Bulian POM and smallholder has provided information in appropriate languages (Bahasa Indonesia) which can be understood and accessible by relevant stakeholders.</p> <p>Based on interview with surroundings stakeholder (e.g. Head of Village, community group and contractor of transport FFB, they understood of that list.</p>	Complied

1.1.3	<b>(C)</b> Records of requests for information and responses are maintained.	<p><b>Muara Bulian Estate and Mill</b></p> <p>Request Information and response from Stakeholder has been documented into a logbook "Surat Masuk" and the response is documented in "Log Book Stakeholders – Out". The sample of a request information for example:</p> <ul style="list-style-type: none"> <li>- On 21 February 2022 from Head of Tidar Kuranji Village related to request of water tank for watering the dry season roads, this request has been responded by the organization.</li> <li>- On 10 February 2022 from Head of Bukit Sari Village related to to a request for heavy equipment assistance for road maintenance, this request has been responded by the organization.</li> <li>- in February 2022 from Pulau Pauh Village related to a request for heavy equipment assistance for road maintenance, this request has been responded by the organization.</li> <li>- On 5 July 2022 From Head of Danau Emabt Village related to a request for heavy equipment assistances for road maintenanic, this request has been responded by the organization.</li> </ul> <p><b>Smallholder:</b></p> <p>KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari: According to "Buku Surat Masuk – Surat Keluar" period 2021 and 2022, there is no request of information from stakeholders.</p> <p>Sample of smallholders scheme visited during this assessment are ongoing process for replanting, no information request was raised.</p>	Complied
1.1.4	<b>(C)</b> Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.	<p>Company has developed a communication procedure under "Mekanisme Penanganan Permintaan Informasi Stakeholder "(No. SOP; AA-GL-5008.1-R1) dated 22 August 2011. The procedure described that information request can be receive by oral or written, or by representative of communities; the company will responded according to respective authorities, starts from Humas (public relation), Estate/Mill manager, Group Manager and Regional Office. The company responses against all</p>	Complied

		<p>information request sent by stakeholders including response time of 14 working days after information request accepted. In addition, record related to information request and company response kept and maintained for three (3) years.</p> <p>During stakeholder consultation to government agencies and other relevant stakeholders, the communication procedure was understood through direct communication (mostly by phone). Since the procedure have no revising, then stakeholders still using current methode for communication and consultation.</p> <p><b>Smallholder:</b></p> <p>The Smallholder Manager has established mechanism for communication and consultation "<i>Prosedur Konsultasi dan komunikasi Didokumentasikan, Diungkap, Diimplementasikan Tersedia dan Dijelaskan Kepada Semua Stakeholder</i>" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Responsible for the response of information from the stakeholders is done by the Field Assistant then will be arranged to the Estate Manager.</p> <p>Each smallholder member has "<i>Buku Panduan dan Catatan Petani Plasma</i>", whereas explains the flow process of consultation and communication. Both of communication by written or verbal communication to group management are acceptable.</p>	
1.1.5	An up-to-date list of contacts and detailed stakeholder information is available along with designated representatives.	Unit of certification has update list of stakeholders dated 30 June 2022. Stakeholder list consist of NGO's (10 institutions), provincial office (11 institutions), Regency office (7 institutions), District government (6 institutions), Villages (7 villages).	Complied
<b>Criteria 1.2:</b> 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.	PT Inti Indosawit Subur has revised the company policy by including commitment to a code of ethical business conduct, it was signed by Managing Director on 1 December 2019. The policy was disseminated to all	Complied

		<p>employees through the company policy notice board and by direct dissemination, e.g.:</p> <ul style="list-style-type: none"> <li>a. In 2022, dissemination has performed on 10 February 2022 attended by 24 personnel from Muara Bulian Estate.</li> <li>b. In 2021, dissemination has performed on 10 September 2021 attended by 32 personnel from Muara Bulian Estate, on 10 April 2021 attended by 72 personnel at Muara Bulian Plasma. List of attendance was available at the time of audit.</li> </ul> <p>In the recruitment process policies have been applied related to business ethics, which are stipulated in the Work Agreement Letters both PHL, PKWT and in the Collective Labor Agreement (PKB).</p> <p>In the Daily worker Agreement and PKWT Work Agreement, it is also explained in relation to company policy stated in appendix 1, that is:</p> <p>Disgraceful Acts / Actions of Workers That Result in the Termination of the Work Agreement; "Committing and / or directly or indirectly involved in a fraud and / or theft and / or embezzlement of goods and / or money belonging to the company, embezzling company money, accepting gifts from other parties due to work results. "<i>Perbuatan/Tindakan Tercela Tenaga Kerja yang Mengakibatkan Berakhirnya Perjanjian Kerja; "Melakukan dan/atau terlibat langsung maupun tidak langsung dalam suatu penipuan dan/atau pencurian dan/atau penggelapan barang dan/atau uang milik perusahaan, Menggelapkan uang milik perusahaan, meneripa uang pemberian dari pihak lain karena hasil kerja"</i>.</p> <p>At the recruitment process has been applied policy related to business ethics and also set forth in the letter of the work agreement both PHL, PKWT and in PKB.</p> <p>In the daily freelance work agreement and the PKWT work agreement, it is also explained in relation to the company policy stated in Appendix 1; Occupational action/actions that resulted in the expiration of the employment agreement; "Doing and/or engaging directly or indirectly in a</p>	
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		<p>fraud and/or theft and/or embezzlement of the company's goods and/or money, darkening the company's money, terrorize the awarding of the other party due to work</p> <p>PKB period 2018-2020 has explained related to business ethics in article XXII about "Obligations of The Company and Employees"; including: employers and workers are obliged to maintain good character and do not contradict the legal norms and moral values, employers and workers are obliged to comply with and enforce all regulations and legislation on Applicable employment.</p> <p><b>Smallholder:</b></p> <p>The Smallholder Manager already has a Code of Ethical Business Policy that included on "<i>Kebijakan Manajer Group ICS</i>" signed on 11 August 2020, and has been disseminated to each member through the "Kegiatan Refresh Pelatihan P&amp;C RSPO" was performed on 11 August 2020 attended by 83 farmers where in point 2 stated "<i>Committed to ethical conduct in business in overall transactions and business operations, prohibition all forms of corruption, bribery and fraud in the use of funds and resources</i>".</p> <p>Separately, the policy of the business code of conduct is stated in the cooperation contract with the second party. Statements relating to business ethics are mentioned in Article 8; About Prohibition: that: The owner of the fleet (Transporter) is charged with fraud, theft and embezzlement of FFB.</p>	
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.	Muara Bulian Group including scheme smallholder has mechanism regarding reporting guarantees and case disclosures; from the case report referring to procedure AA-GL/510.1-R0, Public Relations will convey the information to GM and keep the reporting party confidential. GM and Public Relations provide a maximum response of 14 days for a whistle-blower case referring to the related procedure: refer to the AA-GL-5009.1 R0 procedure for settlement with the local community and resolution of employee complaints related to employment referring to the AA-HR-308.5-R0 procedure. This mechanism has been disseminations on 10 February 2020.	Complied



		<p>To ensure that the policy has been implemented by all related parties, PT IIS – Muara Bulian has a monitoring mechanism through internal audit actions every year. The last internal audit was conducted on 24-29 January 2022 by 4 auditors who have competency as internal auditors. From the results of the internal audit, there are no discrepancies related to the implementation of company policies.</p> <p>The Company - Muara Bulian Group (including scheme smallholder) has implemented business conduct policy to seluruh employees, it is repeated in employment contract with PKB employees period 2018-2020. Describes on article XXII about “<i>Kewajiban Perusahaan dan Pekerja</i>”; these included: <i>Pengusaha dan pekerja berkewajiban memelihara budi pekerti yang baik dan tidak bertentangan dengan norma hukum dan nilai susila, Pengusaha dan pekerja berkewajiban mematuhi dan menjalankan segala peraturan dan perundangan tentang ketenagakerjaan yang berlaku</i>”.</p> <p>At the recruitment process has been applied policy related to business ethics and also set in the letter of the work agreement both PHL, PKWT and in PKB.</p> <p>In the daily worker agreement and the PKWT work agreement, it is also explained in relation to the company policy stated in Appendix 1; Occupational action/actions that resulted in the expiration of the employment agreement; "Doing and/or engaging directly or indirectly in a fraud and/or theft and/or embezzlement of the company's goods and/or money, darkening the company's money, terrorize the awarding of the other party due to work.</p>	
<p><b>Principle 2: Operate legally and respect rights</b></p>			
<p>Implement legal requirements as the basic principles of operation in any jurisdiction.</p>			
<p><b>Criteria 2.1:</b> There is compliance with all applicable local, national and ratified international laws and regulations.</p>			
<p>2.1.1</p>	<p><b>(C)</b> The unit of certification complies to relevant regulations.</p>	<p>Certificate holder has implemented mechanism for ensuring compliance with applicable legal requirement. It was stated on “<i>Prosedur Pemenuhan Peraturan Perundang - undangan dan Perubahannya</i>” (SOP AA-GL-5001.1-</p>	<p>Complied</p>

		<p>R0), dated 5 December 2009. Evidence of implementation of legal requirements compliance evaluation is documented in "Daftar Regulasi Implementasi Sustainability di Perkebunan Kelapa Sawit &amp; Pengolahan Kelapa Sawit". The evaluation was performed on annual basis conducted by sustainability officer. Latest evaluation was conducted on August 2021.</p> <p>Document of "Evaluasi Kepatuhan Hukum" is the system used for tracking any changes in laws and regulations. Evaluation of compliance with the regulation has updated on 1 June 2022. Updating, for example: Environment and Forestry Department regulation (known as "Peraturan Menteri Lingkungan Hidup dan Kehutanan No. 6 Tahun 2021"), in article 51 related changes of authority issuance of Hazardous Waste storage license.</p> <p>PT. Inti Indosawit Subur – Muara Bulian as Unit of Certification has complied with relevant regulations, i.a:</p> <ol style="list-style-type: none"> <li>1. Nomor Induk Berusaha (NIB): 8120007822674, tanggal 27 August 2018.</li> <li>2. NPWP: 01.062.129.0-092.000.</li> <li>3. Land Use Right or "Hak Guna Usaha (HGU)": <ul style="list-style-type: none"> <li>HGU Certificate No. 1 (22 Dec 2003); Reference: SK Kepala BPN No. 14/HGU/1992 (15 Sep 1992) area 1,256.18 Ha. Expired: 31 Dec 2027</li> <li>HGU Certificate No. 4 (6 Oct 2003) reference SK HGU No: 51/HGU/BPN RI/2003 (10 Sep 2003), area 523.42 Ha. Expired: 6 Oct 2038.</li> <li>HGU Certificate No. 2 (13 Aug 2003) reference SK HGU No: 03.540.1-06-2003 (10 Jul 2003), area 324,800 m<sup>2</sup> (32.48 Ha). Expired: 13 Aug 2038.</li> <li>HGU Certificate No. 1 (13 Aug 2003) reference SK HGU No: 01.540.1-06-2003 (10 Jul 2003), area 272,700 M<sup>2</sup> (27.27 Ha). Expired: 13 Aug 2038.</li> <li>HGU Certificate No. 3 (13 Aug 2003) reference SK HGU No: 02.540.1-06-2003 (10 Jul 2003), area 170,900 M<sup>2</sup> (17.09 Ha). Expired: 13 Aug 2038.</li> </ul> </li> </ol>	
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		<p>4. Surat Pendaftaran Usaha Perkebunan (SPUP) No: 187/Mentanhut/VII/2000, dated 3 November 2000. Area: 4,759.20 Ha (Tungkal Ulu 3,503.02 Ha) dan (Muara Bulian 1,256.18 Ha) and Mill capacity 60 Ton FFB/hr.</p> <p>5. Persetujuan Ka. Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Prop. Jambi Nomor: 68/KEP/KA.DPM-PTSP/5.2/XI/2017, tanggal 1 Nov 2017 tentang Persetujuan Perubahan Luas Lahan PT. Inti Indosawit Subur. Bertambah luasan sesuai 4 HGU tambahan yaitu 600.26 Ha.</p> <p>6. Akta Perubahan Data Terakhir Perseroan Terbatas: Akta Notaris No. 43 Tanggal 20 November 2017, Oleh Notaris Linda Herawati, SH. Pengesahan dari KEMENKUMHAM No: AHU-AH.01.03-0194564, dated 24 November 2017.</p> <p>7. Keputusan Kepala BLHD Prov. Jambi Nomor: 474/BLHD/2010 tentang Persetujuan Revisi RKL-RPL PT. IIS Kegiatan Perkebunan Kelapa Sawit seluas 9.188 Ha (Inti dan Plasma) dan Pabrik Minyak Kelapa Sawit Kapasitas 60 Ton/Jam di Kec. Maro Sebo Ilir, aKab. Batanghari. Dated 10 Aug 2010.</p> <p>Environmental License for smallholders is under scope of EIA/AMDAL PT. Inti Indosawit Subur.</p> <p>Plantation permit refer to Keputusan Menteri Kehutanan Nomor: 494/Kpts-II/1991, tanggal 7 Aug 1991 tentang Pelepasan Areal Hutan seluas 17,500 Ha di Kab. Tanjung Jabung dan <b>9,356 Ha</b> di Kab. Batanghari Untuk Usaha Budidaya Perkebunan Dengan Pola PIR TRANS Atas Nama PT. Inti Indosawit Subur.</p> <p>Whereby, all smallholders has Land Ownership Certificate (SHM) as land tenure.</p> <p>Until this onsite audit, there is no new updating of the license. PT Inti Indosawit Subur – Muara Bulian POM and estate has fulfilled the requirement such as land title, environmental permit and plantation permit.</p>	
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		<p>Based on the document verification, the legal register (updated per December 2021) are in place. For example: <i>Undang – Undang Cipta Kerja No. 11/2020</i> and its clauses, <i>Permentan 38/2020</i> related to Indonesian Sustainable Palm Oil (ISPO).</p> <p>During this audit, sample taken are from Makmur, KUD Makmur Rezeki and KUD Karya Lestari. From random smallholder sampling obtained information that all KUD’s member has personal land title certificate, plantation permit and environmental permit.</p>	
2.1.2	A documented system for ensuring legal compliance is in place. This system has means to track changes to the law and also includes listing and evidence on evaluation of legal compliance of all contracted third parties, such as: recruitment agencies, service provider and labour contractor.	Public affair department has conducted annual evaluation of legal compliance. The last evaluation is on 1 June 2022. Based on the evaluation document obtained information that there are 1 (one) new regulation related to plantation business. For example, Environment and Forestry Department regulation (known as “Peraturan Menteri Lingkungan Hidup dan Kehutanan No. 6 Tahun 2021”), in article 51 related changes of authority issuance of Hazardous Waste storage license. According to the evaluation, the company has complied with the regulation.	Complied
2.1.3	Legal or authorized boundaries are clearly demarcated and visibly maintained and there is no planting beyond these legal or authorized boundaries.	<p><b>Muara Bulian Estate:</b></p> <p>According to the national regulation, land title (HGU) holder shall maintain the condition of boundary poles. Based on field visit in Muara Bulian Estate concluded that the boundary poles area well maintained.</p> <p>Trench boundary to separate own estate and independent smallholder is available along the plantation.</p> <p><b>Smallholders:</b></p> <p>Based on field visit to sample of smallholders scheme, it is clearly visible that boundary marks are available.</p>	Complied
<b>Criteria 2.2:</b> All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.			
2.2.1	A list of contracted parties is available.	Certificate holder has listed the contracted parties. The list of third parties as per July 2022 as follows:	Complied

		Unit	Contractors name	Address	Contact person	Contract status	
		Estate	EFB and Decanter Cake Transporter	Terusan Village	Halasan Sianipar	Active	
			EFB and Decanter Cake Transporter	Karya Mukti Village	Mustangin	Active	
		Mill	CV Trans Jaya Pertama (CPO Transporter)	Jambi	Nanda	Active	
			CV Pelita (CPO Transporter)	Jambi	Fitri	Active	
			PT Mitra Abadi Damai	Jambi	Andi Wijaya	Active	
		Based on interview with general manager and head clerk obtained information that the list of third parties updated in a monthly basis.					
2.2.2	All contract, including those for FFB supply, contain specific clause on meeting relevant legal requirements and this can be demonstrated by the third party.	<p>Based on sample contracts, specific clause related compliance on legal requirement are described within Article 7:</p> <p><i>f. comply with the applicable regulations in Rep. Indonesia and is not involved in forced labor and human trafficking. "(mematuhi peraturan yang berlaku di Rep. Indonesia serta tidak terlibat dalam praktik kerja paksa dan perdagangan manusia)".</i></p> <p>Based on document verification of third party contract (EFB and decanter cake transporter) on behalf of Halasan Sianipar obtained information that the contract contain specific clause as follows:</p> <ul style="list-style-type: none"> <li>Name and personal address both parties, date and kind of agreement.</li> <li>Scope of agreement</li> </ul>					Complied

		<ul style="list-style-type: none"> <li>• Requirement</li> <li>• Duration</li> <li>• Detail of agreement</li> <li>• Price</li> <li>• Payment method</li> <li>• Measurement</li> <li>• Responsibilities</li> <li>• Contractor Guarantee (covering statement to follow company procedure, registered their workers in worker insurance program, PPE usage, no child labour and other environmental procedures)</li> <li>• Sanction</li> <li>• End of agreement terms</li> <li>• Force majeure</li> <li>• Manipulation and bribery</li> <li>• Addendum</li> <li>• Court settlement</li> <li>• Signed both parties</li> </ul>	
2.2.3	All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour.	<p>Based on document verification of third party contract (EFB and decanter cake transporter) on behalf of Halasan Sianipar and also contract of wheelbarrow "titi panen" Perjanjian Borongan Nomor: 049/E3KTU/01/22, dated 3 January 2022 obtained information that the contract contain specific clause as follows:</p> <ul style="list-style-type: none"> <li>• Name and personal address both parties, date and kind of agreement.</li> <li>• Scope of agreement</li> <li>• Requirement</li> </ul>	Complied

		<ul style="list-style-type: none"> <li>• Duration</li> <li>• Detail of agreement</li> <li>• Price</li> <li>• Payment method</li> <li>• Measurement</li> <li>• Responsibilities</li> <li>• Contractor Guarantee (covering statement to follow company procedure, registered their workers in worker insurance program, PPE usage, no child labour and other environmental procedures)</li> <li>• Sanction</li> <li>• End of agreement terms</li> <li>• Force majeure</li> <li>• Manipulation and bribery</li> <li>• Addendum</li> <li>• Court settlement</li> <li>• Signed both parties</li> </ul> <p><b>Scheme smallholder</b></p> <p>In terms of the appointment of FFB from farmers' crops, the Cooperative has collaborated with local contractors bound through a Letter of Employment Agreement. On that's agreement is described:</p> <p>Article 3: Implementing Personnel; In carrying out the work, the second party (contractor) mobilizes trained and professional personnel and complies with laws/legality and regulations. Use of PPE and comply with work safety signs.</p>	
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		<p>Article 6: Other; Fleet owners are obliged to comply with applicable labor regulations, which include:</p> <ul style="list-style-type: none"> <li>- Prohibition of discrimination</li> <li>- Workers get opportunities and treatment in their jobs and positions.</li> <li>- Provide the opportunity to establish and or become a member of a trade union</li> <li>- Workers get wages in accordance with the agreement in accordance with applicable regulations.</li> <li>- Not employing minors (&lt;18 years old) or child labor</li> <li>- Prohibition of committing acts of violence and sexual harassment of fellow workers.</li> </ul> <p>Article 8: Prohibition;</p> <ul style="list-style-type: none"> <li>- Prohibition of fraud, laundering and embezzlement of fresh fruit bunches.</li> <li>- Prohibition to get drunk, drink intoxicating liquor, use and or distribute narcotics, psychotropic substances and other additives in the workplace</li> <li>- Prohibition of immoral acts or gambling in the work environment</li> <li>- Prohibition of sexual harassment of co-workers</li> <li>- Prohibition of attacking, persecuting, coercing, violent and or intimidating co-workers.</li> </ul> <p>Documents verified:</p> <ol style="list-style-type: none"> <li>1. Letter of Employment Agreement-<i>Surat Perjanjian Kerja FFB Transportation</i> no. 07/SPK/KUD-KL/TBS/I/2020 dated 21 January 2020 between Koperasi Unit Desa Karya Lestari with Tukiyanto at Kehidupan Baru Village.</li> </ol>	
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		<p>2. Letter of Employment Agreement-<i>Surat Perjanjian Kerja FFB Transportation</i> no. 02/SPK/KUD-MR/TBS/I/2020 dated 6 January 2020 between Koperasi Unit Desa Makmur Rezeki with Waluyo at Bulian Jaya Village.</p> <p>3. Letter of Employment Agreement-<i>Surat Perjanjian Kerja FFB Transportation</i> no. 08/SPK/KUD-MR/TBS/I/2020 dated 13 January 2020 between Koperasi Unit Desa Subur Makmur with Farizal Monok at Tidar Kuranji Village.</p> <p>Based on document contracts verified and interview with the contractors, that the contractor (FFB transport) has committed through an employment contract related to disallowing child, forced and trafficked labour.</p>	
<b>Criteria 2.3:</b> All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	<p><b>(C)</b> For all directly sourced FFB, Palm Oil Mill (POM) requires:</p> <ul style="list-style-type: none"> <li>Information regarding the geolocation of FFB origins;</li> <li>Proof of ownership status, right/claim of the land by grower/smallholder;</li> <li>If relevant, valid planting/operational/trading license, or is part of a cooperative which allows the buying and selling of FFB.</li> </ul>	<p>PT Inti Indosawit Subur – Muara Bulian POM has chosen Mass Balance Module, the supply bases as directly sourced of FFB are estate (Muara Bulian Estate) and scheme smallholders (KUD Barokah, KUD Subur Makmur, KUD Budi Sari, KUD Makmur Rezeki, KUD Karya Lestari and KUD Tuah Sakato). The information related geolocation, proof of ownership status, and trading license a cooperative has shown during audit.</p>	Complied
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>During this audit, there are third parties supplier as Indirectly sourced FFB. Based on document verification and interview with Create Share Value (CSV) staff obtained information that both suppliers have been verified and visited by FFB purchasing staff. By visited the suppliers land and tagged the coordinate, mill expected the FFB source comes from traceable and responsible area. The list of legal documents verified as follows:</p> <ul style="list-style-type: none"> <li>List of supplier member</li> <li>Coordinate and its overlay RTRW map.</li> <li>Personal tax identification of APPS Berkah Makmur Bersama and CV Putra Kembar Sentosa PBD-C</li> </ul>	Complied

		<ul style="list-style-type: none"> <li>• Business permit ID.</li> <li>• Trading permit ID.</li> <li>• Environmental permit.</li> <li>• Location permit</li> <li>• Registration of health insurance (BPJS Kesehatan)</li> <li>• Copy of bank account</li> </ul> <p>Based on document verification report above, the CSV staff submitted the report of verification to FFB Purchase Department to issue the Agreement Letter (Surat Perjanjian Kerjasama). The agreement that has been verified for example:</p> <ul style="list-style-type: none"> <li>- MoU between PT Inti Indosawit Subur – Muara Bulian POM with Kelompok Tani Swadaya Harapan Kita related to CSV Program MoU No. 002/CSV/KMB/IV/2015 dated 15 April 2015.</li> <li>- MoU between PT Inti Indosawit Subur – Muara Bulian POM with Kelompok Tani Sinar Danau Embat No. 25/CSV-KMB/VI/2017 dated 10 May 2017.</li> <li>- MoU between PT Inti Indosawit Subur – Muara Bulian POM with PT Putra Tunggal dated 21 November 2015</li> </ul> <p>The information related geolocation, proof of ownership status and trading licenses has shown during audit.</p>	
<p><b>Principle 3: Optimise productivity, efficiency, positive impact and resilience</b>          Implement plans, procedures and systems for continuous improvement.</p>			
<p><b>Criteria 3.1:</b> There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>			
<p>3.1.1</p>	<p><b>(C)</b> A business or management plan (minimum of three years) is documented and where applicable, includes a jointly developed business case for Scheme Smallholders.</p>	<p>The Certificate Holder has three years’ management plan covering Own Estate, Mill and Smallholder’s scheme updated 6 July 2020, as follow:</p>	<p>Complied</p>

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		<p>1. Planting Material. MARIHAT: YoP 1991, 1992, 1993, 1994, 1996, 1997. TOPAZ: Year of Planting 2016, 2017, 2018 and 2019 (only for own estate).</p> <p>2. Yield (Ton FFB/Ha)</p> <table border="1"> <thead> <tr> <th>KUD / Smallholder's Cooperative</th> <th>Size (Ha)</th> <th>Budget 2023</th> <th>Target 2024</th> <th>Target 2025</th> </tr> </thead> <tbody> <tr> <td>Barokah (SP1)</td> <td>1,230</td> <td>12.72</td> <td>12.33</td> <td>11.96</td> </tr> <tr> <td>Subur Makmur (SP2)</td> <td>1,120</td> <td>17.21</td> <td>16.35</td> <td>15.53</td> </tr> <tr> <td>Budi Sari (SP3)</td> <td>890</td> <td>20.30</td> <td>20.30</td> <td>20.30</td> </tr> <tr> <td>Makmur Rejeki (SP4)</td> <td>720</td> <td>10.50</td> <td>9.87</td> <td>9.28</td> </tr> <tr> <td>Karya Lestari (SP5)</td> <td>700</td> <td>14.33</td> <td>13.62</td> <td>12.94</td> </tr> <tr> <td>Tuah Sakato</td> <td>1,584</td> <td>18.28</td> <td>18.64</td> <td>19.01</td> </tr> <tr> <td>Total</td> <td>4,129</td> <td>93.34</td> <td>91.11</td> <td>89.02</td> </tr> </tbody> </table> <p>3. Production (ton)</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Actual (Jan-Jun 2022)</th> <th>Budget 2022</th> <th>Target 2023</th> <th>Target 2024</th> <th>Target 2025</th> </tr> </thead> <tbody> <tr> <td>FFB processed</td> <td>19,398</td> <td>280,029</td> <td>277,734</td> <td>281,334</td> <td>281,634</td> </tr> <tr> <td>CPO</td> <td>3,880</td> <td>54,294</td> <td>56,221</td> <td>56,950</td> <td>57,011</td> </tr> <tr> <td>PK</td> <td>985</td> <td>14,842</td> <td>15,277</td> <td>15,475</td> <td>15,491</td> </tr> </tbody> </table> <p>4. OER dan KER</p> <table border="1"> <thead> <tr> <th>Extract Ratio</th> <th>Act (2021)</th> <th>Budget 2022</th> <th>Target 2023</th> <th>Target 2024</th> <th>Target 2025</th> </tr> </thead> <tbody> <tr> <td>OER</td> <td>19.98</td> <td>19.39</td> <td>20.02</td> <td>20.55</td> <td>20.99</td> </tr> <tr> <td>KER</td> <td>5.26</td> <td>5.30</td> <td>5.50</td> <td>5.50</td> <td>5.50</td> </tr> </tbody> </table>	KUD / Smallholder's Cooperative	Size (Ha)	Budget 2023	Target 2024	Target 2025	Barokah (SP1)	1,230	12.72	12.33	11.96	Subur Makmur (SP2)	1,120	17.21	16.35	15.53	Budi Sari (SP3)	890	20.30	20.30	20.30	Makmur Rejeki (SP4)	720	10.50	9.87	9.28	Karya Lestari (SP5)	700	14.33	13.62	12.94	Tuah Sakato	1,584	18.28	18.64	19.01	Total	4,129	93.34	91.11	89.02	Description	Actual (Jan-Jun 2022)	Budget 2022	Target 2023	Target 2024	Target 2025	FFB processed	19,398	280,029	277,734	281,334	281,634	CPO	3,880	54,294	56,221	56,950	57,011	PK	985	14,842	15,277	15,475	15,491	Extract Ratio	Act (2021)	Budget 2022	Target 2023	Target 2024	Target 2025	OER	19.98	19.39	20.02	20.55	20.99	KER	5.26	5.30	5.50	5.50	5.50	
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5. Production cost (IDR/MT CPO)

Cost Unit	Act (Jan-Jun 2022)	Budget 2022	Target 2023	Target 2024	Target 2025
Estate	683,966	752,363	734,959	752,363	902,835
Mill	453	298	521	343	600
Total	684,420	752,661	735,480	752,706	903,435

Certificate holder has provided longterm management plan in document *Rencana Jangka Panjang periode 2022 – 2027*. This document described the five-year business projection of PT Inti Indosawit Subur – Muara Bulian POM and estate. The longterm management plan covered parameter as follows:

- Planting material (Topaz)
- Hectare statement of mature and immature area
- Estimation of production (Tonnes)
- Estimation of FFB purchase (for Mass Balance Mill)
- Extraction projected (%)
- Cost estimation (IDR/Kg)
- Estimation of price (IDR/Tonnes)
- Estimation of profit (IDR)

Through the document, the production of Muara Bulian POM was projected to increased. According to the end of June 2022 report, Muara Bulian POM has had average extraction for CPO (20.73%) and KER (5.26%) in 2022. Annual achievement always evaluated by top management.

PT Inti Indosawit Subur has demonstrates financial report for fiscal year ends 31 December 2021. The financial report prepared by independent auditor Imelda & Partners report No. 00143/2.1265/AU.1/01/1089-1/1/IV/2021 dated 14 April 2022. The auditor stated:

		<p><i>"In our opinion, the accompanying consolidated financial statements present fairly, in all material respect, the financial position of PT Inti Indosawit Subur and its subsidiaries as of December 31, 2021, and their financial performance and cash flows for the year then ended, in accordance with Indonesian Financial Account Standards".</i></p> <p>Based on interview with head clerk and sustainability staff, PT Inti Indosawit Subur has engagement with 7 existing scheme smallholders and independent smallholder named Create Share Value (CSV) near the Inti Indosawit Subur's concession since a couple year ago and renewed annually. According to the latest record of CSV obtain information that 10 CSV contract existing as follows:</p> <ol style="list-style-type: none"> <li>1. Dua Putra</li> <li>2. Mekar Sari</li> <li>3. Harapan Kita</li> <li>4. Herman Tamsil</li> <li>5. Forum Cahaya Buana</li> <li>6. PT Pratama Sawit Mandiri</li> <li>7. Sinar Danau Embat</li> <li>8. Asosiasi Putra Tunggal</li> <li>9. Gapoktan Mutiara Terusan</li> <li>10. Gapoktan Swadaya Cahaya Buana</li> </ol> <p>The cooperation agreement with CSV includes assistance to farmers in best management practices, capacity building and other assistance agreements in producing sustainable palm oil.</p>	
3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available.	Replanting program 2020-2025 for Own estate is demonstrated and available, there is no replanting program for 2022-2025, the last replanting program is Y2019. And for smallholders, replanting program was started at Y2021 at KUD Makmur Rezeki (SP4).	Complied

		<p>Based on hectare statement data, there is no replanting program in own estate in the next five year. Replanting activity has been done on 2019. Current planting year is 2016, 2017, 2018 and 2019.</p> <p>Smallholder has had the replanting program for period 2020 – 2031 as follows:</p> <ul style="list-style-type: none"> <li>• 2020: 380 Ha</li> <li>• 2021: 460 Ha</li> <li>• 2022: 1,408 Ha</li> <li>• 2023: 1,306 Ha</li> <li>• 2024: 872 Ha</li> <li>• 2025: 1,406 Ha</li> <li>• 2026: 720 Ha</li> <li>• 2031: 388 Ha</li> </ul> <p>During field visit to the respective sampling found (KUD Makmur Rezeki) that several replanting activities has been done in 2021 the area is 130 Ha. The agreement of Land Clearing has been verified as per Agreement Letter No. 596/P3KLM/07/21 dated 28 July 2021 between CV Alam Cahaya Cemerlang and and PT IIS Muara Bulian related "Pekerjaan Replanting Tahun 2021 KUD Makmur Rezeki SP4" area 130 Ha.</p> <p>There was no fire usage during that process.</p>	
3.1.3	The unit of certification holds management review at planned term according to the scale and nature of the activities undertaken.	<p>Organization has conducted management review annually. The management review stipulated in the procedure "AA-SOP-ES-6001-R5 dated 1 August 2020". The latest management review at Muara Bulian POM was conducted on 22 March 2022 and attended by 10 persons.</p> <p>During the onsite audit, auditor team also verifying the record of internal audit/visit. Sighted the record of visit in each unit as follows:</p> <ul style="list-style-type: none"> <li>• Visit Agronomy Muara Bulian Estate: Report No. VA/KMB/OCT/FULL/01-2021 Full Report, date of visit 04 – 07 October 2021 by Subramaniam</li> </ul>	Complied

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		<p>Perumal. There were no main issues in this estate, however current issues and recommendation of immature area related to weeding control in circles/path and interrow, manuring, pest &amp; disease, castration, supplying and consolidation, pruning, trenches, road/bridge and harvesting.</p> <p>For year 2022, the visit agronomy will be held in October 2022, Visit agronomy is done annually.</p> <ul style="list-style-type: none"> <li>• Visit Engineering Muara Bulian POM: Report No. VE-PMB-JUL-FULL-01-2021-Full Report, date of visit 5 – 12 July 2021 by TCJ Thomas. There were no pending issues in this mill. However, there were a key issue related to FFB cages condition in loading ramp and poor collection of EFB due to low evacuation by estate.</li> </ul> <p>For year 2022, the visit engineering will be held in September 2022, Visit engineering is done annually.</p> <ul style="list-style-type: none"> <li>• Visit Agronomy Scheme Smallholders: Report of Visit Agronomy Scheme Smallholders dated 29 April 2022 "Laporan Kunjungan Plasma KLM" by Goh Sudi Wunsen.</li> <li>• Internal Audit Sustainability PT IIS – Muara Bulian POM dated 24-29 January 2022 by Internal Auditor Mr Ridho Ilahi, Ian Septian Arifin, Wahyu Mulya Atmaja and Yohanes Simanjuntak. There are four issue related documentation of HGU pegs, document retains of new employee recruitment and retirement of employees. The issues has been follow up by unit management.</li> </ul>	
<p><b>Criteria 3.2:</b> The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.</p>			
3.2.1	<p><b>(C)</b> The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impact and opportunities of the unit of certification.</p>	<p>Continues improvement were developed by Unit of Certification is by following up the non-conformities of the internal audit and certification audit. Also, they have CI report annually to create improvements in their activities Mill and Estate. The CI report already demonstrated during audit.</p>	Complied

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		Unit of certification has annual improvement on operational activity. For example, there was a record of continuous improvement by the estate to increase productivity and the quality of EFB's sowing the output from 6.6 ton/working day to 8 ton/working day. This improvement has been implemented in June 2022.	
3.2.2	As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat by Certification Body during Annual Surveillance Assessment by using the RSPO metrics template.	RSPO Annual Communication of Progress 2019 of PT Inti Indosawit Subur has been available in RSPO website under membership number 1-0022-06-000-00. At the time of the audit, the RSPO Metrics template has shown during audit.	Complied
<b>Criteria 3.3:</b> Operating procedures are appropriately documented, consistently implemented and monitored.			
3.3.1	<b>(C)</b> Standard Operating Procedures (SOPs) for the unit of certification are in place.	<p>There is no changes on the SOP's for Mill and Estate. The procedures for estates is covering Nursery (SOP AA-APM-OP-1100.01-R4 dated 5 September 2016) upto Replanting (SOP AA-APM-OP-1100.20-R6). While, procedures on Mill are from FFB Receiving (SOP AA-MPM-OP-1400.02.R2) upto Storage of CPO and PK (SOP AA-MPM-OP-1400.14-R2).</p> <p><b>Own Estate:</b></p> <p>Estate has had Standard Operational Procedures (SOP) that covering entire operational activity as follows:</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.01-R4 dated 5 September 2016: <i>Pembibitan</i> (Nursery).</li> <li>• SOP AA-APM-OP-1100.02-R3 dated 10 June 2015: <i>Penanaman Areal Baru</i> (New Planting).</li> <li>• SOP AA-APM-OP-1100.03-R2 dated 24 July 2015: <i>Pembuatan dan Perawatan Jalan dan Jembatan</i> (Road and Bridge construction and maintenance);</li> <li>• SOP AA-APM-OP-1100.04-R3 dated 7 Decmeber 2015: <i>Pembuatan dan Pemeliharaan Parit</i> (Drainage Construction and Maintenance).</li> <li>• SOP AA-APM-OP-1100.05-R3 dated 23 November 2016: <i>Konservasi Tanah</i></li> </ul>	Complied



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		<p><i>dan Air</i> (Soil &amp; Water Conservation).</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.06-R6 dated 16 February 2017: <i>Menanam kacang</i> (Planting cover crops).</li> <li>• SOP AA-APM-OP-1100.07-R6 dated 16 February 2017: <i>Menanam Kelapa Sawit</i> (Planting Oil Palms).</li> <li>• SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed control).</li> <li>• SOP AA-APM-OP-1100.09. R5 dated 26 December 2018: <i>Pemupukan</i> (Fertilizer application).</li> <li>• SOP AA-APM-OP-1100.10. R6 dated 23 November 2016: <i>Pengendalian Hama dan Penyakit</i> (Pests &amp; Disease Control).</li> <li>• SOP AA-APM-OP-1100.11. R1 dated 1 February 2009: <i>Pestisida dan Pengendaliannya</i> (Pesticide Handling).</li> <li>• SOP AA-APM-OP-1100.12. R3 dated 23 November 2016: <i>Kastrasi</i> (Palm castration) explain cutting all generative product (mal flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested.</li> <li>• SOP AA-APM-OP-1100.13. R3 dated 4 March 2016: <i>Tunas Pokok</i> (Pruning).</li> <li>• SOP AA-APM-OP-1100.14. R3 dated 16 February 2017: <i>Sensus dan Identifikasi Pokok</i> (Census and Palm Identification).</li> <li>• SOP AA-APM-OP-1100.15. R2 dated 1 October 2010: <i>Sensus Produksi</i> (Production Census).</li> <li>• SOP AA-APM-OP-1100.16. R1 dated 1 February 2009: <i>Konsolidasi Pohon Tumbang</i> (Provision of Support to Fallen Palm).</li> <li>• SOP AA-APM-OP-1100.17. R1 dated 23 October 2014: <i>Pengelolaan Air</i> (Water Management).</li> <li>• SOP AA-APM-OP-1100.18.R3 dated 20 April 2015: <i>Potong Buah</i></li> </ul>	
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		<p>(Harvesting).</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.19.R1 dated 1 February 2009: <i>Pengelolaan Transport</i> (FFB Transport).</li> <li>• SOP AA-APM-OP-1100.20-R6 dated 1 May 2019: <i>Peremajaan</i> (Replanting).</li> </ul> <p>Muara Bulian POM has documented and implemented procedure related to process of FFB to become CPO and PK, starts from FFB receiving to dispatch of CPO and PK:</p> <ol style="list-style-type: none"> <li>1. SOP AA-MPM-OP-1400.02.R2 dated 1 September 2011: <i>Stasiun Penerimaan</i> for FFB Receiving Station;</li> <li>2. SOP AA-MPM-OP-1400.03.R1 dated 1 February 2009: <i>Stasiun Rebusan</i> for Sterilizer;</li> <li>3. SOP AA-MPM-OP-1400.04.R1 dated 1 February 2009: <i>Stasiun Pemisahan Berondolan</i> for Loose Fruit Separation;</li> <li>4. SOP AA-MPM-OP-1400.05-R1 dated 1 February 2009: <i>Stasiun Pengadukan dan Pengempaan</i> for Pressing Station;</li> <li>5. SOP AA-MPM-OP-1400.06-R1 dated 1 February 2009: <i>Stasiun Pemurnian</i> for Clarification;</li> <li>6. SOP AA-MPM-OP-1400.07-R1 dated 1 February 2009: <i>Stasiun Pemisahan Nut dan Fiber</i> for Nut and Fiber Separation;</li> <li>7. SOP AA-MPM-OP-1400.08-R1 dated 1 February 2009: <i>Stasiun Kernel</i> for Kernel Station;</li> <li>8. SOP AA-MPM-OP-1400.09-R1 dated 1 February 2009: <i>Stasiun Boiler</i>;</li> <li>9. SOP AA-MPM-OP-1400.10-R1 dated 1 February 2009: <i>Stasiun Engine Room</i>;</li> <li>10. SOP AA-MPM-OP-1400.11-R1 dated 1 February 2009: <i>Stasiun Water Treatment</i>;</li> </ol>	
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		<p>11. SOP AA-MPM-OP-1400.12-R1 dated 1 February 2009: Laboratorium;  12. SOP AA-MPM-OP-1400.13-R1 dated 1 February 2009: <i>Stasiun Pengelolaan Limbah</i> for Palm Oil Mill Effluent Treatment;  13. SOP AA-MPM-OP-1400.14-R2 dated 1 September 2011: <i>Stasiun Penimbunan dan Pengiriman CPO dan Kernel</i> for CPO and PK Bulking and Despatch Operation;  14. SOP AA-MPM-OP-1400.15-R1 dated 1 February 2009: <i>Perawatan</i> for Preventive Maintenance;  15. SOP AA-MPM-OP-1400.19.R2 dated 1 September 2011: <i>Manajemen dan Metode Menghitung Emisi Gas Rumah Kaca (GHG)</i>  16. SOP AA-MPM-OP-1400.18-R4 Book Keeping  17. AA-MPM-OP-1400.17-R6 Traceability</p> <p>Those documents above are available in each unit.</p> <p><b>Scheme Smallholder:</b>  Scheme smallholder has had best management practices procedure as follows:</p> <ul style="list-style-type: none"> <li>• AA-PLASMA-PP-KS-01 <i>Pembibitan</i> (Nursery)</li> <li>• AA-APM-OP-1100.09-R3 <i>Pemupukan</i> (Manuring) dated 20 April 2015</li> <li>• AA-PLASMA-PP-KS-04 <i>Potong Buah</i> (Harvesting)</li> <li>• AA-PLASMA-PP-KS-05 <i>Pengangkutan TBS</i> (FFB Transport)</li> <li>• AA-APM-OP-1100.10-R5 <i>Pengendalian Hama dan Penyakit</i> (Pest and Disease Control) dated 11 January 2016</li> <li>• AA-APM-OP-1100.20-R5 <i>Peremajaan</i> (Replanting) dated 4 March 2016</li> <li>• AA-MM-508-1-RO <i>Penerimaan TBS Plasma</i> (FFB Plasma Receiving) 1 September 2015</li> </ul>	
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		<ul style="list-style-type: none"> <li>• AA-MM-508-2-RO <i>Penentuan Taksasi TBS Plasma</i> (FFB Plasma Estimation)</li> <li>• AA-APM-OP-1100.8-R5 <i>Pengendalian Gulma</i> (Weed Control)</li> <li>• AA-FA-220-2-RO <i>Stempel (Stamp)</i></li> <li>• AA-MPM-OP-1400-17-R6 <i>Ketertelusuran</i> (Traceability) dated 1 September 2017</li> <li>• AA-APM-OP-1100.02-R3 <i>Penanaman Area Baru</i> (New Planting)</li> <li>• AA-SOP-ES-6001-R4 <i>Audit Internal Sustainability</i> (Internal Audit Sustainability)</li> <li>• AA-KL-12-EFP <i>Restorasi Riparian dan Areal di Sekitar Danau/Waduk dan Mata Air Lainnya</i> (Restoration of Riparian Area or Near Area of Lake/Damp or Water Sources) dated 1 August 2010</li> <li>• AA-HR-305.2-RO <i>Rekrutmen dan Seleksi Karyawan</i> (Recruitment and Selection of Employee).</li> <li>• Procedure of Internal Communication Group Certification (007/DOK/SOP/AA2016);</li> <li>• Procedure of Assessment and Inspection Member Group Plantation (013/DOK/SOP/AA/2016);</li> <li>• FFB sale Mechanism (020/DOK/SOP/AA/2016).</li> </ul> <p>During onsite audit, auditor has conducted field visit to the Muara Bulian Estate as follows:</p> <ul style="list-style-type: none"> <li>• Harvesting in Block B17b Afdeling 2. The implementation was good, the harvester can demonstrate the best management practices for harvesting and also safety working procedure.</li> <li>• Chemical weeding, Block A18c Afdeling 1 Circle and path, using micron herbi (Very Low Volume of sprayer) with pesticide Isopropyl amina glifosat and metil metsulfuron.</li> </ul>	
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		<ul style="list-style-type: none"> <li>Fertilizer application Block B17a Afdeling 1</li> </ul> <p>According to fertilizer recommendation, Muara Bulian Estate conducted fertilizer application using Dolomite with dosage 2.5 kg/palm. The fertilizer applicator can demonstrate the application and safety working procedure.</p>	
3.3.2	A mechanism to check consistent implementation of procedures is in place.	<ul style="list-style-type: none"> <li>Visit Agronomy Muara Bulian Estate: Report No. VA/KMB/OCT/FULL/01-2021 Full Report, date of visit 04 – 07 October 2021 by Subramaniam Perumal. There were no main issues in this estate, however current issues and recommendation of immature area related to weeding control in circles/path and interrow, manuring, pest &amp; disease, castration, supplying and consolidation, pruning, trenches, road/bridge and harvesting.            For year 2022, the visit agronomy will be held in October 2022, Visit agronomy is done annually.</li> <li>Visit Engineering Muara Bulian POM: Report No. VE-PMB-JUL-FULL-01-2021-Full Report, date of visit 5 – 12 July 2021 by TCJ Thomas. There were no pending issues in this mill. However, there were a key issue related to FFB cages condition in loading ramp and poor collection of EFB due to low evacuation by estate.            For year 2022, the visit engineering will be held in September 2022, Visit engineering is done annually.</li> <li>Internal Audit Sustainability PT IIS – Muara Bulian POM dated 24-29 January 2022 by Internal Auditor Mr Ridho Ilahi, Ian Septian Arifin, Wahyu Mulya Atmaja and Yohanes Simanjuntak. There are four issue related documentation of HGU pegs, document retains of new employee recruitment and retirement of employees. The issues have been follow up by unit management.</li> <li>Visit Agronomy Regional Head at Scheme Smallholders: Sighted Report of Visit Agronomy by Regional Head dated 21 April 2022 at Replanting Activity. There is no issue during the visit.</li> </ul>	Complied

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3.3.3	Records of monitoring and any actions taken are maintained and available.	<p>Certificate holder conducted monitoring of operational activity in all level of workers. Each field supervisor is equipped with monitoring sheets/worksheets. For example, harvesting supervisor collected harvesting record and quality of each harvester. The report submitted to estate manager daily.</p> <p>Therefore, daily operational activity also recorded in daily worksheet by mill supervisor before reported to the mill manager.</p> <p>To ensuring the result of operational activity in line with the procedures, mill/estate manager conducted regularly monitoring of and management review to solve the findings issues. All results of management review shall be implemented by respective staff.</p>	Complied
<p><b>Criteria 3.4:</b> A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			
3.4.1	<p><b>(C)</b> SEIA in new planting or operation including mills, is conducted independently and participatively by involving the affected stakeholders, inclusive of impact assessment from the smallholder/outgrower scheme (if any). The assessment is to be documented.</p>	<p><b>Environmental document:</b></p> <p>PT Inti Indosawit Subur – Muara Bulian has demonstrated the document of Analisis Mengenai Dampak Lingkungan (AMDAL) consist of document ANDAL, RKL and RPL as approved through “<i>Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang Persetujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT Inti Indosawit Subur</i>” dated 3rd May 1995. The document covers scope of area of 32,000 Ha consist of Kuala Tungkal Estate 20,000 Ha and Muara Bulian Estate 12,000 Ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal and 30 Tonnes FFB/hour for Muara Bulian.</p> <p>Revision on AMDAL document is available for PT Inti Indosawit Subur - Muara Bulian through “<i>Surat Persetujuan Kepala Badan Lingkungan Hidup Provinsi Jambi No. 474/BLHD/2010 tentang Persetujuan Revisi Rencana Pengelolaan Lingkungan Hidup (RKL) dan Rencana Pemantauan Lingkungan Hidup (RPL) PT Inti Indosawit Subur seluas 9,188 Ha dan Pabrik Minyak</i></p>	Complied

		<p><i>Kelapa Sawit Kapasitas 60 Ton/Jam di Kecamatan Maro Sebo Ilir, Kabupaten Batanghari, Provinsi Jambi</i> dated 10th August 2010. The revision occurs due to changes in mill capacity from 30 Tonnes FFB/hour into 60 Tonnes FFB/hour, land application separation from Muara Bulian Group and social dynamics back in 2010.</p> <p>PT Inti Indosawit Subur – Muara Bulian has also prepared Evaluation of Environmental Impact-Aspects (Environmental management system – EMS-431-003-LT) each year, latest assessment conducted on January 2022 for activities of Mill and estate including replanting activities which currently being undertaken by the company. Those utilized as tool to evaluate the implementation of environmental management and monitoring tools.</p> <p><b>Social impact assessment:</b></p> <p>PT Inti Indosawit Subur – Muara Bulian has social impact assessment with scope in Estate, Mill and Plasma/Smallholder in the same report. Social Impact Assessment was conducted as documented in “Social Impact Assessment PT Inti Indosawit Subur Kebun Muara Bulian including Scheme Smallholder” in 2011 by Fakultas Kehutanan Institut Pertanian Bogor. This social impact assessment is also done with a direct approach with affected communities by FGD method conducted on 5 to 10 March 2011.</p> <p>The social risk has been identified for some aspect:</p> <ul style="list-style-type: none"> <li>a. Tenurial aspect</li> <li>b. social aspect related infrastructure</li> <li>c. employment, industrial relation, and workforce absorption aspect</li> <li>d. environmental aspect</li> </ul> <p><b>Smallholders:</b></p> <p>Environmental Impact Assessment and HCV of the Plasma Muara Bulian has identified the significant potential environmental impacts deriving from</p>	
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		<p>operational activities such as: fertilizing, weeds control, pest, and disease control, harvesting, FFB transportation, road and bridge maintenance, ditch maintenance, chemical storage and hazardous waste storage, office. Group Manager has provided the document of Evaluation of impact on the environment as per “<i>Evaluasi Aspek Dampak Lingkungan Kebun Plasma Muara Buliar</i>” updated on 15 January 2021. During audit, sampled smallholder can explain and understood the environmental aspect and impact and its control.</p> <p>All the members have attended the training for Environmental Risk which cover all the environmental impacts identified in the operations in their oil palm plantations. Interview with smallholder member showed that they can demonstrated that they have understanding on environmental aspect and impact in their operation such as: water pollution, soil pollution and biodiversity decreasing as well as social impact.</p> <p>The social impacts with the participation of internal and external stakeholders such as management, local communities, head of around village (Karya Mukti, Tidar Kuranji, Bulian Jaya, Kehidupan Baru, Danau Embat village etc.) farmers and workers and the government bodies relate. Evidence of participation with affected parties is to use a questionnaire conducted on June 20, 2011.</p> <p>Based on interview with farmers that generally farmers understood of the social risk of their operation.</p>	
3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management plan and its monitoring have been developed with participation of affected stakeholders.</p>	<p>Environmental Management and Monitoring Plan are available within “<i>Matriks Pengelolaan dan Pemantauan Lingkungan</i>” document. Environmental and social management and monitoring also involves affected stakeholders by distributing questionnaires conducted on 2 January 2022.</p> <p>As per document, environment management plan to prevent negative impact such as:</p> <ul style="list-style-type: none"> <li>• To prevent air quality decrease from POM operational and FFB transportation, company performed action: Reduce exhaust emissions</li> </ul>	Complied



		<p>from the engines by maintenance routine engine, dust bin installation in boiler stack and design the height of boiler stack as per regulation, planting the crops to reduce the pollutant/absorb the pollutant near POM, limiting the vehicle speed around POM</p> <ul style="list-style-type: none"> <li>• To prevent noise from machine and POM operation, company performed isolating the noise source and machine maintenance, planting the crops as a green belt in surrounding POM, regular noise measurement</li> <li>• To prevent water quality decrease, using Palm Oil Mill Effluent (POME) as organic fertilizer (land application), maintaining waste-water treatment plant (IPAL), maintain and monitoring land application; -&gt; impact of Biogas development (Methane capture)</li> <li>• To prevent decreasing of biodiversity, company performed enhancing biodiversity in riparian by planting local species, placing signboard to prohibit illegal hunting in conservation area and around estate, awareness to employee and surrounding community to save the protected species.</li> <li>• To prevent social conflict, community perception and enhance the surrounding economic, company provide employment opportunities to the local community, the provision of supporting infrastructure for public economic activities, providing employment opportunities information to the public, optimizing the use of local labor, involving the local community as business partners.</li> </ul> <p>PT Inti Indosawit Subur – Muara Bulian has appointed Estate and Mill Manager together with Sustainability team to control and ensure the implementation of environment plan.</p> <p>Evaluation on Environment Aspect – Impact already conducted prior to replanting activities. Documented evidence using Environmental Management System - ISO 14001 (EMS-431-003-LT). This document is periodically revised internally according to changes in replanting activities. The latest amendment on April 2022.</p>	
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		<p>Based on Environmental Management and Monitoring Report (Laporan RKL-RPL) period Semester 1 year 2022 stated "result of monitoring on Singoan river still comply with required threshold".</p> <ul style="list-style-type: none"> <li>• According to Result of Water Quality Analysis by accredited laboratory PT. ITEC Solution Indonesia dated 8 March 2022, BOD result: Upstream: 2.11 mg/L; Downstream: 2.49 mg/L.</li> <li>• Threshold reference: PP RI No. 22 Tahun 2021 (BOD River Class 4: 12 mg/L).</li> </ul> <p><u>Smallholder:</u></p> <p>Plasma Muara Bulian has set the Environmental aspect and impact assessment as per "<i>Evaluasi Aspek Dampak Lingkungan Kebun Plasma Muara Bulian</i>" in 15 January 2021. The mitigation plan for environmental aspect and impact has been defined, e.g:</p> <ul style="list-style-type: none"> <li>• Manuring/Fertilizing – monitoring ex fertilizer sack, appropriate fertilizing as recommendation</li> <li>• Weeds control - Ex Herbicide container store in the hazardous waste storage.</li> <li>• Pest and disease handling: Ex pesticide container store in the hazardous waste storage</li> <li>• FFB transportation: optimizing FFB transportation by designed the TPH (FFB collecting place) in one way along collection road.</li> </ul> <p>During site visit, Smallholder are well aware of the environmental impacts and the mitigation plan. For example, the ex fertilizer sack must be handled by collected in Cooperative office to reuse as loose fruit container.</p>	
3.4.3	<b>(C)</b> The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way.	PT Inti Indosawit SUBur – Muara Bulian has appointed Estate and Mill Manager together with Sustainability team to control and ensure the implementation of environment plan.	Complied

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		<p>Evaluation on Environment Aspect – Impact already conducted prior to replanting activities. Documented evidence using Environmental Management System - ISO 14001 (EMS-431-003-LT). This document is periodically revised internally according to changes in replanting activities. The latest amendment on April 2022.</p> <p>Environmental Implementation Report document (RKL-RPL) is frequently report to authority bodies (Dinas Lingkungan Hidup) twice a year. According to document verification and evidence collected during surveillance, describe as follow:</p> <ul style="list-style-type: none"> <li>• Document of “Laporan Pelaksanaan Izin Lingkungan” period Jan-January - June 2022 PT Inti Indosawit Subur – Muara Bulian, report submitted on 18 August 2022. The report has been sent by delivery service to Batang Hari Regency.</li> <li>• Document of “Laporan Pelaksanaan Izin Lingkungan” period January - June 2022, report submitted on 18 August 2022. The report has been sent to Jambi Provincial Environment Agency and submitted through Environmental Information System (SIMPEL) dated 18 August 2022.</li> </ul> <p>The appointment of the PIC for those responsible for the Social Impact Assessment report is HUMAS-Public Relations, to conduct review of social impact assessment (SIA) every 2 years.</p> <p>The Monitoring of its environmental and social management has been reported in the RKL-RPL Report for the January-June 2022, which includes:</p> <ul style="list-style-type: none"> <li>• For the plasma farmers the issues related to the process of managing STDB (Surat Tanda Daftar Budidaya) and SPPL (Surat Pernyataan Pengelolaan Lingkungan) as a requirement for replanting programs. Not all farmers have a STDB and SPPL due to still process in respected local governance. The company already helped by communicating with the local governance body.</li> <li>• For the near community to increasing the empowerment for example public health by counseling related to common illnesses suffered.</li> </ul>	
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		<p><b>Smallholder:</b>  Monitoring for the implementation to monitor the effectiveness of the mitigation measures available in document "Program Manajemen Lingkungan", updated in January 2022. All the members have attended the socialization for Environmental Risk that cover all the environmental impacts identified in the operations in the oil palm plantations.</p>	
<p><b>Criteria 3.5:</b> A system for managing human resources is in place.</p>			
<p>3.5.1</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives in accordance with the applicable regulation.</p>	<p><b>Estate and Mill</b>  Recruitment process was documented in Procedure: AA-HR-305.7-R0 dated 1 August 2021 – regarding Recruitment, Selection and Promotion for Non Staff Workers. Explain that this procedure is a guide and provision related to the selection, acceptance and appointment of non-staff workers; Non-staff workers are field workers with the PHL (Freelance Daily Worker) / PKWT (Specified Time Work Agreement), and PKWTT (permanent workers) which is also known as SKU.  For workers on site, recruitment processes conduct by Site Management with approval from company management. This procedure has been communication to all workers in workplace on 20 June 2022 attended by 26 participants.  Equal opportunity policy is stated in "<i>Kebijakan Perusahaan</i>" set on 1 December 2019 in Medan which has been ratified by the Managing Director (Kevin Tio); "<i>Company Treats employees fairly, whether in terms of acceptance, judgment, conditions and work environment, and representation irrespective of race, tribe, caste, national origin, religion/faith, disability, gender, sexual orientation, union membership, political affiliation and/or age</i>". This policy has been informed to all employees and are placed on notice board in public area that are easily accessible.  PT IIS-Muara Bulian Group has determined Guidelines for recruitment and appointment of employees based on Memorandum from Senior Manager PT</p>	<p>Complied</p>

		<p>IIS No. 014a/ES-KMB/INT/07/2020 dated 1 July 2020 regarding "Guidelines for the recruitment and appointment of employees of PT IIS Muara Bulian Group, explains:</p> <ul style="list-style-type: none"> <li>- Recruitment Based on Manager's Needs and Approval</li> <li>- Verifying documents required.</li> <li>- Conducted health checks (carried out at the garden clinic)</li> <li>- Conducted test (interview and written)</li> <li>- Employees who are declared to have passed the selection of prospective employees are employed by class (PHL: Casual Daily Workers).</li> </ul> <p>Especially for employees who are directly related to production (harvesters, FFB loaders, CPO and PK processing) after going through an assessment period of 3 months, they will be included as PKWT (Specific Time Work Agreement) with a maximum period of 2 (two) years.</p> <p>After going through a maximum assessment period of 2 years and being declared eligible according to the company's criteria, PKWT employees are appointed as SKUs (General Working Terms)</p> <p>In general, the recruitment, stages of evaluation and appointment of employees mechanism are as follows:</p> <ol style="list-style-type: none"> <li>1. Selection and acceptance;             <ul style="list-style-type: none"> <li>- Socialization and announcement of employee recruitment</li> <li>- Verify document completeness</li> <li>- Health check and selection (test &amp; interview)</li> </ul> </li> <li>2. Evaluation stages;             <ul style="list-style-type: none"> <li>- Acceptance of PHL workers (work agreement according to the nature of work)</li> <li>- Performance evaluation</li> </ul> </li> <li>3. Appointment of employees;</li> </ol>	
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		<ul style="list-style-type: none"> <li>- Appointment of PHL to PKWT</li> <li>- Performance evaluation (maximum period of 2 years)</li> <li>- Promotion to permanent employee or SKU.</li> </ul> <p>Sample taken:</p> <ul style="list-style-type: none"> <li>• Recruitment of employees in September 2021 on behalf Latifah Nuramadhani for position weighing clerk at Muara Bulian Mill.</li> <li>• In Muara Bulian Estate, the promotion of harvester PHL to SKU based on Memorandum from RH Plantation 3 No. 0176-0195/HR-RO3/MEMO/SK/07/2022 dated 21 July 2022, promotion for 19 harvester become a permanent employee (SKU-H) effective 1 August 2022.</li> <li>• In Muara Bulian Mill, the promotion of PHL employees to SKU based on Memorandum from RH Plantation 3 No. 0114-0122/HR-RO3/MEMO/SK/05/2022 dated 22 May 2022, promotion for 5 PHL employees become a permanent employee (SKU-H) effective 1 June 2022:</li> </ul> <p><b>Smallholder</b></p> <p>Whereas, smallholder has a policy relating employment and it is described in the "<i>Kebijakan Koperasi</i>" that was signed by Head of Cooperative.</p> <p>Most of the smallholders are managed their land independently. All of the workers are considered as casual workers. The workers are hired based on verbal agreement related to rate per piece of work, payment system, working tool provision, etc. No work performed based on debt bond.</p> <p>Based on document sampled verification at KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari, there is no forced labor or trafficked labor allowed.</p>	
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3.5.2	Employment procedures are implemented and records are maintained.	<p>Company has a Procedure: AA-HR-305.7-R0 dated 1 August 2021 – regarding Recruitment, Selection and Promotion for Non Staff Workers. Explain that this procedure is a guide and provision related to the selection, acceptance and appointment of non-staff workers; Non-staff workers are field workers with the PHL (Freelance Daily Worker) / PKWT (Specified Time Work Agreement), and PKWTT (permanent workers) which is also known as SKU</p> <p>The form indicates that there is no indication of employment discrimination in terms of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>The company also has procedures related to employment, including:</p> <ol style="list-style-type: none"> <li>1. Procedure No. AA-HR-308.5-R1 regarding submission and resolutions of employees complaint.</li> <li>2. Procedure No AA-FA-219.I-R5 regarding wages</li> </ol> <p>The labor union and workers have understood these procedures and they also said that recruitment and promotion process has been done without any indication discrimination measures by company. Based on review several document recruitment and promotions which conducted during 2021 and 2022 in mill and estate shows that company only gave relevant requirements which needed to be fulfilled by candidate who recruited or promoted e.g. medical fitness, relevant experiences in similar position, good attitude during working (for promotions), achieved company target by candidate (for promotions).</p>	Complied
<b>Criteria 3.6:</b> An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<b>(C)</b> All operational activities risks assessed to identify the H&S issues. Mitigation plans and procedures are documented and implemented.	PT Inti Indosawit Subur – Muara Bulian has a procedure to identify and prepare a risk assessment register (HIRAC). The procedure of HIRADC (Hazard identification and risk analysis and determining control) as a guidance and standard to conduct the hazard and risk assessment as well as	Complied

		<p>the determining control for risk and hazard. Procedure presented in SOP "Identifikasi bahaya, Penilaian Resiko dan Penentuan Pengendalian" AA-SMK3-02-R0 dated 3 August 2017.</p> <p>Risk assessment method used is quantitative and qualitative method which is the multiplication of severity with the level of possibility. The company has set matrix multiplication result, which is subsequently determined from the matrix level / quality risk is divided into five (5) categories: extreme, high, moderate, low and tolerance/permitted.</p> <p>Risk Assessment presented in document of HIRADC - last review in 17-18 January 2022 covering for all activities both in Muara Bulian POM and Estate, such as: boiler operation, sterilizer operation, generator set operation, loading ramp activity, cleaning of CPO storage tank, chemical mixing, fertilizer warehouse, herbicide, and pesticide sprayer, harvesting, road maintenance, HCV Monitoring, Boundary Monitoring, land application maintenance</p> <p>Mitigation plan to eliminate the risk and control the risk has been determined in the HIRADC document.</p> <p>Muara Bulian Estate</p> <ul style="list-style-type: none"> <li>• PPEs supervision in castration activities in immature area</li> <li>• PPEs supervision in harvesting activities where the height of palm oil tree &gt; 20 meters</li> <li>• Harvesters rotation considering their physical strength for harvesting in area where the height of palm oil tree &gt; 20 meters</li> <li>• Road maintenance to ensure the safety of workers when going to and from work</li> </ul> <p>Muara Bulian POM</p>	
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		<p>Mitigation plan to reduce and minimize the risk impact has been develop by company covering:</p> <ul style="list-style-type: none"> <li>• Elimination of risk</li> <li>• Substitution of material and process</li> <li>• Engineering control</li> <li>• Administrative control</li> <li>• Personal protective equipment.</li> </ul> <p>One of elimination risk is arrangement of FFB truck vehicles on loading ramp by installing a barriers sign to maintain a safe distance between cars and workers.</p> <p>Administrative control was performed by employee mutation/rotation, sanction for safety rules violation. Safety inspection was performed regularly to ensure the compliance of safety regulation.</p> <p>PT Inti Indosawti Subur – Muara Bulian has prepared and documented the OHS Plan as in “Program Management K3 Tahun 2022”, such as:</p> <ul style="list-style-type: none"> <li>• Training on emergency response and preparedness</li> <li>• Training on implementation OHS management system (SMK3)</li> <li>• Implementation of risk assessment</li> <li>• Zero Accident and consistent on using of PPE</li> <li>• Review of accident report</li> <li>• Medical checkup for workers and provision of first aid kit,</li> <li>• Safety committee meeting,</li> <li>• OHS inspection</li> </ul> <p><b>Smallholder</b></p>	
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		<p>During audit document HIRADC document for KUD Budi Sari, KUD Karya Lestari, KUD Tuah Sakato, KUD Subur Makmur were available and could be demonstrated.</p> <p>The document of "Hazard Identification and Risk Assessment and Control (HIRAC) – Analisis Risiko tahun 2020/2021", last review in April 2022. The document has covered for all activities in field, e.g: transport FFB, harversting, manuring and spraying.</p> <p>Mitigation plan to eliminate or reduce the hazard and risk has been develop according to HIRAC as per "Alternatif Kontrol Resiko untuk Tindakan Perbaikan".</p> <p>An OHS plan year 2022 has prepared as per "Rencana K3 (Keselamatan dan Kesehatan Kerja) majority to provide and control use of PPE, including socialization and monitoring, program such as:</p> <ul style="list-style-type: none"> <li>- Inspection and monitoring on using of PPE for harvester – daily</li> <li>- Training on emergency and preparedness – once a year</li> <li>- Training of first aider and monitoring of first aid kit</li> <li>- Refresh training of OHS including risk assessment.</li> </ul> <p>The implementation of risk analysis and risk control can be demonstrated during field audit such as: PPE provision for harvester (helmet, safety boot, glasses and handgloves, egrek cover), OHS awareness for harvester and smallholder member.</p>	
3.6.2	<p><b>(C)</b> The effectiveness of the H&amp;S plan to address health and safety risks to people is monitored.</p>	<p>PT Inti Indosawit Subur – Muara Bulian and scheme smallholders has demonstrated the document of effectiveness of OHS program year 2022, such as:</p> <ul style="list-style-type: none"> <li>• Refreshment training related to OHS, dated 10<sup>th</sup> March 2022, consisted of: understanding MSDS; handling empty pesticide containers; emergency response plan (for accident and spillage/contamination); prohibit use of agrochemical for pregnant and breastfeeding female worker; prohibit spraying in HCV and water body.</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>• OHS safety meeting period January – June 2022 -&gt; record of OHS meeting provided</li> <li>• Report of OHS inspection (monthly) -&gt; last inspection was carried out on 6<sup>th</sup> June 2022</li> <li>• PPE Provision for all workers at mill are demonstrated as per “Bukti Serah Terima Alat Pelindung Diri Muara Bulian Estate”. Sample seen; PPE for spraying team, dated 8 February 2022.</li> </ul> <p>Based on field visit during onsite audit for spraying workers in block A18c Afdeling 1 and harvester workers in block B17b Afdeling 2 the risk impact probability was irritated and eyes disease, control by using appropriate PPE (eye wear/safety glasses, mask, and hand gloves) and regular training for sprayer workers.</p> <p>Discipline of PPE usage monitoring regularly conducted by Estate management to ensure all workers use the appropriate PPE during working. Monitoring record present in “Daftar Pemeriksaan Alat Pelindung Diri (APD)”. Sample seen for PPE monitoring of fertilizer workers, spraying workers and harvester period January – June 2022.</p> <p>Based on interview with worker in pesticides application, method to minimizing risk and negative impact i.e: - Mixing of chemical conducted by trained person (Supervisor). There were aims to ensuring proper dosage, type of pesticide use. - Using of PPE while chemical mixing. Mixing of chemical located in mixing area, side by side with the chemical storage.</p>	
<p><b>Criteria 3.7:</b> All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.</p>			
<p>3.7.1</p>	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, scheme smallholders, and outgrowers taking into account gender- specific needs, and which covers applicable aspects of P&amp;C Principles, in a form they understand and includes assessment of the training.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has its own training institution assigned to arrange its training programm. Asian Agri Learning assessing all the training need for each personnel – based on job description. The training plan prepared annually.</p> <p>Competence evaluation carried out by line managers, to evaluate competence level of each worker for relevant position. The matrix training is</p>	<p>Complied</p>

		<p>updated by HRD Medan and AAA Learning Institute annually. Based on minimum training requirement, AAA Learning institute, detailing training program in type of training, participants, PIC, number of participants, training schedule.</p> <p>Training program has been developed by company both mill and estate as per "Kalender Pelatihan Tahun 2021 Learning &amp; Development". Training program developed to enhance the hard skill and soft skill for employee and staff, such as:</p> <ul style="list-style-type: none"> <li>• Hazardous waste management planned on May 2021</li> <li>• HIRARDC planned on March 2021</li> <li>• HCV training planned on July 2021</li> <li>• Limited pesticide training planned on September 2021</li> <li>• Sustainability awareness include traceability and supply chain will be held on April 2021</li> <li>• Basic fire training and fire equipment and service will be held on April 2021</li> <li>• Job safety analysis training, will be held on July 2021</li> <li>• Refresh of fertilizer training planned on May 21</li> <li>• Refresh of IPM training planned on July 2021</li> <li>• First aider certification training will be held on April 2021</li> </ul> <p>Training Program for 2022 was available, such as :</p> <ul style="list-style-type: none"> <li>• Basic Fire Training planned on February 2022</li> <li>• Sustainability Awareness planned on June 2022</li> <li>• Basic Safety Training planned on June 2022</li> <li>• HIRARDC training planned on September 2022</li> <li>• Hazardous waste management planned on September 2022</li> </ul>	
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<p>3.7.2</p>	<p>Records of training are maintained, where appropriate on an individual basis.</p>	<p>PT Inti Indosawit Subur has its own training institution assigned to arrange its training programmes. Asian Agri Learning assessing all the training need for each personnel – based on job description. The training plan prepared annually.</p> <p>Through its employee data (master of Employees) and training data personal records, the Asian Agri Learning Institute Department will recommend the Estate and Mill to participate in a training program annually and will also evaluate the effectiveness of the training that has been followed.</p> <p>The training realization based on the Training calendar period 2021, including:</p> <ul style="list-style-type: none"> <li>• Hazardous waste management was conducted on 18 May 2021</li> <li>• HIRARDC was conducted on 17 July 2021</li> <li>• HCV training was conducted on 17 May 2021</li> <li>• Limited pesticide training was conducted on 13 August 2021</li> <li>• Sustainability awareness include traceability and supply chain conducted on April 2021</li> <li>• Basic fire training and fire equipment and service was conducted on 10 February 2021</li> <li>• Job safety analysis training was conducted on 17 July 2021</li> <li>• Refresh of fertilizer training was conducted 2 May 21</li> <li>• Refresh of IPM training was conducted on 3 July 2021</li> <li>• First aider certification training was conducted on 17 March 2021</li> </ul> <p>Some documents can be shown at the time of the audit as proof is: the Calendar Training document period 2020-2021, the list of participants attending the trainees, and some photographs of the activities at the time of training.</p> <p>The training realization based on the Training calendar period 2022, including :</p>	<p>Complied</p>
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		<ul style="list-style-type: none"> <li>• Basic Fire Training was conducted on 10 March 2022</li> <li>• Sustainability Awareness was conducted on 16 June 2022</li> </ul> <p><b>Smallholders</b></p> <p>Record of training Program for each KUDs has shown under "<i>Program Pelatihan dan Realisasi Pelatihan 2021</i>", such as:</p> <ul style="list-style-type: none"> <li>• Training for harvester / smallholders</li> <li>• Training related to OHS for smallholder members</li> <li>• Training related to HV for smallholder members</li> <li>• Training on Emergency Response and Basic Fire, dated 24 October 2021 was attended by 23 smallholder members</li> </ul> <p>For Y2022 the training realization for example:</p> <ul style="list-style-type: none"> <li>• Basic fire (refresh) was conducted on 16 March 2022</li> <li>• BMP (Best Management Practises) was conducted on 16 March 2022</li> </ul>	
3.7.3	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.	Training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Latest refreshment training for RSPO SCCS concerning Traceability has been conducted on 16/06/2022. Training attend by Mill manager, KTU (head of administration), production clerk, internal audit, Weighbridge clerk, security, dispatch operator. Evidence of training are available (attendance list, training material).	Complied

**Criteria 3.8:** Supply chain requirements for mills.  
 Procedure note: all requirements are classified as Critical Indicators. However it will not contribute to suspension if there is more than 5 non-compliance within a principle)

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<p>3.8.1</p>	<p><b>Identity Preserved Module</b>  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&amp;C), or against the Group Certification scheme.  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>PT. Inti Indosawit Subur – Muara Bulian POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Muara Bulian Estate) and 6 scheme Smallholder in form of cooperative/Koperasi Unit Desa (KUD).</p>	<p>Complied</p>
<p>3.8.2</p>	<p><b>Mass Balance Module</b>  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>PT. Inti Indosawit Subur – Muara Bulian POM holds current RSPO P&amp;C Certificate No. RSPO 5894418, first certification start on 28 August 2012 and expired on 27 August 2022. In the current certificate, PT. Inti Indosawit Subur – Muara Bulian POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Muara Bulian Estate) and 6 scheme Smallholder in form of cooperative/Koperasi Unit Desa (KUD). The proportion of non-certified FFB comes from third-party supplier (10 Supplier) comprise of: PT Pratama Sawit Mandiri, PT Indo Kebun Unggul, PT Pacific Global Sejahtera, CSV Dua Putra, CSV mekar Sari, CSH Harapan Kita, Edy Susanto, Kebun Tani Mandiri, Farizal, Helena. FFB Non certified approximately 60% from total FFB received by Muara Bulian POM.</p>	<p>Complied</p>
<p>3.8.3</p>	<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&amp;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 certified CPO and PK that could potentially produce by PT. Inti Indosawit Subur – Muara Bulian POM its recorded in RSPO Public Summary report, certificate and RSPO IT Platform.  The mill has met registration and reporting requirement as it registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO100000345.</p>	<p>Complied</p>

		<p>Below are the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year 2021/2022:</p> <p>Forecast volume (August 2021 – July 2022)</p> <p>FFB : 132,819 MT</p> <p>CPO : 29,496 MT (OER: 19.95%)</p> <p>PK : 7,039 (KER: 5.30%)</p> <p>Actual production volume (August 2021 – July 2022)</p> <p>CPO: 22,171 MT</p> <p>PK: 5,713 MT</p> <p>Actual sold volume (Aug 2021 – July 2020)</p> <p>CPO: 18,583.02 MT (Sold as ISCC certified 676.37MT)</p> <p>PK: 5,674.24 MT</p>	
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	<p>PT. Inti Indosawit Subur – Muara Bulian POM is subsidiary of PT. Inti Indosawit Subur, a member of RSPO, with RSPO membership No.1-0022-06-000-00 since 6 February 2006.</p> <p>PT Inti Indosawit Subur – Muara Bulian POM has meet all registration and reporting requirements.</p> <p>RSPO IT Platform/PalmTrace account RSPO_PO1000000279.</p>	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>PT. Inti Indosawit Subur – Muara Bulian POM can demonstrate procedures as follow:</p> <ul style="list-style-type: none"> <li>Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R7) dated 1 October 2019. The procedures cover traceability of CPO and PK, since FFB receiving from Muara Bulian Estate and Smallholder, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years.</li> </ul>	Complied



	<p>b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p> <p>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.</p> <p>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>	<ul style="list-style-type: none"> <li>• Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction.</li> <li>• SOP for mill operation Mill Policy Manual:             <ul style="list-style-type: none"> <li>- SOP AA-MPM-OP-1400.02.R2 <i>Stasiun Penerimaan</i> for FFB receiving station;</li> <li>- SOP AA-SOP-OP-101.5-R0 Grading;</li> <li>- SOP AA-MPM-OP-1400.03.R1 <i>Stasiun Rebusan</i> for sterilizer;</li> <li>- SOP AA-MPM-OP-1400.04.R1 <i>Stasiun Pemisahan Berondolan</i> for loose fruit separation;</li> <li>- SOP AA-MPM-OP-1400.05-R1 <i>Stasiun Pengadukan dan Pengempaan</i> for pressing station;</li> <li>- SOP AA-MPM-OP-1400.06-R1 <i>Stasiun Pemurnian</i> for clarification;</li> <li>- SOP AA-MPM-OP-1400.07-R1 <i>Stasiun Pemisahan Nut dan Fiber</i> for nut and fiber separation;</li> <li>- SOP AA-MPM-OP-1400.08-R1 <i>Stasiun Kernel</i> for kernel station;</li> <li>- SOP AA-MPM-OP-1400.09-R1 <i>Stasiun Boiler</i>;</li> <li>- SOP AA-MPM-OP-1400.10-R1 <i>Stasiun Engine Room</i>;</li> <li>- SOP AA-MPM-OP-1400.11-R1 <i>Stasiun Water Treatment</i>;</li> <li>- SOP AA-MPM-OP-1400.12-R1 <i>Laboratorium</i>;</li> <li>- SOP AA-MPM-OP-1400.13-R1 <i>Stasiun Pengelolaan Limbah</i> for palm oil mill effluent treatment;</li> <li>- SOP AA-MPM-OP-1400.14-R2 <i>Stasiun Penimbunan dan Pengiriman CPO dan Kernel</i> for CPO and PK bulking and despatch operation; SOP AA-MPM-OP-1400.15-R1 <i>Perawatan</i> for preventive maintenance;</li> </ul> </li> </ul>	
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		SOP AA-MPM-OP-1400.18-R4 Book Keeping AA-MPM-OP-1400.17-R6 Traceability	
3.8.6	<p>Internal Audit</p> <ul style="list-style-type: none"> <li>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill; <ul style="list-style-type: none"> <li>a) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</li> <li>b) Effectively implements and maintains the standard requirements within its organisation.</li> </ul> </li> <li>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.</li> </ul>	<p>PT. Inti Indosawit Subur – Muara Bulian POM has a procedure to conduct internal audit RSPO, including RSPO SCCS as per Procedure of “AA-SOP-ES-6001-R5 dated 1 August 2020”. According to internal audit procedure, internal audit conducted once a year considering the critical area.</p> <p>The latest internal audit conducted on 24 – 29 January 2022 by Mr. Ridho Ilahi, Ian Septian Arifin, Yohanes Simanjuntak (Internal audit department). Internal audit conducted concurrent with another integrated sustainability.</p> <p>Internal audit report were evident, there is no issue and nonconformity raised during internal audit.</p> <p>Internal audit result was review and discuss in the Management review. The management review stipulated in the procedure “AA-SOP-ES-6001-R5 dated 1 August 2020”.</p> <p>Management unit conducted management review of: audit findings review, customer feedback, process performance and product conformance, preventive and corrective action, root cause analysis correction and corrective action timeline, follow up previous management review, recommendation for improvement. Latest management review conducted on 22 March 2022.</p>	Complied
3.8.7	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> <li>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</li> <li>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</li> <li>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</li> </ul>	<p>PT Inti Indosawit Subur – Muara Bulian POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R7), chapter 5.1 indicates the Weighbridge Clerk has responsibility to input data and print weighbridge card based on “Surat Pengantar TBS”, covering information e.g. estate name and block number, mill name, date of delivery, product description and quantity, RSPO certificate number, transporter identity and unique identification number.</p> <p>PT. Inti Indosawit Subur – Muara Bulian POM receive FFB from certified and non-certified source. Certified source consist of own estate (Muara Bulian Estate) and 6 scheme Smallholder in form of cooperative/Koperasi Unit Desa</p>	Complied

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		<p>(KUD). Non-certified FFB sourced from third party supplier (10 Supplier) comprise of: PT Pratama Sawit Mandiri, PT Indo Kebun Unggul, PT Pacific Global Sejahtera, CSV Dua Putra, CSV mekar Sari, CSH Harapan Kita, Edy Susanto, Kebun Tani Mandiri, Farizal, Helena. FFB Non certified approximately 60% from total FFB received by Muara Bulian POM. Document "Surat Pengantar TBS" (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required e.g.</p> <p>Certified FFB:</p> <ul style="list-style-type: none"> <li>• FFB delivery "Surat Pengantar TBS Muara Bulian Estate No.000492" from Afdeling I, block A17d dated 5 August 2022 – total 400 bunches. Weighbridge ticket "Tiket Timbangan No.PMBA122204081" dated 5 August 2022, for 400 FFB bunches; nett weight 3,790 kg; from Muara Bulian Estate, Afdeling I, block A17d; vehicle number BH6039SS; RSPO certificate No.RSPO594418.</li> <li>• FFB delivery "Surat Pengantar TBS Muara Bulian Estate No.00901" from Afdeling II, Block A17a with FFB: 919 bunches; dated 04 Aug 2022. Weighbridge ticket "Tiket Timbangan No.PMBA122204037" dated 4 Aug 2022, for 919FFB bunches; nett weight 5,910 kg; from Muara Bulian Estate, Afdeling II, block B18F; vehicle BH8732MG; RSPO certificate No.RSPO594418.</li> <li>• FFB delivery note: "Surat Pengantar TBS KUD Subur Makmur, Kelompok Tani Tunas Harapan Hamparan 46", Serial No. 00012 dated 5 August 2022. Vehicle Number BH8462BM, Driver: Nur, FFB amount: 337 bunches. Weighbridge ticket "Tiket Timbangan No.PMBA222107650" dated 5 Agustus 2022, FFB amount: 337 bunches, nett weight 8,73 kg, FFB source from Kebun Plasma (KUD Subur Makmur –KT 46), ID KLM, Vehicle BH8462BM, Driver: Nur, RSPO certificate No.RSPO594418.</li> <li>• FFB Delivery note: "Surat Pengantar TBS KUD Makmur Rezeki, Hamparan 04 "Kenari", dated 5 Aug 2021. Vehicle Number BH8114BL, Driver: Joko,</li> </ul>	
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		<p>FFB amount 311 bunches. Weighbridge ticket "Tiket Timbangan No.PMBA222107641" dated 5 Aug 2022, amount: 311 FFB bunches, nett weight 5,988 kg, FFB source from KUD Makmur Rezeki, farmer group Kenari, vehicle BH8114BL, RSPO certificate No.RSPO594418.</p> <ul style="list-style-type: none"> <li>FFB Delivery note: "Surat Pengantar TBS KUD Karya Lestari, Kelompok Tani Mekar Tani, dated 5 Aug 2022. Vehicle Number BH8656BM, Driver: Sukadi, FFB amount 431 bunches. Weighbridge ticket "Tiket Timbangan No.PMBA222107638" dated 5 Aug 2022, amount: 431 FFB bunches, nett weight 9,321 kg, FFB source from KUD Karya Lestari, farmer group Mekar Tani, vehicle BH8656BM, RSPO certificate No.RSPO594418.</li> </ul> <p>Non-certified FFB:</p> <ul style="list-style-type: none"> <li>FFB delivery note: "Surat Pengantar TBS Mekar Sari", No. 03239 dated 4 Aug 2022. Vehicle code BH8427MW; driver M. Ridwan; carrying 555 bunches. Weighbridge ticket "Tiket Timbangan No.PMBA522114746" dated 4 August 2022, for 555 FFB bunches; nett weight 5,713 kg; FFB source from non-certified third party FFB supplier PT Pratama Sawit Mandiri ID A178; vehicle number BH8427MW.</li> </ul> <p>FFB delivery note: "Surat Pengantar TBS PT. IKU", No. 001 dated 4 Aug 2022. Vehicle code BH8945BM; driver: A. Somad; carrying 515 bunches. Weighbridge ticket "Tiket Timbangan No. PMBA522114747" dated 4 Aug 2022, for 515 bunches; nett weight 6,176 kg; FFB source from non-certified third party FFB supplier PT IKU, ID A188; vehicle number BH8945BM.</p>	
3.8.8	<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</p>	<p>PT Inti Indosawit Subur – Muara Bulian POM shows SOP Traceability (AA-MPM-OP-1400.7.R7), section 6.2 indicating the Marketing manager creates Sales Contract and Delivery Order (DO) with information: name and address of production unit; name and address of buyer; contract number; type of product; transportation (air, land, sea); type of product CPO/PK certified or non-certified; quantity of product sold, CPO/PK certified or non-certified in</p>	Complied

	<p>palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> <li>The name and address of the buyer;</li> <li>The name and address of the seller;</li> <li>The loading or shipment / delivery date;</li> <li>The date on which the documents were issued;</li> <li>RSPO certificate number;</li> <li>A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations);</li> <li>The quantity of the products delivered;</li> <li>Any related transport documentation;</li> <li>A unique identification number.</li> </ol>	<p>MT; date of shipping; product quality specification CPO/PK (FFA, water content, dirt content); and Supply chain model (Mass Balance).</p> <p>At Mill site, weighbridge operator will printed out CPO/PK weighbridge card, based on DO from marketing indicating: Type of commodity, CPO certified or non-certified; country of origin: Indonesia; Supply Chain model: (Mass Balance); Certificate number of the mill; date of delivery, Product quality specification (moisture, FFA, dirt); Contract number/DO number; Quantity, Transport detail (driver name, vehicle number); and Buyer address.</p> <p>Sales Contract and Delivery Order indicates name and address of seller, name and address of buyer, loading date, supply chain certificate number and unique identification number.</p> <p>Sample seen:</p> <ul style="list-style-type: none"> <li>Sales contract "Kontrak Penjualan No.10017/CC10/02/21 antara PT. Inti Indosawit Subur dan PT. Sari Dumai Sejati" dated 12 October 2021 for sales of 500,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; Certificate RSPO594418. Remarks: The seller is responsible for the delivery to the bonded area of PT. Sari Dumai Sejati Lubuk Gaung with transportation costs borne by the buyer. Information contain in the sales contract:             <ul style="list-style-type: none"> <li>✓ Name and address of buyer: PT. Sari Dumai Sejati, Jl. Palembang Kav 35 - 37, Kebon melati, Tanah Abang, Jakarta Pusat, DKI Jakarta 10230.</li> <li>✓ Name and address of seller: PT. Inti Indosawit Subur, Jl. Palembang Kav 35 - 37, Kebon melati, Tanah Abang, Jakarta Pusat, DKI Jakarta 10230.</li> <li>✓ The loading date: Soon, Expired 27 Aug 2022</li> <li>✓ The date on which the documents were issued: 12 October 2021.</li> <li>✓ A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the</li> </ul> </li> </ul>	
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		<p>approved abbreviations): Product Minyak Kelapa Sawit RSPO (CSPO). Supply Chain Model Mass Balance (MB).</p> <ul style="list-style-type: none"> <li>✓ The quantity of the products delivered: 500.000 kg.</li> <li>✓ Any related transport documentation: MT. Shotan RBDPL RSPO Dec 2021.</li> <li>✓ Supply chain certificate number of the seller: RSPO Certificate No.RSPO594418.</li> <li>✓ A unique identification number: DO No.10017/DC10/02/21.</li> </ul> <ul style="list-style-type: none"> <li>• Delivery Order PT. Inti Indosawit Subur No. 10017/DC10/02/21 dated 12 October 2021, quantity 500,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 594418.</li> </ul> <p>The Delivery Order No. 10017/DC10/02/21 was comprise of 19 Weighbridge ticket. Sample Weighbridge ticket from Muara Bulian POM to customer, delivery period 14 – 19 Oct 2021:</p> <ul style="list-style-type: none"> <li>✓ Weighbridge ticket No.PMBC121101586 dated 16 October 2021. Destination PT. Sari Dumai Sejati. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO594418. DO No.10017/DC10/02/21. Transporter PT. Trans Jaya Pertama, No. SP 464/TJP/X/21; Vehicle No.BK8441EG. Quantity 24,110 Kg. Batch No.RSPO CERT 594418, Seal Number 5526295-5526301.</li> <li>✓ Weighbridge ticket No.PMBC121101587 dated 16 October 2021. Destination PT. Sari Dumai Sejati. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO594418. DO No.10017/DC10/02/21. Transporter PT. Trans Jaya Pertama, No. SP 018/TJP/X/21; Vehicle No.BH8418ZL. Quantity 30,750 Kg. Batch No.RSPO CERT 594418, Seal Number 5526302-5526309.</li> </ul>	
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		<p>This transaction was recorded in PalmTrace as TR-a80dca30-ea80, dated 30 August 2021 for CSPO Mass Balance, volume 242.28 MT.</p> <ul style="list-style-type: none"> <li>• Sales contract "Kontrak Penjualan No.03001/CC10/13/22 PT. Inti Indosawit Subur dan PT. Dasa Anugrah Sejati" dated 08 March 2022 for sales of 90,000 kg commodity: Inti Kelapa Sawit RSPO (CSPK); Supply Chain Model Mass Balance; Certificate RSPO594418. Remarks: Loco PMKS Muara Bulian, Jambi. Information contain in the sales contract:             <ul style="list-style-type: none"> <li>✓ Name and address of buyer: PT. Dasa Anugrah Sejati, Jl. Palembang Kav 35 - 37, Kebon melati, Tanah Abang, Jakarta Pusat, DKI Jakarta 10230.</li> <li>✓ Name and address of seller: PT. Inti Indosawit Subur, Jl. Palembang Kav 35 - 37, Kebon melati, Tanah Abang, Jakarta Pusat, DKI Jakarta 10230.</li> <li>✓ The loading date: March – August 2022.</li> <li>✓ The date on which the documents were issued: 8 March 2022.</li> <li>✓ A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): Inti Kelapa Sawit RSPO (CSPK). Supply Chain Model Mass Balance (MB).</li> <li>✓ The quantity of the products delivered: 90.000 kg.</li> <li>✓ Any related transport documentation: Transporter PT Mitra Abadi Damai, vehicle number BH065YV, BH8034NV.</li> <li>✓ Supply chain certificate number of the seller: RSPO Certificate No.RSPO594418.</li> <li>✓ A unique identification number: DO No. 03001/DC10/13/22</li> </ul> </li> <li>• Delivery Order PT. Inti Indosawit Subur No. 03001/DC10/13/22 dated 8 March 2022, instruction to PT. Inti Indosawit Subur – Muara Bulian POM to deliver 90,000 kg commodity Inti Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 594418.</li> </ul>	
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		<p>The Delivery Order 03001/DC10/13/22 was comprise of 3 Weighbridge ticket. Sample Weighbridge ticket from Muara Bulian POM to customer, delivery period March 2022, sample seen:</p> <ul style="list-style-type: none"> <li>✓ Weighbridge ticket No.PMBC22100080 dated 10 March 2022. Destination PT. Dasa Nugrah Sejati. Commodity PK Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO594418. DO 03001/DC10/13/22. Transporter PT Mitra Abadi Damai, No. SP 004/MAD/III/22; Vehicle No. BH8065YV. Nett weight 29,860 kg. Batch No.RSPO 594418, Seal Number 5714862-5714871.</li> <li>✓ Weighbridge ticket No. PMBC22100081 dated 10 March 2022. Destination PT. Dasa Nugrah Sejati. Commodity PK Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO594418. DO 03001/DC10/13/22. Transporter PT Mitra Abadi Damai, No. SP 003/MAD/III/22; Vehicle No. BH8034NV. Nett weight 30,020 kg. Batch No.RSPO 594418, Seal Number 5714822-5714831.</li> </ul> <p>This transaction was recorded in PalmTrace as TR-42739ea5-6c1d, dated 30 April 2022 for CSPK Mass Balance, volume 443.56 MT.</p>	
<p>3.8.9</p>	<p><b>Outsourcing Activities</b></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>PT. Inti Indosawit Subur – Muara Bulian POM operate subcontractor for CPO transporter. The appointed outsourced company is PT. Mitra Abadi Damai and PT Trans Jaya Pertama.</p> <p>PT IIS Muara Bulian has a procedure to control the outsourced transporter through “SOP Traceability AA-MPM-OP-1400.17-R7 dated 1 October 2019”. Company has conducted the refreshment and socialization of the supply chain procedure to transporter on 14 June 2022.</p> <p>Internal control for CPO and PK delivery by contractor has made as well by:</p>	<p>Complied</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"> <li>✓ Surat Izin Muat CPO dan Kernel, contain information of Driver name, Identity number, Car/Truck Number, CPO/PK Dispatch time, netto, incoming and outgoing time.</li> <li>✓ Delivery Order Slip from Transporter, contain information of sales contract number, Truck number, destination, driver name, port destination.</li> <li>✓ Daftar Periksa Kesiapan Pengiriman CPO/Kernel contain information of Truck number, driver name, date of inspection, item inspection including: driver identity and completeness of vehicle legality, completeness of physical standard of vehicle, number of seal.</li> </ul> <p>Recapitulation of CPO and PK incoming from PT Sari Dumai Sejati, contain information of CPO/PK incoming date to PT SDS, Vehicle Number, origin of CPO and PK, Volume of CPO and PK deliver by Muara Bulian POM and receive by PT SDS, variant of volume, percentage of variant, quality of CPO and PK (FFA and moisture) deliver by Muara Bulian POM and receive by PT SDS (Bulking station). In addition, PT Sari Dumai Sejati has implementing the certification of RSPO SCCS and has been certified by Control Union with RSPO Certificate Number CU-RSPO SCC-821960 valid until 29/08/2022. It is indicated that PT SDS has internal control to ensure and monitor the Comply of CPO/PK delivery by transporter.</p>	
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3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	<p>PT Inti Indosawit Subur – Muara Bulian POM has recorded name and contact detail of all contractors, as follows:</p> <table border="1" data-bbox="1088 443 1944 762"> <tr> <td><b>Name of Transporter</b></td> <td>PT Trans Jaya Pertama</td> <td>PT. Mitra Abadi Damai</td> </tr> <tr> <td><b>Initial Name</b></td> <td>TJP</td> <td>MAD</td> </tr> <tr> <td><b>Address</b></td> <td>Kota Medan, Sumatera Utara</td> <td>Jl. Sultan Syahril No.19 RT18, Kel. Talang Bakung, Jambi 36139</td> </tr> <tr> <td><b>Contact Person</b></td> <td>Vincent Purba/Rudi</td> <td>Andy Wijaya AS/Nastasya</td> </tr> <tr> <td><b>Telephone</b></td> <td>08126041***</td> <td>082323672***</td> </tr> </table>	<b>Name of Transporter</b>	PT Trans Jaya Pertama	PT. Mitra Abadi Damai	<b>Initial Name</b>	TJP	MAD	<b>Address</b>	Kota Medan, Sumatera Utara	Jl. Sultan Syahril No.19 RT18, Kel. Talang Bakung, Jambi 36139	<b>Contact Person</b>	Vincent Purba/Rudi	Andy Wijaya AS/Nastasya	<b>Telephone</b>	08126041***	082323672***	Complied
<b>Name of Transporter</b>	PT Trans Jaya Pertama	PT. Mitra Abadi Damai																
<b>Initial Name</b>	TJP	MAD																
<b>Address</b>	Kota Medan, Sumatera Utara	Jl. Sultan Syahril No.19 RT18, Kel. Talang Bakung, Jambi 36139																
<b>Contact Person</b>	Vincent Purba/Rudi	Andy Wijaya AS/Nastasya																
<b>Telephone</b>	08126041***	082323672***																
3.8.11	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>PT Inti Indosawit Subur – Muara Bulian POM aware to inform its CB regarding the name and contact detail of any new contractor prior to next assessment. The site committed to inform CB related name and contact details of any new contractors as mentioned in Procedure “SOP Traceability AA-MPM-OP-1400.17-R7 dated 1 October 2019”.</p>	Complied															
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ul>	<p>The organization has maintained accurate, complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain requirements, as evident in:</p> <ul style="list-style-type: none"> <li>- FFB delivery note</li> <li>- Weighbridge ticket for FFB receiving, CPO and PK delivery</li> <li>- Delivery Order</li> <li>- Sales contract</li> <li>- Shipping Announcement</li> <li>- Mass balance report</li> <li>- Internal audit RSPO SCCS and Management review</li> </ul>	Complied															

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	<p>iv) For Mass Balance Module, the mill:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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).</li> </ul>	<p>The procedure of Traceability (AA-MPM-OP-1400.7.R7), requires that all records and reports related to traceability and book keeping are retained for a period of 10 years.</p> <p>All receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK are record and balance in a three-monthly basis, as evidence in "Mass Balance Report Muara Bulian POM" period 2021: January – March, April – June, July – September, October – December; Period 2022: January – March, April – June, July – ytd August.</p> <p>All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios/actual production of CPO and PK.</p> <p>According to Mass balance Report, Muara POM only deliver Mass Balance sales from a positive stock (based on actual production).</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>The organization is able to provided estimate volume of CPO and PK in a year period as in Budget FY2021/2022 Production FFB, CPO and PK. The organization also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month, as in Rekapitulasi Produksi TBS, CPO dan PK PT Inti Indosawit Subur – Muara Bulian POM.</p> <p>OER and KER are estimated based on associated inputs and upon past experience (previous year FFB, CPO and PK production).</p> <p>The site has set OER for budget 2022 as 20.00% and KER as 5.30%.</p> <p>Actual OER 2021 was 20.22% and KER was 5.29%.</p>	<p>Complied</p>
<p>3.8.14</p>	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>The actual conversion ratio is monitored on daily basis through sounding result and documented in daily report. PT. Inti Indosawit Subur – Muara Bulian POM is able to demonstrate the work instruction for analysis of oil content.</p> <p>Based on Laporan Harian Produksi dated 31 July 2022, the sounding result and production report shows that actual conversion ratios from FFB into CPO are:</p>	<p>Complied</p>

		<p>a. For FFB from Muara Bulian Estate: 20.76%</p> <p>b. For FFB from Muara Bulian Plasma: 20.83%</p> <p>c. For FFB from third-party: 18.80%</p> <p>And actual conversion ratios from FFB into PK are:</p> <p>a. For FFB from Muara Bulian Estate: 5.30%</p> <p>b. For FFB from Muara Bulian Plasma: 5.31%</p> <p>c. For FFB from third-party: 5.31%</p> <p>Budget vs Actual conversion ratios year 2021 (Jan – Dec) from FFB into CPO are:</p> <p>a. For FFB from Muara Bulian Estate: budget 19.50%, actual 20.22%</p> <p>b. For FFB from Muara Bulian Plasma: budget 20.10%, actual 20.76%</p> <p>c. For FFB from third-party: budget 18.80%, actual 19.42%</p> <p>And actual conversion ratios year 2021 (Jan – Dec) from FFB into PK are:</p> <p>a. For FFB from Muara Bulian Estate: budget 5.30%, actual 5.29%</p> <p>b. For FFB from Muara Bulian Plasma: budget 5.30%, actual 5.25%</p> <p>c. For FFB from third-party: budget 5.30%, actual 5.24%</p>													
3.8.15	<p>Processing</p> <p>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.</p>	<p>PT. Inti Indosawit Subur – Muara Bulian POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Muara Bulian Estate) and 6 scheme Smallholder in form of cooperative/Koperasi Unit Desa (KUD).</p>	Not Applicable												
3.8.16	<p>Registration of Transactions</p> <p>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</p>	<p>PT. Inti Indosawit subur – Muara Bulian POM has made shipping announcement inside PalmTrace transaction, sample seen for period August 2021 – June 2022:</p> <table border="1"> <thead> <tr> <th>Transaction ID</th> <th>Buyer</th> <th>Product</th> <th>Supply Chain Model</th> <th>Volume*</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Transaction ID	Buyer	Product	Supply Chain Model	Volume*	Status							Complied
Transaction ID	Buyer	Product	Supply Chain Model	Volume*	Status										

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<p>after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>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.</p>	TR-21f77222-4024	KCP PT TU	CSPK	MB	1181.34	Confirmed
	TR-06074405-08ab	PT. SDS	CSPO	MB	445.44	Confirmed
	TR-ab4c7fa0-76a0	PT. SDS	CSPO	MB	870.81	Confirmed
	TR-0d74ba89-efc9	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-375003d9-a12e	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-42739ea5-6c1d	KCP PT DAS	CSPK	MB	443.56	Confirmed
	TR-d1e31572-4c3b	KCP PT TU	CSPK	MB	692.99	Confirmed
	TR-bf1106ab-3adc	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-aa30072b-9ecd	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-c325ad33-084b	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-2b1c65d3-7343	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-af49918f-7fa6	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-6015d7c3-367c	PT. AAAJ	CSPO	MB	300	Confirmed
	TR-ac3e5d74-c842	PT. AAAJ	CSPO	MB	300	Confirmed
	TR-81549ab1-87b2	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-4e3bbde8-4d9a	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-0de166ff-7d49	Apical	CSPO	MB	68.38	Confirmed
	TR-179d4ac9-1d6e	KCP PT DAS	CSPK	MB	470.8	Confirmed
	TR-bbc5f42f-9c2e	KCP PT DAS	CSPK	MB	1349.28	Confirmed
	TR-c441ec9a-f75d	KCP PT TU	CSPK	MB	257.99	Confirmed
	TR-e305f4ba-6a0b	PT. AAAJ	CSPO	MB	500	Confirmed
	TR-7bdb1c3d-4992	PT. AAAJ	CSPO	MB	300	Confirmed
	TR-e8fec04c-7503	PT PRC	CSPO	MB	1578.72	Confirmed
TR-4ea5ab4a-f3e5	PT. AAAJ	CSPO	MB	500	Confirmed	

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		TR-32532045-488b	PT. AAAJ	CSPO	MB	500	Confirmed
		TR-fd0e0742-d96b	PT. SDS	CSPO	MB	22.56	Confirmed
		TR-93038871-6226	PT. SDS	CSPO	MB	310.69	Confirmed
		TR-a80dca30-ea80	PT. SDS	CSPO	MB	242.28	Confirmed
		TR-1c7d76bf-cfb3	KCP PT DAS	CSPK	MB	532.46	Confirmed
		TR-61466d6d-0e5f	PT. AAAJ	CSPO	MB	10.66	Confirmed
		TR-d49c07ba-26ac	PT. AAAJ	CSPO	MB	997.9	Confirmed
		TR-9b0dfe93-6e1a	PT. SDS	CSPO	MB	208	Confirmed
		TR-7d3c6cd2-f2e3	PT. SDS	CSPO	MB	291.09	Confirmed
		TR-7ce41db2-eee7	KCP PT DAS	CSPK	MB	887.47	Confirmed
		TR-c5d45e01-8f5e	PT. SDS	CSPO	MB	177.18	Confirmed
		TR-60ebfae4-01eb	PT. SDS	CSPO	MB	30.79	Confirmed
		TR-67748dc1-be3a	PT. SDS	CSPO	MB	490.86	Confirmed
		TR-7d5aa627-9f46	PT. SDS	CSPO	MB	613.46	Confirmed
		TR-5f1eb543-0e35	PT. SDS	CSPO	MB	292.89	Confirmed
		TR-57bbc523-d0fe	PT. SDS	CSPO	MB	893.16	Confirmed
		TR-a50b2ebb-b94f	KCP PT TU	CSPK	MB	325.27	Confirmed
		TR-1b5ecf7e-4eaa	KCP PT TU	CSPK	MB	191.95	Confirmed
		<p>PT. Inti Indosawit Subur – Muara Bulian POM has removed RSPO certified CSPO from their PalmTrace account:            Transaction ID: ST-TR-19d9c923-739e for removed 676.37 MT CSPO from certified stock, dated 01/08/2022; Stock removed for CSPO sold as ISCC certified. After July 2020 there is no CPO and PK RSPO certified sold as ISCC.</p>					

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3.8.17	<p>Claims</p> <p>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.</p>	<p>PT. Inti Indosawit Subur – Muara Bulian POM has not made claims regarding the support of RSPO certified oil palm products. However the organization aware about the RSPO Rules on Market Communications and Claims.</p>	Complied
<b>General corporate communications</b>			
4.1	<p>A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.</p>	<p>PT. Inti Indosawit Subur (with the brand Asian Agri), the parent company of Muara Bulian POM is highlighting its commitment to the principles of RSPO, and directly referring to RSPO website. The corporate communication can be found at <a href="http://www.asianagri.com">http://www.asianagri.com</a>.</p>	Complied
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> <li>• Display its RSPO membership status</li> <li>• Display the RSPO web address (www.rspo.org)</li> <li>• State that the member supports the work of the RSPO</li> <li>• State the member’s history with regard to the RSPO.</li> <li>• Use the RSPO trademark to promote its membership of the RSPO.</li> </ul> <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>PT. Inti Indosawit Subur (with the brand Asian Agri), in its website:</p> <ol style="list-style-type: none"> <li>a. Display its RSPO membership status: No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. The CH only stated “In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received out first RSPO certification for our estate in 2010.”</li> <li>b. Display the RSPO web address: Not in direct manner. PT. Inti Indosawit Subur (with the brand Asian Agri), made a link to RSPO website.</li> <li>c. State the member supports the work of the RSPO: Not in direct manner. In the website, PT. Inti Indosawit Subur (with the brand Asian Agri), “In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received out first RSPO certification for our estate in 2010.”</li> <li>d. State the member’s history with regards to the RSPO: Not in direct manner. In the website, In the website, PT. Inti Indosawit Subur (with the brand Asian Agri), “In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received out first RSPO certification for our estate in 2010, and in 2012, the certificatoin for our smallholder scheme.”</li> </ol>	Complied

		Use of RSPO Trademark to promote its membership of the RSPO: No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not use RSPO trademark in its corporate communication such in website.	
4.3	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.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
4.4	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.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
4.5	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.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
<b>Business to business communications</b>			
5.1	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.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
5.2	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.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	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> <p>a) If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b) If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	<p>No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status.</p> <p>It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.</p>	Not Applicable
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	<p>PT. Inti Indosawit Subur – Muara Bulian POM is not producing or selling end-product to consumer. No labelling on product whatsoever.</p> <p>Not applicable.</p>	Not Applicable
<b>MODULE B – MASS BALANCE SPECIFIC RULES</b>			
<b>Minimum Mass Balance content</b>			
	95% or above of the oil palm content must be RSPO MB-certified.	PT Inti Indosawit Subur – Muara Bulian POM is producing and selling CSPO and CSPK; All CSPO/CSPK sold are 100 % content oil palm RSPO MB-certified.	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>There is percentage of non-certified oil palm within the product CSPO/CSPK. PT Inti Indosawit Subur – Muara Bulian POM was not produce end consumer goods. The production are CPO and PK.</p>	<p>Complied</p>
<p><b>Labelling and trademark (MB)</b></p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> <li>• Surrounded by the text: 'Certified sustainable palm oil'.</li> <li>• 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.</li> <li>• The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'.</li> <li>• 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).</li> <li>• 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 &amp; Claims document.</li> </ul>	<p>PT Inti Indosawit Subur – Muara Bulian POM was not use RSPO trademark or labelling in their product.</p>	<p>Complied</p>

<b>Messaging (MB)</b>		
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> <li>• [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.</li> <li>• 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.</li> </ul> <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"> <li>• Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product.</li> </ul>	<p>PT Inti Indosawit Subur – Muara Bulian POM was not messaging in storytelling in product-related communications. It was verified during audit through sales contract, DO and dispatch slip (weighbridge card).</p> <p style="text-align: right;">Complied</p>
<p><b>Principle 4: Respect community and human rights and deliver benefit</b></p> <p>Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.</p>		
<p><b>Criteria 4.1:</b> The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>		
4.1.1	<p><b>(C)</b> A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p>	<p><b>Muara Bulian Estate and Mill:</b></p> <p>The company has a corporate policy set on 1 December 2019 in Medan which has been ratified by the Managing Director (Kevin Tio). The policy relating to human rights, is explained in point 13, stating that: "The company respects human rights by treating all employees fairly, both in terms of acceptance, valuation, conditions and working environment, as well as representation regardless of tribe, caste, national origin, religion/belief, disability, gender, sexual orientation, membership of trade union political</p> <p style="text-align: right;">Complied</p>

		<p>affiliation and/or age".</p> <p>The company's policy is also published in for of posters at strategic places in the Muara Bulian Estate and Mill. Corporate policy was socialized to all levels of PT Inti Indosawit Subur employees on 15 April 2022 in Muara Bulian Mill and on 14 June 2022 in Muara Bulian Estate (list of participants can be shown during audit) and on stakeholders (including local contractors) on 20-21 June 2022 which was attended by 21 stakeholders.</p> <p>Separately, the company also has a policy related a Human Rights Defender, which is stated in the Internal Memorandum No. 049/HO/MEMO/INT/03/20 from Head Operational on 20 March 2020: "Protection against the reporters/defenders of human rights defender from acts of revenge, intimidation and harassment.</p> <p><b>Smallholders:</b></p> <p>Muara Bulian Plasma already has a human rights policy, the policy was authorized by each cooperative, for example: KUD Karya Lestari, KUD Makmur Rezeki and KUD Subur Makmur in 14 April 2021, where the human rights policy is outlined in point 8; "<i>Menghormati Hak Azasi manusia dengan memperlakukan seluruh karyawan KUD maupun petani secara adil, baik dalam hal penerimaan, penilaian, kondisi dan lingkungan kerja serta keterwakilan tanpa memandang suku, kasta, asal negara, agama/kepercayaan, cacat, jender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan/atau umur</i>".</p> <p>Certificate holder has shown the latest human right defender (HRD) policy of smallholder mention on Clause No. 12 says, "Respect human rights defenders without making retaliation or intimidation".</p> <p>This policy was socialized to all members and staff of each cooperative for example at KUD Karya Lestari has conducted on 10 May 2021 attended by 23 participants, at KUD Makmur Rezeki has conducted on 13 May 2021</p>	
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		attended by 22 participants, and at KUD Subur Makmur has conducted on 6 May 2021 attended by 29 participants	
4.1.2	The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.	There is no evidence that company is using mercenaries and or paramilitaries in operational activities of the company. Based on interview with stakeholders (i.e. Government agency, Head of Village, Workers & Labor Union) and also online search was revealed that company does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operational activities.	Complied
<b>Criteria 4.2:</b> There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
4.2.1	<b>(C)</b> 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><b>Muara Bulian Estate and Mill:</b></p> <p>Unit of Certification has established mechanism to handle complaint and grievances, "SOP Penanganan Keluhan dari Eksternal" No.AA-GL-5005-R0 01 explains mechanism to resolve external complaint; SOP "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" No.AA-HR-308.5-R0" related to internal grievance mechanism, for employee, Company also provides comment box at each unit office; and there is a mechanism for land dispute resolution, SOP "Penanganan Konflik Lahan" AA-GL-5003.1-R1 effective 22/08/2011 related to land conflict. This procedure was established based on consultations with interested parties through an FGD meeting with stakeholders which was held on 21-22 July 2011 and attended by 7 stakeholders.</p> <p>The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained. Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p>	Complied

		<p>Based on interview with several communities around the plantation (Head of Singoan and Bulian Jaya Village), for 2020-2022 period there is no land dispute noted, based on stakeholder consultation.</p> <p><b>Scheme Smallholder:</b></p> <p>The Smallholder Manager has established mechanism for communication and consultation "<i>Mekanisme Komunikasi dan Konsultasi</i>" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Each smallholder member has "<i>Buku Panduan dan Catatan Petani Plasma</i>", whereas explains the flow process of communication. Both of communication by written or verbal communication to group management are acceptable. Based on interview with several farmers and head of Singoan and Bulian Jaya Village, it stated that up to now there is no land conflict.</p>	
4.2.2	Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.	<p>Unit of Certification established mechanism to handle complaint and grievances, within the procedures:</p> <ul style="list-style-type: none"> <li>• "SOP Penanganan Keluhan dari Eksternal No. AA-GL-5005-R0 01" explains mechanism to resolve external complaint;</li> <li>• Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.</li> <li>• "SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No. AA-HR-308.5-R1" dated 01 December 2019 related to internal grievance mechanism for employee.</li> <li>• SOP Penanganan Keluhan Masyarakat No: AA-GL-510.1-R0, dated 1 January 2013, explained:             <ul style="list-style-type: none"> <li>4.1 Reporting Public Complaints</li> <li>4.1.1 General Scope: "Procedures ... for handling complaints from Concerned Parties including organizations, people, groups or institutions</li> </ul> </li> </ul>	Complied

		<p>...". In order for the Company to respond appropriately to the Parties' complaints in order to be identified, anonymous questions or complaints (without identity / cannot be traced by their identity) cannot be accepted. "</p> <p>4.2 Procedure for Handling / Resolving Community Complaints</p> <p>4.2.5 "This form identifies the person or organization that submitted the complaint, along with the basis of the complaint and the background of the acknowledgment (detailed description of the incident, name of the Party involved, the specific time when the event was the reason for the complaint and the basis of the complaint).</p> <p>4.2.12 "... The company will endeavour to resolve complaints within 15 working days".</p> <p>These procedures are presented in Bahasa Indonesia, so that they can be understood by stakeholders. The company has shown evidence of socializing complaints handling procedures to the surrounding community. For example, the socialization on 7 December 2021 which was attended by 34 participants who were representatives of the surrounding community.</p> <p>Through this socialization, the company explained the procedure to the stakeholders and the surrounding community, so that it could be understood by all parties including the illiterate.</p> <p>Based on interviews with community leaders in Singoan and Bulian Jaya Village, it shows that they have understood the mechanism for submitting complaints to the company.</p>	
4.2.3	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.	"Mekanisme Penanganan Keluhan" – complaint handling mechanism (No. SOP-AA-GL-5005-R0 01) is documented procedure to response complaint from external party. For internal, the mechanism described under "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" – Employee' complaint and resolution mechanism (No. SOP-AAHR-3008-R0 05).	Complied

		<p>PT Inti Indosawit Subur – Muara Bulian Mill has also prepared “Mekanisme Jaminan Pelapor dan Pengungkapan Kasus” prepared by Public Relation officer. The mechanism has explained policy to protect complainant/whistle blower anonymity – if requested. These mechanisms have been communicated to external parties and disseminated to all employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p> <p>PT Inti Indosawit Subur – Muara Bulian Mill is recording each complaint and response provided in the Logbook of “<i>Buku Keluhan Karyawan</i>”, where from complaint from external is documented in “<i>Buku Agenda Komplain</i>”.</p> <p>Mostly the employee’s complaints/grievances are about improvements in infrastructure and public facilities. All complaints/grievances have been resolved by the company. And for external stakeholders based on interview with the unit of management, relevant stakeholders and document review there is no grievance or conflict raised against unit of certification both company and smallholders.</p> <p>As described in indicator 4.2.1 which explains that based on public consultations with community leaders in Singoan and Bulian Jaya Village and related agencies, it is stated that so far there have been no issues regarding complaints submitted by the surrounding community.</p>	
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>During audit there was no unprecedented conflicts/disputes with stakeholders. During the stakeholder meeting on 9 August 2022 it was confirmed that there was no land conflict found at the estate and Mill.</p> <p>Company has established a mechanism to handle complaint from external party, “<i>SOP Penanganan Keluhan dari Eksternal</i>” – complaint handling mechanism No.AA-GL-5005-R0 01 and also SOP “<i>Penanganan Konflik Lahan</i>” AA-GL-5003.1-R1 effective 22/08/2011. This procedure mentioned how the company solves the problem if any conflict occurred, both internal and external conflicts.</p>	Complied



		<p>In the event of a complaint that leads to a conflict with stakeholders, the company has established Procedures related to Conflict Handling SOP No. AA-GL-5003.1-R1 dated August 22, 2011, explains that:</p> <p>After Public Relations (Humas: Hubungan Masyarakat) will receive conflict information (individuals, issues with surrounding communities, other representative institutions, media or newspapers), the company will analyze and map the problem through internal discussions (Estate manager, Managing Director, Regional Head and Stakeholder Relations), then Companies through Humas will provide opportunities access to relevant interested parties (Local Government, Legal Apparatus or legal advice) to obtain legal protection or independent technical assessments (Relevant agencies, for example: Plantation Service, National Land Agency-BPN). In this conflict resolution process, it is carried out through the FPIC process (making an agreement together with the conflicting party and or the institution) that represents it and if this does not meet an agreement, then litigation will be carried out or settlement through legal channels.</p>	
<p><b>Criteria 4.3:</b> The unit of certification contributes to local sustainable development as agreed by local communities.</p>			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local community are demonstrated.</p>	<p>In 2021 and 2022 period, the company has established CSR program is recorded on CSR Project Tracking 2021 and 2022, consisting 6 types of activities, such as Social, Economy, Education, Health, Infrastructure and Environment.</p> <p>The creation of the CSR program is done by coordinating with the local village head through the SIA report and monitoring (see 3.4) and also discussions through <i>Musrembangdes (Musyawarah Perencanaan Pembangunan Desa)</i> activities carried out every year, last carried out in December 2021 for the village development plan in 2022.</p> <p>CSR program in 2022:</p> <ol style="list-style-type: none"> <li>1. Social aspects: <ul style="list-style-type: none"> <li>- Assistance for flood victims in the village of Danau Embat</li> </ul> </li> </ol>	Complied

		<ul style="list-style-type: none"> <li>- Donations for religious National holidays</li> <li>- Assistance in maintaining the cultural heritage of the Canal Village Heroes Cemetery</li> <li>- Assistance for the activities of PKK women for community empowerment programs in Muaro Sebo Ilir District</li> <li>- Assistance in the procurement of cooking oil for the poor.</li> </ul> <p>2. Economy aspects:</p> <ul style="list-style-type: none"> <li>- Alternative economic assistance in 3 villages</li> <li>- Assistance with immature oil palm (TBM-1) maintenance in Terusan Village</li> </ul> <p>3. Education aspects:</p> <ul style="list-style-type: none"> <li>- Assistance in the procurement of materials for the construction of a sports field at SMA N 11 Batanghari</li> <li>- Assistance in the procurement of furniture (tables and chairs) in the classroom at SMPN 35 Batanghari, Bulian Jaya Village.</li> </ul> <p>4. Health care aspects:</p> <ul style="list-style-type: none"> <li>- Covid-19 Prevention Assistance in Bulian Jaya Village and Singoan Village</li> <li>- Assistance in Providing Supplementary Food for Pregnant Women and Toddlers (Stunting Prevention) in Bulian Jaya Village and Singoan Village</li> </ul> <p>5. Infrastructure aspects:</p> <ul style="list-style-type: none"> <li>- Assistance for Repairing Canal Village Roads and Lake Embat.</li> </ul> <p>6. Environmental aspect:</p> <ul style="list-style-type: none"> <li>- Planting Reforestation Trees to Maintain Ecosystem Balance in Kehidupan Baru Village.</li> </ul>	
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		<p>Realization of CSR Year 2022 program is based on <i>Berita Acara Penyerahan Bantuan (CSR)</i>, as follows:</p> <ul style="list-style-type: none"> <li>- On 15 October 2021; providing assistance with Kompangan Tools as a form of local wisdom in Dusun Sialang, Muara Singoan Village, worth Rp. 4,000,000.</li> <li>- On 2 November 2021; Heavy equipment assistance for repairing village roads in the Kehidupan baru Village in the form of the use of heavy equipment graders of 10 HM and compactors of 11 HM worth IDR 7,981,000.</li> <li>- On 18 February 2022; provide assistance (in the form of procuring rice, cooking oil, sugar and tea) for flood victims in Danau Embat Village worth IDR 3,000,000.</li> <li>- In May 2022; donations for the celebration of religious/national holidays in Tidar Kuranji Village, Bukit Sari Village, Bulian Jaya Village, New Life Village, Danau Embat Village, Terusan Village, worth IDR 4,000,000.</li> <li>- April 2022; provide assistance for the maintenance of the cultural heritage of the Heroes' Cemetery in the village of Terusan, worth IDR 4,000,000.</li> <li>- May 2022; provide alternative economic assistance in the form of (duck livestock assistance including feed) in Terusan Village and Terusan Village, worth IDR 24,000,000.</li> <li>- February, April and July 2022; provide assistance for 1 year old oil palm seeds as many as 325 trees to farmers in Terusan Village, worth IDR 5,000,000.</li> </ul> <p>According to PT IIS CSR Tracking Project for the period 2021 and 2022, the realization of its achievements in 2021 is 100% by spending IDR 90,561,500 while the realization for the period 2022 up to July 2022 is still 26.67% or costs IDR 24,150,000 from the budget as IDR 66,411,500 or realized by 36.36%.</p>	
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<b>Criteria 4.4:</b> 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	<b>(C)</b> Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.	No customary land ownership upon the Unit of Certification area. Legal aspect of the Unit of Certification, please refer to indicator 2.1.1, including for smallholders.	Complied
4.4.2	Copies documents evidencing agreement- making processes and negotiated agreements detailing the FPIC process are available and include: 4.4.2a Evidence that a plan has been developed through consultation and discussion held in good faith with all affected groups within the community, with specific assurances that vulnerable, minority and gender groups are asked for their opinions, and that information has been provided to all affected groups, including in it information about the steps taken to involve them in decision making.	PT. Inti Indosawit Subur – Muara Bulian is long-established plantation with planting year since 1990, land use-rights already obtained since 1989. The land status is clear, and no land disputes raised. Copies of documents evidencing agreement-making processes and negotiated agreement detailing the FPIC process are obsolete.	Complied
	4.4.2b Evidence that the unit of certification has respected communities to give or withhold their consent to the operations at the time that these decisions were taken;	PT. Inti Indosawit Subur – Muara Bulian is long-established plantation with planting year since 1990, land use-rights already obtained since 1989. The land status is clear, and no land disputes raised. Copies of documents evidencing agreement-making processes and negotiated agreement detailing the FPIC process are obsolete.	
	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.	PT. Inti Indosawit Subur – Muara Bulian is long-established plantation with planting year since 1990, land use-rights already obtained since 1989. The land status is clear, and no land disputes raised. Copies of documents evidencing agreement-making processes and negotiated agreement detailing the FPIC process are obsolete.	
4.4.3	<b>(C)</b> Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory	Use of the land for oil palm in PT Inti Indosawit Subur - Muara Bulian Estate and Mill based on land use title or HGU with total area is 8,814 Ha, which consist of 5 HGU certificate. All this area has mapped on "Peta Kebun PT IIS	Complied

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	<p>mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p>	<p>Muara Bulian Scale 1:30,000". FPIC mechanism and process is available in Land Dispute Resolution procedure (SOP AA-GL5003.1-R1 "<i>Penanganan Konflik Lahan</i>"; dated 22 August 2011). FPIC mechanism is available on the flowchart and part of the process of conflict resolution.</p> <p>Based on interviews with the village heads of Bulian Jaya, it was confirmed that the plantations of PT IIS – Bulian Estate bordered the land of the village community and that village communities were allowed access to pass through the plantation areas of Muara Bulian Estate and Mill.</p> <p><b>Scheme Smallholders:</b></p> <p>An appropriate map is available in all ownership certificates (SHM) of the farmers. There are 3,118 ownership rights certificates (SHM) and the map of their plot within.</p> <p>Both Muara Bulian Estate, Mill and Smallholders, there is no traditional use or customary right within the certified area.</p>	
<p>4.4.4</p>	<p>All relevant information is available in appropriate forms and languages, including assessment of impact, proposed benefit sharing, and legal arrangements.</p>	<p><b>Muara Bulian Estate and Mill:</b></p> <p>PT Inti Indosawit Subur – Muara Bulian is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on reviewed of the statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Scheme Smallholder:</b></p> <p>During field observation and interview with sample of smallholders at KUD Barokah, KUD Subur Makmur, KUD Budi Sari, KUD Makmur Rejeki, KUD Karya Lestari and UD Buah Sakato, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi</i>" in early 1980's, therefore all smallholders plots already have ownership certificates "SHM".</p>	<p>Complied</p>

4.4.5	<b>(C)</b> 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.	<p><b>Estate:</b>  PT Inti Indosawit Subur – Muara Bulian has not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on reviewed of the statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Scheme Smallholder:</b>  During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Karya Lestari and KUD Makmur Rejeki, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have ownership certificates "SHM".</p>	Complied
4.4.6	There is evidence that implementation of agreement negotiated through FPIC is annually reviewed in consultation with affected parties.	PT. Inti Indosawit Subur is long-established plantation with planting year since 1990, land use-rights already obtained since 1989. The land status is clear, and no land disputes raised. Copies of documents evidencing agreement-making processes and negotiated agreement detailing the FPIC process are obsolete.	Complied
<b>Criteria 4.5:</b> 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	<b>(C)</b> Documents showing identification and assessment of demonstrable legal, customary and user rights are available.	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed</p>	Not Applicable

		<p>during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights. There is no new planting occurred within this scope.</p>	
4.5.2	<p><b>(C)</b> 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. All the relevant information and documents are made available, and community have option of resourced access to independent third-party advice through a documented, long-term and two- way process of consultation and negotiation.</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed.</p>	Not Applicable

		<p>Smallholders land obtained based on government program "<i>Transmigrasi</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'agree' or 'not agree' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	Not Applicable
4.5.4	<p>To ensure local food and water security and as part of the FPIC process, SEIA participation and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of land allocations process.</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict</p>	Not Applicable



		<p>local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed.</p>	<p>Not Applicable</p>

		<p>Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.5.6	<p>Evidence is available that the communities or their representatives gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p>	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b>  During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	<p>Not Applicable</p>
4.5.7	<p>After 15 November 2018, new lands will not be acquired for plantations and mills as a result of recent (after November 2005) expropriations in the national interest (eminent domain) without FPIC process, except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.</p>	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not</p>	<p>Not Applicable</p>

		<p>acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.5.8	<p><b>(C)</b> New lands are not acquired in areas inhabited by communities in voluntary isolation.</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land</p>	<p>Not Applicable</p>

		<p>dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR: Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
<p><b>Criteria 4.6:</b> Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
4.6.1	<p><b>(C)</b> A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place.</p>	<p>PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.</p> <p>If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.</p>	Complied
4.6.2	<p><b>(C)</b> A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p>	<p>PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.</p> <p>If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.</p>	Complied
4.6.3	<p>Evidence is available that equal opportunities are provided to both men and women to hold land titles for smallholdings (if possible based on local law, customs and/or agreement).</p>	<p>PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.</p> <p>If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.</p>	Complied

4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented with evidence of the participation of affected parties and made available to them.	PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.  If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.	Complied
<b>Criteria 4.7:</b> 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.			
4.7.1	<b>(C)</b> A mutually agreed procedure for identifying people entitled to compensation is in place.	PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.  If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.	Complied
4.7.2	<b>(C)</b> A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.	PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.  If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP) document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.	Complied
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.	PT IIS – Muara Bulian was established since 1980 through the PIR-TRANS program and there is no indication that PT IIS – Muara Bulian is currently acquiring new land for oil palm plantations.  If there is a land dispute as described in indicator 4.2.1, the company will use the procedure as stipulated in the Standard Operating Procedure (SOP)	Complied

		document no. AA-GL-5003.1-R2 regarding Land Conflict Management which was approved by management on 08 May 2015.	
<b>Criteria 4.8:</b> The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.			
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.	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b>  During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR; Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.  There is no new planting occurred within this scope.</p>	Complied
4.8.2	<b>(C)</b> Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict</p>	Complied

		<p>local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR; Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4).</p>	<p><b>Muara Bulian Estate:</b></p> <p>Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b></p> <p>During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed.</p>	Complied

		<p>Smallholders land obtained based on government program "<i>Transmigrasi – PIR; Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	
4.8.4	<p>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).</p>	<p><b>Muara Bulian Estate:</b>  Unit of Certification is long-established plantation with planting year since 1992, land use-rights already obtained since 1992. This company is one of pilot project by national government, therefore the existing area is origin from State Land and no land compensation was made. Also, there is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on Muara Bulian Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p><b>Smallholder Scheme:</b>  During field observation and interview with sample of smallholders at KUD Subur Makmur, KUD Makmur Rejeki and KUD Karya Lestari, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "<i>Transmigrasi – PIR; Perkebunan Inti Rakyat</i>" in early 1980's, therefore all smallholders plots already have legal use rights.</p> <p>There is no new planting occurred within this scope.</p>	Complied
<p><b>Principle 5: Support smallholder inclusion</b>  Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.</p>			
<p><b>Criteria 5.1:</b> The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.</p>			



5.1.1	Current and previous period prices for FFB are publicly available and accessible by smallholders.	<p>During the audit, Unit of Certification has demonstrate the FFB prices which available in Mill. For Smallholders, the FFB price is following the price that issued by Plantation Agency.</p> <p>During the audit, Kebun Plasma Muara Bulian has showed the FFB payment receipt period June 2022 in accordance with official FFB price that issued by FFB Pricing Team of Jambi Province. All smallholder classified as up to 25 year which is the lower price due to the extraction that diminished. Sighted the payments record of KUD Subur Makmur and KUD Makmur Rejeki period June 2022. All payments have been complied with the pricing that stipulated.</p>	Complied
5.1.2	<b>(C)</b> Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.	<p>Based on information gathered from the plasma manager and CSV staff obtained that the information of price directly informed by the purchasing department to the respective suppliers through the short message application such as via WhatsApp. During the field visit to the respective KUD's has also informed that price updating by board of KUD's board was posted on the Buletin Board.</p> <p>In addition, the price information for outgrowers or CSV also updated by purchasing department. There was no issues on this.</p>	Complied
5.1.3	<b>(C)</b> Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.	<p>Management of PT Inti Indosawit Subur – Muara Bulian Plasma has committed to share the RSPO premium price in accordance with the agreement with their smallholder. Premium sharing is not distributed in the form of money but in the form of smallholder empowerment activities aimed at increasing the competence and competitiveness of smallholders based on participatory suggest from the smallholders.</p> <p>During this audit obtained information that the premium sharing for Muara Bulian Plasma period 2021 has been distributed to smallholder in October 2021, verified sample document i.e. "Minute of the Symbolic Submission of KUD Barokah Premium Sharing Funds/<i>Berita Acara Penyerahan Simbolis Dana Premium Sharing KUD Barokah</i>" from Head Smallholder Management PT IIS to Head of KUD Barokah dated 8 October 2021.</p>	Complied

		<p>Muara Bulian Plasma has held the comparative study and training to Plasma PT IIS Buatan Group and PT IIS – Ukui Group in December 2021. Apart from training, Bulian Plasma has identified plasma farmers who still have income or vice versa due to replanting. In general, plasma farmers, even though they are replanting, still get income because they still have other productive oil palm plantations. For farmers who have no income, they are involved in upkeep works in the plasma plantation block.</p> <p>Based on interview with the smallholder’s representatives known that the comparative study has given the positive insight to the smallholders to facing the replanting period. Some smallholders that involved in the upkeep activities in the plasma can also provide family income.</p>	
5.1.4	<p><b>(C)</b> Evidences is available that all parties, including women and independent representative organization assisting smallholders where requested, are involved in the decision making processes and understand the contracts. These include involving finance, loans/credits, and re-payments through FFB price reductions for replanting and/or, other support mechanisms where applicable.</p>	<p>The smallholder’s member of Muara Bulian Plasma originated from government transmigration program on 1990 – 1991. Mostly from East Java, West Java and local area (Jambi Province). Based on information obtained during the onsite audit known that some of smallholders’ member were women. The annual meeting of KUD always invited all members which is some women. All the decision made was involved the smallholder members, including women members.</p>	Complied
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p>	<p>All smallholders which registered as supply bases to Muara Bulian POM have agreement with PT. Inti Indosawit Subur – Muara Bulian. The timeframe of the contract is 1 cycle period (25 years) since first planting.</p> <p>Through the interview with FFB supplier of PT Putra Tunggal (supplied to Muara Bulian POM) obtained information that the FFB price only updated if any changes. However, the FFB payments maximum 3 days after the mill received the FFB (according to the contract). There is no dispute related to FFB payments so far.</p> <p>Based on document all contracts are written in Bahasa Indonesia.</p>	Complied
5.1.6	<p><b>(C)</b> Agreed payments are made in a timely manner and receipts specifying price, weigh, deductions and amount paid are given.</p>	<p>Based on document verification sighted that smallholders received the daily and monthly report for FFB’s that deliver to Muara Bulian POM. Price, weigh,</p>	Complied

		deduction and amount paid are clearly described within the document. Payment to smallholders in monthly basis. Through the interview with FFB supplier of PT Putra Tunggal (supplied to Muara Bulian POM) obtained information that the FFB price only updated if any changes. However, the FFB payments maximum 3 days after the mill received the FFB (according to the contract). Document review for FFB payment for PT Putra Tunggal on 30 June 2022 was shown that the FFB payment are in accordance with the FFB price the company has informed to PT Putra Tunggal. There is no dispute related to FFB payments so far.	
5.1.7	Weighing equipment is verified by an independent third party on a regular basis.	<p>According to the Indonesian regulation, verification of weigh bridge conducted annually. Sighted the record of validation from Trade and Industry Agency of Jambi City as follows:</p> <ul style="list-style-type: none"> <li>• Validation Letter No: DG.02.03/409/DPP II/SKHP/2022 dated 05 April 2022 for weighbridge Avery Weight Tronix E1205 (capacity 50 MT), serial number 182050099 from UPTD Metrologi Legal, Dinas Perdagangan dan Perindustrian Jambi Province, valid until March 2023.</li> <li>• Validation Letter DG.02.03/408/DPP II/SKHP/2022 dated 05 April 2022 for weighbridge Avery Weight Tronix ZM 510 (capacity 50 MT), serial number 212051068 from UPTD Metrologi Legal, Dinas Perdagangan dan Perindustrian Jambi Province. Valid until March 2023.</li> </ul>	Complied
5.1.8	The unit of certification supports Independent smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholder on who runs the Internal Controlling System (ICS), who holds the certificate, and who owns and sells certified materials.	<p>Based on review of agreement, the company carried out the development and provide supervision in KUD (Scheme Smallholder). The company support KUD in form of supervision in upkeep, fertilizer application, harvesting, FFB transport and implementation of RSPO P&amp;C requirements.</p> <p>For independent Smallholder, support is given in form of CSV Program (Create Share Value). In supporting CSV members for the certification program, especially RSPO Certification, the company has provided assistance to 2 (two) CSVs who are members of the following organizations:</p> <ol style="list-style-type: none"> <li>1. Perkumpulan Cahaya Putra Harapan, by address Desa Karya Mukti, Kecamatan Maro SeboIlir, Kabupaten Batanghari, Provinsi Jambi,</li> </ol>	Complied

**RSPO P&C Public Summary Report**  
**Revision 13 (Apr 2022)**

		<p>Kebupaten Batang Hari, 36655 Jambi, Indonesia. Already got RSPO Certificate by BSI Services Malaysia Sdn. Bhd since 20 October 2019.</p> <p>2. Putra Tunggal Bukit Sangkilan, by address Desa Karya Mukti, Kecamatan Maro SeboIilir, Kabupaten Batanghari, Provinsi Jambi, Kabupaten Batang Hari, 36655 Jambi, Indonesia. Already got RSPO Certificate by BSI Services Malaysia Sdn. Bhd since 25 October 2022.</p>					
5.1.9	<p><b>(C)</b> The unit of certification has a grievance mechanism for smallholders, and all grievances raised are dealt with in a timely manner.</p>	<p>The company has established a mechanism to handle complaint from external party, as written in "Mekanisme Penanganan Keluhan" – complaint handling mechanism (Doc. No. SOP AA-GL-5009-RO-01 dated 22 August 2011) and responded not more than 14 days. These mechanisms have communicated to external parties and disseminated to PT IIS employees.</p> <table border="1" data-bbox="1086 751 1944 1382"> <thead> <tr> <th data-bbox="1086 751 1507 802">External Reporting:</th> <th data-bbox="1507 751 1944 802">Channel/Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="1086 802 1507 1382"> <p>Stakeholders of Asian Agri including but not limited to Government, smallholders, suppliers, vendors, academicians, NGOs, media, etc), are provided different channels to report their concerns/findings.</p> <p>Reporters may share their concerns and information on business misconduct, corruption, harassment, criminal acts, environment, etc.</p> <p>All reports will be treated confidentially and if deemed appropriate, updates will be made publicly available as per our <u>Grievance mechanism</u>.</p> </td> <td data-bbox="1507 802 1944 1382"> <ul style="list-style-type: none"> <li>• Email: <a href="mailto:grievance@asianagri.com">grievance@asianagri.com</a></li> <li>• Address:                      Jl. MH Thamrin No. 31                      Jakarta 10230 Indonesia</li> <li>• Fax: +62 21 230 1120                      Attn.: Grievance Secretariat</li> </ul> <p>Grievance submissions should be made using the <u>Grievance Submission Form</u>.</p> </td> </tr> </tbody> </table>	External Reporting:	Channel/Remarks	<p>Stakeholders of Asian Agri including but not limited to Government, smallholders, suppliers, vendors, academicians, NGOs, media, etc), are provided different channels to report their concerns/findings.</p> <p>Reporters may share their concerns and information on business misconduct, corruption, harassment, criminal acts, environment, etc.</p> <p>All reports will be treated confidentially and if deemed appropriate, updates will be made publicly available as per our <u>Grievance mechanism</u>.</p>	<ul style="list-style-type: none"> <li>• Email: <a href="mailto:grievance@asianagri.com">grievance@asianagri.com</a></li> <li>• Address:                      Jl. MH Thamrin No. 31                      Jakarta 10230 Indonesia</li> <li>• Fax: +62 21 230 1120                      Attn.: Grievance Secretariat</li> </ul> <p>Grievance submissions should be made using the <u>Grievance Submission Form</u>.</p>	Complied
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		<p>This procedure is also applied to scheme smallholder operational. The procedure provides guidelines on handling grievances related to sustainability practices across our supply chain as well governance matters in our operations.</p> <p><b>Scheme smallholders:</b></p> <p>The scheme smallholders have a mechanism of consultation and communication in "Mekanisme Komunikasi, Konsultasi dan Keluhan", dated 3 January 2011. The procedure has been communicated provided in flow chart and available in each KUD's offices.</p> <p>Based on interview with the stakeholder and smallholders, there is no grievance during Y2021 and Y2022.</p>	
<p><b>Criteria 5.2:</b> The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.</p>			
<p>5.2.1</p>	<p>The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p>	<p>PT IIS – Muara Bulian always communicates with interested smallholders including women farmers to support their livelihoods especially those related to RSPO certification. Some of the company's activities that can be considered as supporting activities towards interested smallholders without, among them: Record on socialization, training and preparing the implementation RSPO P&amp;C on interested smallholders, the training sample as follows:</p> <ul style="list-style-type: none"> <li>• 20 January 2022, socialization of fruit quality, attended by 10 participants.</li> <li>• 24 January 2022, socialization of fertilizer application, attended by 8 participants.</li> <li>• 10 February 2022, socialization of fertilizer application, attended by 18 participants.</li> <li>• 14 March 2022, socialization of HCV, RISS 2019 and Good Agricultural Practises, attended by 70 participants.</li> </ul>	<p>Complied</p>

		<p>21 July 2022, socializations of herbicide application, attended by 74 participants.</p> <p>During January-June 2022, the other initiative was conducted by unit of certification, that is the Muara Bulian Palm Oil Mill still operates and receives FFB's from outsiders (include smallholder's) while government issued "Stop Exporting CPO Moratorium" in period 28 April – 23 May 2022. This impact that livelihoods of smallholders and communities is enchanche.</p>	
5.2.2	<p>The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p>	<p>PT Inti Indosawit Subur – Muara Bulian sets a scheme manager, with field assistant assigned for each cooperative to improve smallholder management, including productivity. Each year, company provisioned training program, aside from day-to-day operation monitoring by field assistant, e.g.:</p> <p>Record on socialization, training and preparing the implementation RSPO P&amp;C on interested smallholders, the training sample as follows:</p> <ul style="list-style-type: none"> <li>• 20 January 2022, socialization of fruit quality, attended by 10 participants.</li> <li>• 24 January 2022, socialization of fertilizer application, attended by 8 participants.</li> <li>• 10 February 2022, socialization of fertilizer application, attended by 18 participants.</li> <li>• 14 March 2022, socialization of HCV, RISS 2019 and Good Agricultural Practises, attended by 70 participants.</li> <li>• 21 July 2022, socializations of herbicide application, attended by 74 participants.</li> </ul> <p>During January-June 2022, the other initiative was conducted by unit of certification, that is the Muara Bulian Palm Oil Mill still operates and receives FFB's from outsiders (include smallholder's) while government issued "Stop Exporting CPO Moratorium" in period 28 April – 23 May 2022. This impact that livelihoods of smallholders and communities is enchanche.</p>	Complied

<p>5.2.3</p>	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p>	<p>Muara Bulian Mill supplied by own estates (Muara Bulian Estate), smallholder from 6 KUD's with total 6,244 Ha smallholders and more than 1,000 Ha third parties supplier. Based on interview with smallholder representatives from KUD Barokah, Bukit Sari, Karya Lestari, Tuah Sakato and Subur Makmur. Obtain information that entire land has been granted by government (private land title/SHM).</p> <p>According to the signboard in mill's gate, Muara Bulian mill does not accept FFB from illegal sources (forest area or crop stolen). All FFB from third parties shall comply with regulation. Mill's staff told that FFB Purchasing Department has set the procedures for their supplier as follows:</p> <ul style="list-style-type: none"> <li>• New supplier shall propose their FFB purchased offer including submitted the name and land legality of each potential farmer.</li> <li>• FFB Purchasing Department verify the geolocation of potential farmer that submitted by the third parties.</li> <li>• New supplier shall sign the agreement which stated to not send illegal FFB sources. This agreement will automatically be cancelled if any violation on this clause.</li> <li>• The FFB transporter shall signed the zero illegal FFB statement letter in security gate in each delivery note.</li> </ul> <p>Based on interview with smallholder representatives from KUD Barokah, Bukit Sari, Karya Lestari, Tuah Sakato and Subur Makmur obtain information that entire land has been granted by government (private land title). Asian Agri's through his subsidiary PT. Inti Indosawit Subur fully supported their smallholder to be certified by ensuring all FFB come from legal sources and comply with national regulation. They also conducted good engagement to demonstrated best management practices in agronomy, environmental handling and safety procedures by placing a CSV supervisor and assistant. For example, each plot received 4 unit barn owl box to help them control rat population, 1 unit barn owl to cover an area of 3 – 5 ha.</p>	<p>Complied</p>
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		<p>During the audit, auditor also obtain information that PT. Inti Indosawit Subur are now assisting the smallholders on replanting project in collaborated with local government. This aims to ensure that farmers produce palm oil sustainably.</p> <p>While, PT Inti Indosawit Subur have initiatives since long time for outgrower and independent smallholders in form of Corporate Shared Value's (CSV) program. Where the program is to support outgrower to produce FFB's legally.</p> <p>In other, for supporting CSV members for the certification program, especially RSPO Certification, the company has provided assistance to 2 (two) CSVs who are members of the following organizations:</p> <ol style="list-style-type: none"> <li>1. Perkumpulan Cahaya Putra Harapan, by address Desa Karya Mukti, Kecamatan Maro SeboIlir, Kabupaten Batanghari, Provinsi Jambi, Kebubatan Batang Hari, 36655 Jambi, Indonesia. Already got RSPO Certificate by BSI Services Malaysia Sdn. Bhd since 20 October 2019.</li> <li>2. Putra Tunggal Bukit Sangkilan, by address Desa Karya Mukti, Kecamatan Maro SeboIlir, Kabupaten Batanghari, Provinsi Jambi, Kebubatan Batang Hari, 36655 Jambi, Indonesia. Already got RSPO Certificate by BSI Services Malaysia Sdn. Bhd since 25 October 2022.</li> </ol>	
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.	<p>Certificate Holder has assigned chemical weeding team (Tim Unit Semprot/TUS) in each estate/unit to handling chemical weeding activity. The team member originated from own workers (for own estate) and local communities (for smallholder). They regularly attended training on pesticide handling that conducted by the pesticide supplier in collaboration with local pesticide committee.</p> <p>Based on document review and interview with random pesticide applicator known that they were attending the refresh training on pesticide handling on 17, 21 and 24 July 2022. Some topic that discuss such as safety pesticide handling, national regulation related to pesticide, symbol and label awareness and emergency procedure if any contamination or poisonous.</p>	Complied



		<p>During the audit, auditor also interviewed some smallholder representatives and obtain information that the company has provide training session for them on how to be handling pesticide safely. For example, pesticide applicator shall use appropriate PPE during application, no smoke, avoid the direction of wind blows and cleaned their body after application to reduce contamination.</p>	
<p>5.2.5</p>	<p>The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.</p>	<p>Annual review of progress of the smallholder support by Asian Agri's can be see and downloaded in Asian Agri's website <a href="https://www.asianagri.com/id/panel-keberlanjutan/laporan-keberlanjutan">https://www.asianagri.com/id/panel-keberlanjutan/laporan-keberlanjutan</a>. That document is publicly available.</p> <p>Plasma manager also described that PT Inti Indosawit Subur also has helped the smallholder based on monthly management review of smallholder performance.</p> <p>Based on field visit and interview with smallholder representatives, each KUD's has been supported in IPM program. They equipped with beneficial plant and barn owl box (4 unit each plot). Certificate holder also conducted training in order to ensure the smallholder's competency. For example:</p> <ul style="list-style-type: none"> <li>• 20 January 2022, socialization of fruit quality, attended by 10 participants.</li> <li>• 24 January 2022, socialization of fertilizer application, attended by 8 participants.</li> <li>• 10 February 2022, socialization of fertilizer application, attended by 18 participants.</li> <li>• 14 March 2022, socialization of HCV, RISS 2019 and Good Agricultural Practises, attended by 70 participants.</li> <li>• 21 July 2022, socializations of herbicide application, attended by 74 participants.</li> </ul>	<p>Complied</p>
<p><b>Principle 6: respect workers' rights and conditions</b></p>			

Protect workers' rights and ensure safe and decent working conditions.			
<b>Criteria 6.1:</b> Any form of discrimination is prohibited.			
6.1.1	<p><b>(C)</b> A publicity available non-discrimination and equal opportunity policy is implemented in such way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has established Company Policy under “Kebijakan Perusahaan”, was signed by Managing Director on 1<sup>st</sup> December 2014. In point 13 mentioned: “Company Treats employees fairly, whether in terms of acceptance, judgment, conditions and work environment, and representation irrespective of race, tribe, caste, national origin, religion/faith, disability, gender, sexual orientation, union membership, political affiliation and/or age”.</p> <p>This policy has been informed to all employees and being placed on noticed board in public area and easily accessed.</p> <p>PT Inti Indosawit Subur – Muara Bulian has also SOP for employment recruitment According on SOP: AA-HR-305.2-R0 dated 1 February 2009 about “<i>Penerimaan Karyawan Baru</i>” (Recruitment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications. This policy has been communicated to worker. The policy described the organization recognize and respect to the rights of local, migrant or urban worker.</p> <p>Workers register for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc). Ethnical diversity of worker and during interview with workers, no discrimination was identified based on religion, ethnic, gender. No evidence of discrimination found during the audit.</p> <p>Company provided working tools to the workers, relevant to the nature of the work performed.</p> <p>The employee list proves that the company does not practice any form of discrimination, employees are given the opportunity to work regardless of ethnicity, religion, origin, and gender:</p>	Complied

		<p>Data verified: List of Employee June 2022 "Daftar Karyawan" there were not found any evidence of discrimination and migrant workers.</p> <p><b>Scheme Smallholders</b></p> <p>Sample KUD's (KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari) has established the policy related to equal opportunity and treatment for work under "Kebijakan Koperasi" dated 2<sup>nd</sup> December 2020, was signed by Head of Cooperative.</p>	
6.1.2	<p><b>(C)</b> Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers non-payment of recruitment fees.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has provided a policy in relation to this indicator requirement, stated in "Kebijakan Perusahaan", dated 1st December 2014.</p> <p>Based on interview with employee in POM and Estate, PT Inti Indosawit Subur – Muara Bulian has prepared the policy related to anti-discrimination was strictly enforced. They were no cases of discrimination in company. Document review of workers "Daftar Karyawan" there were not find any evidence of discrimination.</p> <p>Data verified: List of Employee June 2022 "Daftar Karyawan" there were not found any evidence of discrimination and migrant workers</p> <p><b>Scheme Smallholders</b></p> <p>Sample KUD's (KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari) has clearly stated the policy to provide equal opportunity policy to all workers as written in "Kebijakan Koperasi". During field audit, it was not found discrimination against gender, tribe, religion and race. All workers have the right and obligation in accordance to the type of work.</p>	Complied
6.1.3	<p>The unit of certification demonstrates that the recruitment selection, hiring access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has had a SOP related to new employment recruitment. According on SOP Rekrutment dan Seleksi Karyawan No. SOP: AA-HR-305.2-R0 dated 1 February 2009 regarding "Penerimaan Karyawan Baru" (Requitment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications. This policy has been communicated to worker.</p>	Complied

		<p>This procedure were communicated to all employees in the workplace and stakeholders.</p> <p>There are two types of employees that are applied in PT Inti Indosawit Subur – Muara Bulian, which are permanent employees (known as SKU-B and SKU-H) and daily workers (known as BHL/PHL). Workers register for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc.). Ethnical diversity of worker and during interview with workers, no discrimination was identified based on religion, ethnic, gender. No evidence of discrimination found during the audit.</p> <p>Fixed Employee (SKU-H and SKU-B) is confirmed under the joint work Agreement (PKB), while the Daily worker with the daily work agreement with a minimum validity period of 1 year.</p> <p>Based on interview with the HR Dept., that recruitment of employees are based on an analysis of workforce needs and within it has considered, the required competencies, experience and expertise required. For this reason, employee acceptance tests and interviews will be conducted. Employee assessments are always carried out every 6 months as a basis for being able to promote positions or levels/groups which will affect to the monthly salary.</p> <p>Taken example of recruitment at Muara Bulian Estate on period June 2022 is 17 harvesters (promoted as permanent), 3 FFB loader (promoted as permanent) and 2 workshop clerk (promoted as permanent).</p> <p><b>Scheme Smallholder</b></p> <p>Based on document sampled verification at (KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari, they understand no forced labor or trafficked labor allowed.</p> <p>Most of the farmers manage their land independently. All the workers are considered as casual workers. The workers are hired based on verbal agreement related to rate per piece of work, payment system, working tool provision, etc. No work performed based on debt bond.</p>	
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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.	<p>Based on interview with nurse and female workers, pregnancy testing is applicable for all female workers without discrimination.</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Based on interview with management representatives, the company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides. The latest pregnancy test July 2021.</p>	Complied
6.1.5	<b>(C)</b> A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.	<p>PT Inti Indosawit Subur – Muara Bulian has formed a Gender Committee at Muara Bulian Estate and Mill which is chaired by Ms. Natariva Sembiring, based on the Gender Committee Organizational Structure was stated on 15 February 2020. Gender committees consisting of representatives of all units in the Muara Bulian Group play a role in: addressing issues related to women's rights and counselling for women workers who experience acts of violence and sexual harassment and other issues related to women workers. Coordinators are assigned at Muara Bulian Estate by Ms. Rimma S, at Muara Bulian Plasma is responsible for Ms. Nova Novrianti and at Muara Bulian Mill is responsible for Rita Anggraini.</p> <p>In 2022 Gender Committee Work Program has been established including the issues that will be discussed at the meeting, including:</p> <ul style="list-style-type: none"> <li>- Counselling on women’s reproductive health.</li> <li>- Provision of free birth control for female employees</li> <li>- Socialization related to the importance of breastfeeding for babies and providing a special room for breastfeeding in the clinic.</li> <li>- Healthy exercise activities.</li> </ul>	Complied

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		<p>The sample of regular monthly gender committee meeting was held on 12 March 2022 which discussed the healthy exercise and special room for breastfeeding in the clinic, the meeting was attended by 6 representatives of women workers from each affair (a list of attendance can be shown at the time of the audit). Based on the records of the routine meeting and interviews with management, that during the period 2022 there were no cases related to women workers.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p>	<p>Company has stated about the wages for workers base on Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021, dated 16 December 2021; regarding: "<i>Penetapan Upah Minimum Propinsi Jambi Tahun 2022</i>" amount of IDR 2,698,940.87.</p> <p>The Department of HRD (Manger HRD RO3) also issued Memorandum 001/HR-RO3/MEMO/05/2022 on 5 May 2022 related wages for year 2022 is IDR 2,698,940.87 per month (25 Working Days) or equal to IDR Rp107,957.63 per day.</p> <p>The Company has determined the implementation of the harvesting Base/<i>Basis Borong</i> &amp; Premium of Muara Bulian Estate, Based on a Memorandum from the Regional Head of Pt. III No. 112/OP-RO3/MEMO/XI/21 dated 30 November 2021, for example:</p> <ul style="list-style-type: none"> <li>- Oil palm planting year 2016, average weight of bunches: 7.01-9.00 kg, number of base: 108 bunches, reaches of basis premium: IDR 8,000 per bunch, premium of over base: IDR 540 per bunch.</li> <li>- Oil palm planting year 2017, average weight of bunches: 5.01-7.00 kg, number of base: 157 bunches, reaches of basis premium: IDR 8,000 per bunch, premium of over base: IDR 432 per bunch</li> <li>- Age of Oil palm 10 - &lt; 15 years, topography criteria: flat to wavy: loose fruit price IDR 75 per kg, topography criteria: wavy to hilly: loose fruit price IDR 75 per kg, hilly to mountainous: loose fruit price IDR 100 per kg</li> </ul> <p>The company has also given rice allowance for the workers, which is 15 kg/month for each worker, 9 kg/month for wife of workers and 7.5 kg/month</p>	<p>Complied</p>

		<p>for child of workers (maximum 3 children). The price of rice in August 2021 is IDR 9,500/kg.</p> <p>Salary scale structure for the period 2022 for all level of workers has shown during audit, this structure is based on Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021 dated 16 December 2021.</p> <p>The company has provided a scripts/slip salary to employees, salary slip contains basic salary, allowances, premium, labor health coverage (<i>BPJS Tenaga Kerja and Kesehatan</i>) and deduction.</p> <p>During audit, take several sample of pay slip on June 2022, such as:</p> <ol style="list-style-type: none"> <li>1. H*ndr*and* M (Permanent Worker-SKUH) as operator at Mill, working day: 20 days <ul style="list-style-type: none"> <li>• Basic salary IDR 2,698,950</li> <li>• Process premium IDR 62,500</li> <li>• Overtime IDR 5,106,830</li> <li>• Deductions: IDR 112,669 (including Payment of <i>BPJS Kesehatan and Ketenagakerjaan</i>)</li> <li>• Total take home pay: IDR 7,755,611</li> </ul> </li> <li>2. Sum*n* (Daily worker) – in Estate, working day: 20 days <ul style="list-style-type: none"> <li>• Basic salary IDR 2,159,160</li> <li>• Process premium IDR 85,000</li> <li>• Deductions: IDR 80,969 (including Payment of <i>BPJS Kesehatan and Ketenagakerjaan</i>)</li> <li>• Total take home pay: IDR 2,163,191</li> </ul> </li> <li>3. Arn*t* (Daily worker) – in Estate, working day: 18 days <ul style="list-style-type: none"> <li>• Basic salary IDR 1,943,244</li> <li>• Process Premium IDR 65,000</li> </ul> </li> </ol>	
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		<ul style="list-style-type: none"> <li>• Deductions: IDR 80,969; (including Payment of <i>BPJS Kesehatan and Ketenagakerjaan</i>)</li> <li>• Total take home pay: IDR 1,927,275</li> </ul> <p>Based on the example of the salary slip above, that the wages of workers per day is IDR 107,957.63 and is in accordance with the 2022 wage determination decree from Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021, dated 16 December 2021; regarding: "<i>Penetapan Upah Minimum Propinsi Jambi Tahun 2022</i>" amount of IDR 2,698,940.87. The company has given equal pay/salary for the same work scope, including natura allowance and also confirmed that the company has paid wages employees salary according to the working days and it is applied in a fair to all employees.</p> <p><b>Scheme Smallholder:</b></p> <p>The workers at KUD were paid based on daily rate and only pay when they have work. However, individual members have adjusted the worker payment, referring to the government regulation. The wage has been given monthly are calculated based on tonnage of FFB harvested per rotation, amounting to IDR 150,000/ton of FFB, working for 2-3 to reach 1 ton. Based on the verification of data on casual working wages at Bulian Plasma, has shown that the wage is in accordance with local government regulations of Jambi Province. During the audit has verified the receipt of salaries in May 2022 for harvesting members, as follows:</p> <p>4. M*d*, M. J*m*I, Sur*n* (3 workers) – KUD Karya Lestari</p> <ul style="list-style-type: none"> <li>• Tonnage (Kg/Rotation): 62,510kg (2 rotations); wage (IDR 200/kg); salary for Group IDR 12,502,000; salary per person/months IDR 4,167,333</li> </ul> <p>5. R*dw*n, S*priy*d*, N*sr*I (3 workers) – KUD Karya Lestari</p>	
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		<ul style="list-style-type: none"> <li>• Tonage (Kg/Rotation): 71,619kg (2 rotations); wage (IDR 200/kg); salary for Group IDR 14,523,800; salary per person/months IDR 4,841,267</li> </ul> <p>6. Ag*s, P*p*, Sahr*I (3 workers) – KUD Makmur Rezeki</p> <ul style="list-style-type: none"> <li>• Tonage (Kg/Rotation): 52,653kg (2 rotations); wage (IDR 200/kg); salary for Group IDR 10,530,600; salary per person/months IDR 3,510,200</li> </ul> <p>7. Popoh (1 worker) – KUD Makmur Rezeki</p> <ul style="list-style-type: none"> <li>• Tonage (Kg/Rotation): 21,646kg (2 rotations); wage (IDR 200/kg); salary for Group IDR 4,329,200; salary per person/months IDR 4,329,200</li> </ul> <p>8. Pori (1 worker) – KUD Makmur Rezeki</p> <ul style="list-style-type: none"> <li>• Tonage (Kg/Rotation): 26,416kg (2 rotations); wage (IDR 200/kg); salary for Group IDR 5,283,200; salary per person/months IDR 5,283,200.</li> </ul>	
<p><b>Criteria 6.2:</b> 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>			
<p>6.2.1</p>	<p><b>(C)</b> Documentation of pay and working conditions in accordance with applicable labour laws are available to the workers in national languages and explained to them in language they understand.</p>	<p>The company have established work agreement for permanent employees through joint work agreement (PKB-Perjanjian Kerja Bersama) in term for 2 years. During the audit the PKB is for period of 2018 – 2020 and has done registered by Dirjen PHI/JSK the Ministry of Employment on 8 April 2018. This employment agreement (PKB) is written in Indonesian and can be understood by all employees of PT IIS.</p> <p>The company has set employment provisions in accordance with the rules and legal requirement. It is stated on employment contract off daily labour on article 1 about the types of work, working hours (maximum 40 hours per week and working from Monday to Saturday) and the wages has provided is based on waging regulation (Decree of Governor of Jambi) valid as of 1 January 2021.</p>	<p>Complied</p>

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		<p>The Collective Labor Agreement (PKB 2018-2020 period) and the daily labour contract of the wage was presented in Bahasa Indonesia, based on interview the workers has understood accordingly.</p> <p>Determination of wage for period 2021 is based on Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021, dated 16 December 2021 regarding "<i>Penetapan Upah Minimum Propinsi Jambi Tahun 2022</i>" amount of IDR 2,698,940.87. The Department of HRD (Manager HRD RO3) also issued Memorandum No. 001/HR-RO3/MEMO/05/2022 on 5 May 2022 related wages for year 2022 is IDR 2,698,940.87 per month (25 Working Days) or equal to IDR Rp107,957.63 per day. The company has also given rice allowance for the workers, which is 15 kg/month for each worker, 9 kg/month for wife of workers and 7.5 kg/month for child of workers (maximum 3 children). The price of rice in July 2022 is IDR 9,500/kg. The organization set a memorandum in May 2022 as there is an appraisal process for permanent workers (SKU). The appraisal process for permanent workers (SKU) begins with an assessment by the Line Manager, General Manager and approved by the Regional Head and HRD Regional. The results of the assessment completed at the end of March 2022 and decision was made in April 2022, only after that management had make a Wage Memorandum in the current year referring to the latest Governor's Decision.</p> <p>Even though the implementation of the current year's new wages is in May 2022, the company continues to calculate the remaining unpaid wages (Rapel Gaji) from January 2022 to May 2022 for all type workers (Daily Worker and Permanent Worker). The salary report has been verified by the auditor and is in accordance with the wage provisions.</p> <p>The determination of wages and labor provisions mentioned above is in accordance with the applicable laws and regulations of Law no. 13/2003 and Law No. 11/2020.</p> <p>Several examples of payslips are described above 6.1.6.</p>	
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<p>6.2.2</p>	<p><b>(C)</b> 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.</p>	<p>The company has set employment provisions in accordance with the rules and legal requirement. It is stated on employment contract off daily labour on article 1 about the types of work, working hours (maximum 40 hours per week and working from Monday to Saturday) and the wages has provides is based on waging regulation (Decree of Governor of Jambi) valid as of 1 January 2022.</p> <p>Determination of wages (including benefits and other benefit), working hours (including hours and overtime pay) and working days have been regulated in the PKB Period 2018-2020 in Article V; <i>Upah</i> - Wages, which explains:</p> <ul style="list-style-type: none"> <li>a. Permanent workers are given wages, the value of which is determined by the employer on the condition that it is not lower than government regulations.</li> <li>b. Certain permanent workers are given wages (Basic Salary and Rice) in accordance with the status of the group/level whose value is determined by the employer with provisions not lower than government regulations</li> <li>c. Permanent workers receive additional wages (UMP / UMSK) and / or attendance incentives as stipulated further in separate provisions.</li> </ul> <p>Rice allowance has been given for the workers, which is 15 kg/month for each worker, 9 kg/month for wife and 7.5 kg/month for child of workers (maximum 3 children).</p> <p>Provisions on holidays and leave (both maternity leave and menstruation leave) have been regulated in Article VIII regarding Non-working Days; including: absenteeism, rest days of the week, official holidays, annual leave, maternity leave and others.</p> <p>Based on the verification of the wage documents for the June 2022 period above (6.1.6), that the application of wages at PT IIS is in accordance with the laws and regulations.</p>	<p>Complied</p>
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		<p>Provisions related to manpower have fulfilled the laws and regulations namely UU No. 13 of 2003 concerning Manpower – Ketenagakerjaan and UU no. 11/ 2020 – UU Cipta Kerja.</p>	
<p>6.2.3</p>	<p><b>(C)</b> 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>The company has set employment provisions in accordance with the rules and legal requirement. It is stated on employment contract off daily labour on article 1 about the types of work, working hours (maximum 40 hours per week and working from Monday to Saturday) and the wages has provides is based on waging regulation (Decree of Governor of Jambi) valid as of 1 January 2021.</p> <p>Determination of wages (including benefits and other benefit), working hours (including hours and overtime pay) and working days have been regulated in the PKB Period 2018-2020 in Article V; <i>Upah</i> - Wages, which explains:</p> <ol style="list-style-type: none"> <li>a. Permanent workers are given wages, the value of which is determined by the employer on the condition that it is not lower than government regulations.</li> <li>b. Certain permanent workers are given wages (Basic Salary and Rice) in accordance with the status of the group/level whose value is determined by the employer with provisions not lower than government regulations</li> <li>c. Permanent workers receive additional wages (UMP / UMSK) and / or attendance incentives as stipulated further in separate provisions.</li> </ol> <p>Rice allowance has been given for the workers, which is 15 kg/month for each worker, 9 kg/month for wife and 7.5 kg/month for child of workers (maximum 3 children).</p> <p>Provisions on holidays and leave (both maternity leave and menstruation leave) have been regulated in Article VIII regarding Non-working Days; including: absenteeism, rest days of the week, official holidays, annual leave, maternity leave and others.</p> <p>Document verification:</p>	<p>Complied</p>

		<p>Overtime</p> <ul style="list-style-type: none"> <li>- Overtime Order dated 1 July 2022 for the Muara Bulian Mill unit, overtime on behalf of Abezaro Abzal (Laboratory), 1.5 hours overtime for waste control activities and flow meter records.</li> <li>- Overtime Order dated 3 July 2022 for Muara Bulian Mill units, overtime on behalf of Robie Praja (Laboratory), 3 hours overtime for production quality data input activities</li> </ul> <p>Based on the overtime pay verification above, PT IIS has implemented overtime pay in accordance with applicable laws and regulations.</p> <p>Based on the verification of the wage documents for the July 2022 period above (6.1.6), that the application of wages at PT IIS is in accordance with the laws and regulations.</p> <p>Provisions related to manpower have fulfilled the laws and regulations namely UU No. 13 of 2003 concerning Manpower – Ketenagakerjaan and UU no. 11/ 2020 – <i>UU Cipta Kerja</i>.</p>	
6.2.4	<p><b>(C)</b> 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. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p>	<p>The company has prepared facilities for the workers, including the basic need such as electricity and water. Detail of company facilities for employees are as follows:</p> <p>PT Inti Indosawit Subur – Muara Bulian has provided adequate housing with electrical and clean water supply, medical clinic, sport facilities, religious facilities, education facilities and other amenities. Based on field inspection, the facilities found to be in good condition. The company has prepared facilities for their workers.</p> <p>Record seen:</p> <p>Data dan Layout of Public Facilities in Muara Bulian Estate and Mill year 2021, such as:</p> <p><b>Muara Bulian Mill</b></p> <ul style="list-style-type: none"> <li>- Housing Type B/CM (1 unit), Type C (4 Unit), Type D (5 unit), type E</li> </ul>	Complied

		<p>(38 Unit).</p> <ul style="list-style-type: none"> <li>- Polyclinic (1 unit).</li> <li>- Mosque (2 units).</li> <li>- Church (1 unit).</li> <li>- School bus (1 unit).</li> <li>- Ambulance (1 unit).</li> <li>- Sport facilities.</li> </ul> <p><b>Muara Bulian Estate</b></p> <ul style="list-style-type: none"> <li>- Housing: Staff (18 units), type D1(22 units), Type E1 (191 units).</li> <li>- Kindergarten (1 unit).</li> <li>- Clinic (2 units).</li> <li>- Mosque (3 units).</li> <li>- Church (1 units).</li> <li>- School bus (4 units).</li> <li>- Ambulance (1 unit).</li> <li>- <i>Koperasi</i> (1 units).</li> <li>- Employee hall (1 unit).</li> <li>- Sport facilities (football, volleyball, tennis, badminton).</li> </ul> <p>The company annually evaluates the condition of employee housing using the Employee Home Condition Census Recapitulation Form, last conducted in January 2022. Based on interview with the employees who live in the employee housing, that there are no issues related to the housing. Whenever there is damage to employee housing, the company always responds and follows up on the damage and repairs it.</p> <p>For the smallholder scheme, there is no employee housing, because the use of labor in the smallholder scheme is to use local village communities that already have housing in the village.</p>	
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6.2.5	The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.	<p>Company is able to demonstrate effort in providing access to adequate, sufficient and affordable food: provision of rice allowance – aside from monthly salary to all eligible workers, cooperative organization for employee providing basic food necessities (<i>Koperasi Jaya Abadi</i>). The company also provides access to sellers of vegetables and food needs to be able to enter the PT Inti Indosawit Subur area every day, so that the workers can more easily get their daily food needs. And then the company also gives permission for its workers to open basic needs stores/ small shops at the workers' housing in their respective division, so that it also makes it easier for other employees to access basic needs. Once a month on the worker's payday, employee housing also opens a temporary market which is held monthly on the 5<sup>th</sup>-6<sup>th</sup> of each month.</p> <p>Based on interviews with several employees, that to get food needs every day there is no difficulty, because the company has provided this access for example through Koperasi Jaya Abadi, small shops in housing that are obtained by the company and a temporary market on the worker's payday.</p> <p><b>Scheme Smallholder</b></p> <p>The farmer members are a developed transmigration village. Provision of food can be obtained from existing markets in the village. Based on the results of field visits to the sample villages indicate that in the village was available markets and small shops that provide basic necessities.</p>	Complied
6.2.6	A DLW is paid to all workers in accordance with applicable regulations, including workers who work on a piece rate/quota basis, the calculation of which is based on a quota that can be achieved during regular working hours.	<p>Company has state about the wages for workers base on Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021, dated 16 December 2021; regarding: "<i>Penetapan Upah Minimum Propinsi Jambi Tahun 2022</i>" amount of IDR 2,698,940.87.</p> <p>The Department of HRD (Manger HRD RO3) also issued Memorandum 001/HR-RO3/MEMO/05/2022 on 5 May 2022 related wages for year 2022 is IDR 2,698,940.87 per month (25 Working Days) or equal to IDR Rp107,957.63 per day.</p>	Complied

		<p>The company has also given rice allowance for the workers, which is 15 kg/month for each worker, 9 kg/month for wife of workers and 7.5 kg/month for child of workers (maximum 3 children). The price of rice in August 2021 is IDR 9,500/kg.</p> <p>Salary scale structure for the period 2022 for all level of workers has shown during audit, this structure is based on Decree of Governor of Jambi SK No. 1056/KEP.GUB/DISNAKERTRANS-3.3/2021 dated 16 December 2021.</p> <p>In general, the PT Inti Indosawit Subur - Muara Bulian including smallholders have calculated the Decent Living Needs using the calculation method as set out in the "RSPO Guidance for Implementing a Decent Living Wage", June 1, 2019. The company has conducted an account of the DLW for the 2022 period with data collection from each Estate and POM.</p> <p>Based on the verification of documents the results of the 2022 DLW calculation shows that total cost and kind benefits for average is IDR 592,995, average monthly take home salary per worker is IDR 2,906,226 and total value of prevailing wage is IDR 3,499,221.</p>	
<p><b>PROCEDURAL NOTE:</b></p> <p>The RSPO has published guidelines on the calculation of Decent Living Wage (DLW) in June 2019. Since Indonesia does not have DLW benchmark yet, the RSPO Secretariat will conduct a DLW benchmark study in accordance with the Global Living Wage Coalition (GLWC) and Indonesian laws and regulations.</p> <p>In the meantime, until DLW benchmark for Indonesia is endorsed by the RSPO, the unit of certification carries out interim measures that was published by RSPO (dated 11 November 2019), including:</p> <ol style="list-style-type: none"> <li>1. Payment of minimum wages in accordance with applicable regulations</li> <li>2. Assessment of wages paid (prevailing wages) and in-kind benefits.</li> </ol> <p>Once the DLW benchmark is available, this procedural note is no longer applicable.</p>			
6.2.7	<p>Permanent fulltime 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>Based on the verification of employee data for June 2022 period, PT IIS – Muara Bulian POM has permanent and non-permanent employees (SKU and PHL).</p>	Complied



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		<p>The unit certification has identified those related to the main work in oil palm plantations based on the Circular Letter from GAPKI dated 8 February 2013 No. 073/GAPKI/II/2013 concerning the Circular on the Activity Flow of the Work Implementation Process in the Oil Palm Plantation Business Sector, stating that; only 2 (two) jobs that are the main activities in the Oil Palm Plantation industry, namely harvesting and processing products, the rest are supporting activities in accordance with Permenakertrans No. 19/2012 which implementation can be left to other parties.</p> <p>The employees master data period June 2022 was shown that PT IIS – Muara Bulian still has temporary workers (Daily worker: PHL) who do harvesting.</p> <p>The company has established a program for the appointment of PHL harvesters to Permanent workers (SKUH), as well as a program for the appointment/promotion of PHL harvest workers. This harvester employee appointment/promotion program has been submitted to the District Manpower and Transmigration Office of Batanghari Regency (c.q. Head of Industrial Relations and Work Requirements/<i>Kepala Bidang Hubungan Industrial dan Persyaratan Kerja</i>):</p> <p><b><u>Muara Bulian Estate:</u></b></p> <p>Company has promoted the appointment of PHL harvesters, as follow:</p> <ul style="list-style-type: none"> <li>- In Semester I 2022, 19 harvesters have been appointed PHL harvesters to become SKUH based on Memorandum No.0176-0193/HR-RO3/MEMO/SK/07/2022 dated 21 July 2022,</li> <li>- Promotion plan for the appointment of the next PHL harvesters per year as many as 24 harvesters.</li> </ul> <p>Temporary workers shall be regulate to use not only for harvesting but will be used for another supporting jobs such as: upkeeping, pruning, EFB application). Estate manager and assistant monitor the temporary workers usage in accordance with labor regulation.</p>	
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		<p><b><u>Muara Bulian Mill:</u></b></p> <p>Based on list of employees on period June 2022, there are 16 employees still in PHL (non-permanent) status. Muara Bulian Mill has made a PHL employee appointment program that has been known by the District Manpower and Transmigration Office of Batanghari Regency (c.q. Head of Industrial Relations and Work Requirements/<i>Kepala Bidang Hubungan Industrial dan Persyaratan Kerja</i>).</p> <p>The realization of the PHL promotion program in mill is as follows:</p> <ul style="list-style-type: none"> <li>- The company has promoted the appointment of PHL workers, as follows; in Semester II 2022, 6 workers have been appointed PHL to become SKUH based on Memorandum No 0114-0122/HR-RO3/MEMO/SK/05/2022 dated 27 May 2022.</li> </ul> <p>And then the program for appointing PHL in Semester I of 2023 as many as 10 workers (per semester as many as 5 PHL workers). So that after 2023 there will be no workers with PHL status (daily workers) in processing Dept.</p>	
<p><b>Criteria 6.3:</b> 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>			
<p>6.3.1</p>	<p><b>(C)</b> A published statement recognizing freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p>	<p>Freedom of association policy is written in Bahasa Indonesia, as stated in "Kebijakan Perusahaan", dated 1<sup>st</sup> December 2014 "<i>Menghormati hak setiap karyawan untuk membentuk atau menjadi serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif</i>".</p> <p>This policy has been informed to all employees and being placed into public area easily accessed.</p> <p>PT Inti Indosawit Subur – Muara Bulian has Labor Union registered in DISNAKERTRANS under Decree of Head of Social, Manpower and Transmigration Agency in Batang Hari Regency no. 568/506/DSKT on: Registration of PUK SPPP.SPSI PT Inti Indo Sawit Subur with registration number: no. 568/041/DSKT/2011, dated April 18, 2011 chaired by Mr. Janto Siburian.</p>	<p>Complied</p>

		<p>Structure of organization of labor union as per "Surat Keputusan PC F.SPPP-SPSI Kabupaten Batanghari Nomor: KEP 03/PD.F.SPPP-SPSI/JAMBI/VIII/2016 dated 4th August 2016 tentang Komposisi dan Personalia Pengurus Unit Kerja (PUK. SPPP-K.SPSI) PT Inti Indosawit Subur" for period 2016 – 2021. This organization structure are still valid due to Workers Union meeting was not held, because no specific direction from workers union at Regency level. Due to 2021 is covid-19 pandemic, government issuing the policy that face to face meeting is disallowed, then the Union meeting was postponed in an unspecified time. As per regulation, if Collaborative Agreement or "Perjanjian Kerja Bersama" already expired and no meeting was held, then the current documents (including structure) are still valid.</p> <p><b>Scheme Smallholders:</b>          There is no labour union that formed by smallholders (N/A)</p>	
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or worker representatives who are freely elected, are documented in the national languages and available upon request.</p>	<p>Based on interview with chairman of labour union obtained information that there is no discrimination, pressure, or any form of negative treatment for the board of labour union. The member of labour union is freely elected.</p> <p>This organization structure are still valid due to Workers Union meeting was not held, because no specific direction from workers union at Regency level. Due to 2021 is covid-19 pandemic, government issuing the policy that face to face meeting is disallowed, then the Union meeting was postponed in an unspecified time. As per regulation, if Collaborative Agreement or "Perjanjian Kerja Bersama" already expired and no meeting was held, then the current documents (including structure) are still valid.</p> <p><b>Scheme Smallholders:</b>          There is no labour union that formed by smallholders (N/A)</p>	Complied
6.3.3	<p>Management does not interfere with the formation or operation of registered labour organizations/unions, or other freely elected</p>	<p>Based on interview with chairman of labour union obtained information that there is no interfere with the formation or operation of registered labour organizations/unions, or other freely elected representatives for all workers.</p>	Complied

	<p>representatives for all workers, including migrant and contract workers.</p>	<p>Based on the labour union statutes, the right to become a member of a labour union is a permanent employee. Each member has voting rights (right to be elected and to vote).</p> <p>Due to 2021 is covid-19 pandemic, government issuing the policy that face to face meeting is disallowed, then the Union meeting was postponed in an unspecified time. As per regulation, if Collaborative Agreement or "Perjanjian Kerja Bersama" already expired and no meeting was held, then the current documents (including structure) are still valid.</p> <p>Registered worker union election is every five years and must be witnessed and registered with Manpower Department in regency level. Last meeting held for organisational restructure was in June 2016.</p> <p><b>Scheme Smallholders:</b>          There is no labour union that formed by smallholders (N/A)</p>	
<p><b>Criteria 6.4:</b> Children are not employed or exploited.</p>			
<p>6.4.1</p>	<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>A formal policy for the protection of children, including prohibition of child labour and remediation under "Kebijakan Perusahaan", was signed by Managing Director on 1 December 2019, in point 14 mentioned: It is not allowed all children to work in every activity in company".</p> <p>The company's policy is also published at strategic places in the plantations (Muar Bulian Estate and Muar Bulian Mill).</p> <p>All contracts, including those for the supply of FFB, contain specific clauses regarding compliance with applicable legal requirements including those concerning child labor / prohibitions on the employment of children under 18 years, and this can be proven by third parties.</p> <p><b>Scheme Smallholder:</b>          Plasma Muara Bulian have established policies related to the prohibition of employing children (under 18 years old). Samples taken for the KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari Policy, explained in</p>	<p>Complied</p>

		<p>point 10; It is forbidden to employ children under the age of 18 in every plantation operational activity".</p> <p>This policy was disseminated to all members on 13 March 2021.</p> <p>Based on document review (list of employees) of KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari there were found that a minimum age met (the youngest of harvester born year 1996 – based on ID verification)</p>	
6.4.2	<p><b>(C)</b> Documented evidence on the fulfilment of worker’s minimum age requirements in accordance with applicable regulation and verification procedures for age requirements, are available.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has established Company Policy under “Kebijakan Perusahaan”, was signed by Managing Director on 1 December 2014, in point 14 mentioned: It is not allowed all children to work in every activity in company”.</p> <p>The company's policy has published at any strategic places in the plantations (Muara Bulian Estate and Muara Bulian Mill).</p> <p>All contracts, including those for the supply of FFB, contain specific clauses regarding Comply with applicable legal requirements including those concerning child labour / prohibitions on the employment of children under 18 years, and this can be proven by third parties.</p> <p>Based on the agreement document (Cooperation Agreement contract), that in Article 7. About responsibilities and obligations, described in relation to legal requirements and documentation, employees (including not to employ minors), human rights and business-ethics.</p> <p>In some work orders documents (dokumen SPK) is also explained in relation to legal requirements, employment (including wage) and Comply with legislation and the obligation to respect human rights and business ethics in article 1 No. 6-9; article 12 related to protection to children or prohibition to employ under 18 years to and no. 13 related to business ethics.</p> <p>Based on document review of employee’s master period June 2022, interview to the management and contractor, and observation to the field it was known that the organisation has comply to the fulfilment of worker’s minimum age requirements in accordance with applicable regulation.</p>	Complied

		<p><b>Scheme Smallholder:</b></p> <p>Plasma Muara Bulian have established policies related to the prohibition of employing children (under 18 years old). Samples taken for the KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari Policy, explained in point 10; It is forbidden to employ children under the age of 18 in every plantation operational activity”.</p> <p>This policy was disseminated to all members on 13 March 2021.</p> <p>Based on document review (list of employees) of KUD Subur Makmur, KUD Makmur Rezeki and KUD Karya Lestari there were found that a minimum age are met (the youngest of harvester born year 1996 – based on ID verification).</p>	
6.4.3	<b>(C)</b> Young person maybe employed only for non-hazardous work with protective restrictions in place for that work.	<p>Based on interview with chairman of labour union obtained information that the minimum age of workers has been socialized to the respective workers in all level. According to the list of workers period June 2022, there is no underage employee found.</p> <p>Based on interview with worker and document verification, there is no young person found on hazardous work..</p>	Complied
6.4.4	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>PT Inti Indosawit Subur – Muara Bulian established the Policy, was signed by Managing Director dated 1<sup>st</sup> December 2014, that stated: “It is not allowed all children to work in every activities/process in company”.</p> <p>Based on document review of list of workers, interview with workers and observation during field visit, it was no found workers hired less than 18 years.</p>	Complied
<b>Criteria 6.5:</b> There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	<b>(C)</b> A policy to prevent sexual and all other form of harassment and violence is documented, implemented and communicated to all levels of the workforce.	<p>A policy to protect the reproductive rights as it is found in company policy that’s signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: “<i>Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak</i></p>	Complied

		<p><i>reproduksinya</i>" - (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)". The company's policy is published at any strategic places in the plantations (Muara Bulian Estate and Muara Bulian Mill).</p> <p>There is a gender committee actively meets and discussing general agenda and issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>The sample of regular monthly gender committee meeting was held on 12 March 2022 which discussed the healthy exercise and special room for breastfeeding in the clinic, the meeting was attended by 6 representatives of women workers from each affair (a list of attendance can be shown at the time of the audit). Based on the records of the routine meeting and interviews with management, that during the period 2022 there were no cases related to women workers.</p> <p><b>Scheme Smallholder:</b></p> <p>Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them. Organization has policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" which stated "<i>Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya</i>" - (prevent sexual harassment and violence as well as protect reproductive rights for women).</p>	
6.5.2	<p><b>(C)</b> A policy to protect the reproductive rights of all, especially of women, is documented, implemented and communicated to all levels of the workforce.</p>	<p>A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women</p> <p>PT Inti Indosawit Subur – Muara Bulian has established the company policy related to policy to protect the reproductive rights of all, especially of women dated 1<sup>st</sup> December 2014. The policy stated that "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p>	Complied

		<p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides. The latest pregnancy test in June 2022</p> <p><b>Scheme Smallholder:</b></p> <p>Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them. Organization has policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" which stated "<i>Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya</i>" - (prevent sexual harassment and violence as well as protect reproductive rights for women).</p>	
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 in accordance with applicable regulations in Indonesia.</p>	<p>The company has identified female workers as new mother and made assessment their need base on consultation with them. Record showed during audit are:</p> <ul style="list-style-type: none"> <li>• List of new mother PT IIS Muara Bulian.</li> <li>• Example of questionnaire for new mother. The needs of the new mothers based on the questionnaire for example: Special room in clinic for breastfeeding, the time for breastfeeding, the need of nutritious food for mothers and babies, and health needs for mothers and babies. These needs has been have been fulfilled by the company.</li> </ul> <p>Based on field visit at worker housing facilities found that the company already has a good childcare facility "<i>Tempat Penitipan Anak</i>" which has breast feeding room. Interview result with the childcare worker and gender</p>	Complied



		committee revealed that the new mother (female worker) could easily access the childcare " <i>Tempat Penitipan Anak</i> ".	
6.5.4	A grievance mechanism, which respects anonymity and protects complainants where requested, as long as the complaint is supported with adequate information, is documented, implemented and communicated to all levels of the workforce.	<p>PT Inti Indosawit Subur – Muara Bulian has prepared procedure on a specific grievance mechanism which respects anonymity of complainants under Standard Operating Procedure, No. SOP: HR-308.5-RO; Revision:0, 11/12/2009: Employees complaints: Submission and settlement.</p> <p>Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy’s draft as in one of points of this policies stated that: “to provide appropriate information for those who inquiry it and to protect its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company’s performance.</p> <p>Record of complaint/specific grievance has demonstrated under "<i>Buku Keluhan Karyawan</i>". For 2022 there are no complainst recorded.</p> <p><b>Scheme Smallholder:</b></p> <p>The scheme smallholders have mechanism of consultation and communication in “Mekanisme komunikasi, konsultasi dan keluhan Kebun Plasma Muara Bulian Group”, April 2022.</p> <p>Based on logbook of record in the form of "<i>Penerimaan Keluhan dan Tanggapan</i>" for year 2021 and 2022 period, there was no grievance reported.</p>	Complied
<b>Criteria 6.6:</b> No forms of forced or trafficked labour are used.			
6.6.1	<p><b>(C)</b> All work is voluntary and the following are prohibited:</p> <ul style="list-style-type: none"> <li>Retention of identity documents or passports;</li> <li>Payment of recruitment fees;</li> <li>Contract substitution without worker’s consent</li> </ul>	Based on document verification and interviews with management at the time of the audit, PT IIS had implemented the employee recruitment process in accordance with established procedures and complied with applicable laws and regulations (Law No. 13 of 2003). Based on the PKWT and BHL Contract of Work Agreement documents, the company has explicitly determined	Complied

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	<ul style="list-style-type: none"> <li>• Involuntary overtime;</li> <li>• Lack of freedom of workers to resign</li> <li>• Penalty for termination of employment, unless the unit of certification and the workers agree to the penalty and it is stated in the employment agreement</li> <li>• Debt bondage</li> <li>• Withholding of wages</li> </ul>	<p>voluntary work and at the time of recruitment of employees this agreement document was falsified directly to prospective employees, then this agreement document was made in duplicate (1 copy was given to the employee concerned). PT IIS also does not withhold employee identity documents, withhold wages, coercion for overtime and also impose penalties on employees if the employee quits.</p> <p>According to documents review and interview with the workers, gender committee, worker union, revealed that there is no retention of identity documents or passports, payment of recruitment fees, contract substitution without worker's consent, involuntary overtime, lack of freedom of workers to resign, penalty for termination of employment, penalty (unless the unit of certification and the workers are agree and it is stated in the employment agreement), debt bondage and withholding of wages.</p>	
6.6.2	<p><b>(C)</b> Where temporary (Specified Time Work Agreement/PKWT) or migrant workers are employed, a specific labour policy and procedures are established and evidence of implementation is available.</p>	<p>Company has SOP related to new employment recruitment. According to SOP: AA-HR-305.2-R0 dated 1 February 2009 regarding "<i>Penerimaan Karyawan Baru</i>" (Recruitment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications. This policy has been communicated to worker. This procedure were communicated to all employees in the workplace and stakeholders as well on November 2019.</p> <p>There are three types of employees that are applied in PT IIS, which are permanent employees (known as SKU-B and SKU-H) and daily workers (known as BHL/PHL) and contract workers (PKWT). Worker register for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc.). Ethnical diversity of worker and during interview with workers, no discrimination was identified based on religion, ethnic, gender. No evidence of discrimination found during the audit and migrant workers as well. Permanent Employee (SKU-H and SKU-B) is confirmed under the Collective Labor Agreement (PKB), while the Daily</p>	Complied

		<p>worker with the daily work agreement with a minimum validity period of 1 year.</p> <p>The Specified Time Work Agreement/PKWT is rules out under Collaborative Worker Agreement or Perjanjian Kerja Bersama which approved by company and workers union, and acknowledge by manpower department. There is no specific separate policy developed by the company, because Collaborative Worker Agreement or Perjanjian Kerja Bersama is legally bounded.</p>	
<p><b>Criteria 6.7:</b> The unit of certification ensures that the working environment under its control is safe and without undue risk to health.</p>			
<p>6.7.1</p>	<p><b>(C)</b> The responsible person(s) for H&amp;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>PT Inti Indosawit SUbur – Muara Bulian has prepared the Standard Operating Procedure on personal protective equipment No. AA-SOP-OP-101.3-R0 dated 14/08/2013.</p> <p>Safety Committee (P2K3) for Estate has approved by Transmigration and Manpower Agency with Decree No: 218/SK- K3/DISNAKERTRANS- 3.1/2019, dated 17 May 2019. Valid for two years (until 16 May 2021). It has been extended through SK No 37 tahun 2022 dated 3 February 2022 issued by <i>Kepala UPTD Balai Pengawasan Ketenagakerjaan Wilayah I Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi</i>, valid for 3 years until February 2025.</p> <p>Meanwhile for Muara Bulian Mill, the Safety Committee (P2K3) has been extended through SK No 18 tahun 2022 dated 27 January 2022 issued by <i>Kepala UPTD Balai Pengawasan Ketenagakerjaan Wilayah I Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi</i>, valid for 3 years until January 2025.</p> <p>Safety Officer (AK3 Umum) as responsible person for OHS is Mr. Ahmad Alwi (License No. Reg. 5681/PK3/AJ/12/2022/P3, valid up to 14 February 2025.</p> <p>Safety meeting conducted in monthly basis. Based on Safety Committee Report, last one was on June 2022. Record seen: Minutes of meeting agenda: review and analysis accident record/report, review disease report of clinic, review near miss report.</p> <p>Report of P2K3 meeting and OHS performance has reported to Manpower Agency in Batang Hari Regency each quarter (three-monthly), sample seen</p>	<p>Complied</p>

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		<p>report P2K3 Muara Bulian POM period April - June 2022. Evidence of report receipt can be demonstrated during audit as per "Daftar Distribusi Eksternal".</p> <p><u>Scheme Smallholder:</u></p> <p>Scheme smallholder has appointment the "Asisten Plasma" as person in charge for cooperative's health and safety aspects</p> <p>Safety Meeting in KUD has been conducted regularly. Meeting agenda consisting of training on PPE usage (Helmet, Goggles and Shoes and also harvest knife/Egrek equipped with Cover). Record of regular meeting management plasma can be demonstrated.</p>	
6.7.2	<p>Accident and emergency procedures in Indonesian language are in place and clearly understood by all workers. Assigned operatives trained in first aid are present in both field and other operations. First aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p>	<p>PT Inti Indosawit Subur – Muara Bulian has developed the mechanism on handling an accident investigation under procedure no: SOP AA-OP-SMK3-07-FM Accident Investigation SOP, August 3, 2017. In the accident investigation form include: the accident data, details of injuries/sections exposure, photographs/sketches, evidence of investigation (witnesses, positions, equipment, documents), sequence of events (pre-contact, contact, post-contact), type of incident, cause of accident (unsafe, unsafe accidents (personal and work factors), corrective and preventive actions, investigative team. During audit verification, found that the accident form was complete and adequate.</p> <p>Procedure for first aid and emergency situation available under "Kesiagaan dan Tanggap Darurat" document, number AA-EMS-447-PR, dated December 2010. The emergency situation identified such as land and forest fire, fire at housing and mill, hazardous waste spillage, boiler explosion, gas tank explosion, earthquake, flood, landslide, etc. A team for emergency response has been established, headed by Mill Manager and Estate Manager Records of accidents maintained properly by safety officers and reported regularly to local authorities.</p> <p>Evident taken:</p>	Non-compliance

		<ul style="list-style-type: none"> <li>• The company has appointed a workers who have attended First Aids training.</li> <li>• Training related to first aider was conducted on 17 March 2021, location in Muara Bulian Estate</li> <li>• Based on field visit to spraying team, warehouse area and workshop in Muara Bulian Estate has completed with first aid kit. Inside first aid kit company has completed with "Daftar Obat" which contain list of medicine and first aid kit equipment. The PIC also has shown the "Daftar Pemakaian Obat P3K – Medicine Usage List" as well in order to record the usage of first aid kit medicine and equipment. During audit and field visit shown that all the first aid kit found completed and well maintain</li> </ul> <p>PT Inti Indosawit Subur – Muara Bulian has appointed a worker who have attended the First Aid training. Data verified: License for First Aider on behalf Lilis Aggreni Simanjuntak, register No. 001/P3K/Disnakertrans-3.1/2019 dated 5 August 2019 valid until 5 August. List of first aid kit (include portable first aid) as in "Checklist inspeksi P3K". There are 6 First Aid kit at Muara Bulian Estate (at location Workshop/traksi, Warehouse, TPS LB3, Afdeling office I – III) and 12 portable first aid kit brought by Field Foreman. While in Muara Bulian POM there were 9 first aid kit located in Fuel storage/Warehouse, Workshop, Office, Warehouse central, Laboratory, engine room, chemical warehouse, WTP station, Hazardous waste storage.</p> <p><b>Scheme Smallholder:</b></p> <p>The cooperative has prepared the procedure for emergency under document "Rencana Tindakan Tanggap Darurat" dated 2<sup>nd</sup> January 2021, consist of fire, earthquake, flood, and landslide.</p> <p>The cooperative has prepared the procedure for emergency under document "Bukti Telah Memahami dan Melaksanakan Tindakan Darurat", consist of fire, earthquake, flood, landslide.</p>	
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		<p>The procedure for work incident has demonstrated as in document "Mekanisme Pertolongan Pertama Pada Kecelakaan", document verified in KUD Budi Sari, KUD Karya Lestari, KUD Buah Sakato, KUD Subur Makmur has reviewed the procedure in January 2021.</p> <p>KUD/Cooperative also has established the emergency call center and important call for emergency response.</p> <p><b>Minor non conformances :</b></p> <p>The organization have an emergency procedures but its implementation is inconsistent</p> <p><b>Objective evidences :</b></p> <ul style="list-style-type: none"> <li>• Supremo's MSDS at the time of spraying activity at block A16 Afdeling 1 Muara Bulian Estate is not available.</li> <li>• Eyewash at the B3 Waste TPS is not functioning properly (only one of the water holes is working).</li> <li>• First aid kit was not available during harvesting activity in farmers group Number 71 KUD Karya Lestari.</li> </ul>	
6.7.3	<p><b>(C)</b> Workers use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides 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>PT Inti Indosawit Subur - Muara Bulian has demonstrated the record of realization the OHS program 2021-2022 including use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides application, machine operations, land preparation, and harvesting, such as:</p> <ul style="list-style-type: none"> <li>• Monitoring of emergency response and preparedness facilities, i.e: fire hydrant and fire extinguisher, updated in March 2021, location in POM.</li> <li>• Refreshment of socialization the company's policies, conducted in 6<sup>th</sup> January 2021 – location Estate.</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>• Report of OHS inspection report, location in I POM period January-June 2022 – reported OK for PPE usage, and OHS facilities (fire hydrant)</li> <li>• Record of handover of PPE, location in estate dated 8 February 2022; PPE: helmet, apron, mask, safety shoes.</li> <li>• Checklist on monitoring of PPE use for harvester period January – June 2022. Reported Ok for safety helmet, AP boot, safety glasses, chisel cover.</li> </ul>	
6.7.4	All workers are provided medical care and covered by accident insurance. Costs incurred from work related incidents, leading to injury or illness, are covered in accordance with applicable regulations or by the unit of certification if applicable regulations do not provide protection.	<p>PT Inti Indosawit Subur – Muara Bulian has been provided insurance to all workers including non-permanent worker. Insurance covered by BPJS, as mandated by government regulation. Medical checkup provided for all workers (not only for high-risk worker).</p> <p>PT Inti Indosawit Subur – Muara Bulian has also provided clinic for all workers. Referral are made to nearest hospital should the case is severe/critical. Medical check-up has been conducted for all workers all in Muara Bulian The medical check-up including blood test, physical examination, audiometric test and spirometric test. Result of examination for worker is kept. Company also providing social and accident insurance in from BPJS Ketenagakerjaan – for all workers.</p> <p>Document verification:</p> <ul style="list-style-type: none"> <li>• Transfer form to BPJS Ketenagakerjaan, month May - July 2022</li> <li>• Rekapitulasi Rincian Pembayaran Iuran both BPJS Kesehatan dan Ketenagakerjaan month May - July 2022</li> </ul> <p><b>Scheme Smallholder:</b></p> <p>No workers being employ permanently by the smallholders. Provision of insurance in case of accident, through donation from smallholders and “Kelompok Tani”.</p>	Complied
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics.	PT Inti Indosawit Subur – Muara Bulian POM has shown the record of “Indeks K3 Pabrik/Kebun Muara Bulian January – June 202. Reported in Muara Bulian POM & Estate:	Complied

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		Category	Case Number	
			Muara Bulian POM	Muara Bulian Estate
		Fatality	Nil	Nil
		Permanent disable	Nil	Nil
		Fire	Nil	Nil
		Property damage	Nil	Nil
		Medical aid	Nil	Nil
		First aid	Nil	17
		Near miss report	Nil	Nil
		<p><b>Scheme Smallholder:</b></p> <p>The procedure for work incident has demonstrated as in document "Mekanisme Pertolongan Pertama Pada Kecelakaan", document verified in KUD Budi Sari, KUD Karya Lestari, KUD Tuah Sakato, KUD Subur Makmur has reviewed the procedure in January 2021.</p> <p>KUD/cooperatives record the work incident in "Rekaman kejadian Kecelakaan Kerja Tahun 2021". Record of incident were also available in Puskesmas (Village clinic).</p> <p>According to record of accident there is no accident reported since January – June 2022.</p>		

**Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.**

**Criteria 7.1:** Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

7.1.1	<b>(C)</b> IPM plans are implemented and monitored to ensure effective pest control.	Integrated Pest Management Plan has been implemented and documented by PT Inti Indosawit Subur – Muara Bulian Estate. IPM Plan has been	Complied
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		<p>prepared within annual budget 2022. Muara Bulian Estate established Division Work Program annually for IPM for each Division/Afdeling. IPM plan includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following:</p> <ul style="list-style-type: none"> <li>- Identification of potential pests and thresholds</li> <li>- The techniques used (cultural, biological, mechanical and physical methods)</li> <li>- The native species used as part of the biological control method</li> <li>- Reducing the use of chemicals over a period of time</li> <li>- Prophylactic use of pesticides</li> <li>- Minimization of pesticide use</li> <li>- Review on the plans to suit the present condition such as replanting</li> </ul> <p>According to the Agricultural Policy Manual SOP AA-APM-OP-1100.10. R6 <i>Pengendalian Hama dan Penyakit</i> (Pests &amp; Disease Control), certificate holder has plan to implement integrated pest management.</p> <p>According to the interview with pest control officer in Muara Bulian Estate obtain information that management has had a schedule to regularly monitored pest attack (census) as follows:</p> <ul style="list-style-type: none"> <li>• Census of caterpillar/bag worm by monthly basis.</li> <li>• Census of <i>Ganoderma</i> annually.</li> <li>• Census rat infestation by recap the record of sortation in loading ramp.</li> <li>• Census of Barn Owl Box occupation in three monthly bases.</li> </ul> <p>The last census in Muara Bulian Estate has been conducted in second week of June 2022. Result of census shows that pest attack still under control (below the economic threshold) which is limit 5%.</p>	
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		<p>During the field visit in own estate (Muara Bulian Estate block A17a Afdeling 1, Block B17b Afdeling 2) visually there was no issues related to the outbreak or infestation. However, there were a usage of natural predator (<i>Tyto alba</i>) to reduce a rat attacks.</p> <p><b>Scheme Smallholder:</b>          According to document verification and field visit to the smallholders plot in 3 KUD's, pest monitoring and control sighted pest management plan to conduct caterpillar/bag worm census in by monthly and barn owl box monitored in three monthly bases. Census was conducted by field supervisor that help by person that assign by board of KUD. There is no report of outbreak in their plot so far.</p> <p>Estate and scheme smallholders has implemented biological control to minimize or eliminate pest and disease, e.g. by use of barn owl and planting beneficial plants such as <i>Casia sp.</i>, <i>Antigonon leptopus</i> and <i>Turnera subulatta</i>.</p>	
7.1.2	Invasive species are not to be used according to applicable regulation in managed areas, unless plans to prevent and monitor their spread are implemented.	The company only uses natural predators namely <i>Tyto alba</i> and <i>Sycanus dichotomus</i> in pest control efforts. Both predators are not recorded in invasive species according to the information listed on the website <a href="http://www.cabi.org">www.cabi.org</a> on in global invasive species database <a href="http://www.iucngisd.org/gisd/search.php">http://www.iucngisd.org/gisd/search.php</a> .	Complied
7.1.3	There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities.	Based on document verification, interview and field observation obtained information that there is no record use of fire for pest control.	Complied
<b>Criteria 7.2:</b> Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	<b>(C)</b> Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.	Based on the document verification and interview with management, obtain information that there is only pesticide usage for chemical weeding and pest control (if needed). Recommendation of pesticide used are refer to SOP AA-	Complied

		<p>APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (weed control) where explain the weeds type, weeding control methods and eradication, pesticide characteristic, and procedures of application (spraying volume, calibration, chemical weeding interval, target and sprayer maintenance).</p> <p>During the audit, found some pesticide list that usually used with active ingredients such as <i>isopropyl amine glyphosate, fluoroksifir, methyl metsulfuron, triklofir, diuron, diuron, lamda sihalotrin and 2,4-D dimetil amina, bacillus thuringiensis berliner, ammonium glufosinat, acephate, copper oxide and mancozeb.</i></p> <p>According to the national regulation, all pesticide used by the management unit has registered in agricultural ministry of Indonesia. It can be check in <a href="http://pestisida.id/simpes_app/index.php">http://pestisida.id/simpes_app/index.php</a>.</p> <p><b>Scheme Smallholder:</b></p> <p>During the audit, sighted the list of pesticide recommendation (by active ingredients) that can used by smallholder such as isopropyl amine glyphosate, fluoroksifir, methyl metsulfuron and triklofir. For period Y2021 and Y2022, the smallholders used pesticide with active ingredients isopropyl amine glyphosate, fluoroksifir and methyl metsulfuron. There is no record of parakuat diklorida usage.</p>											
7.2.2	<p><b>(C)</b> 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>Certificate holder has showed the record of LD50 calculation in each unit based on amount of pesticide used. For example, Muara Bulian Estate has calculated the LD50 based on amount of active ingredients applied per Ha and number of applications for Y2021 and Y2022 (until June 2022) as stated in the table below.</p> <p>Y2021</p> <table border="1" data-bbox="1086 1268 1966 1377"> <thead> <tr> <th>Brand</th> <th>Active Ingredient</th> <th>LD50</th> <th>Total Used</th> <th>Total Active Ingredient</th> </tr> </thead> <tbody> <tr> <td>Elang 480 SL</td> <td>Isopropil Amina Glifosat 480 g/l</td> <td>5000</td> <td>928.90</td> <td>445.87</td> </tr> </tbody> </table>	Brand	Active Ingredient	LD50	Total Used	Total Active Ingredient	Elang 480 SL	Isopropil Amina Glifosat 480 g/l	5000	928.90	445.87	Complied
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**RSPO P&C Public Summary Report**  
**Revision 13 (Apr 2022)**

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7.2.3	<b>(C)</b> Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.	<p>Until this recertification audit obtain information that there is no pesticide use for control pest attack. All of pesticide only using for weeding (herbicide). Based on interview with IPM supervisor and smallholder representatives known that no outbreak that causes pesticide usage.</p>	Complied																																																												
7.2.4	There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines.	<p>There was some pesticide usage especially in nursery and immature area to prevent pest infestation. For example, there was a record of pesticide (active ingredients Lamda sihalotrin) to prevent <i>Spodoptera litura</i> infestation. This prophylactic usage has followed the national guidelines such as dosage, interval and infestation rate. Also, in accordance to Asian Agri's Research and Development guidelines.</p>	Complied																																																												

<p>7.2.5</p>	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions and paraquat, are not to be 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:          7.2.5a Judgment of the threat and verify why this is a major threat.</p>	<p>Based on goods in and goods out data in pesticide store, obtained information that the certificate holder used some kind of pesticide (different active ingredients). There is only <i>paraquat diklorida</i> that listed as WHO Class II (Moderately Hazardous). As described in this indicator, the company no longer using <i>paraquat diklorida</i> since November 2019.</p> <p>Certificate holder no longer using paraquat since 15 November 2019, according to the circular letter of Deputy Managing Director No. 008/DMD/MEMO/OCT/19 dated 22 October 2019.</p> <p><b>Minor non conformance:</b>          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 used by smallholders</p> <p><b>Objective Evidence:</b>          Based on interview to the KUD Karya Lestari No. Kapling 1479 - Hamparan 71 Wardiman and KUD Makmur Rezeki Sepdiar No Kapling 241-Hamparan 7 and Kustiono No. 249 - Hamparan 7 revealed that the smallholders are use paraquat during spraying activity.</p>	<p>Non-compliance</p>
	<p>7.2.5b Why there is no other alternative which can be used.</p>	<p>According to IPM procedures, certificate holder always using biological approach in order to monitoring pest attack. For example, estate using <i>Tyto alba</i> to monitor rat infestation than using rodenticide.</p> <p>To maintain ground condition especially weeding control, certificate holder has had a procedures SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed Control). This procedure has set the specific pesticide in with minimum risk in accordance with the target.</p>	
	<p>7.2.5c Which process was applied to verify why there is no other less hazardous alternative.</p>	<p>Certificate holder through Asian Agri's Research and Development Department has examined some pesticide in specific target. The result of</p>	

		examination and pesticide recommendation written in the SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed Control).	
	7.2.5d Process to limit the negative impacts of the application.	<p>SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed Control) has set some procedures to reduce negative impact of the application as follows:</p> <ul style="list-style-type: none"> <li>• Pesticide/herbicide selection to ensuring the application is effective.</li> <li>• Set up the appropriate nozzle in chemical weeding activity based on weed type, topography and availability of water.</li> <li>• Regularly spraying calibration to ensuring the application is effective and efficient.</li> <li>• Calculate pesticide/herbicide usage based on target (hectarage and weed type).</li> <li>• Spraying technic.</li> </ul>	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	<p>Certificate holder did not use pesticide to eradicated pest without the outbreak. If any census result shows the pest attack almost reach the economical threshold, they usually conducted campaign test using pesticide if needed.</p> <p>Chemical weeding activity has regularly set by management. For example, normally circle, path and collecting point weeding conducted 4 times a year in immature and mature area. Those application can be reduced in line with the palm ages.</p>	
7.2.6	<b>(C)</b> 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 Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they conduct.	Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked in areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. The possible spillage was managed. Secondary containment was	Complied

		<p>provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>PT Inti Indosawit Subur – Muara Bulian Group has assigned chemical weeding team (<i>Tim Unit Semprot/TUS</i>) in each estate/unit to handling chemical weeding activity. The team member originated from own workers (for own estate) and local communities (for smallholder). They regularly attended training on pesticide handling that conducted by the pesticide supplier in collaboration with local pesticide committee.</p> <p>Based on document review and interview with random pesticide applicator known that they attended the last training on pesticide handling in February 2021, for year 2022 has been conducted a refresh pesticides handling training in March 2022 that attended by 22 pesticides applicator. Some topics that discuss such as safety pesticide handling, national regulation related to pesticide, symbol and label awareness and emergency procedure if any contamination or poisonous. The worker can describe purpose of PPE usage, attending regularly medical check and safety working procedures.</p> <p>Workers that perform herbicide spraying in Afdeling 1 Block A18c Muara Bulian Estate also perform spraying activity in smallholder plantation. Spraying team has been trained with pesticide handling training, agrochemical application training and limited pesticide training. Spraying team only handles herbicide to control the weed. Sprayers understood the type of chemical for each weed type, the hazard, the application, and appropriate PPE use.</p> <p>During audit, auditor team has also interviewed sample of smallholder representatives in KUD Subur Makmur, Makmur Rezeki, KUD Karya Lestari obtain information that the company has provide training session for them on how to be handling pesticide safely. For example, pesticide applicator shall use appropriate PPE during application, no smoke, avoid the direction of wind blows and cleaned their body after application to reduce contamination.</p>	
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		<p><b>Scheme Smallholder:</b></p> <p>Spraying works (pesticide application) in smallholder area were performed mostly by spraying team called TUS, which managed by PT Inti Indosawit Subur. Training records are kept by PT Inti Indosawit Subur. List of sprayer team of Plasma Muara Bulian was available, e.g. Nazmia, Nurhayati, Laila, Nurhikma, Patmawati, Lisnawati and Partini. Training of pesticides spraying was provided and have training certificate were available issued by Pesticide Commission of Agriculture Department Jambi Province incorporated with agrochemical manufacturer.</p>	
7.2.7	<p><b>(C)</b> Storage of all pesticides in accordance with recognized best practices.</p>	<p>SOP for pesticide storage has been provided in SOP "Pengangkutan dan Penyimpanan Bahan Kimia AA-KL-02-EFP" dated 1 February 2008. Pesticides are stored in the determined area separated from fertilizer and other chemicals.</p> <p>Pesticide storage is provided in Divisions as well as in central storage. Agrochemical storage is locked areas with limited access. The storage is ventilated. MSDS and hazard symbol label are provided nearby of pesticides. Emergency shower and eyewash are also provided to anticipate in case of an emergency of agrochemical handling. PPE for handling of pesticides provided including boots, apron, safety glass, respiratory mask and hand gloves.</p> <p>The possible spillage is managed. Secondary containment is provided around the pesticide storage area. Spill kit is also provided in the area.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field. The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008.</p>	Complied



		<p>The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected.</p> <p><b>Scheme Smallholder:</b></p> <p>Most of farmer members of Muara Bulian Smallholder were not directly conducting pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed mostly by spraying team called TUS from PT Inti Indosawit Subur – Muara Bulian Estate. Some training records are kept by PT Inti Indosawit Subur. Muara Bulian Smallholder management ensured that all agrochemical usage and waste handling was performed by PT Inti Indosawit Subur.</p>	
7.2.8	<p>All pesticide containers that are disposed of and/or used for other purposes are managed according to applicable regulations and/or instructions on the packaging.</p>	<p>SOP for proper disposal of pesticide waste material was described in “Penanganan Limbah Industri B-3 AA-KL-06-EFP” dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store according to the procedure. The company has licensed temporary hazardous waste storage where all empty pesticide containers from agrochemical storage collected.</p> <p>Personnel interviewed can clearly explain the mechanism of pesticide waste handling including MSDS and personal protective equipment as well as first aid.</p> <p><b>Scheme Smallholder:</b></p> <p>Most farmer members of Muara Bulian Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed mostly by spraying team called TUS from PT Inti Indosawit Subur – Muara Bulian Estate. Some training records are kept by PT Inti Indosawit Subur. Muara Bulian</p>	Complied

		Smallholder management ensured that all agrochemical usage and waste handling was performed by PT Inti Indosawit Subur.	
7.2.9	<b>(C)</b> Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.	Based on interview with Estate Management, surrounding community and field observation, there was no pesticide applied aerially in Muara Bulian Estate. <b>Scheme Smallholder:</b> Based on interview with Estate Management, surrounding community and field observation, there was no pesticide applied aerially in Muara Bulian Plasma.	Complied
7.2.10	<b>(C)</b> Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.	Annual medical check-up was conducted for all workers handling with chemical, such as pesticide, herbicide, and fertilizer. The latest medical check-up performed in June 2022 – location at company medical healthcare attended by workers of fertilizer applicators, spraying applicator and PIC in pesticides storage. The result of MCU are all workers in good or fit condition, no further medical examination required. The results has been communicated to related workers. <b>Scheme Smallholder:</b> Most farmer members of Muara Bulian Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed mostly by spraying team called TUS from PT Inti Indosawit Subur – Muara Bulian Estate.	Complied
7.2.11	<b>(C)</b> No pesticide-related work is carried out by pregnant or breastfeeding women, or people with medical limitations and they are offered other equivalent work alternatives.	PT Inti Indosawit Subur – Muara Bulian and KUD’s prohibits pregnant or breast-feeding women to perform chemical spraying. To mitigate, estate performed monthly pregnancy test. PT Inti Indosawit Subur – Muara Bulian and KUD’s has also kept the record that spraying is not conducted by pregnant or breast-feeding women. The company has been conducting PP Test (pregnant test) every month.	Complied

		<p>The last of pregnancy test conducted on January – July 2022. All the female sprayer in well condition and not being pregnant nor breast feeding.</p> <p><b>Scheme Smallholder:</b></p> <p>Most farmer members of Muara Bulian Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed mostly by spraying team called TUS from PT Inti Indosawit Subur – Muara Bulian Estate.</p>	
<p><b>Note For 7.2.11</b></p> <p>Referring to Act No. 13 of 2003 concerning Manpower, Act No. 35 of 2014 concerning Child Protection, and taking into account the risks of hazards on palm oil plantations and mills on the development and physical, mental and social health of children, the national interpretation mandates that the unit of certifications does not employ people under the age of 18 for pesticide spraying. For this reason, the provisions of young workers under 18 years in indicator 7.2.11 are irrelevant.</p>			
<p><b>Criteria 7.3:</b> Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>			
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 in accordance with applicable laws and regulations.</p>	<p>Waste products has been identified and documented under the "<i>Evaluasi Aspek-Dampak Lingkungan</i>" (Environmental Aspect impacts EMS-431-003-LT). This document is updated once a year, last update is Revision 14, dated in January 2022. This document covering all operation in Estates and mill.</p> <p>All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste-water, particulate from boiler stack, noise, used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse.</p> <p>PT Inti Indosawit Subur – Muara Bulian POM and Estate has a waste management plan, identifying type and source of waste and the disposal plan. PT Inti Indosawit Subur – Muara Bulian POM and Estate prepared a procedure to handle hazardous waste titled "<i>Prosedur Penanganan Limbah B3</i>" No. AA-KL06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p>	Complied

		<p>There is a mechanism "<i>Mekanisme Penanganan Sampah Domestik</i>" to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste. Company has disseminated the mechanism of domestic waste handling to all employee and resident of emplacement. Domestic waste resulted from domestic housing resident segregated activity. Company provided the organic and anorganic trash can in each housing area. There are personnel/workers who has been trained to collect the organic and anorganic waste and transport to landfill (TPSA).</p> <p>EFB management has been carried out in accordance with the annual plan, the following is the monitoring of the EFB application for the 2021 period:</p> <table border="1" data-bbox="1086 730 1610 1378"> <thead> <tr> <th>Month</th> <th>Appl. EFB to Estate (Ton)</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>3.465</td> </tr> <tr> <td>Feb</td> <td>2.923</td> </tr> <tr> <td>Mar</td> <td>3.740</td> </tr> <tr> <td>Apr</td> <td>3.229</td> </tr> <tr> <td>May</td> <td>2.800</td> </tr> <tr> <td>June</td> <td>2.954</td> </tr> <tr> <td>July</td> <td>1,115</td> </tr> <tr> <td>August</td> <td>-</td> </tr> <tr> <td>September</td> <td>-</td> </tr> <tr> <td>October</td> <td>-</td> </tr> <tr> <td>November</td> <td>-</td> </tr> <tr> <td>December</td> <td>-</td> </tr> </tbody> </table>	Month	Appl. EFB to Estate (Ton)	Jan	3.465	Feb	2.923	Mar	3.740	Apr	3.229	May	2.800	June	2.954	July	1,115	August	-	September	-	October	-	November	-	December	-	
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December	-																												

		<p><b>Scheme Smallholder:</b></p> <p>Plasma Muara Bulian has set the Environmental aspect and impact assessment as per “<i>Evaluasi Aspek Dampak Lingkungan Kebun Plasma Muara Buliar</i>” updated 15 January 2021. The mitigation plan for environmental aspect and impact has been defined, e.g.:</p> <ul style="list-style-type: none"> <li>▪ Manuring/Fertilizing – monitoring ex fertilizer sack, appropriate fertilizing as recommendation</li> <li>▪ Weeds control - Ex Herbicides container store in the hazardous waste storage.</li> <li>▪ Pest and disease handling: Ex pesticide container store in the hazardous waste storage</li> <li>▪ FFB transportation: optimizing FFB transportation by designed the TPH (FFB collecting place) in one way along collection road</li> </ul> <p>During site visit, Smallholder are aware of the environmental impacts and the mitigation plan. For example, the ex-fertilizer sack must be handled by collected in Cooperative office to reuse as loose fruit container.</p>	
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.	<p>PT Inti Indosawit Subur – Muara Bulian Group has been stored the hazardous waste in temporary storage with permit. The temporary hazardous waste storage has a valid permit based on “Surat Keputusan Badan Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Batang Hari Nomor: 503/02/IKPPLH-B3/DPMPSTP/2020), dated May 2020, the license valid for 5 years (Muara Bulian Estate). And, “Surat Keputusan Badan Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Batang Hari Nomor: 503/03/IKPPLH-B3/DPMPSTP/2020), dated May 2020, the license valid for 5 years (Muara Bulian POM).</p> <p>The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry.</p>	Complied

		<p>PT Inti Indosawit Subur – Muara Bulian Group has a waste management plan, identifying type and source of waste and the disposal plan. PT Inti Indosawit Subur prepared a procedure to handle hazardous waste titled “Prosedur Penanganan Limbah B3” No.AA-KL-06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p> <p>The company store hazardous waste in temporary storage with permit, The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT Hazmat Techno Indonesia.</p> <p>Document of agreements and third parties licenses :</p> <ul style="list-style-type: none"> <li>• SPK for Transport and Management of LB3 between PT Inti Indosawit Subur and PT Hazmat Techno Indonesia and PT Non Ferindo Utama. 09/SPJ/LEG-IIS/III/21 dated 26 March 2021. The agreement period starts from 26 March 2021 to 31 December 2022.</li> <li>• PT Hazmat Techno Indonesia – B3 Waste Transportation and/or B3 waste collection based on the Decree of the Director General of Land Transportation No. SK.00107/AJ.309/I/DJPD/2018 dated May 9, 2018 is valid for 5 years and the Approval Letter from the Investment Service and One Stop Integrated Licensing Service Number 660/1798.</li> <li>• PT Non Ferindo Utama – B3 waste management services based on the Decree of the Minister of LHK RI No. S.914/Menlhk/Setjen/PLB.3/10/2019 dated October 18, 2019.</li> <li>• SPK for Transport and Management of LB3 between PT Inti Indosawit Subur and PT Hazmat Techno Indonesia and PT Pengolahan Limbah Industri Bekasi No. 10/SPJ/LEG-IIS/III/21 dated 26 March 2021. The agreement period is from 26 March 2021 to 31 December 2022.</li> <li>• PT Hazmat Techno Indonesia – B3 Waste Transportation and/or B3 waste collection based on the Decree of the Director General of Land Transportation No. SK.00107/AJ.309/I/DJPD/2018 dated May 9, 2018 is</li> </ul>	
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		<p>valid for 5 years and the Approval Letter from the Investment Service and One Stop Integrated Licensing Service Number 660/1798.</p> <ul style="list-style-type: none"> <li>• PT Pengolahan Limbah Industri Bekasi – B3 waste management services based on the Decree of the Minister of LHK RI No. S.31/Menlhk/Setjen/PLB.3/1/2019 dated January 21, 2019.</li> <li>• SPK for Transport and Management of LB3 between PT Inti Indosawit Subur and PT Hazmat Techno Indonesia and PT Putra Restu Abadi No. 07/SPJ/LEG-IIS/III/21 dated 26 March 2021. The agreement period starts from 26 March 2021 to 31 December 2022.</li> <li>• PT Hazmat Techno Indonesia – B3 Waste Transportation and/or B3 waste collection based on the Decree of the Director General of Land Transportation No. SK.00107/AJ.309/I/DJPD/2018 dated May 9, 2018 is valid for 5 years and the Approval Letter from the Investment Service and One Stop Integrated Licensing Service Number 660/1798.</li> <li>• PT Putra Restu Abadi – B3 waste management services based on the Decree of the Minister of LHK RI No. S.575/Menlhk/Setjen/PLB.3/8/2020 dated 31 August 2020.</li> </ul> <p>LB3 manifest for transport on 12 May 2022          Festronik Number KLHK-1656081368– Accu (used battery)          Festronik Number KLHK-1654784211– medical waste          Festronik Number KLHK-1654757760– Used Oil Waste          Festronik Number KLHK-1654757593– B3 used packaging waste          Festronik Number KLHK-1654757688 – used rags</p> <p>Records of Quarterly report of hazardous waste were seen and reviewed for Triwulan III- IV Y2021 and Triwulan I-II Y2022.</p>	
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		<p>Based on interview with workers who are handling of pesticides that they understood of disposed empty containers pesticides, such as: Empty chemical containers re-used only for mixing purposes, unusable are triple rinsed, punctured and disposed to the approval collector.</p>	
7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p>	<p><b>Mill and Estate:</b></p> <p>Waste management plan is documented in "Rencana pengelolaan Limbah". Waste management consists of medical waste, domestic waste, and hazardous waste to reduce pollution into the environment. Company also prepare waste management plan according to procedure such as:</p> <ul style="list-style-type: none"> <li>➤ Domestic waste, managed by segregation of organic and inorganic waste, transport the waste to sanitary landfill</li> <li>➤ Liquid domestic waste, managed by providing septic tank and trench each house</li> <li>➤ Solid waste resulted from mill such as: shell and fiber used as boiler fuel, EFB applied to plantation used as mulched and organic fertilizer</li> <li>➤ Liquid waste from mill managed by application to plantation as fertilizer (Land application)</li> <li>➤ Hazardous waste resulted from mill and estate managed by store in the temporary storage which has licensed and delivered to licensed transporter and collector.</li> <li>➤ Waste of used goods/scrap, collect and sell to vendors</li> <li>➤ Air emission, water and soil pollutant managed by dust collector installation</li> </ul> <p>The company has socialized to the workers and their families who are stay in housing complex to aware on the disposal of domestic waste to the separate waste bin (organic and an-organic). Based on field visit in estate and mill housing complex, it was found that organic and an-organic waste is separated in waste bin and also found no scattered waste. All domestic waste is disposed to the landfill (Tempat Pengumpulan Akhir Sampah).</p>	<p>Complied</p>



		<p>Based on field visit at workers housing complex, domestic waste already collected in the landfill.</p> <p><b>Smallholder:</b></p> <p>Plasma Muara Bulian has set the Environmental aspect and impact assessment as per "Evaluasi Aspek Dampak Lingkungan Kebun Plasma Muara Bulian" January 2021. All the smallholder members have attended the training on waste management and disposal in the oil palm plantations.</p> <p>Operational control to prevent the pollution has been determined by Cooperative (KUD) according to procedure AA-KL-06-EFP "Penanganan Limbah Bahan Berbahaya dan Beracun". Records was seen in sampled KUD.</p> <p>There is also a mechanism to handle domestic waste in KUD "Mekanisme Penanganan Sampah Domestik" to segregate organic and inorganic waste, further to reuse or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste.</p>	
<p><b>Criteria 7.4:</b> Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
7.4.1	<p>Good agricultural practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts is documented.</p>	<p>PT Inti Indosawit Subur – Muara Bulian Estate has procedures to maintain soil fertility to ensure optimal and sustained yield, e.g. SOP AA-APM-OP-1100.05-R3 dated 23 November 2016 (Konservasi Tanah dan Air explains Soil &amp; Water Conservation); SOP AA-APM-OP-1100.06-R6 dated 16 February 2017 (Menanam kacang related to Planting cover crops); SOP AA-APM-OP-1100.09.R5 dated 5 September 2016 (Pemupukan related to Fertilizer application). Leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micronutrient) and serve as source for fertilizer recommendation – fertilizer application (inorganic, compost, POME application, and empty fruit bunch) follows fertilizer recommendation. Another effort is to plant legume cover crop during replanting to keep soil humidity.</p> <p>During the audit known that the management unit has applied fertilizer according to the fertilizer's recommendation issued by Asian Agri Research</p>	Complied

		<p>and Development Department. Based on field visit in Block B17a Afdeling 2 using Dolomite with dosage 2.5 kg/palm (this is in accordance with fertilizer's recommendation 2022).</p> <p>In addition, management unit also applied POME application especially in early mature area to maintain soil fertility and increase production. The POME applied with dosage 800 m3/Ha/year.</p> <p>Based on interview with smallholders, most of their plots is no longer applied with fertilizer due to in replanting preparation in 2023 – 2023.</p>	
7.4.2	<p>Analysis of tissue samples (e.g. leaves) and soil on a regular basis to monitor and manage changes in soil fertility and plant health is documented.</p>	<p>According to the Asian Agri's agricultural policy, soil sampling conducted every 6 years while leaf sampling conducted annually. Soil sampling refers to R&amp;D AA IK Profil Tanah Rev.00 "Instruksi Kerja Pengambilan Sampel Tanah Asian Agri Group" dated 09/01/2016, the Work Instruction has explained that the soil sampling is conducted every 6 years and the document valid for 7 years.</p> <p>Based on document verification sighted the report of soil and leaf sampling in own estate and smallholders as follows:</p> <ul style="list-style-type: none"> <li>• The last soil sampling conducted on 21 January 2016. Parameter that tested is N, C, K, Ca, Mg and pH.</li> <li>• The last leaf sampling conducted on 31 May 2021. Parameter that tested is major element (Ash, N, P, K Mg, Ca) dan Minor element (B, Cu, Zn, Mn, Fe).</li> </ul> <p>Those reports are converted to be fertilizer recommendation by Asian Agri's Research and Development Department. The last Leaf Sampling will be the basis for determining fertilizer recommendations for the year 2023.</p>	Complied
7.4.3	<p>A nutrient recycling strategy is in place, which include the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p>	<p>EFB, POME and others palm residue are still applied to the land as additional nutrient beside the periodical manuring. This treatment are apply for Muara Bulian Estate. Whether for smallholders, only apply fertilizer.</p> <p>During this audit, auditor has observed the application of organic and inorganic fertilizers. For example: there is application Dolomite in Block Block</p>	Complied

		<p>B17a Afdeling 2 with dosage 2.5 kg/palm (this is in accordance with fertilizer's recommendation 2021).</p> <p><b>Scheme Smallholder:</b></p> <p>According to the interview with smallholder representatives, only KUD Bukit Potalo that still applied the fertilizer according to fertilizer recommendations for their whole areas. Whilst the KUD Barokah, Budi Sari, Karya Lestari and Subur Makmur was not applied the fertilizer for their whole areas due to replanting plan in the next two year.</p>	
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7.4.4	Records of fertilizer inputs are maintained.	<p>Record of fertilizer application in estate are in places as follows:</p> <p><b>Muara Bulian Estate Y2021</b></p> <table border="1"> <thead> <tr> <th>Type of Fertilizer</th> <th>Recommendation (Kg)</th> <th>Actual(Kg)</th> </tr> </thead> <tbody> <tr> <td>Hi-Kay 13.6.27.4</td> <td>442,365</td> <td>442,375</td> </tr> <tr> <td>AC</td> <td>720,589</td> <td>720,593</td> </tr> <tr> <td>RP</td> <td>485,344</td> <td>485,352</td> </tr> <tr> <td>MOP</td> <td>630,060</td> <td>630,067</td> </tr> <tr> <td>Kiesrite</td> <td>61,288</td> <td>61,289</td> </tr> <tr> <td>Dolomite</td> <td>347,313</td> <td>347,314</td> </tr> <tr> <td>HGFB</td> <td>38,596</td> <td>38,804</td> </tr> <tr> <td>TSP</td> <td>26,024</td> <td>26,024</td> </tr> </tbody> </table> <p><b>Muara Bulian Estate Y2022 (until June 2022)</b></p> <table border="1"> <thead> <tr> <th>Type of Fertilizer</th> <th>Recommendation (Kg)</th> <th>Actual (Kg)</th> </tr> </thead> <tbody> <tr> <td>Hi-Kay 13.6.27.4</td> <td>156,936</td> <td>156,937</td> </tr> <tr> <td>AC</td> <td>521,127</td> <td>189,126</td> </tr> <tr> <td>RP</td> <td>510,237</td> <td>19,828</td> </tr> <tr> <td>MOP</td> <td>843,484</td> <td>295,629</td> </tr> <tr> <td>Kiesrite</td> <td>32,123</td> <td>32,124</td> </tr> <tr> <td>Dolomite</td> <td>478,657</td> <td>271,570</td> </tr> </tbody> </table>	Type of Fertilizer	Recommendation (Kg)	Actual(Kg)	Hi-Kay 13.6.27.4	442,365	442,375	AC	720,589	720,593	RP	485,344	485,352	MOP	630,060	630,067	Kiesrite	61,288	61,289	Dolomite	347,313	347,314	HGFB	38,596	38,804	TSP	26,024	26,024	Type of Fertilizer	Recommendation (Kg)	Actual (Kg)	Hi-Kay 13.6.27.4	156,936	156,937	AC	521,127	189,126	RP	510,237	19,828	MOP	843,484	295,629	Kiesrite	32,123	32,124	Dolomite	478,657	271,570	Complied
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<p><b>Criteria 7.5:</b> Practices minimise and control erosion and degradation of soils.</p>																																							
<p>7.5.1</p>	<p><b>(C)</b> Maps that identify marginal and fragile soils, including steep sloped land are available.</p>	<p>Based on soil survey 2009 (28/04/2009 – 13/05/2009), it was noted that no fragile soil (all mineral soil). Muara Bulian Estate demonstrates soil classification map "Peta Sebaran Seri Tanah" with scale 1:25,000, indicating the soil classification composed of Typic Dystrudepts, Typic Endoaquepts, Typic Endoaquults and Typic Kandiuults.</p>	<p>Complied</p>																																				

		<p>The slope in the plantation, between 0-30%. (Steep slope categorized as &gt;20° or 40%, Hilly slope between 13° – 20°. Terracing made in the slope 10° – 15°).</p> <p>Soil suitability analysis indicating the natural limitation in form of sandy texture, poor drainage, natural fertility, topography. The area of 563 Ha in Muara Bulian Estate is not suitable with requirement due to slope more than 30%.</p> <p><b>Scheme Smallholders:</b></p> <p>The soil map was available at plasma Muara Bulian office and KUD office with scale 1:40,000. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on March 2014:</p> <ol style="list-style-type: none"> <li>1. Kompleks Typic Endoaquepts seri Singoan</li> <li>2. Kompleks Typic Dystrudepts seri Bulian</li> <li>3. Kompleks Typic Kandudults seri Bulian</li> </ol> <p>According to the type soil in Plasma Muara Bulian, there is no fragile soil identified in plasma area of Muara Bulian.</p>	
7.5.2	The replanting of palm oil is not conducted extensively on steep terrain in accordance with applicable regulations.	Based on field visit in undulating area (newly immature) areas known that the management unit has provide terrace contour. For example, in immature area, Block A18a Afdeling 1. There is no fire usage during that process. The management unit also provide legume cover crop to minimize the soil erosion.	Complied
7.5.3	New palm oil planting is not conducted on steep terrain in accordance with applicable regulations.	There is no new palm oil planting in Muara Bulian Estate.  Not Applicable	Complied
<p><b>Criteria 7.6:</b> Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			

7.6.1	<p><b>(C)</b> Evidence of long-term land suitability for oil palm cultivation, soil maps or soil surveys that identify marginal and fragile soils, including steep terrain are available, in planning and operations.</p>	<p>Based on soil survey 2009 (28/04/2009 – 13/05/2009), it was noted that no fragile soil (all mineral soil). Muara Bulian Estate demonstrates soil classification map "Peta Sebaran Seri Tanah" with scale 1:25,000, indicating the soil classification composed of Typic Dystrudepts, Typic Endoaquepts, Typic Endoaquults and Typic Kandiudults.</p> <p>The slope in the plantation, between 0-30%. (Steep slope categorized as &gt;20° or 40%, Hilly slope between 13° – 20°. Terracing made in the slope 10° – 15°).</p> <p>Soil suitability analysis indicating the natural limitation in form of sandy texture, poor drainage, natural fertility, topography. The area of 563 Ha in Muara Bulian Estate is not suitable with requirement due to slope more than 30%.</p> <p><b>Scheme Smallholders:</b></p> <p>The soil map was available at plasma Muara Bulian office and KUD office with scale 1:40,000. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on March 2014:</p> <ol style="list-style-type: none"> <li>1. Kompleks Typic Endoaquepts seri Singoan</li> <li>2. Kompleks Typic Dystrudepts seri Bulian</li> <li>3. Kompleks Typic Kandiudults seri Bulian</li> </ol> <p>According to the type soil in Plasma Muara Bulian, there is no fragile soil identified in plasma area of Muara Bulian.</p>	Complied
7.6.2	<p>Extensive planting on marginal and fragile soils is avoided or, if necessary, carried out according to the best-practice soil management plan.</p>	<p>During this audit, auditor has been confirmed that there is no new planting (land extension) of PT Inti Indosawit Subur or plasma area. It is only replanting activity that conducted in 2016, 2017, 2018 and 2019. Replanting activity in steep area using a terrace contour for soil conservation.</p>	Complied
7.6.3	<p>Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.</p>	<p>According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.</p>	Complied

<b>Criteria 7.7:</b> No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	<b>(C)</b> No new planting on peatlands, regardless of depth, after 15 November 2018, in existing plantation areas, as well as in new development areas.	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
7.7.2	Peat areas within the managed area are inventoried, documented and reported to the RSPO Secretariat (effective from November 15, 2018).	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
<b>PROCEDURAL NOTE:</b> Maps and other documentation for peatlands are provided, prepared and shared according to the RSPO Working Group (Peatland Working Group / PLWG) audit guide (See Procedural Notes for Indicator 7.7.5 below).			
7.7.3	<b>(C)</b> Subsidence of peat is monitored, documented and minimised.	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
7.7.4	<b>(C)</b> Availability of implementation evidence of the water and land cover management program.	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
7.7.5	<b>(C)</b> Drainability assessments are conducted for plantations planted on peat following the RSPO Drainability Assessment Procedure, or other method recognized by RSPO, (at least five years or in accordance with the provisions of the RSPO Drainability Assessment Procedure) before replanting. The results of the assessment are used to determine the period of replanting to be carried out, as well as to gradually replace oil palm cultivation for at least 40 years or two cycles, (whichever is longer), before reaching the natural gravitational drainage limit for peat. If oil palm is gradually replaced, it is replaced by other commodity crops that are better suited for higher groundwater levels (paludiculture) or rehabilitated with natural vegetation.	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
<b>PROCEDURAL NOTE:</b> For 7.7.5: Detailed information on the RSPO Drainability Assessment Guide along with related concepts and detailed actions is contained in the Guidelines currently being adjusted / tested by the RSPO Working Group on Peatlands (Peatland Working Group / PLWG). The final version must obtain PLWG approval in January 2019 and will include additional Guide on the steps to be followed after deciding not to replant and the consequences for other stakeholders, farmers, local communities, and the unit of certification concerned. It is recommended that the trial methodology period is proposed to be extended for 12 months for all relevant management units (ie management			



units that have plantations on peat) to utilize the methodology and provide input to PLWG so that existing procedures can be further refined as needed before January 2020. The unit of certification has the option to delay replanting until the issuance of the revised Guidelines for the guidelines. Additional guidance for alternative commodity crops and rehabilitation of natural vegetation will be regulated by the PLWG.			
7.7.6	(C) All existing plantations on peat are managed according to applicable laws and/or "RSPO Guidelines for Best Management Practices (BMP) for Oil Palm Cultivation that are already on Peatlands", version 3 (June 2019) along with related audit guidelines (May 2019).	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
7.7.7	(C) All peat areas not planted and reserved in managed areas (regardless of depth) are protected as 'peatland conservation areas'; unit of certification are prohibited from constructing drainage channels, building roads and new electricity lines on peatlands; unless if it is for a non- corporate land clearance. Peatlands are managed in accordance with 'RSPO Best Management Practices for the Management and Rehabilitation of Natural Vegetation related to Oil Palm Cultivation that already exists in Peatlands' (the latest version) along with relevant audit guidelines.	According to soil survey 2009, Muara Bulian Estate and its smallholders are categorized mineral soil. No peatland area within this unit of certification.	Complied
<b>Criteria 7.8:</b> Practices maintain the quality and availability of surface and groundwater.			
7.8.1	A water management plan is available and is implemented to support efficient use of water sources and continuous availability and avoid negative impacts on other users in the catchment. The plan referred to contains the following matters: 7.8.1a The unit of certification does not limit access to clean water or does not pollute the water used by the community.	PT Inti Indosawit Subur – Muara Bulian POM and supply bases have established water management plan, consist of management water supply for domestic, water consumption and measurement of water quality. Identification water need as regulated in "Peraturan Menteri PU No.14/PRT/M/2010 (domestic consumption is 60 liters/person/day and water needed for mill processing, Ground and surface water resources and its permit, management and monitoring waste water, included domestic waste water. Company has obtained permit to use the surface water from Singoan River according to "Keputusan Menteri Pekerjaan Umum dan Perumahan rakyat Nomor 544/KPTS/M/2020 Tentang Pemberian Izin Pengusahaan Sumberdaya Air Kepada Perseroan Terbatas Inti Indosawit Subur Untuk	Complied

**RSPO P&C Public Summary Report  
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		<p>Usaha Industri di Sei Singoan” dated 22 July 2020, valid until 5 years since issued.</p> <p>The Company has a water management document, both in the estate and mill. Monitoring the implementation of water management has been implemented on a regular basis, such as surface water quality monitoring each semester at Singoan river (upstream and downstream) are available in the report of RKL/RPL. Company has analyzed water quality each semester to ensure the compliance against PP No. 82 tahun 2001 regarding water quality standard, the result of water quality monitoring by Laboratory PT. ITEC Solution Indonesia (sample No. D.04.450-1.p-AP.21) shown that water quality is complies with national regulation.</p> <p>Procedure SOP AA-APM-OP-1100.05. R1 “Konservasi Tanah dan Air” has been established to maintain the quality and availability of water. Procedures was also established for protection and management of riparian buffer zones at or before replanting. Procedure mentioned that in 50m on the left and right side of riparian buffer zones, estates are prohibited to apply agrochemical, used manual manuring and river bank was planted by erosion barrier crop (planting of “vetiver” grass, Pheronema canescens and Bamboosa sp). The organisation also has policy that prohibits estates for planting in 50m on the left and right side of riparian buffer zones at or before replanting. Warning board placed regarding prohibition to apply agrochemicals and fertiliser in the buffer zone. Riparian buffers of small natural water courses were 50 metres wide on both sides of the rivers as defined in the procedure AA-KL-12-EFP “Restorasi Riparian dan Areal Sekitar Danau/Waduk atau Mata Air lainnya”. Several evidence of maintaining quality and availability of water were evident, such as plan and realisation of riparian management, installation of warning boards, planting erosion prevention plan (e.g. Pheronema canescens, Terminalia cattapa, Bamboosa sp and vetiver grass) and monitoring of water quality.</p> <p>PT Inti Indosawit Subur – Muara Bulian does not limit access to clean water or does not pollute the water used by the community. Company has monitor</p>	
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		<p>clean water quality each semester to ensure the water use by community and employee are met with standard Permenkes No. 32 Tahun 2017 regarding clean water quality standard. Latest monitoring by Laboratory PT. ITEC Solution Indonesia (sample No. D.04.450-1.m-AM.21) shown that water quality is met with the standard.</p>	
	<p>7.8.1b Workers have adequate access to clean water.</p>	<p>According to field visit, company provided housing complex that adequate facilities has been available for mill workers, including: housing for staff, housing for workers (permanent and temporary), electricity from mill grid, clean water supply from water treatment plant (available for entire year), medical service in company’s clinic, primary level education facility, religion and worship facility, and sport.</p> <p>Company provide the clean water for workers at housing area with clean water from Muara Bulian Mill. Regular water analysis was performed to monitor the water quality. Water analysis performed by accredited laboratory “PT. ITEC Solution Indonesia” each semester for Clean water. tSandard refer to PermenKes No. 32 year 2017 Appendix I, Chapter IIA, analysis result shown that all parameter analyzed are met with the standard regulation.</p> <p>Interview with workers during onsite audit confirmed that they have adequate access to clean water provide by company.</p>	
<p>7.8.2</p>	<p><b>(C)</b> Water courses and wetlands are protected, including the maintenance and restoration of riparian zones and other buffer zones during or before replanting, in accordance with the "RSPO Manual on BMPs for the management and rehabilitation of riparian reserves" (April 2017) or Simplified Guide Management and Rehabilitation of Riparian Reserves (2018).</p>	<p>PT Inti Indosawit Subur – Muara Bulian has establish management plan to protect water courses and wetlands, including securing and maintaining appropriate riparian.</p> <ul style="list-style-type: none"> <li>• Riparian restoration with forest vegetation plant/tree (<i>Pterocarpus indicus, pheronema canescens, vetiver, Terminalia cattapa, Ficus</i>).</li> <li>• Establish zone for zero chemical. No spraying and fertilizing along riparian zone. Based on visit in riparian zone (Sempadan Sungai Singoan)</li> <li>• Conserve the natural vegetation in riparian zone</li> <li>• Restricted to conduct replanting palm oil in riparian area</li> </ul>	<p>Complied</p>

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		During field visit to Singoan River at Muara Bulian Estate can be shown that riparian area are well maintained, no chemical application near to riparian, no disturbance on riparian, natural vegetation are protected and the signboard information and awareness are available.																																						
7.8.3	Mill effluent is managed according to applicable regulations. The quality of mill effluent discharged, especially BOD (Biochemical Oxygen Demand) is monitored in accordance with applicable regulations.	<p>Effluent from Muara Bulian Mill applied to plantation area as Land Application.</p> <p>Monitoring of effluent conducted in monthly period. BOD Analysis performed by PT Jambi Lestari International, accredited by KAN LP-1129-IDN.</p> <table border="1"> <thead> <tr> <th>No</th> <th>Month</th> <th>pH</th> <th>BOD<sub>5</sub></th> <th>COD</th> <th>BOD Threshold Value</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Jan</td> <td>8.41</td> <td>1,350.22</td> <td>2,334.79</td> <td rowspan="6">5,000</td> </tr> <tr> <td>2</td> <td>Feb</td> <td>7.95</td> <td>880.18</td> <td>2,737.35</td> </tr> <tr> <td>3</td> <td>March</td> <td>7.46</td> <td>816.48</td> <td>2,448.45</td> </tr> <tr> <td>4</td> <td>April</td> <td>6.76</td> <td>1,885.71</td> <td>7,511.10</td> </tr> <tr> <td>5</td> <td>May</td> <td>6.82</td> <td>3,243.44</td> <td>11,489.22</td> </tr> <tr> <td>6</td> <td>June</td> <td>6.41</td> <td>3,095.13</td> <td>12,966.81</td> </tr> </tbody> </table>	No	Month	pH	BOD <sub>5</sub>	COD	BOD Threshold Value	1	Jan	8.41	1,350.22	2,334.79	5,000	2	Feb	7.95	880.18	2,737.35	3	March	7.46	816.48	2,448.45	4	April	6.76	1,885.71	7,511.10	5	May	6.82	3,243.44	11,489.22	6	June	6.41	3,095.13	12,966.81	Complied
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7.8.4	Mill water use per tonne of FFB is monitored and recorded.	<p>Muara Bulian POM has recorded the mill water use per ton FFB, includes monitoring of water usage for mill processing and domestic usage. Result of water usage monitoring is recorded under "Mill Operation Summary" year 2022, updated in July.</p> <p>Budget in 2022 is 1.00 M3/Ton FFB, record in January – June 2022 has shown during audit.</p>	Complied																																					
<b>Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised</b>																																								
7.9.1	Plans to increase the efficiency of fossil fuel use and to optimize renewable energy are available, monitored and documented	All energy used in both mills is monitored and recorded under document of "Laporan Unit Pabrik 2022" and "Pemakaian Energi Pabrik Muara Bulian"	Complied																																					

		<p>2022'. Fossil fuel records are maintain and trends shown. Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. All the shell and fibre is consumed internally as boiler fuel.</p> <p>Muara Bulian POM is using 100% fibre and most of shell production for power generation during FFB processing. The fibre and nut shell is by-product from CPO production. Muara Bulian POM has calculated the total energy required for process, based on FFB tonnage x steam required to process one ton FFB x energy required to generate one kg steam. Muara Bulian POM has also calculated the potential energy generated from using fiber and nut shell. From calculation it was known that there is energy surplus, whereby used as power generation when mill is in operation but not processing FFB (electricity source, cleaning, etc.).</p> <p>Until June 2022, FFB processing in Muara Bulian Palm Oil Mill was 140,226 tons, producing 28,104 tons CPO. Total energy use for Palm Oil Mill process was 0.409 GJ/ton CPO, energy use from Fossil fuel was 0.001 GJ/ton CPO and energy use from renewable source (shell and fibre) was 0.408 GJ/ton CPO. From the total energy use for palm oil mill process can be shown that renewable energy use was 93% and energy from fossil fuel was 7%.</p> <p>Fossil fuel usage is recorded for operational purpose, including the efficiency analysis. Total diesel fuel usage since January – June 2022 by Muara Bulian POM was 4,572 litre for operational Genset. Muara Bulian Estate has a programme for efficiency of fossil fuel usage by increasing the ratio on diesel fuel usage (km/l) minimum 3.80 km/L for operational dump truck.</p> <p>During audit, can be shown that efficiency for diesel fuel usage has been minimize by monitoring klep stell, air cleaner maintenance, tire pressure monitoring, and steel nozzle monitoring.</p> <p><b>Scheme Smallholder:</b></p> <p>Group Manager Plasma Muara Bulian has prepared a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy, under</p>	
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		<p>document "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", following plan to mitigate polluting activities, i.e.:</p> <ul style="list-style-type: none"> <li>• Optimizing FFB transportation by designed the TPH (FFB collecting place) in one way at collection road</li> <li>• Fossil fuel efficiency by test run and regular service of dump truck</li> </ul> <p>During audit can be demonstrated that Plasma Muara Bulian has implementing the TPH design in one way at collection road. Sample seen in sampled KUD.</p> <p>Plasma Muara Bulian also monitor the fossil fuel usage regularly and monitoring the trip of dump truck.</p>	
<p><b>Criteria 7.10:</b> 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><b>(C)</b> GHG emissions for the unit of certification are identified and assessed. Plans to reduce or minimize GHG emissions are implemented, monitored through the PalmGHG calculator, and reported publicly.</p>	<p><b>Mill and Estate:</b></p> <p>List for assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent provided in document "Identifikasi Aspek Dampak Lingkungan untuk PMKS dan Estate di Muara Bulian", dated April 2022.</p> <p>The identification listed all relevant activities that generate pollution and emission from office, plantations, palm oil mill, mill effluent treatment up to workers activities, such as:</p> <ul style="list-style-type: none"> <li>- Boiler stack emission including particulate and soot</li> <li>- POME methane emission</li> <li>- Use of fertilizer</li> <li>- Use of Pesticide</li> <li>- Diesel fuel usage</li> <li>- Vehicle and heave equipment emission</li> </ul>	Complied

		<ul style="list-style-type: none"> <li>- All the activities of mill and estate as well as the waste generated has been well documented, for examples the operational activities from generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation.</li> <li>- The company has developed pollution and emission reduction plan. The plan covers planning, implementing plans and monitoring activities generating pollution and emission. Reduction of pollution such as:             <ul style="list-style-type: none"> <li>✓ POME application/Land application permitted for plantation in mineral soil.</li> <li>✓ Hazardous waste storage management and monitoring (permitted by government)</li> <li>✓ Domestic waste management by sanitary landfill</li> <li>✓ Emission measurement each semester from Boiler, Genset, Heavy equipment and vehicle.</li> <li>✓ Biogas Plant with capacity 3 MW.</li> </ul> </li> <li>- Emission monitoring system by using "RSPO PalmGHG" system calculation version 4. Emission from estate and mill operation was calculated and monitored, emission reduction achieved. The result of GHG calculation available in appendix C. diesel electric generator emission</li> </ul> <p><b>Scheme Smallholder:</b>            Document(s) assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent has been provided by Group Manager Plasma Muara Bulian as per "Identifikasi Sumber Polusi di Perkebunan Petani" dated 12 January 2021.</p>	
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7.10.2	<b>(C)</b> Since 2014, an estimate of carbon stocks in the proposed development area has been carried out along with potential sources of emissions that can occur directly as a result of the development and plans to minimize these emissions are prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).	There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994. Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001 and 2006.	Not Applicable
7.10.3	<b>(C)</b> Other significant pollutant identification results are available and plans to reduce or minimize them are implemented and monitored.	There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994. Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001 and 2006.	Complied
<b>Criteria 7.11:</b> Fire is not used for preparing land and is prevented in the managed area.			
7.11.1	<b>(C)</b> Land for new planting or replanting is not prepared by burning.	PT Inti Indosawit Subur – Muara Bulian POM established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze. Based on field observation it was evident that no fire has been used for replanting in Muara Bulian Estate. <b>Scheme Smallholder:</b> The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per “Kebijakan Manager Plasma Muara Bulian” dated 2 December 2020, in poin 6: “Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap” (Implementing non-burning practices in plantation development activities,	Complied



		farmers and villages actively support initiatives to prevent and control forest fires and smoke).	
7.11.2	The unit of certification establishes fire prevention and control measures for lands that are directly managed by the unit of certification.	<p>PT Inti Indosawit Subur – Muara Bulian POM established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p>Based on field observation it was evident that no fire has been used for replanting in Muara Bulian Estate.</p> <p><b>Scheme Smallholder:</b></p> <p>The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per “Kebijakan Manager Plasma Muara Bulian” dated 2 December 2020, in poin 6: “Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap” (Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke).</p>	Complied
7.11.3	The unit of certification engages stakeholders in adjacent locations for fire prevention and control measures.	<p>PT Inti Indosawit Subur – Muara Bulian POM established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p><b>Scheme Smallholder:</b></p> <p>The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per “Kebijakan Manager Plasma Muara Bulian” dated 2 December 2020, in poin 6: “Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap”</p>	Complied

		<p>(Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke).</p> <p>The corporate policy was socialized to all levels of PT Inti Indosawit Subur employees on 15 April 2022 in Muara Bulian Mill and on 14 June 2022 in Muara Bulian Estate (list of participants can be shown during audit) and on stakeholders (including local contractors) on 20-21 June 2022 which was attended by 21 stakeholders.</p> <p>Meanwhile for smallholder, was socialized to all members and staff of each cooperative for example at KUD Karya Lestari has conducted on 10 May 2021 attended by 23 participants, at KUD Makmur Rezeki has conducted on 13 May 2021 attended by 22 participants, and at KUD Subur Makmur has conducted on 6 May 2021 attended by 29 participants.</p> <p>Based on field observation it was evident that no fire has been used for replanting in Muara Bulian Estate. Replanting has been done mechanically, consist of: falling tree, chipping by excavator, terracing by excavator, digging, road construction, ditch/waterways construction, planting LCC and planting oil palm.</p>	
<p><b>Criteria 7.12:</b> Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p>			
<p><b>PROCEDURAL NOTE for 7.12:</b></p> <p>The RSPO Principles and Criteria 2018 include new requirements to ensure the effective contribution of the RSPO in stopping deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Approach Guide into the revised standard.</p> <p>The RSPO ToC also encourages RSPO to commit to balancing between sustainable livelihoods and reducing poverty with the need to conserve, protect and improve the quality of ecosystems.</p> <p>High Forest Cover Countries (HFCC) are in dire need of economic opportunities that can help people choose their own path in carrying out development, while at the same time providing social and economic benefits and safeguards.</p>			

<p>Procedures will be developed that are adapted to support the development of sustainable palm oil by indigenous peoples and local communities who have legal or customary rights. The procedure will apply in certain HFCC countries and in the High Forest Cover Landscape (HFCL) within it.</p> <p>The development of this procedure will be guided by the No Deforestation Joint Steering Group (NDJSG) between the RSPO and HCSA members. In HFCC countries, RSPO will work with governments, communities and other stakeholders to develop this procedure through participatory processes at national and regional levels. The duration of this activity is specified in the Terms of Reference for NDJSG and is publicly available.</p>			
7.12.1	<p><b>(C)</b> 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 HCV or HCS forests.</p> <p>Historical analysis of Land Use Change Analysis (LUCA) is carried out before any new land clearing, in accordance with the RSPO LUCA Guidance document (see indicator 7.12.2).</p>	<p>There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Replanting activities started in year 2016 and has completed in 2019.</p> <p>Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994 (replanting 2016 – 2019). Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001.</p>	Not Applicable
7.12.2	<p><b>(C)</b> HCV and HCS forests, and other conservation areas are identified as follows:</p> <p>7.12.2a) For existing plantations, with an HCV assessments conducted by RSPO- approved assessors and have no new land clearing after 15 November 2018, the existing HCV assessments remains valid.</p>	<p>PT Inti Indosawit Subur Muara Bulian is an existing plantation, therefore no more expansion area or land development.</p> <p>Muara Bulian Estate:</p> <p>PT Inti Indosawit Subur Muara Bulian has conducted the HCV identification in coordination with “Fakultas Kehutanan Institut Pertanian Bogor” on February – March 2011 and final report on October 2011, under “Laporan Final Kajian Penuh Identifikasi dan Analisis Keberadaan High Conservation Value di Areal PT Inti Indosawit Subur – Muara Bulian Estate, Provinsi Jambi”. The HCV assessment conducted based on “Panduan Kawasan Bernilai Konservasi Tinggi di Indonesia”, issued by Konsorsium Revisi HCV Toolkit Indonesia dated 12/07/2008. HCV assessor were RSPO approved assessor consist of: Nyoto Santoso (leader) and member: M. Sayidina Ali, Udi Kusdinar, Sutopo, Eko Adhiyanto.</p> <p>The HCV identification carried out with public stakeholder consultation with surrounding communities. The HCV Identification report has been peer reviewed by WWF Indonesia (Mr. Deni Rahadian) on 22 September 2011.</p> <p>The presence of HCVs at PT IIS Muara Bulian is mainly under category HCV 1.1, HCV 1.2, HCV 4.1 and HCV 5 with total HCV areas of 76.18 Ha; where</p>	Not Applicable

		<p>mostly the identified HCV areas were determined as riparian area and water catchment area. During audit ASA 1.2 the HCV area at Muara Bulian Estate were increase with additional of riparian area. Currently the HCV total was 104.18 ha, the additional HCV area was increasing of riparian zone along the river side which is not replanting by company and stated as HCV area with size of 28 ha.</p> <p>The HCV identification document has explained the general condition of landscape surrounding company's plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore, no recommendation for wildlife corridor.</p> <p><b>Scheme Smallholder:</b></p> <p>HCV assessment has been conducted by IPB facilitated by group manager and PT Inti Indosawit Subur on February – March 2011 in area Plasma Muara Bulian.</p>	
	<p>7.12.2 b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the latest HCSA Toolkit and HCV-HCSA Assessment Manual that is applicable at the time of the assessment. This includes stakeholder consultation and take into account wider landscape- level consideration.</p>	<p>There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress.</p> <p>Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994 (replanting 2016 – 2019). Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001.</p>	
<p>7.12.3</p>	<p><b>(C)</b> In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p>	<p>According to HCV assessment result, confirmed that there is no High Forest Cover Landscapes (HFCLs).</p> <p>The presence of HCVs at PT IIS Muara Bulian is mainly under category HCV 1.1, HCV 1.2, HCV 4.1 and HCV 5 with total HCV areas of 76.18 Ha; where mostly the identified HCV areas were determined as riparian area and water catchment area. During audit ASA 1.2 the HCV area at Muara Bulian Estate were increase with additional of riparian area. Currently the HCV total was 104.18 ha, the additional HCV area was increasing of riparian zone along the</p>	<p>Not Applicable</p>

		<p>river side which is not replanting by company and stated as HCV area with size of 28 ha.</p> <p>The HCV identification document has explained the general condition of landscape surrounding company's plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore, no recommendation for wildlife corridor.</p>	
<p><b>PROCEDURAL NOTE for 7.12.3:</b>  Indicator 7.12.3. is not relevant to Indonesia, until further decisions by the RSPO.</p>			
7.12.4	<p><b>(C)</b> 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 plans to protect and/or enhance HCV and HCS forests, peatland and other conservation areas are developed, implemented and adapted if necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan was developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p>	<p>There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress.</p> <p>Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994 (replanting 2016 – 2019). Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001.</p> <p>Soil type of Muara Bulian Estate and Smallholders is mineral, there is no peatland within the unit of certification.</p> <p>PT IIS Muara Bulian has develop Conservation Management Plan as per "Conservation management and monitoring plan 2021/2022". Company has determined conservation management and monitoring plan refer to HCV identification result. Based on field verification, company has demonstrated effort for management and monitoring of HCV area to protect rare species and its habitat through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation. Wildlife monitoring is conducted monthly by foreman and clerk afedling/division. The animal/species findings are recorded in the form "Daftar Temuan Satwa liar di Areal Kebun". Evidence of wildlife monitoring can be demonstrated. For example monirtoring result on July 2022 location</p>	Complied

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		<p>at Sengoan river the presence of animal during monitoring such as: Raja udang meninting (<i>Alcedo meninting</i>), Kipasan belang (<i>Rhipidura javanica</i>), Burung madu polos (<i>Anthreptes sp</i>), Monyet ekor panjang (<i>Macaca fascicularis</i>), Biawak (<i>Varanus salvator</i>), Babi (<i>Sus crofa</i>), Ular kobra (<i>Naja sumatrana</i>), Bajing (<i>Callosciurus sp</i>). Other sample monitoring on Planting trees and vetiver grass on the river buffer zone (Sengoan river) has been done to enhance the HCV area and biodiversity. Monitoring and patroll of HCV area and installing identity signboard and warning signboard on the field also done for awareness and conservation campaign.</p> <p>HCV management and monitoring including Flora and fauna monitoring reported each semester to BKSDA (Natural Resources Conservation Body) Jambi Province, latest report semester II 2021 reported on 20 February 2022.</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas and HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p>	<p>There is no rights of local communities identified in HCV areas. All HCV areas are inside the HGU of PT Inti Indosawit Subur – Muara Bulian.</p> <p>The presence of HCVs at PT IIS Muara Bulian is mainly under category HCV 1.1, HCV 1.2, HCV 4.1 and HCV 5 with total HCV areas of 76.18 Ha; where mostly the identified HCV areas were determined as riparian area and water catchment area. During audit ASA 1.2 the HCV area at Muara Bulian Estate were increase with additional of riparian area. Currently the HCV total was 104.18 ha, the additional HCV area was increasing of riparian zone along the river side which is not replanting by company and stated as HCV area with size of 28 ha.</p>	Not Applicable
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><b>Muara Bulian Estate:</b></p> <p>Based on HCV Identification Report, 2011 shows in area of Muara Bulian Estate, found 9 types of mamalia species, 5 species are protected such as: <i>Manis javanica</i>, <i>Fellis bengalensis</i>, <i>Helarctos malayanus</i>, <i>Cervus unicolor</i>, <i>Prionodon linsang</i>, 11 types of protected bird species such as: <i>Alcedo meninting</i>, <i>Anthreptes malaccensis</i>, <i>Arachnotera longiostra</i>, <i>Ardea purpurea</i>, <i>Egretta garzeta</i>, <i>Halcyon chloris</i>, <i>Rhipidura javanica</i>, <i>Spizaetus cirhatus</i>, etc;</p>	Complied

		<p>4 types of reptile species such as: <i>Varanus salvator</i>, <i>Cuora amboinensis</i>, <i>Naja sumatrana</i>, <i>Phyton reticulatus</i>.</p> <p>Company has determined conservation management and monitoring plan refer to HCV identification result. Conservation management and monitoring plan 2021 and 2022 can be demonstrated. Based on field verification, company has demonstrated effort for management and monitoring of HCV area to protect rare species and its habitat through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation. Wildlife monitoring is conducted monthly by foreman and clerk afedling/division. The animal/species findings are recorded in the form "Daftar Temuan Satwa liar di Areal Kebun". Evidence of wildlife monitoring can be demonstrated. For example monitoring result on July 2022 location at Sengoan river the presence of animal during monitoring such as: Raja udang meninting (<i>Alcedo meninting</i>), Kipasan belang (<i>Rhipidura javanica</i>), Burung madu polos (<i>Anthreptes sp</i>), Monyet ekor panjang (<i>Macaca fascicularis</i>), Biawak (<i>Varanus salvator</i>), Babi (<i>Sus crofa</i>), Ular kobra (<i>Naja sumatrana</i>), Bajing (<i>Callosciurus sp</i>). Other sample monitoring on Planting trees and vetiver grass on the river buffer zone (Sengoan river) has been done to enhance the HCV area and biodiversity. Monitoring and patroll of HCV area and installing identity signboard and warning signboard on the field also done for awareness and conservation campaign.</p> <p>HCV management and monitoring including Flora and fauna monitoring reported each semester to BKSDA (Natural Resources Conservation Body) Jambi Province, latest report semester II 2021 reported on 20 February 2022.</p> <p><b>Scheme Smallholder:</b></p> <p>Group manager has determined HCV management and monitoring plan as recommended in HCV Assessment Report. Management plan to conserve RTE species for such as highlights members adjacent to protected</p>	
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		<p>areas/natural waterways/potential HCVs including as part of the regular field checks to ensure compliance, i.e clear boundaries and no encroachments, monitoring of RTE species. Presented in "Conservation Management Plan PT Inti Indosawit Subur, Plasma Muara Bulian Tahun 2018". List of HCVS and RTEs findings display on the notice board is available during onsite audit.</p> <p>Plasma Muara Bulian management has made the HCV management and monitoring plan refer to recommendation of HCV identification report. HCV management plan is apply in 6 KUD Plasma Muara Bulian. HCV management plan in each KUD consist of:</p> <ul style="list-style-type: none"> <li>- Signboard placement of prohibition chemical application near to waterways/riparian area with distance 3 m in left and right side</li> <li>- Training and awareness of HCV against smallholder member regularly at minimum once a year</li> <li>- Monitoring of animal/wildlife</li> </ul> <p>Conservation management plan has been disseminated to all KUD and socialized to all member of KUD. During audit and interview with sample smallholder member indicated that they have aware and understand regarding conservation management plan of KUD.</p>	
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>There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress.</p> <p>Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994 (replanting 2016 – 2019). Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001.</p> <p>PT Inti Indosawit Subur has monitor RTE species as well as HCV area according to Conservation Management Plan. Based on field verification, company has demonstrated effort for management and monitoring of HCV area to protect rare species and its habitat through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained</p>	Complied



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		<p>notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation. Wildlife monitoring is conducted monthly by foreman and clerk afedling/division. The animal/species findings are recorded in the form "Daftar Temuan Satwa liar di Areal Kebun". Evidence of wildlife monitoring can be demonstrated. For example monitoring result on July 2022 location at Sengoan river the presence of animal during monitoring such as: Raja udang meninting (<i>Alcedo meninting</i>), Kipasan belang (<i>Rhipidura javanica</i>), Burung madu polos (<i>Anthreptes sp</i>), Monyet ekor panjang (<i>Macaca fascicularis</i>), Biawak (<i>Varanus salvator</i>), Babi (<i>Sus crofa</i>), Ular kobra (<i>Naja sumatrana</i>), Bajing (<i>Callosciurus sp</i>). Other sample monitoring on Planting trees and vetiver grass on the river buffer zone (Sengoan river) has been done to enhance the HCV area and biodiversity. Monitoring and patroll of HCV area and installing identity signboard and warning signboard on the field also done for awareness and conservation campaign.</p>	
7.12.8	<p><b>(C)</b> 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 Procedures (RaCP) applies.</p>	<p>There is no new planting within certified area of PT Inti Indosawit Subur – Muara Bulian Estate and Mill after November 2005. Currently, replanting activities still in progress.</p> <p>Year of Planting for Muara Bulian Estate: 1991, 1992 and 1994 (replanting 2016 – 2019). Whereas, Year of Planting for Smallholders is 1991, 1992, 1993, 1994, 1995, 1996, 1999, 2000, 2001.</p>	<p>Not Applicable</p>

**Appendix B: GHG Reporting Executive Summary**

The GHG emissions that were produced in 2021 for Muara Bulian POM and supply base was calculated using the PalmGHG Calculator version 4. 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 2021 for Muara Bulian POM and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	0.52
PKO	0.00

Extraction	%
OER	19.98
KER	5.24

Production	t/yr
FFB Process	267,382
CPO Produced	53,429
PKO Produced	14,020

Land Use	Ha
OP Planted Area	8,656.00
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	104.18
<b>Total</b>	<b>8,656.00</b>

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion	16,770.52	0.69	0.00	0.00	0.00	0.00	16,770.52	0.69
CO <sub>2</sub> Emission from fertilizer	1,345.54	0.06	2,112.73	0.02	0.00	0.00	3,458.28	0.08
NO <sub>2</sub> Emission	1,161.44	0.00	2,311.56	0.02	0.00	0.00	3,473.00	0.02
Fuel Consumption	458.27	0.02	334.75	0.00	0.00	0.00	793.02	0.00
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Sink</b>								
Crop Sequestration	-15,896.22	-0.66	0.00	0.00	0.00	0.00	0.00	-15,896.22
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>3,839.54</b>	<b>0.16</b>	<b>4,759.05</b>	<b>0.05</b>	<b>23,582.24</b>	<b>0.00</b>	<b>0.00</b>	<b>32,180.83</b>

\*Note: Includes both estates and smallholders

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME	35189.83	0.13
Fuel Consumption	102.33	0.00
Grid Electricity Utilization	102.34	0.00
<b>Credit</b>		
Export of Grid Electricity	-0.07	0.00
Sales of PKS	-32197.00	-0.12
Sales of EFB	0.00	0.00
<b>Total</b>	3197.42	0.01

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

<b>Emissions</b>	<b>tCO<sub>2</sub>e</b>
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
<b>Total Crusher emissions</b>	0.00

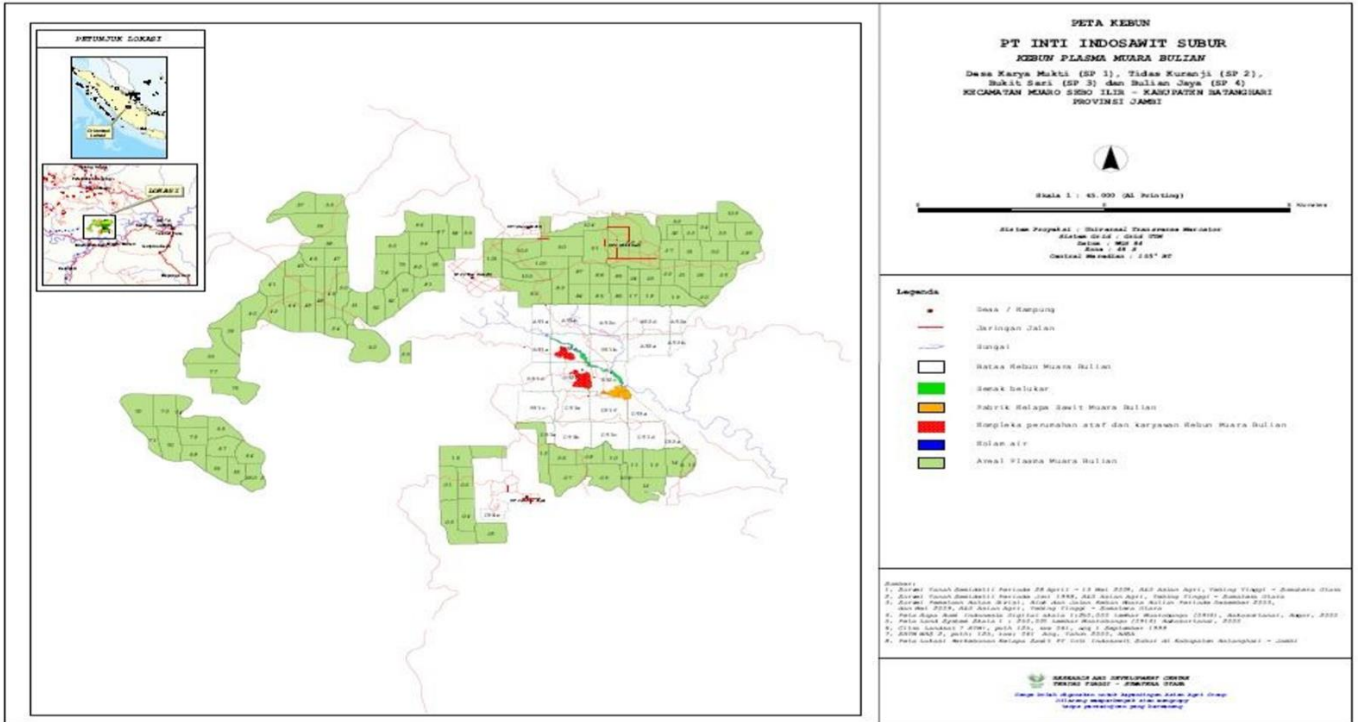
\*This mill has no kernel crusher operation.

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

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

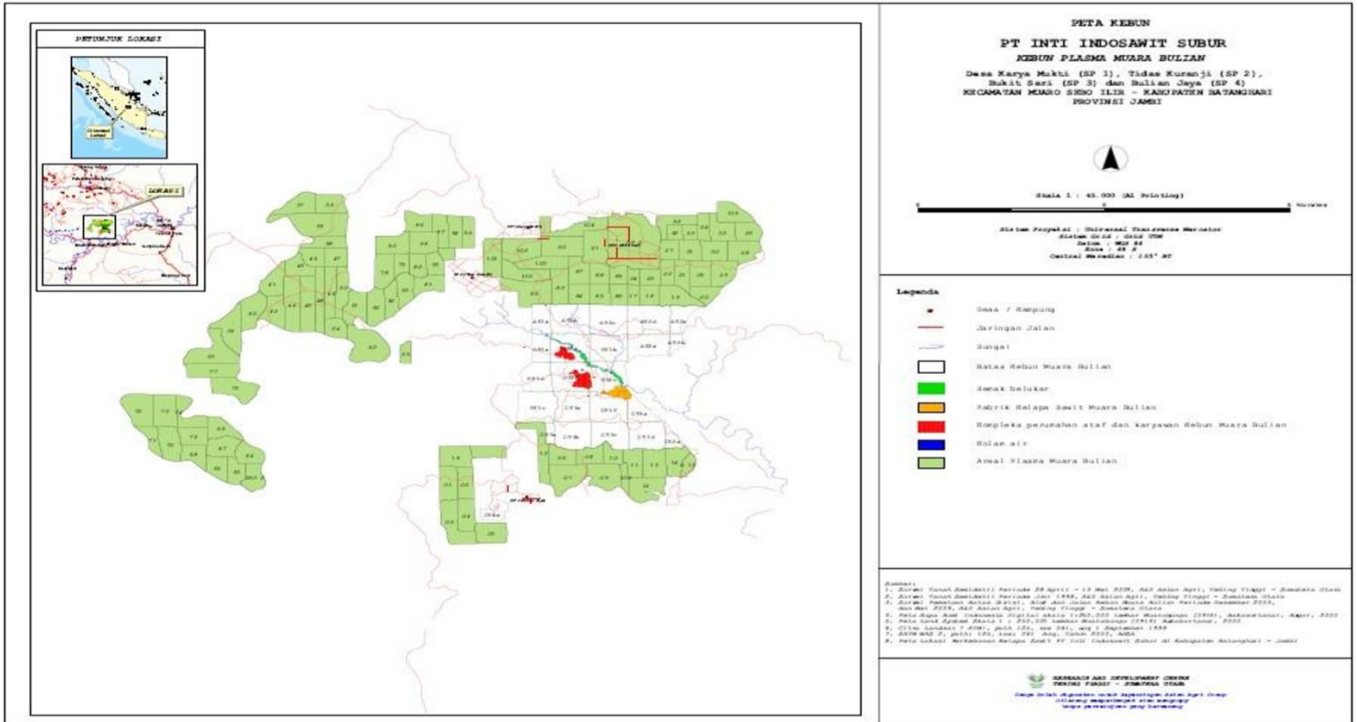
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**Appendix C: Location Map of Certification Unit and Supply bases**



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### Appendix D: Estate Field Map



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**Appendix E: List of Smallholder Registered and/or sampled**

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (S)	Longitude (E)	Total Certified Area	Planted Area			
KUD Subur Makmur (Tidar Kuranji Village, Maro Sebo Ilir District, Batang Hari Regency, Jambi Province – Indonesia)									
1	R Marpaung	KUD Subur Makmur	1° 32' 36.016"	103° 8' 17.327"	2	2	31.34	1993	1280
2	Yasmin	KUD Subur Makmur	1° 33' 31.133"	103° 8' 50.943"	2	2	31.34	1993	1287
3	Karsum	KUD Subur Makmur	1° 33' 31.133"	103° 8' 50.943"	2	2	31.34	1993	1265
4	Hata	KUD Subur Makmur	1° 33' 31.133"	103° 8' 50.943"	2	2	31.34	1993	1274
5	Siman. K	KUD Subur Makmur	1° 33' 31.133"	103° 8' 50.943"	2	2	31.34	1993	1257
6	Uta	KUD Subur Makmur	1° 34' 24.901"	103° 9' 16.572"	2	2	31.34	1993	1779
7	Sarwoko	KUD Subur Makmur	1° 34' 24.901"	103° 9' 16.572"	2	2	31.34	1993	1778
8	Langgeng	KUD Subur Makmur	1° 34' 24.901"	103° 9' 16.572"	2	2	31.34	1993	1785
9	Dwi Harjito	KUD Subur Makmur	1° 34' 24.901"	103° 9' 16.572"	2	2	31.34	1993	1796
10	Sapei	KUD Subur Makmur	1° 34' 24.901"	103° 9' 16.572"	2	2	31.34	1993	1793
11	Abdul Wahab	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1812
12	Junaidi	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1805
13	Maswan	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1789
14	Rosul	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1819
15	Parman	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1809
16	Amsar	KUD Subur Makmur	1° 34' 15.571"	103° 8' 45.512"	2	2	31.34	1993	1807
17	Sujadi	KUD Subur Makmur	1° 33' 58.248"	103° 8' 33.460"	2	2	31.34	1993	1774
18	Wasi	KUD Subur Makmur	1° 33' 58.248"	103° 8' 33.460"	2	2	31.34	1993	1775
19	Markun	KUD Subur Makmur	1° 33' 58.248"	103° 8' 33.460"	2	2	31.34	1993	1773
20	Gatot S	KUD Subur Makmur	1° 33' 58.248"	103° 8' 33.460"	2	2	31.34	1993	1765
21	Suhaimi	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1891
22	Pi'i	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1913
23	Rm. Amin	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1917
24	Suhardiyanto	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1892
25	Suwarni	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1916
26	Widodo	KUD Subur Makmur	1° 33' 8.676"	103° 9' 16.895"	2	2	31.34	1993	1914
KUD Karya Lestari (Kehidupan Baru Village, Maro Sebo Ilir District, Batang Hari Regency, Jambi Province – Indonesia)									
1	Waluyo	KUD Karya Lestari	1° 36' 3.738"	103° 5' 52.497"	2	2	31.34	1993	1462
2	M. Ibrahim. N/M Jamil	KUD Karya Lestari	1° 36' 3.738"	103° 5' 52.497"	2	2	31.34	1993	1464
3	Supoko	KUD Karya Lestari	1° 36' 3.738"	103° 5' 52.497"	2	2	31.34	1993	1459
4	Sakirin	KUD Karya Lestari	1° 36' 3.738"	103° 5' 52.497"	2	2	31.34	1993	1448
5	Basir	KUD Karya Lestari	1° 36' 3.738"	103° 5' 52.497"	2	2	31.34	1993	1468
6	Pandi Oman	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1454
7	Ahmad Fadli	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1481
8	Entis Sutisna	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1483
9	Tatang Supratman	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1482
10	Wardiman	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1479
11	Asep	KUD Karya Lestari	1° 36' 1.137"	103° 5' 35.597"	2	2	32.21	1993	1459

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			Latitude (S)	Longitude (E)	Total Certified Area	Planted Area			
12	Ngatiran	KUD Karya Lestari	1° 34' 44.318"	103° 6' 29.585"	2	2	34.92	1993	1540
13	Tarmin	KUD Karya Lestari	1° 34' 44.318"	103° 6' 29.585"	2	2	34.92	1993	1537
14	Jeyu	KUD Karya Lestari	1° 34' 44.318"	103° 6' 29.585"	2	2	34.92	1993	1543
15	Ismael Nur	KUD Karya Lestari	1° 34' 44.318"	103° 6' 29.585"	2	2	34.92	1993	1547
16	Supardi	KUD Karya Lestari	1° 34' 44.318"	103° 6' 29.585"	2	2	34.92	1993	1545
17	Ibon	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1519
18	Joko	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1520
19	Sobirun	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1532
20	Dodi	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1522
21	Subaryanto	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1507
22	Jamin Sudiro	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1533
23	M. Hamdani	KUD Karya Lestari	1° 35' 27.342"	103° 5' 46.968"	2	2	39.51	1993	1550
KUD Makmur Rejeki (Bulian Jaya Village, Maro Sebo Ilir District, Batang Hari Regency, Jambi Province – Indonesia)									
1	Tommi	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	244
2	Adiar	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	254
3	Muhrizal	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	253
4	Endin Rosidin	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	209
5	Odik	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	245
6	Saniman	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	215
7	Muhsin	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	210
8	Setu Haryono	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	246
9	Hasan	KUD Makmur Rejeki	1° 36' 18.716"	103° 11' 33.841"	2	2	30.20	1991	224
10	Atok	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	256
11	Sopia	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	266
12	Ruswanto	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	257
13	Toiman	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	265
14	Kisno	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	207
15	Santari	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	259
16	Suhartini	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	251
17	Sunawan	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	258
18	Kustino	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	249
19	Sahril	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	267
20	Sutrisno	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	250
21	Sepdiar	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	241
22	Imam	KUD Makmur Rejeki	1° 36' 39.951"	103° 11' 39.924"	2	2	30.20	1991	240
23	Adisno	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	270
24	Kukuh	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	272
25	Pendrival	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	279
26	Ristendi	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	280
27	Adisno	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	271
28	Bleno Sasminto	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	264

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			Latitude (S)	Longitude (E)	Total Certified Area	Planted Area			
29	Lilik	KUD Makmur Rejeki	1° 36' 23.630"	103° 11' 50.619"	2	2	30.20	1991	278
30	Amad Dawan Alsugito	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	297
31	Musrip	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	273
32	Saiful Yadi	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	274
33	Fauzi Ismail	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	282
34	Masud	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	299
35	Suyahman	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	289
36	Tramin	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	290
37	Surono	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	283
38	Asri	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	298
39	Sayuti	KUD Makmur Rejeki	1° 36' 42.665"	103° 12' 9.296"	2	2	30.20	1991	314



## 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