

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment**
- Annual Surveillance Assessment (2_1)**
- Recertification Assessment (Choose an item.)**
- Extension of Scope**

Client Company Name / Parent Company: SIPEF GROUP
Client Company / Parent Company Address: Forum Nine Building, 10th Floor, Suite 1-11, Jl.Imam Bonjol No.9 Medan – 20112, Sumatera Utara Province, Indonesia
Certification Unit: PT Agromuko - Bunga Tanjung Palm Oil Mill
Location of Certification Unit: Berangan Jaya Village, Kec. Teramang Jaya, Kab. Mukomuko, Indonesia
Date of Final Report: 11/12/2022

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	SIPEF Group		
RSPO Membership Number	1-0021-05-000-00	Membership Approval Date	7/12/2005
Address	Head Office – North Sumatera: Forum Nine Building, 10th Floor, Suite 1-11, Jl.Imam Bonjol No.9, Medan – 20112 Sumatera Utara Province, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	PT Agromuko - Bunga Tanjung Palm Oil Mill		
Location / Address	Berangan Jaya, Kec. Teramang Jaya, Kab. Mukomuko, Indonesia		
Website	www.tolantiga.co.id		
Management Representative	Mr. Sander Van den Ende	E-mail	svdende@sipef.com
Telephone	+62 61 415 2043	Facsimile	+62 61 452 0908

2. Certification Information			
Certificate Number	RSPO 646338	Certificate Start Date	01/03/2022
Date of First Certification	22/02/2011	Certificate Expiry Date	28/02/2027
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	<ul style="list-style-type: none"> Determination of the conformity of the client's management system, or parts of it, with RSPO Standard INA-NI, April 2020. Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 2_1) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Indonesia National Interpretation 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	60 MT/hour
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
10374408	ISO 9001:2015	Lloyd's Register Indonesia	02/07/2024
BSI-ISPO 009404454	ISPO	PT. BSI Group Indonesia	06/04/.2026

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Bunga Tanjung POM	Brangan Mulia Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 00.39"S	101° 22' 16.94"E
Bunga Tanjung Estate	Brangan Mulia Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 30.14"S	101° 22' 21.51"E
Air Bikuk Estate	Air Bikuk Village, Lubuk Bento Village and Air Berau Village, Pondok Suguh District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 46' 27.67"S	101° 24' 44.68"E
Air Buluh Estate	Air Buluh Village, Semundam Village, Tanjung Jaya Village, Talang Baru Village and Talang Arah Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 01' 27.29"S	101° 33' 15.79"E
Malin Deman Estate	Air Merah Village, Talang Arah Village and Talang Baru Village, Malin Deman District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 01' 27.29"S	101° 33' 15.79"E
Sungai Teramang Estate	Batu Ejung Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 45' 30.30"S	101° 22' 15.20"E
Kebun Masyarakat Desa/KMD	Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 30.14"S	101° 22' 21.51"E
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	Air Merah Village and Air Buluh Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 03' 15.11"S	101° 29' 53.43"E
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	Air Merah Village and Air Buluh Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 58' 50.37"S	101° 35' 51.83"E
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	Air Merah Village, Talang Arah Village and Talang Bari Village, Malin Deman District and Ipuh District, Mukomuko, Regency, Bengkulu Province, Indonesia	02° 58' 43.17"S	101° 37' 40.61"E

Note:
- Bunga Tanjung POM – PT Agromuko
- Bunga Tanjung Estate – PT Agromuko
- Air Bikuk Estate – PT Agromuko
- Air Buluh Estate – PT Agromuko
- Malin Deman Estate - PT Muko Muko Agro Sejahtera (PT MMAS)
- Sungai Teramang Estate - PT Muko Muko Agro Sejahtera (PT MMAS)
- Kebun Masyarakat Desa – managed under every Estate of PT Agromuko
- Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) – managed by Malin Deman Estate PT MMAS
- Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) – managed by Malin Deman Estate PT MMAS
- Koperasi Harapan Jaya Lubuk Talang (KHJLT) – managed by Air Buluh Estate PT Agromuko

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Bunga Tanjung Estate	2,312.19	519.63	71.18	2,903.00	79.65
Air Bikuk Estate	1,207.65 ^{#1}	193.25 ^{#2}	9.10	1,410.00	85.65
Air Buluh Estate	2,170.79	257.13	72.08	2,500.00	86.81
Malin Deman Estate	631.76	133.49	412.75	1,178.00	53.63
Sungai Teramang Estate	335.64 ^{#4}	35.91	1,398.45 ^{#5}	1,770.00	18.96
Kebun Masyarakat Desa	199.24 ^{#7}	-	-	199.24 ^{#8}	100.00
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	135.10	4.41	-	139.51	96.84
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	164.40	3.35	-	167.75	98.00
Koperasi Harapan Jaya Lubuk Talang	106.99	18.01	0.60	125.60	85.18
Total	7,263.24	1,165.17^{#3}	1,964.16^{#6}	10,393.10^{#9}	69.89

Note of change of area statement compared to previous audit (re-certification & extension scope):

#1, #2, and #3 : there was replanting area in Air Bikuk Estate and amount of 5.25 ha (#1) allocated as HCV area (#2). Therefore, there is an addition of 5.25 ha in HCV in Air Bikuk Estate and total HCV as well (#3) compared to the previous audit report.

#4, #5, and #6 : there was an additional planted area of 62.73 ha (#4) in the Sungai Teramang Estate due to replanting, where at the previous audit report this area was in preparation of replanting (cleared but not planted yet)

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and did not classify this area as a “planted area” but “other areas”. Currently, the area has been replanted (immature) and included in the planted area. Therefore on this audit, there is an addition of planted area in Sungai Teramang Estate by 62.73 ha (#4), reduction of “infrastructure & other area” in Sungai Teramang Estate by 62.73 ha (#5) and in total as well (#6).

#7, #8, and #9 : there was a reduction of Kebun Masyarakat Desa (KMD) of 25.00 ha, that were KMD Dusun Pulau, KMD Talang Rio, and KMD Pasar Bantal. Therefore, the current KMD area is 199.24 ha instead (#7, #8), and affect to reduction of total area of certification to 10,393.10 ha (#9) compared to previous audit scope 10,418.10 ha.

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Bunga Tanjung Estate	-	-	2,312.19	-	2,312.19	-
Air Bikuk Estate	737.78	469.87	-	-	608.81	598.84
Air Buluh Estate	-	168.72	2,001.55	-	2,170.27	-
Malin Deman Estate	-	631.76	-	-	631.76	-
Sungai Teramang Estate	232.70	102.94	-	-	102.94	232.70
Kebun Masyarakat Desa	-	60.24	139.00	-	199.24	-
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	-	135.10	-	-	135.10	-
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	-	164.40	-	-	164.40	-
Koperasi Harapan Jaya Lubuk Talang	19.80	87.19	-	-	106.99	-
Total (ha)	990.28	1,820.22	4,452.74	-	6,431.70	831.54

Note: Only Mature area is considered as production area

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2022-Jan 2023)	Actual (Oct 2021 – Sep 2022)		Forecast (Feb 2023-Jan 2024)
		Previous license period (Oct 2021 – Feb 2022)	Current license period (Mar 2022 – Sep 2022)	
Bunga Tanjung Estate	56,427.19	14,932.75	20,086.83	38,171.34
Air Bikuk Estate	13,590.30	4,584.22	8,124.91	13,852.95
Air Buluh Estate	87,433.00	17,355.34	29,684.62	51,273.56
Malin Deman Estate	17,588.03	4,950.11	8,970.69	15,173.67
Sungai Teramang Estate	1,877.63	-	430.52	469.27
Kebun Masyarakat Desa	4,020.00	1,503.40	2,481.19	4,343.20
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	4,335.22	1,243.08	2,325.38	3,889.62
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	4,435.93	1,312.48	2,267.52	3,902.20
Koperasi Harapan Jaya Lubuk Talang	500.00	74.83	423.47	543.15
Total	190,207.30	45,956.21	74,795.13	131,618.96
Note:				

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2022-Jan 2023)	Actual (Oct 2021 – Sep 2022)		Forecast (Feb 2023-Jan 2024)
		Previous license period (Oct 2021 – Feb 2022)	Current license period (Mar 2022 – Sep 2022)	
-		-	-	
Total		-		
Note:				

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9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2022-Jan 2023)	Actual (Oct 2021 – Sep 2022)		Forecast (Feb 2023-Jan 2024)
		Previous license period (Oct 2021 – Feb 2022)	Current license period (Mar 2022 – Sep 2022)	
-	-	-	-	-
Total	-	-	-	-

Note:

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	Oct 2021	13,005.24	-	13,005.24
2	Nov 2021	10,964.76	-	10,964.76
3	Dec 2021	9,704.90	-	9,704.90
4	Jan 2022	7,384.67	-	7,384.67
5	Feb 2022	7,615.31	-	7,615.31
6	Mar 2022	9,595.46	-	9,595.46
7	Apr 2022	9,431.31	-	9,431.31
8	May 2022	10,880.19	-	10,880.19
9	Jun 2022	12,068.00	-	12,068.00
10	Jul 2022	11,288.64	-	11,288.64
11	Aug 2022	12,132.32	-	12,132.32
12	Sep 2022	10,906.11	-	10,906.11
TOTAL		124,976.91	-	124,976.91

Note: There is variant by 4,225.57 mt between total FFB received in Table 9A: 124,976.91 mt compared to Tabel 7 (Own Certified Scope): 120,751.34 mt. Because in February and May 2022, there was a breakdown in Mukomuko POM – PT Agromuko – SIPEF Group (RSPO Certificate No. RSPO 556042 with IP Module). Therefore, the FFB from supply base of Mukomuko POM amount of 4,225.57 was processed in Bunga Tanjung POM.

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10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (Feb 2022-Jan 2023)	Actual (Oct 2021 – Sep 2022)		Forecast (Feb 2023-Jan 2024)
	Previous license period (Oct 2021 – Feb 2022)	Current license period (Mar 2022 – Sep 2022)	
FFB	FFB		FFB
190,207.30 mt	48,674.88 mt	76,302.03 mt	131,618.96 mt
	TOTAL	124,976.91 mt	
CPO (OER: 22.15 %)	CPO (OER: 22.58 %)		CPO (OER: 23.3 %)
42,241.66 mt	10,966.99 mt	17,192.37 mt	30,667.22 mt
	TOTAL	28,159.36 mt	
PK (KER: 4.73 %)	PK (KER: 4.76 %)		PK (KER: 4.8 %)
9,020.66 mt	2,325.24 mt	3,623.48 mt	6,317.71 mt
	TOTAL	5,948.72 mt	

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Oct 2021	2,941.18	517.22
2	Nov 2021	2,412.42	541.13
3	Dec 2021	2,199.64	508.47
4	Jan 2022	1,642.70	369.08
5	Feb 2022	1,771.05	389.34
6	Mar 2022	2,202.23	460.34
7	Apr 2022	2,209.17	462.56
8	May 2022	2,468.03	526.13
9	Jun 2022	2,714.11	575.98
10	Jul 2022	2,503.76	522.80
11	Aug 2022	2,679.34	545.35
12	Sep 2022	2,415.75	530.33
	TOTAL	28,159.38	5,948.73
Note:			

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11. Summary of Actual Volume sold (MT)					
Current License period (Mar 2022 – Sep 2022)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	7,749.49	-	-	1,999.92	9,749.42
PK (MT)	1,464.19	-	-	-	1,464.19
Credits	-	-	-	-	-
Previous License period (Oct 2021 – Feb 2022)					
CPO (MT)	8,999.42	-	-	1,999.88	10,999.31
PK (MT)	2,507.03	-	-	-	2,507.03
Credits	-	-	-	-	-
Note: Conventional is RSPO certified material but sold as non-RSPO.					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	Wilmar Nabati Indonesia	TR-b1fe8cdb-2008	1,999.89	-
2	Wira Inno Mas	TR-d3add804-e5b1	999.93	-
3	Wira Inno Mas	TR-759c4306-a6cc	1,500.00	-
4	Wira Inno Mas	TR-5d926cbe-4992	1,499.91	-
5	Wira Inno Mas	TR-759c4306-a6cc	1,500.00	-
6	Wira Inno Mas	TR-c8c8ef35-33c2	2,499.96	-
7	Wira Inno Mas	TR-c24bffbc-caa0	999.84	-
8	Wira Inno Mas	TR-6bfe7bee-2479	1,499.78	-
9	Wira Inno Mas	TR-13f095b6-ef26	499.80	-
10	Wira Inno Mas	TR-b67949f2-c1c3	1,000.00	-
11	Wira Inno Mas	TR-1c97cb0a-4cb2	499.93	-
12	Wira Inno Mas	TR-3b1d03e7-ace3	500.00	-
13	Wira Inno Mas	TR-90b37405-55f4	500.00	-
14	Wira Inno Mas	TR-759a3bdf-0998	250.00	-
15	Wira Inno Mas	TR-a5583f6c-bba3	500.00	-
16	Wira Inno Mas	TR-e2f65a42-e3a9	500.00	-
17	Wira Inno Mas	TR-ae664a14-9981	-	307.63

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18	Wira Inno Mas	TR-cf8151fe-6b07	-	62.61
19	Wira Inno Mas	TR-75b67f3a-c25b	-	42.37
20	Wira Inno Mas	TR-93d74dd5-31fb	-	470.92
21	Wira Inno Mas	TR-40c0bedb-5a79	499.80	-
22	Wira Inno Mas	TR-75b67f3a-c25b	-	42.37
23	Wira Inno Mas	TR-93d74dd5-31fb	-	470.92
24	Wira Inno Mas	TR-f038a608-21ba	500.00	-
25	Wira Inno Mas	TR-40c0bedb-5a79	499.80	-
26	Wira Inno Mas	TR-f038a608-21ba	500.00	-
27	Wira Inno Mas	TR-5dbb207c-f369	-	54.53
28	Wira Inno Mas	TR-7c0dd981-2b04	-	745.47
29	Wira Inno Mas	TR-7c62d53c-8054	-	300
30	Wira Inno Mas	TR-d0335a11-10bd	-	29.08
31	Wira Inno Mas	TR-e3538b6a-161d	-	59.83
32	Wira Inno Mas	TR-0d1f239c-5da8	-	62.61
31	Wira Inno Mas	TR-545c2653-17ee	-	240.17
32	Wira Inno Mas	TR-258106f0-26bc	-	133.14
33	Wira Inno Mas	TR-c00f107e-df2c	-	494.10
34	Wira Inno Mas	TR-e0c58325-2f0b	-	455.47
35	Wira Inno Mas	TR-ce707da9-b364	499.96	-
TOTAL			16,748.64	3,971.22
Note:				

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
-	-	-	-	-
TOTAL			-	-
Note:				

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11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1	PT. Wilmar Nabati indonesia	3,999.81	-
TOTAL		3,999.81	-
Note:			

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

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			NA	NA	NA	NA	NA	NA	NA
IS-CSPO	NA	NA	NA	NA	NA	NA	NA	NA	NA
IS-CSPKO	NA	NA	NA	NA	NA	NA	NA	NA	NA
IS-CSPKE	NA	NA	NA	NA	NA	NA	NA	NA	NA
CSPK	NA	NA	NA	NA	NA	NA	NA	NA	NA

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)
NA	NA	NA	NA	NA	NA	NA
TOTAL		NA	NA	NA	NA	NA
Note:						

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13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period							
Credits	NA	NA	NA	NA	NA	NA	NA
Physical	NA	NA	NA	NA	NA	NA	NA
Previous License period							
Credits	NA	NA	NA	NA	NA	NA	NA
Physical	NA	NA	NA	NA	NA	NA	NA

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)
NA	NA	NA	NA	NA	NA	NA	NA
TOTAL			NA	NA	NA	NA	NA
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: Dr. Chaiyaporn Seekao (Chaiyaporn.Seekao@bsigroup.com)
Website: 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 **7 – 12 November 2022**. The audit programme is included as Section 2.3. The approach to the audit was to treat the mill and supply base as an RSPO Certification Unit. A range of occupational health and safety, environmental, best practice management, and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas, local communities engagement and workers welfare and safety.

The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. 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.

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

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Re- Certification)	Year 2 (ASA 2_1)	Year 3 (ASA 2_2)	Year 4 (ASA 2_3)	Year 5 (ASA 2_4)
Bunga Tanjung Estate	X	X		X	
Air Bikuk Estate	X		X	X	
Air Buluh Estate	X	X			X
Malin Deman Estate	X	X			X
Sungai Teramang Estate	X	X	X		
Kebun Masyarakat Desa	X	X	X	X	X
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	X	X	X	X	X
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	X	X	X	X	X
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	X		X	X	X

Tentative Date of Next Visit: October 30, 2023 - November 4, 2023

Total Number of Mandays: 24.5 mandays

2.2 BSI Assessment Team

Name	Role	Competency
Arif Faisal Simatupang	Team Leader	<p>Education: Holds a Bachelor Degree in Agriculture, Majoring Agronomy, Gadjah Mada University</p> <p>Work Experience: Over 3 years of working experience in palm oil estate as Land Acquisition Officer and later as Division Manager with PT PP London Sumatera Indonesia Tbk. 8 years working experience as auditor since 2014 covering RSPO P&C and ISPO.</p> <p>Training attended: Completed ISO9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, ISO 45001 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Training, HCV and GIS training and SA8000 Auditor training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assessed the aspect of environmental and waste management, as well as GHG calculation.</p>
Eko Purwanto	Team Member	<p>Education: Holds a Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Institute of Agriculture (IPB).</p> <p>Work Experience: Over 9 year working expiring in oil palm plantation with last position as Estate Manager. He has experience in implementing good agricultural practice including integrated pest management and limited pesticides uses. 10 years working experience as auditor since 2012 covering ISO9001, RSPO and ISPO.</p> <p>Training attended: Completed SMETA Requirements Training, ISPO Permentan 38/2020, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, CQI and IRCA Certified ISO 45001:2018 Lead Auditor Training Course, ISO 37001:2016 Anti-bribery Management System Implementing Training Course, RSPO P&C 2018 Refresher Training, Sustainability Reporting Assurance Training, RSPO P&C Lead Auditor Refresher Course, RSPO Supply Chain Certification Refresher Course, RSPO NEXT Training Course For Lead Auditor by RSPO Secretariat, Elaborating on the RSPO P&C Social and Labour Standards and the Mechanics of Social Auditing, RABQSA accredited Lead Auditor Training of Environment Management System, Endorsed RSPO Green House Gas (GHG) Training for Trainer, Endorsed RSPO P&C Lead Auditor Training, Understanding Environmental Management System (EMS), Indonesia Sustainable Palm Oil (ISPO) Lead Auditor Training, Endorsed RSPO Supply Chain Certification (SCC) Lead Auditor Training, RABQSA accredited Lead Auditor Training of Quality Management System.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assessed the aspect of best management practices of Mill and Estate, and supply chain.</p>
Yudwi Wisnu Rahmanto	Team Member	<p>Education: Holds a Bachelor of Forestry with Silviculture, Faculty of Forestry, University of Gadjah Mada</p> <p>Work Experience: 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</p>

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		<p>Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p>Training attended: Completed Endorsed RSPO P&C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&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>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assessed the aspect of transparency, support of smallholder, and stakeholder consultation.</p>
<p>Imam Fakhrurozi</p>	<p>Team Member</p>	<p>Education: Holds a Bachelor Degree majoring in Agriculture Technology, Gadjah Mada University.</p> <p>Work Experience: 2 years working experience oil palm industry, as a sustainability and HSE officer. 7 years working experience as RSPO Auditor / Lead Auditor</p> <p>Training attended: Completed ISO 9001:2008 Lead Auditor Course, 14001:2004 Lead Auditor Course, SMK3 Lead Auditor Course, Endorsed RSPO P&C Lead auditor course, ISO 45001:2018 Lead Auditor Course, SMETAR requirements training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assessed the aspect of social and OHS.</p>
<p>Andi Pratama Pasaribu</p>	<p>Team Member</p>	<p>Education: Holds a Bachelor Degree majoring Social Economy, Jember University</p> <p>Work Experience: 5 years working experience as Field Agronomy Assistant. 8 years working experience as RSPO Auditor / Lead Auditor.</p> <p>Training attended: Completed Indonesian Sustainable Palm Oil (ISPO) Lead Auditor training, Endorsed RSPO P&C Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 9001:2008 Lead Auditor course, ISO 14001:2005 Lead Auditor course, ISO45001:2018 Lead Auditor Course, RSPO endorsed RSPO SCCS Lead Auditor course, SMETA requirements training</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assessed the aspect of plantation legality and HCV management.</p>

Accompanying Persons:

Name	Role
NA	NA

2.3 Assessment Plan

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

Date	Time	Subjects	AP	EP	YW	IF	AF
Monday Senin 31/10/2022	09.15 – 11.15	Flight Jakarta to Padang (GA148)	√	√	√	√	√
	11.30 – 14.00	Supply Chain Audit at Agro Muko Tank Terminal – Port Teluk Bayur	√	√	√	√	√
	14.00 – 20.00	Traveling from Padang to PT Agro Muko	√	√	√	√	√
Monday Senin, 07/11/2022	08.00 – 09.00	Opening Meeting Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification)	√	√	√	√	√
	09.00 – 12.00	Interview at Bunga Tanjung POM: <ul style="list-style-type: none"> Gender Committee Worker Union Sample of workers 			√		
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Observation Bunga Tanjung POM: <ul style="list-style-type: none"> Observation of supply chain (FFB receiving, weighbridge) Observation of FFB grading, processing activity, product despatch Observation of chemical storage, hazardous waste storage, fire control simulation, etc Observation of WWTP, WTP, EBA 	√	√		√	√
Tuesday Selasa, 08/11/2022	08.00 – 12.00	Field Observation to Malin Deman Estate <ul style="list-style-type: none"> Observation of HGU poles, and other land demarcation aspects. Observation of harvesting & FFB transportation, manuring, pesticides application, road maintenance, IPM, EFB application, etc) Observation of chemical storage, fertilizer storage, hazardous waste storage, fire control facilities, clinic, waste management, etc) Observation of housing complex, school, worship place, sport facilities, domestic waste management, etc. 	√			√	

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Date	Time	Subjects	AP	EP	YW	IF	AF
		<ul style="list-style-type: none"> Observation of HCV/conservation area & POME Land Application (if any) Interview at Malin Deman Estate : <ul style="list-style-type: none"> Gender Committee New Mother Worker Union Sample of workers 					
	08.00 – 12.00	Field Observation to Air Buluh Estate <ul style="list-style-type: none"> Observation of HGU poles, and other land demarcation aspects. Observation of harvesting & FFB transportation, manuring, pesticides application, road maintenance, IPM, EFB application, etc) Observation of chemical storage, fertilizer storage, hazardous waste storage, fire control facilities, clinic, waste management, etc) Observation of housing complex, school, worship place, sport facilities, domestic waste management, etc. Observation of HCV/conservation area & POME Land Application (if any) Interview at Air Buluh Estate : <ul style="list-style-type: none"> Gender Committee New Mother Worker Union Sample of workers 		√			√
	08.00 – 12.00	Field Observation to KMD Air Buluh Estate: KMD Talang Baru, KMD Semundam and KMD Mundam Marap Stakeholder Consultation to surrounding village			√		
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Document Review	√	√	√	√	√
Wednesday Rabu, 09/11/2022	08.00 – 12.00	Field Observation to Bunga Tanjung Estate <ul style="list-style-type: none"> Observation of HGU poles, and other land demarcation aspects. Observation of harvesting & FFB transportation, manuring, pesticides application, road maintenance, IPM, EFB application, etc) Observation of chemical storage, fertilizer storage, hazardous waste storage, fire control facilities, clinic, waste management, etc) Observation of housing complex, school, worship place, sport facilities, domestic waste management, etc. 	√		√	√	

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		<ul style="list-style-type: none"> Observation of HCV/conservation area & POME Land Application (if any) Interview at Bunga Tanjung Estate : <ul style="list-style-type: none"> Gender Committee New Mother Worker Union Sample of workers 					
	08.00 – 12.00	Field Observation to Sei Teramang Estate <ul style="list-style-type: none"> Observation of HGU poles, and other land demarcation aspects. Observation of harvesting & FFB transportation, manuring, pesticides application, road maintenance, IPM, EFB application, etc) Observation of chemical storage, fertilizer storage, hazardous waste storage, fire control facilities, clinic, waste management, etc) Observation of housing complex, school, worship place, sport facilities, domestic waste management, etc. Observation of HCV/conservation area & POME Land Application (if any) Interview at Sei Teramang Estate : <ul style="list-style-type: none"> Gender Committee New Mother Worker Union Sample of workers 		√			√
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Completion of checklist and clarification/ follow-up on outstanding audit issues	√	√	√	√	√
Kamis Thursday, 10/11/2022	08.00 – 12.00	Field Observation to KMD Bunga Tanjung Estate: KMD Nenggalo, KMD Pondok Baru	√			√	√
	08.00 – 12.00	Field Observation to Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)		√	√		
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Completion of checklist and clarification/ follow-up on outstanding audit issues	√	√	√	√	√
Friday Jumat, 11/11/2022	08.00 – 12.00	Field Observation to KMD Sei Teramang Estate :	√			√	
	08.00 – 12.00	Field Observation to Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)		√	√		√
	12.00 – 14.00	Lunch Break	√	√	√	√	√

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Date	Time	Subjects	AP	EP	YW	IF	AF
	14.00 – 17.00	Completion of checklist and clarification/ follow-up on outstanding audit issues	√	√	√	√	√
Saturday Sabtu, 12/11/2022	08.00 – 10.00	Closing meeting preparation	√	√	√	√	√
	10.00 – 12.00	Closing Meeting <ul style="list-style-type: none"> Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timeline of CAR's, Conclusion) 					
	12.00 – 19.00	Traveling from PT Agromuko - Padang					
Sunday, 13/11/2022	10.00 – 12.30	Flight Padang to Jakarta (GA149)	√	√	√	√	√

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	The time bound plan has included all the subsidiary and group of companies of SIPEF Group. The TBP was verified against the Group Member information published in the RSPO website under the parent company SIPEF.	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	As per RSPO Secretariat announcement related TBP, the requirement of 5 years TBP will be by 30 June 2023. The Group has managed all unit to be certified by June 2023, with exception PT Bandar Sumatra Plantation that currently a rubber plantation and will be converted after finalization of NPP process.	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.	PT. Asri Rimba Wirabhakti (ARWB) in Bengkulu Province was acquired by SIPEF in end of 2018 with Sungai Teramang Estate attached to the acquisition. Sungai Teramang Estate has been Certified in June 2022 during the recertification audit of PT Agro Muko – Bunga Tanjung POM as its supply base.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	So far, the deviations periods are acceptable and justifiable. There was no deliberate delay by the company.	Complied
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?	The commitment timeline has shorten from 2024 to 2023. The changes are acceptable as the control of being certified is not on the hands of the Company due to awaiting for HGU which the approval is beyond the company choice.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	All lapses of implanting the original plan are justified base on the awaiting for the HGU (Hak Guna Usaha <i>Right to Cultivate</i>) and/or awaiting for full estate development. While for the newly acquired estate, it is justified based on awaiting for RSPO Secretariat to confirm liabilities for Sei Temarang Estate.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There is no fundamental failure as all delays are justified as stated above.	Complied
Un-Certified Units or Holdings		

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<p>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.</p>	<p>Previously prior to certification, PT. Umbul Mas Wisesa and PT. Tonton Usaha Mandiri had liabilities. The compensation plan have been approved by the Compensation Task Force during the staged implementation of the RaCP between May 2014 and November 2015.</p>	<p>Complied</p>
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>All the new development that are not yet certified has undergone NPP and published in the RSPO website</p> <p>PT Agro Muara Rupit</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-group-pt-agro-muara-rupit-iii-and-iv-pt-amr • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-muara-rupit <p>PT Agro Kati Lama</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-kati-lama-phase-ii <p>PT Agro Rawas Ulu</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments-1 • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments-1 <p>PT Bandar Sumatra Indonesia</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-bandar-sumatra-indonesia-bandar-pinang-estate 	<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&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.</p>	<p>The assessment team has conducted a search in internet to confirm that there is a lodged land conflict that was recorded as complaint under RSPO Case Tracker; raised by individual on those units that have not been certified.</p> <p>RSPO Case Tracker recorded complaint to PT. Agro Muara Rupit, dated 17 May 2017. The complainant brought forward the issue of fraudulent land title to RSPO. The complainant claimed that his land was fraudulently sold by his</p>	<p>Complied</p>

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	<p>cousin to PT. Agro Muara Rupit, a subsidiary of SIPEF Group.</p> <p>On 20 December 2018, the complaint is officially closed. The case tracker available on link https://askrspo.force.com/Complaint/s/case/5090000028Es1JAAS/detail</p> <p>Based on RaCP tracker in RSPO website there are 4 MU's which have potential liability, 3 of them (PT. Umbul Mas Wisesa, PT. Tonton Usaha Mandiri, and PT. Dendymarker Indah Lestari) have been approved by the Compensation Task Force. The RACP for PT Dendymarker has been completed based on email from RSPO on 25 August 2021.</p> <p>Whilst for PT Bandar Sumatra Indonesia is awaiting for RSPO approval due to a revert regarding any potential liabilities.</p>	
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2</p>	<p>The assessment team has conducted a search to RSPO Complaint Panel and RSPO Dispute Settlement Facility to confirm that there is a lodged complaint related to casual worker payment and welfare, that was recorded as complaint under RSPO Case Tracker; raised by complainant requesting confidentiality, on those SIPEF Management Unit that have not been certified.</p> <p>RSPO Case Tracker recorded complaint to PT. Agro Kati Lama. The case tracker available on link https://askrspo.force.com/Complaint/s/case/5000o000039f8kAAA/detail</p> <p>Date complaints submitted 22 January 2021. Date complaints accepted 5 March 2021. The complainant brought forward the issue of:</p> <ul style="list-style-type: none"> -The daily casual workers are paid below the minimum wage set out by the Musi Rawas District Government; -The daily casual workers are not protected and no remedy available for work accidents; -The daily casual workers are not equipped with personal protection equipment [PPE] and are not equipped with working tools; -The daily casual workers did not receive festive allowance in accordance with the regulation; -The daily casual workers, who are hired through the third party, do not get a pay slip. The amount written in the payment receipt is without formal stamp and without the name of the party who rendered the payment. 	<p>Complied</p>

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	<p>SIPEF correspond with RSPO Grievance Manager – Indonesia to follow up the complaint on 16 March 2021, 19 March 2021 with highlight that the complainant has decided to resolve the complaint through mediation by RSPO Dispute Settlement Forum/DSF.</p> <p>On 1 April 2021, SIPEF sent formal response to the complaint, addressed to RSPO Grievance Manager. The latest update is on 25 August 2021 where the first pre-mediation was complete and pending finalization of the mediation process agreement.</p>	
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	No legal non-compliance noted. The assessment team has conducted a search in internet to confirm that there is not new comments or dispute raised by the communities on those units that have not been certified.	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.	<p>Internal audit for PT. Agro Muara Rupit has been conducted on 22-23 November 2021. Report of internal audit completed on 30 November 2021 with reference to RSPO Certification System. Reference criteria of internal audit covered Criteria 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12. Findings issued on 2.1 related to license for first aider, followed up on December 2021.</p> <p>Internal audit for PT. Agro Rawas Ulu has been conducted on 16-17 November 2021. Report of internal audit completed on 20 November 2021 with reference to RSPO Certification System. Reference criteria of internal audit covered Criteria 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12.</p> <p>Internal audit for PT. Agro Kati Lama has been conducted on 16-17 February 2022. Report of internal audit completed on 18 February 2022 with reference to RSPO Certification System. Reference criteria of internal audit covered Criteria 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12. Positive assurance statement already justified within the Internal Audit Checklist.</p>	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 Report dated 14 August 2021, No Critical (Major non-compliance) raised against required RSPO P&C Criterion.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	All the new development that are not yet certified has undergone NPP and published in the RSPO website for 30-days stakeholder consultation. PT Agro Muara Rupit	Complied

	<ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-group-pt-agro-muara-rupit-iii-and-iv-pt-amr • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-muara-rupit <p>PT Agro Kati Lama</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-kati-lama-phase-ii <p>PT Agro Rawas Ulu</p> <ul style="list-style-type: none"> • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments-1 • https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments-1 <p>PT Bandar Sumatra Indonesia</p> <p>https://rspo.org/certification/new-planting-procedure/public-consultations/sipef-pt-bandar-sumatra-indonesia-bandar-pinang-estate</p>	
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3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>Yes. PT Agro Muko – Bunga Tanjung POM has put all of the smallholder into certification.</p>	<p>Comply</p>

Approved Time Bound Plan

Name of company	Name of Mill	Location	Supply Base	TBP	Target Year for RSPO
PT Agro Muko	Muko Muko POM	Mukomuko Regency, Bengkulu Province, Indonesia	Muko Muko Estate, Sei Betung Estate, Tanah Rekah Estate, Talang Petai Estate, Sei Kiang Estate and KMD	2011	Certified
	Bunga Tanjung POM	Mukomuko Regency, Bengkulu Province, Indonesia	Bunga Tanjung Estate, Air Bikuk Estate, Air Buluh Estate and KMD	2011	Certified
Air Manjunto Estate, Malin Deman Estate			2014	Certified	
PT Asri Rimba Wirabhakti (acquisition in 2018) – Sungai Teramang Estate			2022	Certified June 2022	
PT Mukomuko Agro Sejahtera	Bunga Tanjung POM	Mukomuko Regency, Bengkulu Province, Indonesia	Air Manjunto Estate, Malin Deman Estate	2014	Certified
			PT Asri Rimba Wirabhakti (acquisition in 2018) – Sungai Teramang Estate	2022	Certified June 2022
PT Tolan Tiga	Bukit Maradja POM	Simalungun Regency, North Sumatera, Indonesia	PT Eastern Sumatra Indonesia – Bukit Maradja Estate PT Kerasaan Indonesia – Kerasaan Estate	2010	Certified May 2010
			PT Timbang Deli Indonesia	2018	Certified in 2018 as supply base of Bukit Maradja POM
	Perlabian POM	Labuhan Batu Selatan Regency, North Sumatera, Indonesia	Perlabian Estate and Tolan Estate.	2010	Certified May 2010
PT Umbul Mas Wisesa	Umbul Mas Wisesa (UMW) POM	Labuhan Batu Selatan Regency, North Sumatera, Indonesia	UMW South Estate, UMW North Estate PT Tonton Usaha Mandiri Estate	2014	Certified in March 2015
PT Agro Kati Lama	Kati Lama POM	Musirawas Regency, South Sumatera, Indonesia		2023	Certification to take place after obtaining HGU; An NPP submitted in 2019 to cover new areas licenced at the end of 2018.
PT Agro Rawas Ulu	No mill	Musirawas Regency, South Sumatera, Indonesia		2023	Part of Muara Rupit POM supply base; Certification to take place after obtaining HGU.

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Name of company	Name of Mill	Location	Supply Base	TBP	Target Year for RSPO
PT Agro Muara Rupit	Muara Rupit POM	Musirawas Regency, South Sumatera, Indonesia		2023	Certification to take place after obtaining HGU; An NPP submitted in 2019 to cover new areas licenced at the end of 2018.
Hargy Oil Palm Limited (HOPL)	Hargy POM	East of Bialla, West New Britain Province, PNG	Hargy Estate	2009	Certified in April 2009
	Navo POM	50 Kms East of Bialla, West New Britain Province, PNG	Navo Estate, Bakada Estate and Mengan Estate	2009	Certified in April 2009
	Barema POM	30 km East of Bialla, West New Britain Province, PNG	Barema Estate	2014	Certified in April 2014
PT Dendymarker Indah Lestari	Dendymarker POM	Musirawas Utara Regency, South Sumatera Province, Indonesia	Sei Mandang Estate, Sei Liam Estate	2015	RSPO-certified in 2015. Then acquired on 1 August 2017 by SIPEF (RSPO-certified when acquired).
PT Citra Sawit Mandiri	No mill	Labuhanbatu Regency, North Sumatera Province		2022	Certification to take place after HGU, following review by RSPO. This management unit will be audited in December 2022 according to the client's explanation during the audit
PT Bandar Sumatra Indonesia	No mill	Kecamatan Bintang Bayu, Kabupaten Serdang Bedagai, North Sumatra Indonesia	Bandar Pinang Estate	2025	Rubber plantation conversion. NPP submitted in July 2021

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 NIL Critical; NIL Minor nonconformities and NIL of OFI Opportunity For Improvement raised.

Non-conformity			
NCR Ref #	None	Date Issued	None
Due Date	None	Date of nonconformity Closure	None
Indicator & Category (Critical / Minor)	None		
Statement of Nonconformity:	None		
Requirement Reference:	None		
Objective Evidence:	None		
Corrections:	None		
Root Cause Analysis:	None		
Corrective Actions:	None		
Assessment Conclusion:	None		

Opportunity for Improvements	
OFI #	Description
OFI 1	<p>7.8.3 Non - Critical</p> <p>During field observations at Mill’s WWTP Pond, it was found that the company has maintained the condition of the WWTP Pond embankment well. This is also supported by regular embankment maintenance by excavators. The last upkeep was carried out in September 2022.</p> <p>However, it has become a common condition that the community's cattle (free-range cows and buffalos) are hang around in the company's oil palm block, and the company cannot prohibit the community from raising livestock in the oil palm block with considerations of social aspects. Sometimes the cattle enters the WWTP Pond area and walks on the pond embankment. This can damage the embankment and has the potential to cause leakage of the waste water.</p> <p>Related to this, the company has an opportunity for improvement related to ensure that community cattle do not enter the WWTP Pond Area.</p>

Positive Findings	
PF #	Description
PF 1	-

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	None	Issued Date	None
Due Date	None	Closure Date	None
Indicator & Category (Critical / Minor)	None		
Statement of Nonconformity:	None		
Requirement Reference:	None		
Objective Evidence:	None		
Corrections:	None		
Root Cause Analysis:	None		
Corrective Actions:	None		
Assessment Conclusion:	None		
Effectiveness Closure (for previous audit closed Critical NC):	None		

Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement:</p> <p>Indicator 3.4.3 PT Agro Muko has conducted an SIA in 2010, where there are 2 strategic issues identified, namely Conflict of land/land claims and environmental management. Recommendations for social management based on the SIA document consist of communication with stakeholders focusing on land issues, improving community development programs and paying attention to activities that can disrupt the company. In addition, transparency of information on environmental aspects as well as evaluation and monitoring of the Village Community Plantation/Smallholders (KMD) program as a whole. The Social Impact Management and Monitoring Plan is also available every year by conducting regular monitoring, one of which is in the form of interviews with the community. The monitoring function is carried out through a questionnaire method to stakeholders and the surrounding community to obtain information about the presence or absence of new identified social impacts. The collection of information in the questionnaire is based on the following aspects:</p> <ol style="list-style-type: none"> 1. Impact of Plantation and Mill Management on the Regional Economy 2. Job Opportunities and Business Opportunities 3. Public Relations with Companies 4. Impact on the Environment 5. Public Health 6. Stakeholder suggestions/input

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	<p>In some operating units, the social impacts that arise are likely to be different. Therefore, the opportunities for improvement in the questionnaire must be increased, so that the parameters for the questions are adjusted to the social conditions surrounding the community/respondent</p> <p>Verification / Follow-up actions:</p> <p>SEIA management and monitoring plans have been reviewed annually based on the SIA implementation report's evaluation and based on annual interview/questionnaire to the surrounding community. Evidence of participatory review has been documented. For instance, documented in the Recapitulation of Interview to the Surrounding Communities, for PT Agromuko (October 2022) and PT Mukomuko Agro Sejahtera/MMAS (October 2022). On those documents, the impact on every unit has been determined specifically referring to the actual condition. For instance, in Sei Betung Estate, one of the current issue is the impact of replanting activities to the communities oil palm in term of <i>Oryctes</i> infestation and employment.</p>
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1.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
CR01	Minor		01/10/2010	Closed 10/02/2012
CR02	Minor		01/10/2010	Closed 10/02/2012
A675812/1	Major		10/02/2012	Closed 10/02/2012
A675812/1	Minor		10/02/2012	Closed 01/02/2013
A675812/2	Minor		10/02/2012	Closed 01/02/2013
A675812/3	Minor		10/02/2012	Closed 01/02/2013
A675812/4	Minor		10/02/2012	Closed 01/02/2013
A675812/5	Minor		10/02/2012	Closed 01/02/2013
463917-1	Minor	RSPO P&C INA-WG 2008 4.7.7	01/02/2013	Closed 08/01/2014
463917-2	Minor	RSPO P&C INA-WG 2008 6.5.3	01/02/2013	Closed 08/01/2014
1010903M3	Major	RSPO P&C INA-WG 2008 2.1.1	08/01/2014	Closed 06/03/2014
1010903M7	Major	RSPO P&C INA-WG 2008 4.7.1	08/01/2014	Closed 06/03/2014
1010903M10	Major	RSPO P&C INA-WG 2008 4.8.2	08/01/2014	Closed 06/03/2014
1010903M16	Major	RSPO P&C INA-WG 2008 6.10.1	08/01/2014	Closed 06/03/2014
1010903M18	Major	RSPO SCCS 2011 D.3.4	08/01/2014	Closed 06/03/2014
1010903N1	Minor	RSPO P&C INA-WG 2008 2.1.4	08/01/2014	Closed 25/11/2014
1010903N6	Minor	RSPO P&C INA-WG 2008 4.6.5	08/01/2014	Closed 25/11/2014
1010903N8	Minor	RSPO P&C INA-WG 2008 4.7.5	08/01/2014	Closed 25/11/2014
1010903N9	Minor	RSPO P&C INA-WG 2008 4.7.10	08/01/2014	Closed 25/11/2014
1010903N13	Minor	RSPO P&C INA-WG 2008 5.3.4	08/01/2014	Closed 25/11/2014
1010903N15	Minor	RSPO P&C INA-WG 2008 5.5.4	08/01/2014	Closed 25/11/2014

1420737M1	Major	RSPO P&C INA-NI 2016 4.7.1	17/12/2016	Closed 02/02/2016
1420737N1	Minor	RSPO P&C INA-NI 2016 4.4.1	17/12/2016	Closed 07/12/2017
1420737N2	Minor	RSPO P&C INA-NI 2016 5.1.3	17/12/2016	Closed 07/12/2017
1563740-201712-M1	Major	RSPO P&C INA-NI 2016 1.2.1	07/12/2017	Closed 22/01/2018
1563740-201712-M2	Major	RSPO P&C INA-NI 2016 2.1.1	07/12/2017	Closed 22/01/2018
1563740-201712-M3	Major	RSPO P&C INA-NI 2016 4.7.1	07/12/2017	Closed 22/01/2018
1563740-201712-M4	Major	RSPO P&C INA-NI 2016 5.1.1	07/12/2017	Closed 22/01/2018
1563740-201712-M5	Major	RSPO P&C INA-NI 2016 6.2.1	07/12/2017	Closed 22/01/2018
1563740-201712-M6	Major	RSPO P&C INA-NI 2016 6.3.1	07/12/2017	Closed 22/01/2018
1563740-201712-M7	Major	RSPO P&C INA-NI 2016 6.4.1	07/12/2017	Closed 22/01/2018
1563740-201712-M8	Major	RSPO P&C INA-NI 2016 6.8.1	07/12/2017	Closed 22/01/2018
1563740-201712-M9	Major	RSPO P&C INA-NI 2016 6.9.1	07/12/2017	Closed 22/01/2018
1563740-201712-M10	Major	RSPO P&C INA-NI 2016 6.9.2	07/12/2017	Closed 22/01/2018
1563740-201712-M11	Major	RSPO P&C INA-NI 2016 6.13.1	07/12/2017	Closed 22/01/2018
1563740-201712-M12	Major	RSPO P&C INA-NI 2016 7.6.2	07/12/2017	Closed 22/01/2018
1563740-201712-N1	Minor	RSPO P&C INA-NI 2016 1.1.1	07/12/2017	Closed 06/12/2018
1563740-201712-N2	Minor	RSPO P&C INA-NI 2016 1.3.1	07/12/2017	Closed 06/12/2018
1563740-201712-N3	Minor	RSPO P&C INA-NI 2016 2.1.2	07/12/2017	Closed 06/12/2018
1563740-201712-N4	Minor	RSPO P&C INA-NI 2016 2.1.3	07/12/2017	Closed 06/12/2018
1563740-201712-N5	Minor	RSPO P&C INA-NI 2016 2.1.4	07/12/2017	Closed 06/12/2018
1563740-201712-N6	Minor	RSPO P&C INA-NI 2016 5.1.2	07/12/2017	Closed 06/12/2018
1563740-201712-N7	Minor	RSPO P&C INA-NI 2016 5.1.3	07/12/2017	Closed 06/12/2018
1563740-201712-N8	Minor	RSPO P&C INA-NI 2016 6.2.2	07/12/2017	Closed 06/12/2018
1563740-201712-N9	Minor	RSPO P&C INA-NI 2016 6.2.3	07/12/2017	Closed 06/12/2018
1563740-201712-N10	Minor	RSPO P&C INA-NI 2016 6.4.2	07/12/2017	Closed 06/12/2018
1563740-201712-N11	Minor	RSPO P&C INA-NI 2016 6.9.3	07/12/2017	Closed 06/12/2018
1853924-201911-N1	Minor	RSPO P&C Generic 2018 2.2.2	16/12/2019	Closed 13/11/2020
1853924-201911-N2	Minor	RSPO P&C Generic 2018 2.2.3	16/12/2019	Closed 13/11/2020

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 Agromuko – Bunga Tanjung 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

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meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and 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)
Governmental Department	<ul style="list-style-type: none"> - Environmental Agency, Mukomuko Regency - Dinas Penanaman Modal, Perizinan Terpadu dan Ketenagakerjaan (Licensing and Manpower Agency), Mukomuko Regency - Agrarian Agency, Mukomuko Regency 	Face to face interview
National NGO	<ul style="list-style-type: none"> - Sawit Watch Indonesia - WWF Indonesia - Wahana Lingkungan Hidup Indonesia (WALHI) - Lingkar Komunitas Sawit Indonesia (LINKS) - Forest Watch Indonesia 	Via email
International NGO	<ul style="list-style-type: none"> - AidEnvironment - Wetlands International - Amnesty International - Solidaridad - Forests 4 Orangutans - World Conservation Society - Mongabay International - Verite South-East Asia 	Via email
Local Communities	<ul style="list-style-type: none"> - Air Kasai Village - Sumber Sari Village - Bunga Tanjung Village and KMD Bunga Tanjung - Nenggalo Village and KMD Nenggalo 	Face to face interview

	<ul style="list-style-type: none"> - Air Merah Village and Plasma Koperasi Perkebunan Sejahtera Bersama - Labour Union: Serikat Pekerja Mandiri MMAS & Serikat Pekerja Mandiri Agro Muko (SPAM) - Gender Committee of Bunga Tanjung Estate dan Sungai Teramang Estate - Gender Committee of Bunga Tanjung Estate dan Sungai Teramang Estate 	
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Stakeholders comment

<p>1</p>	<p>Feedbacks: Environmental Agency, Mukomuko Regency</p> <ul style="list-style-type: none"> - PT Agro Muko has not carried out tree restoration on the banks of the Betung and Jerinjing Rivers. - PT Agro Muko's land tenure is still in the forest area, for example: HPK in Sungai Jerinjing Estate (1,515 Ha), Bunga Tanjung Estate with an area of ± 40 Ha which is still a forest area and has not been released, Sungai Kiang Estate ± 38 Ha. This refers to the Decree of the Ministry of Forestry No. 784/menhut-ii/2012. - PT Agro Muko cut off community access through the plantation by making boundary ditches, where the making of boundary ditches is also not included in the scope of the AMDAL. - Mukomuko POM disposes of liquid waste into the Betung River which affects the livelihoods of the surrounding community. The management of the factory WWTP is not optimal, such as the sedimentation of the waste pond has not been dredged, the flow meter is often damaged, the excess volume of waste. - There are community livestock (cows) that enter the WWTP pool. - Taking land inside the HGU to fill in the planting medium for seedlings does not have a permit, because the purpose of the seeds is also to be sold to the community and not only for the needs of the nucleus estate. Thus, no permit means no taxes are paid to local government. This refers to Law No. 32 of 1990, PP No. 22 of 2021, Permen LH No. 5 of 2021, Law No. 3 of 2021. <p>Audit Team verification and response: Based on the field visit and the document verification, the restoration of riparian area are in progress. Some social issues has been handled by the management.</p>
<p>2</p>	<p>Feedbacks: Dinas Penanaman Modal, Perizinan Terpadu dan Ketenagakerjaan (Licensing and Manpower Agency), Mukomuko Regency</p> <ul style="list-style-type: none"> - PT Agro Muko's compliance with applicable regulations related to Labor and the Environment is quite good, although not perfect. - There have been no issues regarding Industrial and Labor Relations arising from PT Agro Muko in the last 12 months. Wages are in accordance with the District Minimum Wage, including the application of equality both in terms of disability and gender equality. - PT Agro Muko has provided job opportunities to the surrounding community without discrimination, so it is hoped that PT Agro Muko will continue to invest.

	<ul style="list-style-type: none"> - Compulsory Manpower Report (WLTK) is reported regularly through quarterly Investment Activity Reports. Everything is reported through the system on the BKPM Ministry website according to BKPM Head Regulation No. 5 of 2021.
	<p>Audit Team verification and response: Positive comments, no need to be followed up.</p>
<p>3</p>	<p>Feedbacks: Agrarian Agency, Mukomuko Regency</p> <ul style="list-style-type: none"> - There have been no reports of land disputes within PT Agro Muko's HGU in the last 12 months. - The PT Asri Rimba HGU that has been acquired by SIPEF will expire in December 2024, where the area is managed by the Sungai Teramang Estate. - While PT Agronusa Rafflesia's HGU will expire in December 2022 and the current stage has reached the Committee-B Meeting. - So far there have been no reports of land disputes registered at the Land Office in the HGU of companies under the SIPEF Group located in Mukomuko Regency.
	<p>Audit Team verification and response: The land title renewal progress are in place.</p>
<p>4</p>	<p>Feedbacks: Air Kasai Village</p> <ul style="list-style-type: none"> - The relationship between the people of Air Kasai Village and PT Agro Muko is very good, no negative problems have arisen so far. - Air Kasai Village is a division village of Dusun Baru V Koto Village, so it does not have a Village Community Plantation (KMD) - None of the residents of Pondok Batu Village work at PT Agro Muko, because the location of Pondok Batu Village is close to the City of Mukomuko so that the community is less interested in working in the plantation. - Due to the location of Division 4 Mukomuko Estate, part of the HGU area is in the area of Air Kasai Village and right beside the causeway, if allowed to make a garden so that it can help the aesthetics of Air Kasai Village. - Air Kasai Village which is an expansion village, so it does not have land for a Public Cemetery. If possible PT Agro Muko can help provide land for a Public Cemetery, where the people of Air Kasai Village are inhabited by various tribes so that they find it difficult to find a burial area when a villager dies. So far, the village of Air Kasai has asked the neighbouring village for a funeral.
	<p>Audit Team verification and response: Positive comments, no need to be followed up.</p>
<p>5</p>	<p>Feedbacks: Sumber Sari Village</p> <ul style="list-style-type: none"> - The community's relationship with PT Agro Muko is very good, residents feel the benefits of PT Agro Muko. - Residents of Sumber Sari Village Most of them are employees of PT Agro Muko and retired company employees, so the development of Sumber Sari Village is the impact of the existence of PT Agro Muko. - PT Agro Muko is very open to the Village program, so there is a pattern of cooperation that is mutually beneficial for both parties. - The benefits of a good relationship with PT Agro Muko include: construction of farm roads, facilities for the use of company ambulances by villagers when grief occurs, assistance with heavy equipment loans, school maintenance, etc.
	<p>Audit Team verification and response: Positive comments, no need to be followed up.</p>

<p>6</p>	<p>Feedbacks: Bunga Tanjung Village and KMD Bunga Tanjung</p> <ul style="list-style-type: none"> - Information on labor needs at PT Agro Muko – Bunga Tanjung POM and Estate, was not prioritized for Bunga Tanjung Village and no information was conveyed to the Village government. - The company's CSR program for Bunga Tanjung Village is not transparent, so the Bunga Tanjung Village government's contribution to PT Agro Muko is very lacking in village development. - The water quality of the Sungsang River, which previously could be consumed by the residents of Bunga Tanjung Village, is now no longer suitable due to the impact of plantation activities and employee housing around the Sungsang River. - Submission of a proposal to Bunga Tanjung POM on 24 August 2022 regarding the application for the procurement of the As-Sajadah Musholla Drilling Well from the Bunga Tanjung Village government was rejected by the company. <p>Audit Team verification and response: Based on document verification, the worker are from various location and many of them from Bunga Tanjung Village.</p>
<p>7</p>	<p>Feedbacks: Nenggalo Village and KMD Nenggalo</p> <ul style="list-style-type: none"> - The relationship between the people of Nenggalo Village and PT Agro Muko is very good, moreover with the Village Community Garden program it really helps the community's economy. - The CSR program is very helpful for Nenggalo Village, especially social assistance and road maintenance. - Information on needs and job opportunities at PT Agro Muko is rarely conveyed to the Neggalo Village government. <p>Audit Team verification and response: Positive comments, no need to be followed up.</p>
<p>8</p>	<p>Feedbacks: Air Merah Village and Plasma Koperasi Perkebunan Sejahtera Bersama</p> <ul style="list-style-type: none"> - The relationship between the people of Air Merah Village and PT Agro Muko is very good, especially with the Plasma Plantation program with a full management system which really helps the community's economy. - The CSR program is very helpful for Air Merah Village, especially the construction of mosques and road maintenance. - Residents of Air Merah Village have the potential to develop freshwater fish farming, if possible they can collaborate with PT Agro Muko in a productive community empowerment program. <p>Audit Team verification and response: Positive comments, no need to be followed up.</p>
<p>9</p>	<p>Feedbacks: Labour Union: Serikat Pekerja Mandiri MMAS & Serikat Pekerja Mandiri Agro Muko (SPAM)</p> <p>During the last 12 months there have been no labor related issues at PT MMAS, the company has implemented labor regulations properly. The meeting of the unions of all units under PT MMAS, namely on 14 October 2022 with the agenda of forming work unit managers for the Sungai Teramang Estate and Batu Kuda Estate, was attended by 15 participants. The PT MMAS Collective Labor Agreement (PKB) is still valid until 2024.</p> <p>Audit Team verification and response: Positive comments, no need to be followed up.</p>
<p>10</p>	<p>Feedbacks: Gender Committee of Bunga Tanjung Estate dan Sungai Teramang Estate</p>

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	<ul style="list-style-type: none"> - The last meeting with company management was in early November 2022 at the LKS Bipartite meeting. - The majority of female employees work in the office, spraying team and manuring team. There are 3 female employees at Bunga Tanjung Estate who have just had children (new mothers) and 2 female employees at Sungai Teramang Estate. - The company provides facilities for the needs of new mothers with a breastfeeding schedule 2x a day, namely at 9 am and 4 pm, where employees are allowed to go home to breastfeed. In addition, a place for breastfeeding is provided at the Child Care Center if workers leave their children. - The company has conducted an assessment of the needs of new mothers for female employees who have just had children in the form of a questionnaire.
	<p>Audit Team verification and response: Positive comments, no need to be followed up.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
2 nd Recertification and Third Cycle, no need previous landowner					


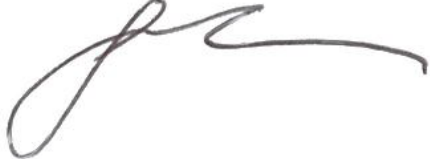
Previous land owner / user comment	
	Feedbacks: 2 nd Recertification and Third Cycle, no need previous landowner
	Audit Team verification and response: 2 nd Recertification and Third Cycle, no need previous landowner

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 **PT Agro Muko – Bunga Tanjung 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 **PT Agro Muko – Bunga Tanjung POM** is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Arif Faisal Simatupang	Name: Sander Van Den Ende
Company Name: BSI Services Malaysia Sdn Bhd	Company Name: PT. Agro Muko
Title: Lead Auditor	Title: Regional Director Sustainability
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 5 December 2022	Date: 6 December 2022

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Behave ethically and transparently</p>			
<p>Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p>Criteria 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>			
<p>1.1.1</p>	<p>(C) Management documents that are specified in the RSPO P&C are made publicly available.</p> <p>- Critical (Major) compliance -</p>	<p>PT. Agro Muko as Unit of Certification entity has an operational document are made publicly available within "Dokumen – dokumen yang Tersedia Untuk Umum". These documents are applied for Mill and Estates (including smallholders) and available in place. In example:</p> <p>Bunga Tanjung POM "Dokumen yang Tersedia Untuk Umum", dated 5 August 2022. Type of documents that publicly available are:</p> <ul style="list-style-type: none"> - Nomor Induk Berusaha (<i>Business Register</i>) - Izin Usaha Perkebunan (<i>Plantation Permit</i>) - Analisis Dampak Lingkungan (EIA) - Rencana Pengelolaan Lingkungan (<i>Environmental Management Plan</i>) - Rencana Pemantauan Lingkungan (<i>Environmental Monitoring Plan</i>) - Upaya Pengelolaan Lingkungan Hidup Biogas (<i>Environmental Monitoring Plan of Biogas</i>) - Laporan Pemantauan dan Pengelolaan Lingkungan (<i>Environmental Monitoring and Management Report</i>) - Izin Pembuangan Air Limbah ke Sungai (<i>Wastewater Discharge Permit</i>) - Laporan Tanggung Jawab Sosial Perusahaan (<i>Corporate Social Responsibility Report</i>) - Program P2K3 LHS (Social, Environmental and OHS Committee Program) 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Penilaian Internal Dampak Sosial (Internal Assessment of Social Impact) - Rencana Pengurangan dan Pencegahan Polusi (Reducing and Mitigation Pollution Plan) - Rekaman keluhan-kesah internal & eksternal (Record of Internal & External Grievance) - Rencana Perbaikan Berkelanjutan (Continuous Improvement Plan) - Laporan Penilaian Sertifikasi (Certification Public Summary Report) - Semua Kebijakan Perusahaan (Corporate Policies) - Prosedur Permintaan Informasi dan Jawaban (Procedure of Information Request and Reponse) - Prosedur Whistle Blowing System <p>Air Buluh Estate, Malin Deman Estate “Dokumen yang Tersedia Untuk Umum”, dated 8 September 2022. Type of documents that publicly available are:</p> <ul style="list-style-type: none"> - Akta Pendirian Perseroan Terbatas (Company Deed of Establishment) - Izin Usaha Perkebunan (Plantation Permit) - Izin Usaha Tetap (Business License) - Analisis Dampak Lingkungan (EIA) - Rencana Pengelolaan Lingkungan (Environmental Management Plan) - Rencana Pemantauan Lingkungan (Environmental Monitoring Plan) - Laporan Pemantauan dan Pengelolaan Lingkungan (Environmental Monitoring and Management Report) - Laporan Tanggung Jawab Sosial Perusahaan (Corporate Social Responsibility Report) - Penilaian Internal Dampak Sosial (Internal Assessment of Social Impact) - Laporan Keselamatan dan Kesehatan Kerja (OHS Report) - Laporan Penilaian NKT (HCV Assessment Report) 	
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		<ul style="list-style-type: none"> - Rencana Pengelolaan Limbah dan Penilaian Internal Aspek dan Dampak Lingkungan (Waste Management Plan and Internal Assessment of Environmental Aspect and Impact) - SOP Keluh Kesah dan Eksternal Stakeholder (Grievance and External Stakeholders Procedure) - Prosedur Ganti Rugi Lahan (Land Compensation Procedure) - Rencana Perbaikan Berkelanjutan (Continuous Improvement Plan) - Laporan Penilaian Sertifikasi (Certification Public Summary Report) - Semua Kebijakan Perusahaan (Corporate Policies) - Prosedur Permintaan Informasi dan Jawaban (Procedure of Information Request and Reponse) - Prosedur Whistle Blowing System <p>Bunga Tanjung Estate, Sungai Teramang Estate All these documents are managed by Administration Manager at Regional Management Office.</p>	
1.1.2	Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -	All the information above documents is in Bahasa Indonesia and its accessible by relevant stakeholders. During onsite visit, auditor verified that all documents are in Bahasa Indonesia and accessible by relevant stakeholders.	Complied
1.1.3	(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -	Records of request for information and response are recorded within "Buku Permintaan Informasi dan Jawaban" in each unit (mill and estates). Request for information delivered in two types (verbally and written). For example: Bunga Tanjung POM (BTPOM): 7 October 2022 Monitoring and Evaluation visit from Environmental Department of Bengkulu province is documented in "Berita Acara Monitoring and Evaluation". Result of MONEV visit is PT Agro Muko and PT Mukomuko Agro Sejahtera has complied with relevant environmental regulation and no negative issue raised during the visit.	Complied

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		<p><u>Air Buluh Estate (ABE)</u> Records the whole request from stakeholders, including employees is recorded in "Buku Permintaan Informasi dan Jawaban". Most information request are coming from employees and categorized as complaint. 14 October 2022. Sender: 4 Employees. Regard: asking information related government subsidies. The information has been responded directly by responsible person in Estate (Field Assistant).</p> <p><u>Malin Deman Estate (MDE)</u> 26 September 2022. Sender: Warga Desa Talang Baru. Information request related progress of employment application. The information has been responded by responsible person at the Estate (Field Head Assistant) in same day.</p> <p>While for Scheme Smallholder or Plasma: Koperasi Perkebunan Sejahtera Bersama (KPSB) and Koperasi Perkebunan Air Buluh (KOPABA). All information request and grievance recorded in "Buku Permintaan Informasi dan Jawaban Eksternal dan Internal Plasma". In example: 27 October 2022: Information given from Plasma chairman request for assistance related FFB truck is broken at field during harvesting day.</p>	
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official. - Critical (Major) compliance -</p>	<p>Consultation and communication procedures are documented in ENC-01-11/02-10-2017/Rev.0 - Responding to Requests for Information, dated 20 November 2017. Person in Charge of Consultation and Communication is Estate or Mill Manager. Based on interview with relevant stakeholders, communication and consultation mostly conducted by phone and direct visit. Record of consultation and communication when direct visit is according to level of importance.</p>	Complied

1.1.5	<p>An up-to-date list of contacts and detailed stakeholder information is available along with designated representatives.</p> <p>- Minor compliance -</p>	<p>An up-to-date list of contacts and detailed stakeholder information is available in "Daftar Pemangku Kepentingan", updated September and October 2022 as stakeholder list is available in each unit.</p> <p>Detailed stakeholder information consists of Number, Stakeholder Name, Designated Representative, Address, Contact Number.</p> <p>The stakeholder list consists of Government Agencies, Local Joint Committee Consultative (Muspika/Tripika), Villages, Tribes leader, Suppliers and Contractors.</p> <p>List of previous landowners is not available because for Nucleus Estates are included in established plantation and start from 2013 replanting activities are commenced.</p>	Complied
Criteria 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	<p>A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.</p> <p>- Minor compliance -</p>	<p>In general, companies under SIPEF Group have had policy related to Code of Conduct which have been signed by President Director, dated 28th September 2018. Policy for ethical conduct also publicly available on the website https://www.sipef.com/hq/sustainability/policies/ethics-policy/ where the ethics policy is concerning related:</p> <ul style="list-style-type: none"> - Compliance: all relevant international and national laws will be upheld. - Transparency: shareholders and stakeholders will be provided with all non-confidential information. - Zero-tolerance towards bribery and corruption. Facilitation payments are actively avoided, and gifts may only be given with prior approval from senior management. - There is zero-tolerance of slavery or forced labour. - Management and employees are prohibited from using the Group's facilities or working hours to conduct personal business. <p>Dissemination of information related corporate/company policy concerning ethical conduct to the employees are conducted regularly.</p>	Complied

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<p>1.2.2</p>	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Internal audit to monitor compliance and implementation of the policy:</p> <p>Air Buluh Estate. Internal audit has been conducted on 10-12 August 2022. Report of Internal Audit result 20 findings, there were: Expiration license of Safety Officer, HIRADC not updated, Training records not updated, etc. The finding has resolved in period End of September and early October 2022.</p> <p>Malin Deman Estate. Internal audit has been conducted on 10-12 August 2022. Report of Internal Audit result 25 findings, there were: Unavailability minutes of labor union meeting, Expiration license of Safety Officer, HIRADC not updated, Training records not updated, etc. The finding has resolved in period End of September and early October 2022.</p> <p>Minutes of Management Review Meeting regarding Internal audit results has been conducted on 10 October 2022 for Air Buluh Estate and Malin Deman Estate.</p> <p>Unit of Certification have established whistle blowing mechanism that describe under policy and procedure.</p> <ul style="list-style-type: none"> - Whistleblowing Policy signed by President Director on 14 January 2019. <p>Whistleblowing System IAD-01-07/29-03-2019/Rev.0, dated 27 Mar 2019.</p> <p>Bunga Tanjung Estate. Internal audit has been conducted on 21 - 23 August 2022. Report of Internal Audit resulting some findings, there were: Discrepancy of Hectare Movement; Transfer Asset; Civil Work.</p> <p>Sungai Teramang Estate. Internal audit has been conducted on 10-12 August 2022. The finding among other the record of LTI that not sufficient and incorrect in calculation. All findings have been complied.</p>	<p>Complied</p>
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		Bunga Tanjung POM. Internal audit has been conducted on 15 August 2022. The finding among other the discipline of PPE usage. All findings have been complied.	
Principle 2: Operate legally and respect rights			
Implement legal requirements as the basic principles of operation in any jurisdiction.			
Criteria 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	(C) The unit of certification complies to relevant regulations. - Critical (Major) compliance -	<p>Unit of certification has conducted the compliance against relevant regulation as per monthly basis. It documented on the document namely "Daftar Peraturan Perundang-Undangan Terkait P&C RSPO 2018". The last updated October 2022.</p> <p>Based on the document verification, there is a number of applicable regulations observed as follows:</p> <ul style="list-style-type: none"> • <i>Undang – undang: 50 peraturan</i> • <i>Peraturan pemerintah: 43 peraturan</i> • <i>Instruksi presiden: 3 peraturan</i> • <i>Keputusan presiden: 7 peraturan</i> • <i>Peraturan presiden: 6 peraturan</i> • <i>Peraturan Menteri: 95 peraturan</i> • <i>Keputusan Kepala Balai: 3 peraturan</i> • <i>Peraturan Daerah: 2 peraturan</i> <p>Based on the compliance, unit of certification complied with whole the applicable regulation related to palm oil industry.</p>	Complied

<p>2.1.2</p>	<p>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.</p> <p>- Minor compliance -</p>	<p>The company has mechanism to ensure that all contractors work at the company's area are only contractors that already comply to the law and technically able to cooperate with PT Agromuko/PT MMAS.</p> <p>Based on verification of document "Surat Perjanjian Kerja" (contract/work agreement), contractors demonstrated that the contract has include clauses related to compliance to legal aspects, such as uses of PPE's, prohibition of employing workers under 18 years old, not giving salary under province minimum salary, avoid environment pollution, giving break time for workers, tax payment and other relevant regulation.</p> <p>Document verified:</p> <p>BT POM</p> <ul style="list-style-type: none"> • "Surat Perjanjian Kerja" No.03/BTM-HP/ENG/2022 dated 10 January 2022 between PT. Agromuko and PT Sawitech (sterilizer maintenance contractor from Padang). • "Perjanjian Pengangkutan" No.2022/Angkutan/CPO/AM/01 dated 5 July 2022 between PT Agromuko and PT Berkah Lintas Kencana, a CPO transporter from Pesisir Selatan Regency, Sumatra Barat Province. <p>Air Buluh Estate</p> <ul style="list-style-type: none"> • "Surat Perjanjian Kerja" No.04/RMO-BG/ABE-MZ/2022 dated 1 January 2022 between PT. Agromuko and CV Mueeza (FFB transporter from Mendan Jaya Village, Mukomuko Regency). <p>Sei Teramang Estate:</p> <ul style="list-style-type: none"> • "Surat Perjanjian Kerja" No.03/STGE-HO/ENG/2022 dated 13 April 2022 between PT. Mukomuko Agro Sejahtera and CV Putra Ejung Mandiri (building contractor from Batu Ejung Village, Mukomuko Regency). 	<p>Complied</p>
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<p>2.1.3</p>	<p>Legal or authorized boundaries are clearly demarcated and visibly maintained and there is no planting beyond these legal or authorized boundaries.</p> <p>- Minor compliance -</p>	<p>Obtained the report of boundary pegs monitoring period of Semester II/2022 as per October 2022. All boundary pegs in MDE (total 134 pegs), ABE (89 pegs) and STGE (32 pegs) are available and well maintained.</p> <p>Air Buluh Estate - Boundary pegs:</p> <ol style="list-style-type: none"> 1. Boundary pegs No. BPN RI PT AM 465 located Block 05Y04A Division 1. 2. Boundary pegs BPN RI PT AM 474 located in Block 99N01A Division 1. 3. Boundary pegs BPN RI PT AM 445 located in Block 05Y04A Division 1. <p>Malin Deman Estate:</p> <ul style="list-style-type: none"> • Boundary pegs No. 149 located 15C03 • Boundary pegs No. 150 located 15C03 • Boundary pegs No. 154 located 15C03 <p>Sei Teramang Estate</p> <ul style="list-style-type: none"> • Boundary pegs No. 12 located in Block 20B04 • Boundary pegs No. 04 located in Block 19A01 • Boundary pegs No. 02 located in Block 19A01 • Boundary pegs No. 01 located in Block 19A01 	<p>Complied</p>
<p>Criteria 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>			
<p>2.2.1</p>	<p>A list of contracted parties is available.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko – Bunga Tanjung POM has a list of contracted parties in each unit (mill and estates). Bunga Tanjung POM, there are 6 contractors for CPO transport from BTPOM to AMTT, Padang, sample seen:</p> <ul style="list-style-type: none"> - PT Berkah Lintas Kencana; contract No.2022/Angkutan/CPO/AM/01 dated 5 Juli 2022. - PT Lestari Buana Sakti; contract No. 2021/Angkutan/CPO/AM/01 dated 29 January 2021. 	<p>Complied</p>

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		<ul style="list-style-type: none"> - PT Genta Perdana Diandra; contract No. 05/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020. <p>Air Buluh Estate, there are 8 contractors, sample seen:</p> <ul style="list-style-type: none"> - CV Mueeza; contract no. 04/RMO-BG/ABE-MZ/2022 dated 1 January 2022; FFB transport from Air Buluh Estate to Bunga Tanjung POM; valid until 31 December 2022. - CV Selagan Putra Mandiri; contract no. 01/ABE-HO/ENG/2022 dated 2 March 2022; Construction of 2 labour house; valid for 90 days. - CV Interlink Mediatama; contract no. 04/ABE-HO/ENG/2022 dated 31 May 2022; Roof replacement of 2-unit Staff house and construction of 7 unit labour house; valid for 90 days. <p>Bunga Tanjung Estate, there are 3 contractors, sample seen:</p> <ul style="list-style-type: none"> - CV Fitri Lestari; contract no. 06/BTE-HO/ENG/2022 dated 22 June 2022; Construction of 2 unit labour house in Bunga Tanjung Estate; valid for 90 days. - CV Man Service; contract no. 04/BTE-HO/ENG/2022 dated 9 June 2022; Upgrade Workshop in Bunga Tanjung Estate; valid for 90 days. - CV Explore Mukomuko; contract no. 08/BTE-HO/ENG/2022 dated 3 September 2022; Construction of 4 unit labour house in Bunga Tanjung Estate; valid for 160 days. 	
2.2.2	<p>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> <p>- Minor compliance -</p>	<p>PT Agro Muko – Bunga Tanjung POM has a list of contracted parties in each unit (mill and estates). Bunga Tanjung POM, there are 6 contractors for CPO transport from BTPOM to AMTT, Padang, sample seen:</p> <ul style="list-style-type: none"> - PT Berkah Lintas Kencana; contract No.2022/Angkutan/CPO/AM/01 dated 5 Juli 2022. - PT Lestari Buana Sakti; contract No. 2021/Angkutan/CPO/AM/01 dated 29 January 2021. 	Complied

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2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko – Bunga Tanjung POM has a list of contracted parties in each unit (mill and estates). Bunga Tanjung POM, there are 6 contractors for CPO transport from BTPOM to AMTT, Padang, sample seen:</p>	Complied

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Criteria 2.3: All FFB supplies from outside the unit of certification are from legal sources.																																																											
2.3.1	<p>(C) For all directly sourced FFB, Palm Oil Mill (POM) requires:</p> <ul style="list-style-type: none"> Information regarding the geolocation of FFB origins; Proof of ownership status, right/claim of the land by grower/smallholder; If relevant, valid planting/operational/trading license, or is part of a cooperative which allows the buying and selling of FFB. <p>- Critical (Major) compliance -</p>	<p>Bunga Tanjung POM is implementing RSPO Supply Chain model IP, therefore all FFB coming into Bunga Tanjung POM are from certified area. Bunga Tanjung POM has had list of FFB origins, including:</p> <p>A. Information on geo-location of FFB origins.</p> <ul style="list-style-type: none"> Map of FFB suppliers from KMD smallholders (scale 1:45,000) FFB origins of Bunga Tanjung POM as listed in the Annex of Certificate. <table border="1"> <thead> <tr> <th>No</th> <th>FFB Origin</th> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Bunga Tanjung Estate</td> <td>2° 43' 0.39" S</td> <td>101° 22' 16.94" E</td> </tr> <tr> <td>2</td> <td>Air Bikuk Estate</td> <td>2° 46' 27.67" S</td> <td>101° 24' 44.68" E</td> </tr> <tr> <td>3</td> <td>Air Buluh Estate</td> <td>3° 01' 27.29" S</td> <td>101° 33' 15.79" E</td> </tr> <tr> <td>4</td> <td>Malin Deman Estate</td> <td>3° 01' 27.29" S</td> <td>101° 33' 15.79" E</td> </tr> <tr> <td>5</td> <td>Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)</td> <td>3° 3' 15.11" S</td> <td>101° 29' 53.43" E</td> </tr> <tr> <td>6</td> <td>Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)</td> <td>2° 58' 50.37" S</td> <td>101° 35' 51.83" E</td> </tr> <tr> <td>7</td> <td>KMD Mundam Marap</td> <td>3° 01' 55.53" S</td> <td>101° 31' 25.43" E</td> </tr> <tr> <td>8</td> <td>KMD Air Buluh</td> <td>3° 03' 21.19" S</td> <td>101° 30' 59.60" E</td> </tr> <tr> <td>9</td> <td>KMD Bukit Harapan</td> <td>3° 02' 41.91" S</td> <td>101° 36' 54.73" E</td> </tr> <tr> <td>10</td> <td>KMD Medan Jaya</td> <td>2° 59' 15.58" S</td> <td>101° 39' 18.91" E</td> </tr> <tr> <td>11</td> <td>KMD Pulau Baru</td> <td>3° 02' 56.92" S</td> <td>101° 29' 21.84" E</td> </tr> <tr> <td>12</td> <td>KMD Sumendam</td> <td>3° 01' 6.20" S</td> <td>101° 31' 31.32" E</td> </tr> <tr> <td>13</td> <td>KMD Talang Arah</td> <td>2° 59' 4.50" S</td> <td>101° 38' 38.31" E</td> </tr> </tbody> </table>	No	FFB Origin	Latitude	Longitude	1	Bunga Tanjung Estate	2° 43' 0.39" S	101° 22' 16.94" E	2	Air Bikuk Estate	2° 46' 27.67" S	101° 24' 44.68" E	3	Air Buluh Estate	3° 01' 27.29" S	101° 33' 15.79" E	4	Malin Deman Estate	3° 01' 27.29" S	101° 33' 15.79" E	5	Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	3° 3' 15.11" S	101° 29' 53.43" E	6	Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	2° 58' 50.37" S	101° 35' 51.83" E	7	KMD Mundam Marap	3° 01' 55.53" S	101° 31' 25.43" E	8	KMD Air Buluh	3° 03' 21.19" S	101° 30' 59.60" E	9	KMD Bukit Harapan	3° 02' 41.91" S	101° 36' 54.73" E	10	KMD Medan Jaya	2° 59' 15.58" S	101° 39' 18.91" E	11	KMD Pulau Baru	3° 02' 56.92" S	101° 29' 21.84" E	12	KMD Sumendam	3° 01' 6.20" S	101° 31' 31.32" E	13	KMD Talang Arah	2° 59' 4.50" S	101° 38' 38.31" E	Complied
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		<table border="1"> <tr><td>14</td><td>KMD Talang Baru</td><td>3° 00' 1.40" S</td><td>101° 32' 56.65" E</td></tr> <tr><td>15</td><td>KMD Tanjung Harapan</td><td>2° 59' 6.95" S</td><td>101° 39' 20.80" E</td></tr> <tr><td>16</td><td>KMD Air Berau</td><td>2° 47' 11.15" S</td><td>101° 25' 21.28" E</td></tr> <tr><td>17</td><td>KMD Air Bikuk</td><td>2° 47' 26.75" S</td><td>101° 23' 33.67" E</td></tr> <tr><td>18</td><td>KMD Pondok Suguh</td><td>2° 47' 1.15" S</td><td>101° 26' 2.14" E</td></tr> <tr><td>19</td><td>KMD Nelan Indah</td><td>2° 44' 19.90" S</td><td>101° 23' 04.65" E</td></tr> <tr><td>20</td><td>KMD Bunga Tanjung</td><td>2° 42' 38.42" S</td><td>101° 23' 55.08" E</td></tr> <tr><td>21</td><td>KMD Nenggalo</td><td>2° 44' 43.07" S</td><td>101° 21' 23.91" E</td></tr> <tr><td>23</td><td>KMD Pondok Baru</td><td>2° 43' 50.60" S</td><td>101° 21' 24.65" E</td></tr> <tr><td>24</td><td>Sungai Teramang Estate</td><td>2° 45' 30.30" S</td><td>101° 22' 15.20" E</td></tr> </table>	14	KMD Talang Baru	3° 00' 1.40" S	101° 32' 56.65" E	15	KMD Tanjung Harapan	2° 59' 6.95" S	101° 39' 20.80" E	16	KMD Air Berau	2° 47' 11.15" S	101° 25' 21.28" E	17	KMD Air Bikuk	2° 47' 26.75" S	101° 23' 33.67" E	18	KMD Pondok Suguh	2° 47' 1.15" S	101° 26' 2.14" E	19	KMD Nelan Indah	2° 44' 19.90" S	101° 23' 04.65" E	20	KMD Bunga Tanjung	2° 42' 38.42" S	101° 23' 55.08" E	21	KMD Nenggalo	2° 44' 43.07" S	101° 21' 23.91" E	23	KMD Pondok Baru	2° 43' 50.60" S	101° 21' 24.65" E	24	Sungai Teramang Estate	2° 45' 30.30" S	101° 22' 15.20" E	
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		B. Ownership/right status of FFB suppliers refer to indicator 4.4.1																																									
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko – Bunga Tanjung POM and its supply base does not use collection centres, agents or other intermediaries.</p> <p>During onsite visit, auditor has verified that all FFB sourced from certified unit only. Bunga Tanjung POM is not receives FFB from others scope, including agents or other intermediaries.</p>		Complied																																							
<p>Principle 3: Optimise productivity, efficiency, positive impact and resilience</p> <p>Implement plans, procedures and systems for continuous improvement.</p>																																											
<p>Criteria 3.1: There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>																																											
3.1.1	<p>(C) 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>- Critical (Major) compliance -</p>	<p>Unit of certification can demonstrate PT Agro Muko and its subsidiaries – Consolidated Financial Statements for the Year ended 31 December 2020. It was available Independent Auditor’s Report No.00481/2.1265/AU.1/01/1208-2/1/VII/2021 dated 23 July 2021 by Imelda & Rekan (Deloitte) Registered Public Accountants License No. 308/KM.1/2020. Report established by</p>		Complied																																							

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Theodorus Bambang Dwi K.A., Public Accountant License No.AP.1208. In the report, stated "The accompanying consolidated financial statements present fairly, in all material respects, the financial position of PT Agro Muko and its subsidiaries as of 31 December 2020, and their financial performance and their cash flows for the year then ended, in accordance with Indonesian Financial Accounting Standards. Independent Auditor's Report of PT Agro Muko for the year ended 31 December 2021 is under proses by Public Accountants.

PT Mukomuko Agro Sejahtera and its subsidiaries (Malin Deman Estate and Air Manjuntio Estate) – Consolidated Financial Statements for the Year ended 31 December 2022. It was available Independent Auditor's Report No.00430/2.1265/AU.1/01/1208-2/1/VII/2021 dated 30 June 2021 by Imelda & Rekan (Deloitte) Registered Public Accountants License No. 308/KM.1/2020. Report established by Theodorus Bambang Dwi K.A., Public Accountant License No.AP.1208. In the report, stated "The accompanying consolidated financial statements present fairly, in all material respects, the financial position of PT Mukomuko Agro Sejahtera as of 31 December 2019, and their financial performance and their cash flows for the year then ended, in accordance with Indonesian Financial Accounting Standards. Same with PT Agro Muko, Independent Auditor's Report of PT Mukomuko Agro Sejahtera for the year ended 31 December 2021 is under proses by Public Accountants.

PT Agro Muko – Bunga Tanjung POM have prepared a business plan for period 2022 – 2031. The business plan updated on 2 January 2022 considering achievement since 2017 to September 2021. The business plan indicating the projected production of FFB, CPO and PK; cost of production, revenue and profit estimation. These figures including from the supply base of PT Mukomuko Agro Sejahtera's Estate and KMD. Below is projection of production for 2022 – 2026 of Bunga Tanjung POM that include in the business plan updated 2 January 2022.

Description	2022	2023	2024	2025	2026
FFB (Ton):					

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- Bunga Tanjung Estate	48,336	41,489	34,030	27,737	24,801
- Air Bikuk Estate	17,446	15,555	19,919	24,141	28,969
- Air Buluh Estate	44,020	40,450	33,750	26,485	22,813
- KMD	4,787	4,771	4,539	6,352	7,538
- MMAS	28,619	30,715	33,421	32,344	30,987
Total	143,208	132,980	125,659	117,059	115,108
CPO (Ton)	33,511	31,117	29,404	27,392	26,935
PK (Ton)	7,017	6,516	6,157	5,736	5,640
OER (%)	23.40	23.40	23.40	23.40	23.40
KER (%)	4.90	4.90	4.90	4.90	4.90
Processing Cost CPO (USD)	29	31	33	35	36
Processing Cost PK (USD)	136	147	155	167	170

Air Buluh Estate:

Business Plan Projection year 2022 – 2026:

Description	2022	2023	2024	2025	2026
FFB prod.	52,748	41,140	34,531	26,418	23,586
Mature Area	2,170.79	2,014.43	1,728.22	1,386.52	1,248.82
Cost (Rp/Kg)	834.23	1,059.72	1,243.96	1,602.12	1,774.62

The budget signed on 2 January 2022.

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Bunga Tanung Estate:

Business Plan Projection year 2022 – 2026:

	2022	2023	2024	2025	2026
FFB prod.	44,544.20	39,142.89	35,143.48	30,945.08	31,161.23
Mature Area	2,312.19	2,031.18	1,824.22	1,606.29	1,617.51
Cost (Rp/Kg)	963	1,011	1,013	1,053	1,085

The budget signed on 24 August 2022.

Sungai Teramang Estate:

Business Plan Projection year 2022 – 2026:

	2022	2023	2024	2025	2026
FFB prod.	1,585	3,920	6,427	7,432	8,446
Mature Area	105.64	219.96	335.14	335.14	335.14
Cost (Rp/Kg)	781	1,136	727	660	610

The budget signed on 12 October 2022.

Projected FFB production of Koperasi Plasma Sejahtera Bersama – Desa Air Merah 2022-2026:

	2022	2023	2024	2025	2026
FFB (Ton)	4,691	4,768	4,274	4,274	4,135
Area (Ha)	164.40	164.40	164.40	164.40	164.40
Cost (Rp/Kg)	705	717	828	850	902

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Projected FFB production of KOPABA – Desa Air Buluh 2022-2026:

	2022	2023	2024	2025	2026
FFB (Ton)	4,683	4,593	4,458	4,323	4,188
Area (Ha)	135.10	135.10	135.10	135.10	135.10
Cost (Rp/Kg)	758	812	878	919	963

Projected FFB production of KMD under Air Buluh Estate 2022-2026:

KMD	Ha	YOP	FFB production (Tons)				
			2022	2023	2024	2025	2026
Air Buluh	15.00	2001	360	360	345	330	300
Talang Baru	15.00	2001	330	330	315	300	300
Talang Arah	15.00	2001	315	315	315	300	300
Semundam	14.00	2002	294	294	294	280	280
Pulau Baru	9.00	2010	225	216	216	216	216
Medan Jaya	9.00	2010	198	198	198	198	198
Tanjung Harapan	9.00	2010	198	198	198	198	198
Bukit Harapan	9.65	2014	106	116	135	145	154

Projected FFB production of KMD under Bunga Tanjung Estate 2022-2026:

KMD	Ha	YOP	FFB production (Tons)
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					2022	2023	2024	2025	2026		
		Nenggalo	15.00	2001	255	255	-	-	-		
		Pondok Baru	15.00	2001	315	300	-	-	-		
		Bunga Tanjung	15.00	2002	-	-	-	225	315		
		Nelan Indah	11.25	2014	338	338	304	304	304		
3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available. - Minor compliance -	Unit of certification has provided replanting program up to year 2030. Replanting program amended on 2 January 2022:									Complied
		Estate	2022	2023	2024	2025	2026				
		Mukomuko	-	-	-	-	-				
		Sei Betung	68.42	72.32	60.51	102.72	132.90				
		Tanah Rekah	358.29	357.06	324.40	200.60	139.48				
		Talang Petai	110.98	176.24	152.17	183.98	224.18				
		Sei Kiang	151.29	208.92	175.04	180.92	227.86				
		Bunga Tanjung	-	280.37	330.36	297.32	359.07				
		Air Bikuk	166.51	216.41	-	-	-				
		Air Buluh	-	156.68	286.21	341.70	294.38				
		Total Replanting	855.49	1,468.00	1,328.69	1,307.24	1,377.87				
		Mature	15,697.58	14,258.53	14,096.15	13,703.83	13,919.83				
		Immature	1,054.00	1,909.49	2,323.49	2,796.69	2,635.93				
		Grand Total	17,607.07	17,636.02	17,748.33	17,807.76	17,933.63				

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		<p>Replanting in Air Buluh Estate will be performed in 2023, total area 157.54 Ha at Block 98O01A, 98O02A, 98O03A, 98P01A, 98P02A, and 99N01A. Replanting in Bunga Tanjung Estate will be performed in 2023, total area 280.37 Ha, consist of OP 1998 (245.88 Ha) and OP 2001 (34.49 Ha). Air Buluh Estate has prepared "Rencana Penanaman Air Buluh Estate – Replanting Kelapa Sawit Tahun 2023" dated 26 August 2022. The document covers factors that taken into consideration, such as replanting program summary, planting material, soil map, topography and slopes, conservation area, OHS and fire risk, and work schedule.</p> <p>Annual review of replanting was conducted during management review. Several factors could affect replanting realisation, such as COVID-19 pandemic and quality of the contractors.</p>	
<p>3.1.3</p>	<p>The unit of certification holds management review at planned term according to the scale and nature of the activities undertaken.</p> <p>- Minor compliance -</p>	<p>For year 2022, unit of certification has holds Management Review called Estate-Mill Liaison South Region, on 8 September 2022, at Bunga Tanjung POM meeting room, attended by Senior Technical Manager, Senior Estate Manager, all Estate Manager South, Safety Officer, Quality Control, QCA-LAB and KMD Manager. Based on minutes of Estate-Mill Liaison meeting, the meeting has discussed:</p> <ul style="list-style-type: none"> - Transparency: Customer feedback; - Evaluation of compliance with laws & regulations; - Performance and efficiency; <ul style="list-style-type: none"> • Achievement of management plan 2022 • Safety • Trainings - Matters related to community rights and human rights; - Support the smallholders; - Employee and its requirements; - Environment Management and Monitoring; 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Review to the audit result (internal and external); - Continuous improvement recommendation and monitoring. <p>Each unit conducted Management Review. Latest Management Review in Bunga Tanjung POM conducted on 28 October 2022; agenda discussed e.g. follow up from internal audit, evaluation of waste management, evaluation of water and electrical uses, evaluation of social issues, evaluation of performance and productivity (FFB quantity and quality).</p> <p>Latest Management Review in Air Buluh Estate conducted on 10 October 2022; agenda discussed e.g. review of follow up action from internal audit result, evaluation of pesticide uses, evaluation of fertilizer uses, evaluation of waste management, evaluation of HCV and HCS management, evaluation of social issues, evaluation of performance and productivity (FFB quantity and quality).</p> <p>Latest Management Review in Bunga Tanjung Estate conducted on 27 October 2022; agenda discussed e.g. review of follow up action from internal audit result, evaluation of pesticide uses, evaluation of fertilizer uses, evaluation of waste management, evaluation of water and electricity uses, evaluation of HCV and HCS management, evaluation of social issues, evaluation of performance and productivity (FFB quantity and quality).</p>	
<p>Criteria 3.2: The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.</p>			
<p>3.2.1</p>	<p>(C) 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> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>Each operation unit (Mill and Estate) in PT Agro Muko has a continuous improvement program that based on senior management visit and internal audit. Internal audit was using RSPO Principles & Criteria, that covers social and environmental impact and its opportunities. Several findings have been recorded; consist of minor finding, Observation and Opportunity for Improvement. In general, follow up action have been implemented by each management unit and verified by the internal auditor.</p>	<p>Complied</p>

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		<p>Internal audit has been conducted in Bunga Tanjung POM on 15 – 16 August 2022; in Air Buluh Estate on 10 – 12 August 2022; in Bunga Tanjung Estate on 26 – 27 August 2022. Vice President Engineering visit to Bunga Tanjung POM on 16 March 2022; Senior Technical Manager visit on 16 March 2022. Production Manager visit to Air Buluh Estate on 27 August 2022.</p> <p>Action plan for continuous improvement is implemented as result to internal audit, Vice President visit and Senior Manager visit, e.g.:</p> <ul style="list-style-type: none"> - Revision of Gender Committee’s structure. - Dissemination to employees and contractor regarding OHS. - Palms supplying to replace the abnormal palms. - Planning to increase harvesting productivity, current target is 1.22 MT/harvester, actual is 0.88 MT/harvester. - Coordination with GIS Department to update KMD maps. - Repaint blowdown chamber plate and threshing station. - Loose fruit picking at overflow line 2. - Coordination with RMO regarding license extension of Safety Officer. 	
3.2.2	<p>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.</p> <p>- Minor compliance -</p>	<p>The unit of certification has reported Annual Report using RSPO Metrics Template and submitted to CB. Based on the report, for period October 2021 to September 2022 Annual Production of Palm Oil is 28,160.78 MT, and Annual Production of Palm Kernel is 5,948.72 MT. All oil palm products are certified.</p>	Complied
<p>Criteria 3.3: Operating procedures are appropriately documented, consistently implemented and monitored.</p>			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>Estate:</p> <p>During ASA 2_1 there are no revision of Estate’s SOPs since the previous assessment. The procedures documented in “Oil Palm Agricultural Manual” (revised April 2019), where it contains all sub section of the process, such as:</p>	Complied

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		<p>Nursery, land clearing, planting in peat soil and mineral soil with zero burning, planting legume cover crops, terracing, upkeep (fertilizer and pesticides, included safe working practices), water level management, riparian and watercourse management, harvesting, replanting and FFB transport. Documented SOP are as follows:</p> <ol style="list-style-type: none"> 1. OPM-01-00; Rev.02; dated 02/10/2017; Biology of Oil Palm. 2. OPM-02-00; Rev.02; dated 02/10/2017; Oil Palm Nursery. 3. OPM-02-01; Rev.02; dated 02/10/2017; Land Preparation of Oil Palm Nursery – Persiapan Lahan Pembibitan Kelapa Sawit 4. OPM-02-02; Rev.02; dated 02/10/2017; Oil Palm Pre Nursery – Pre Nursery Kelapa Sawit. 5. OPM-02-03; Rev.02; dated 02/10/2017; Oil Palm Main Nursery – Main Nursery Kelapa Sawit. 6. OPM-03-01; Rev.02; dated 02/10/2017; Survey and Mapping – Survey dan Pemetaan. 7. OPM-03-02; Rev.03; dated 30/08/2021; Land Clearing – Pembersihan Lahan. 8. OPM-03-03; Rev.03; dated 06/02/2019; Land Preparation – Persiapan Lahan. 9. OPM-03-04; Rev.03; dated 18/05/2021; Legume Cover Crop <i>Mucuna brachteata</i> – <i>Mucuna brachteata</i> Kacangan Penutup Tanah. 10. OPM-03-05; Rev.02; dated 02/10/2017; Field Planting – Penanaman ke Lapangan. 11. OPM-04-01; Rev.02; dated 02/10/2017; Palm Supplying – Penyisipan Tanaman. 12. OPM-04-02; Rev.02; dated 02/10/2017; Thinning Out and Removing Plant – Penjarangan dan pembongkaran Tanaman. 	
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		<p>13. OPM-05-01; Rev.03; dated 06/02/2019; Ablation and Sanitation – Ablasi dan Sanitasi.</p> <p>14. OPM-05-02; Rev.06; dated 26/10/2021; Harvesting – Panen.</p> <p>15. OPM-05-03; Rev.05; dated 14/09/2021; FFB and LF Delivery – Pengiriman TBS dan Berondolan.</p> <p>16. OPM-05-04; Rev.03; dated 18/07/2019; Frond Pruning – Pemangkasan Pelepah.</p> <p>17. OPM-05-05; Rev.04; dated 19/03/2020; Black Bunch Count – Sensus Buah.</p> <p>18. OPM-05-06; Rev.02; dated 02/10/2017; <i>Elaeobius camerunicus</i> Management – Pengelolaan <i>Elaeobius camerunicus</i>.</p> <p>19. OPM-06-01; Rev.03; dated 19/03/2020; Inorganic Fertiliser – Pupuk Inorganik.</p> <p>20. OPM-06-02; Rev.03; dated 19/03/2020; Organic Fertiliser – Pupuk Organik</p> <p>21. OPM-06-03; Rev.02; dated 02/10/2017; LSU: Palm Marking – LSU: Penandaan Tanaman.</p> <p>22. OPM-06-04; Rev.02; dated 02/10/2017; Leaf Sampling Unit (LSU) and Rachis Sampling Unit (RSU) – Pengambilan Sampel.</p> <p>23. OPM-07-01; Rev.04; dated 20/03/2020; Detection and Census – Deteksi dan Sensus.</p> <p>24. OPM-07-02; Rev.02; dated 02/10/2017; Pest Control – Pengendalian Hama.</p> <p>25. OPM-07-03; Rev.02; dated 02/10/2017; Disease Control – Pengendalian Penyakit.</p> <p>26. OPM-07-04; Rev.03; dated 17/07/2019; Integrated Pest Management – Pengendalian Hama Terpadu.</p> <p>27. OPM-08-01; Rev.06; dated 22/09/2021; Weed Control – Pengendalian Gulma.</p>	
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- 28. OPM-09-01; Rev.03; dated 15/02/2019; Water management in Coastal Soil – Pengelolaan Air di Tanah Pesisir.
- 29. OPM-09-02; Rev.02; dated 02/10/2017; Management of Riparian Area – Pengelolaan Riparian Area.
- 30. OPM-09-03; Rev.05; dated 15/07/2019; The Use, Store and Discrad Pesticide – Penggunaan, Penyimpanan dan pemusnahan pestisida.
- 31. OPM-10-01; Rev.01; dated 06/02/2019; Field Quality Control.
- 32. OPM-11-01; Rev.00; dated 17/07/2019; General Upkeep.

Interviews with harvester, spraying workers, manuring workers and LSU takers indicate satisfactory level of understanding and implementation in relation to their respective job function.

Mill:

Bunga Tanjung Palm Oil Mill has a set of procedure for processing of oil palm Fresh Frut Bunch into CPO and PK, under “Palm Oil Mill Manual”. The procedures explains all activity from receiving FFB into dispatch of products, as follows:

- 1. POM-01-03; Rev2; dated 25/03/2019; Reception in Agro Muko Palm Oil Mill.
- 2. POM-02-03; Rev2; dated 25/03/2019; Sterilizer in Agro Muko Palm Oil Mill.
- 3. POM-03-03; Rev1; dated 25/03/2019; Threshing in Agro Muko Palm Oil Mill.
- 4. POM-04-03; Rev1; dated 25/03/2019; Pressing in Agro Muko Palm Oil Mill.
- 5. POM-05-03; Rev1; dated 25/03/2019; Clarification in Agro Muko Palm Oil Mill.
- 6. POM-07-03; Rev1; dated 25/03/2019; Steam Plant in Agro Muko Palm Oil Mill.

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		<ol style="list-style-type: none"> 7. POM-08-03; Rev1; dated 25/03/2019; Power Plant in Agro Muko Palm Oil Mill. 8. POM-10-03; Rev1; dated 25/03/2019; Effluent Plant in Agro Muko Palm Oil Mill. 9. POM-11-03; Rev1; dated 25/03/2019; Storage and Dispatch in Agro Muko Palm Oil Mill. 10. POM-12-03; Rev1; dated 25/03/2019; Workshop in Agro Muko Palm Oil Mill. 11. POM-13-03; Rev1; dated 25/03/2019; EFB Plant in Agro Muko Palm Oil Mill. 12. POM-14-03; Rev1; dated 25/03/2019; Biogas Plant in Agro Muko Palm Oil Mill. 13. MKT-03-06; Rev.0; dated 04/03/2019; Supply Chain and Traceability of Palm Products. <p>Unit of certification has a set of work instruction for mill's workshop are available, dated 25/03/2019; including use of welding equipments, cutting metal, operating lathe machine, operating drilling machine, operating portable grinding machine, operating and maintenance of smoke density meter.</p> <p>Engineering Procedures:</p> <ol style="list-style-type: none"> 1. ENG-01-01; Rev1; dated 28/03/2019; Civil Mechanical and Eelctrical Work. 2. ENG-02-01; Rev1; dated 28/03/2019; Weekly Prodcution Report. 3. ENG-02-03; Rev1; dated 28/03/2019; Monthly Prodcution and Stock. 4. ENG-02-14; Rev1; dated 28/03/2019; Material Dstribution From Storage. 5. ENG-02-16; Rev1; dated 28/03/2019; Resceiving HSD Oil. 6. ENG-02-21; Rev0; dated 07/03/2019; Weighing Administration. 	
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		<p>7. ENG-03-01; Rev1; dated 28/03/2019; Master List of Measuring Equipment.</p> <p>8. ENG-03-02; Rev1; dated 28/03/2019; Planning, Monitoring and Reporting of Calibration and Verification.</p> <p>9. ENG-03-03; Rev1; dated 28/03/2019; Calibration Administration Excluding Weighbridge.</p> <p>10. ENG-03-04; Rev1; dated 28/03/2019; Calibration Administration Weighbridge.</p> <p>11. ENG-03-05; Rev1; dated 28/03/2019; Verification Administration Procedure.</p> <p>During this ASA2_1 there are revision of several SOP of Palm Oil Mill, as follows:</p> <ol style="list-style-type: none"> 1. POM-06-03; Rev.06, dated 27/01/2022; Kernel Plant in Agro Muko Palm Oil Mill. 2. POM-09-03; Rev.03; dated 26/01/2022; Water Treatment in Agro Muko Palm Oil Mill. <p>Based on interview to Bunga Tanjung POM management and workers on 1 November 2022, indicates satisfactory level of understanding and implementation in relation to their respective job function.</p>	
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p> <p>- Minor compliance -</p>	<p>During onsite visit, mechanism to check consistent implementation of procedure conducting in regular visit by Agronomy Manager, Senior Estate/Mill Manager and internal audit. Where internal audit consists of Finance Audit, Sustainability Audit and Management System Audit. Internal audit and regular visit from Top Management visit in 2022 resulting action plan, e.g.:</p> <ul style="list-style-type: none"> - Revision of Gender Committee’s structure. - Dissemination to employees and contractor regarding OHS. - Palms supplying to replace the abnormal palms. 	Complied

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		<ul style="list-style-type: none"> - Planning to increase harvesting productivity, current target is 1.22 MT/harvester, actual is 0.88 MT/harvester. - Coordination with GIS Department to update KMD maps. - Repaint blowdown chamber plate and threshing station. - Loose fruit picking at overflow line 2. 	
3.3.3	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor compliance -</p>	<p>Monitoring and any actions taken are recorded and available based on internal audit result and senior management visit report. Each operation unit (Mill and Estate) in PT Agro Muko has an implemented monitoring conducted by senior management visit and internal audit. Internal audit was using RSPO Principles & Criteria, that covers social and environmental impact and its opportunities. Several findings have been recorded; consist of minor finding, Observation and Opportunity for Improvement. In general, follow up action have been implemented by each management unit and verified by the internal auditor.</p> <p>Internal audit has been conducted in Bunga Tanjung POM on 15 – 16 August 2022; in Air Buluh Estate on 10 – 12 August 2022; in Bunga Tanjung Estate on 26 – 27 August 2022. Vice President Engineering visit to Bunga Tanjung POM on 16 March 2022; Senior Technical Manager visit on 16 March 2022. Production Manager visit to Air Buluh Estate on 27 August 2022.</p> <p>Action plan as result of monitoring from internal audit, Vice President visit and Senior Manager visit, e.g.:</p> <ul style="list-style-type: none"> - Revision of Gender Committee’s structure. - Dissemination to employees and contractor regarding OHS. - Palms supplying to replace the abnormal palms. - Planning to increase harvesting productivity, current target is 1.22 MT/harvester, actual is 0.88 MT/harvester. - Coordination with GIS Department to update KMD maps. - Repaint blowdown chamber plate and threshing station. 	Complied

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		<p>- Loose fruit picking at overflow line 2.</p> <p>The road and culvert conditions are in good condition, except there are several points requiring road repair because of the lowest position where rainwater accumulates causes the road to be damaged.</p>									
<p>Criteria 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>											
<p>3.4.1</p>	<p>(C) 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>- Critical (Major) compliance -</p>	<p>All units of certification have had SEIA documents in accordance with Indonesian regulation, which arranged in participatory manner with surrounding communities (Village Heads, traditional leader), and governmental bodies. The evidence of public consultation has been attached in every document.</p> <p>It also has been confirmed based on interview with stakeholders (governmental agency, Village Heads), that the SEIA has been arranged in participatory manner with surrounding communities and governmental bodies.</p> <p>The SEIA documents for every unit are follows:</p> <table border="1" data-bbox="1037 914 1944 1398"> <thead> <tr> <th data-bbox="1037 914 1420 1023">Unit of Certification</th> <th data-bbox="1420 914 1944 1023">SEIA Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="1037 1023 1420 1098">- Bunga Tanjung POM – PT Agromuko</td> <td data-bbox="1420 1023 1944 1398" rowspan="5"> PT Agromuko has had a document of Social-Environment Impact Assessment (SEIA) in the form of ANDAL (<i>Analisis Dampak Lingkungan</i>) and <i>Rencana Pengelolaan dan Pemantauan Lingkungan</i> (RKL-RPL) of 2005, for Estates and POM, located in Mukomuko Utara Sub-District, Lubuk Pinang Sub-District, Teras Terunjam Sub-District and Pondok Sugu Sub-District, Mukomuko Regency, Bengkulu Province. </td> </tr> <tr> <td data-bbox="1037 1098 1420 1173">- Bunga Tanjung Estate – PT Agromuko</td> </tr> <tr> <td data-bbox="1037 1173 1420 1214">- Air Bikuk Estate – PT Agromuko</td> </tr> <tr> <td data-bbox="1037 1214 1420 1256">- Air Buluh Estate – PT Agromuko</td> </tr> <tr> <td data-bbox="1037 1256 1420 1398">- Kebun Masyarakat Desa (KMD) – under Estates of PT Agromuko</td> </tr> </tbody> </table> <p>Moreover, there is also a SEIA of 2010 conducted by Yayasan Kelapa Sawit</p>	Unit of Certification	SEIA Documents	- Bunga Tanjung POM – PT Agromuko	PT Agromuko has had a document of Social-Environment Impact Assessment (SEIA) in the form of ANDAL (<i>Analisis Dampak Lingkungan</i>) and <i>Rencana Pengelolaan dan Pemantauan Lingkungan</i> (RKL-RPL) of 2005, for Estates and POM, located in Mukomuko Utara Sub-District, Lubuk Pinang Sub-District, Teras Terunjam Sub-District and Pondok Sugu Sub-District, Mukomuko Regency, Bengkulu Province.	- Bunga Tanjung Estate – PT Agromuko	- Air Bikuk Estate – PT Agromuko	- Air Buluh Estate – PT Agromuko	- Kebun Masyarakat Desa (KMD) – under Estates of PT Agromuko	<p>Complied</p>
Unit of Certification	SEIA Documents										
- Bunga Tanjung POM – PT Agromuko	PT Agromuko has had a document of Social-Environment Impact Assessment (SEIA) in the form of ANDAL (<i>Analisis Dampak Lingkungan</i>) and <i>Rencana Pengelolaan dan Pemantauan Lingkungan</i> (RKL-RPL) of 2005, for Estates and POM, located in Mukomuko Utara Sub-District, Lubuk Pinang Sub-District, Teras Terunjam Sub-District and Pondok Sugu Sub-District, Mukomuko Regency, Bengkulu Province.										
- Bunga Tanjung Estate – PT Agromuko											
- Air Bikuk Estate – PT Agromuko											
- Air Buluh Estate – PT Agromuko											
- Kebun Masyarakat Desa (KMD) – under Estates of PT Agromuko											

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			<p>Berkelanjutan (YASBI). The scope of social impact assessment that covers surrounding community of PT Agromuko (All Mills, Estates, and KMDs): 15 villages around Mill/Estates and 38 villages around KMDs.</p>	
		<p>Koperasi Harapan Jaya Lubuk Talang (KHJLT) – managed by Air Buluh Estate PT Agromuko</p>	<p>Social-environment impact assessment held in cooperation by Kompas Enviro Institute in 2017 for scope of 10 KMDs. The social impact assessment was done between 8-16 March 2017 with scope of 15 villages around KMD with focus group discussion (FGD).</p>	
		<ul style="list-style-type: none"> - Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) - Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) – managed by Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) – managed by Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) 	<p>PT MMAS has had a SEIA document named AMDAL (<i>Analisis Mengenai Dampak Lingkungan</i>) of PT Muko Muko Agro Sejahtera (MMAS) No. M.288.XXX Tahun 2011 dated 9 September 2011, covers 6,298 Ha are in Village of Malin Deman, Sub-District Ipuh and Lima Koto, Mukomuko Regency, Bengkulu Province.</p> <p>PT MMAS also has had social-environment impact assessment, in cooperation with Yayasan Kelapa Sawit Berkelanjutan (YASBI) in 2011. The report under <i>Dokumen Laporan Final Penilaian Dampak Sosial dan Lingkungan</i> in 2011 for Estate development and <i>Kebun Masyarakat Desa</i> (KMD) development of PT MMAS.</p>	

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		<p>Sungai Teramang Estate - PT Muko Muko Agro Sejahtera (MMAS)</p>	<p>Sungai Teramang Estate was previously owned by PT Asririmba Wirabhakti. On 13 August 2018, as per Act No.08, PT Asririmba Wirabhakti was taken over by PT Mukomuko Agro Sejahtera/MMAS (SIPEF). Prior acquired by SIPEF, PT Asririmba Wirabhakti already have Environmental Permit according to the Investment Agency Decree No. 503/05/KPTSP/IL/III/2016, dated 2 March 2016. The permit covers for area 1,770 Ha (refer to land title – HGU). As per Indonesia regulation that entity was not requires to conduct SEIA document or AMDAL is area is less than 3,000 hectares, therefore PT Asririmba Wirabhakti only granted environmental permit from government.</p>	
<p>3.4.2</p>	<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>- Minor compliance -</p>	<p>The SEIA documents owned by certificate holder have been mentioned in Indicator 3.4.1.</p> <p>The SEIA management and monitoring plans called <i>Rencana Pengelolaan dan Pemantauan Dampak Lingkungan / RKL & RPL</i> has been arranged together with SEIA assessment. Therefore, the RKL/RPL and evidence of public consultation have been attached in every SEIA document.</p> <p>included in ANDAL, AMDAL and SIA documents (for scope of Estate, KMD, and Plasma), that were arranged in participatory manner during the assessment of those documents. The list of attendance of public consulted are attached in those documents.</p>		<p>Complied</p>

		<p>It is also has been confirmed based on interview with stakeholders (governmental agency, Village Heads), that the SEIA management and monitoring plan have been arranged in participatory manner with surrounding communities.</p> <p>Within the SEIA documents, the negative and positive impact of oil palm development has been explained. The environmental management and monitoring plan document has lined out effort that company should carry out in order to minimize negative impact and promote positive impact from oil palm development.</p> <p>The management and monitoring plans has covered the main issue identified in those documents, that are in the aspects of:</p> <p>Environmental:</p> <ul style="list-style-type: none"> - Air quality - Noise disturbance - Soil erosion - Water quality - Flora and fauna - Water biota - Hazardous waste <p>Social:</p> <ul style="list-style-type: none"> - Livelihood - Community income - Community mobility - Community perception - Social conflict - Culture change - Community health 	
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<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way. - Critical (Major) compliance -</p>	<p>The company has shown the semesterly report of SEIA management and monitoring plans implementation (RKL/RPL Reports). Based those documents, can be concluded that all aspects of management and monitoring plan (mentioned in indicator 3.4.2) have been implemented and evaluated, that are:</p> <p>Environmental:</p> <ul style="list-style-type: none"> - Air quality - Noise disturbance - Soil erosion - Water quality - Flora and fauna - Water biota - Hazardous waste <p>Social:</p> <ul style="list-style-type: none"> - Livelihood - Community income - Community mobility - Community perception - Social conflict - Culture change - Community health <p>SEIA management and monitoring plans have been reviewed annually based on the RKL/RPL reports evaluation and based on annual interview/questionnaire to the surrounding community. Evidence of participatory review has been documented. For instance, documented in the Recapitulation of Interview to the Surrounding Communities, for PT Agromuko (October 2022) and PT Mukomuko Agro Sejahtera/MMAS (October 2022).</p> <p>Moreover, the report of SEIA Management and Monitoring Implementation Reports (RKL/RPL) have been documented semesterly and submitted to the Environmental Agency to be reviewed by agency. The recent report of</p>	<p>Complied</p>
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		<p>Semester I 2022 has been submitted on 17 September 2022 to Mukomuko Regency, and dated 11 July 2022 to national electronic system of environmental report submission (SIMPEL).</p> <p>Based on interview with stakeholders (governmental agency, Village Heads), it is known that the social and environmental management and monitoring plan are reviewed annually and have updated the current issue raised by communities. For instance, the impact of replanting activities to the communities oil palm in term of <i>Oryctes</i> infestation.</p>	
Criteria 3.5: A system for managing human resources is in place.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives in accordance with the applicable regulation.</p> <p>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has demonstrated the document of employment procedures for recruitment, selection, hiring, promotion, retirement, and termination were documented in “Human Resources Department Manual” Second Edition – 2019 signed by President Director. Document available at the Operation Unit office, and accessible.</p> <p>The HRD Manual consist of 30 Standard Operating Procedure, among others:</p> <ul style="list-style-type: none"> • General (Doc. No. HRD-00-01/01-02-2019/Rev.1) dated 8 April 2019. • Organization Chart (Doc. No. HRD-00-02/01-02-2019/Rev.1) dated 5 April 2019. • Objective and KPI (Doc. No. HRD-00-03/01-04-2019/Rev.1) dated 8 April 2019 • Risk and Opportunities (Doc. No. HRD-00-04/01-04-2019/Rev.1) dated 8 April 2019. • Recruitment in General (Doc. No. HRD-01-00/01-04-2019/Rev.1) dated 5 April 2019. • Internal Recruitment (Doc. No. HRD-01-01/01-04-2019/Rev.1) dated 8 April 2019. 	Complied

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<p>3.5.2</p>	<p>Employment procedures are implemented and records are maintained. - Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has maintained record of their employees. According to employee database updated in November 2022, described as follow:</p> <ul style="list-style-type: none"> Total employee in Bunga Tanjung POM is 79 workers, consisted of local employees (39 workers); Migrant/Outsider (40 workers); Male (75 workers); Female (4 workers); Permanent/SKU (77 workers); Specified Labour/PKWT (2 workers). <p>Data verified during surveillance 2.1 – year 2022</p> <p>Employment records are well maintained by the HR Department, for example:</p> <ul style="list-style-type: none"> Since 2022 – in Bunga Tanjung POM no new recruitment noted. Employee Promotion in Bunga Tanjung POM - 2022: Application Letter from permanent workers (daily base/SKU-H) to permanent workers (monthly base/SKU-B) no document: 43/BTPOM/VII/2022 regarding “Dokumen Promosi Karyawan BT POM tahun 2022”, e.g.: stated by HR Manager letter 155/JWB-RMOBH/VII/2022 dated 8 August 2022, total employee on promotion program are 24 workers/operators, sample namely: Ivan Sandra (Boiler Station), Mr Afriandi (Loading Ramp station), and Mr Suyanto (Clarification Station). The letter completed with the name of the employee proposed for appointment, Performance Assessment Results of each employee, Statement letter of each employee, Job, and Responsibilities of each employee at the time of appointment. These records are related implementation on workers promotion. Employee retirement year 2022 in Bunga Tanjung, document verification: <ul style="list-style-type: none"> Support document for retirement process “Perlengkapan Persyaratan Pensiun”, no document: 103/BTPOM-SMA/IX/2022, dated 30 September 2022, namely: Poniran (register: 0102), grade: Permanent Employee. Position as Foreman in Processing. Notulent “Berita Acara Perundingan Bipartit Pemutusan Hubungan Kerja (PHK) Mr Poniran, dated 29 September 2022. The document was signed by worker (Mr Poniran), Labour Union (SPAM), Mill Managaer. 	<p>Complied</p>
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Kwitansi for Retirement dated 5 October 2022. Was received by Mr Poniran (register: 0102),

Criteria 3.6: An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.

<p>3.6.1</p>	<p>(C) All operational activities risks assessed to identify the H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has established an Occupational Health and Safety Policy that was signed by President Director dated 27th March 2019, no Dok: QMM-40-01-P04/27-03/2019/Rev. In point 1 was mentioned PT Tolan Tiga Indonesia Support the implementation of all relevant laws and regulation of Republic of Indonesia ad of applicable international agreement and standards relevant to occupational health and safety and at point 2.b mentioned that the company committed to provision of adequate resources for effective implementation of the occupational health and safety (OHS) program and procedure, including strict compliance reviews.</p> <p>PT Agromuko – Bunga Tanjung POM has also determined the procedure for OHS under document of Occupational Health and Safety Manual for second edition – 2019, published date 13th March 2019.</p> <p>The document of procedure consisted of:</p> <ol style="list-style-type: none"> 1. Procedure of Hazard Identification Risk Analysis Determining Control for OHS – No: OHS-01-01 2. Procedure of Hot Work – No: OHS-01-02 3. Procedure of Potential Hazard Report – No: OHS-01-03 4. Procedure of P3K (First Aid) – No: OHS-01-04 5. Procedure of Confined Space - No: OHS-01-06 6. Procedure of Working at Heights – No: OHS-01-06 7. Procedure of Gas Pressure Management - No: OHS-01-07 8. Procedure of Incident Reporting - No: OHS-01-08 	<p>Complied</p>
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		<p>9. Procedure of Standard for Installation of Safety Sign - No: OHS-01-09 10. Procedure of Personal Protective Equipment - No: OHS-01-10</p> <p>Bunga Tanjung POM has prepared the document of risk assessment as per "Daftar Penilaian dan Pengendalian Risiko K3", last review on 21st April 2022. The document has covered for all activities in Mill, including emplacement, laboratory, weighbridge, grading station, loading ramp, sterilizer station, chain capstan, pressing station, boiler station, kernel station, static crane, workshop.</p> <p>Sungai Estate and Buna Tanjung – has prepared the document of risk assessment as per "Daftar Penilaian dan Pengendalian Risiko K3", last review on 3rd November 2022. The document has covered for all activities in Estate, including general activities, central clinic, fertilizer storage, temporary storage of hazardous waste, security, chemical shed, office, workshop, field (spraying, manuring, harvesting, transport FFB, IPM).</p> <p>The document has been communicated to all workers and related stakeholder (contractors), e.g:</p> <ul style="list-style-type: none"> - In Bunga Tanjung POM, the last socialization was conducted on 26 October 2022. The document has also provided at sign board in each station - In Sei Teramang Estate and Bunga Tanjung Estate, the last socialization on 8 November 2022 – that was attended by 20 contractors, example: CV Manservice (civil contractor), CV Fitri Lestari (civil contractors). 	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has prepared the program of OHS year 2022 and has shown the monitoring of effectiveness as per document "Program P2K3LHS (safety committee) Tahun 2022", such as:</p> <ol style="list-style-type: none"> 1. OHS meeting (monthly) 2. Report of OHS performance to Manpower Agency (threes month base) 	Complied

		<ol style="list-style-type: none"> 3. Routine inspection of OHS facilities (fire extinguisher and first aid box) 4. Integrated fire drill (annually) 5. Training for first aider (annually) 6. Training on hazardous waste both of handling and documentation 7. Review of risk assessment 8. General Medical Check Up (annually) and Special Medical Check Up (per threes month base) 9. Socialization of healthy life (every month) <p>The record of effectiveness of implementation the OHS program, e.g.:</p> <ol style="list-style-type: none"> 1. Minute of Meeting of Safety Committee (monthly base), last meeting conducted on 15 October 2022. 2. Report of OHS performance for period July - September 2022 was sent to Manpower Agency in Mukomuko Regency, dated 15 October 2022. 3. Checklist of availability the first aid kit, dated 13 September 2022; result shown OK. Location in Bunga Tanjung POM 4. The last Medical Check Up for workers in high-risk area conducted in 2022, such as: <ul style="list-style-type: none"> • Bunga Tanjung POM: Report of Medical Check Up (annually), last MCU was conducted on 20 August 2022 by Company Doctor and Laboratorium Klinik Kesehatan Spesialis Anugerah Ibu – Medan, e.g: namely Mr Rudi Tambulon – as keep store in Temporary Hazardous Waste, Mrs. Nuraini – as pesticides applicators. • The result of MCU has been socialization to related workers on 31 October 2022, was attended by 34 workers. • Bunga Tanjung POM: Monitoring on readiness the fire extinguisher facilities month 5th October 2022 location in Security office, mill office, 	
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		<p>CPO despatch, thresher station, boiler, ETP and loading ramp station were reported OK.</p> <ul style="list-style-type: none"> Bunga Tanjung Estate: The record of monitoring the emergency responses and preparedness dated 26th October 2022, the report has shown OK. <p>5. License/certificates for mill machinery, in Bunga Tanjung POM e.g:</p> <ul style="list-style-type: none"> Sterilizer No 2, register number: 07/A.0033 – Inspection report: 986/SCI-BKL/NAKER/IV/2022 dated 10 April 2022. Was conducted by Manpower Agency in Bengkulu Province – valid until 10 April 2024. Overhead Traveling Crane No 2, register number: 021/IV-/Crane/2001 – Inspection report: 087B/SCI-BKL/NAKER/IV/2022 dated 9 April 2022. Was conducted by Manpower Agency in Bengkulu Province. Boiler No 2 Inspection Report, no, 125/BU/DKKTRANS-03/2022, dated 12 May 2022, valid until 10 April 2022. Was conducted by Manpower Agency in Bengkulu Province. 	
<p>Criteria 3.7: 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&C Principles, in a form they understand and includes assessment of the training.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has shown the document of Training Program year 2022. Training program provided as per “Program Training Tahun 2022” includes for Mill, Estate, and scheme-smallholder (KOPABA and KPSB-MMAS), such as:</p> <ul style="list-style-type: none"> Refreshment training on implementation the RSPO requirement both of P&C and SCCS, planned in December 2022 Socialization of HIRADC, planed in July 2022, Realization on 26 October 2022 was attended by 27 workers in Bunga Tanjung POM. Refreshment training on handling of hazardous waste management planned in July 2022. Realization on 14 July 2022, was attended 9 workers, location in Bunga Tanjung POM. 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Refreshment training on harvesting (including BMP, OHS aspect, quality of FFB), planned in March 2022, was carried out on 1st April 2022 was attended by 140 harvester location in Division 2, 3, 4, and 5. • Refreshment training on pesticides application, planned in April 2022, was carried out on 5th June 2022 – location in Sei Teramang Estate that was attended by 18 workers. • Refreshment training on manuring, planned in May 2022, was carried out on 28 March 2022 was attended by 28 workers, location in tennis court in Bunga Tanjung Estate. • Training of MSDS and handling hazardous waste, planned in May 2022, was carried out 10 September 2022 attended by 10 workers, location in tennis court. • RSPO P&C and SCC training planned in November 2022 • Refreshment training of HCV for all workers planned in October 2022, was carried out on 	
<p>3.7.2</p>	<p>Records of training are maintained, where appropriate on an individual basis. - Minor compliance -</p>	<p>Record of training has implemented per activity and also per individual basis as per document of "Training Record" and "Employee Training and Education Record".</p> <p>The training records for example:</p> <ul style="list-style-type: none"> • Pesticide policy and application training for KOPABA's workers has been conducted in July 2022. • Pesticide policy and application training for KPSB-MMAS's workers has been conducted in August 2022. <p>The employee training records for example:</p> <ul style="list-style-type: none"> • Namely Mr Sakab – register: 01147 (Engine Room Station) – in Bunga Tanjung POM, training record: <ul style="list-style-type: none"> - Dated 23 February 2019, training of OHS 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Dated 10 April 2019, refreshment training of works instruction in Engine Room Station - Dated 6th May 2020, refreshment training of first aid - Dated 20th May 2021, refreshment training of OHS - Dated 19 February 2022 – Training on electrical specialist <ul style="list-style-type: none"> • Namely Mr Hamidi - Register number: 01074 (Operator in Pressing Station Bunga Tanjung POM), training record: <ul style="list-style-type: none"> - Dated 21st October 2017, training related to OHS and first aid - Dated 23 February 2019, training works instruction (WI) in Pressing Station - Dated 18th April 2018, socialization of standard (SOP) of harvesting - Dated 23 February 2020, refreshment training on of standard (SOP) in Pressing Station - Dated 17th December 2020, socialization the company policy - Dated 20 May 2021, refreshment training on of standard (SOP) of Pressing Station - Dated 7 September 2022, refreshment training on of standard (SOP) of Pressing Station 	
<p>3.7.3</p>	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor compliance -</p>	<p>The person having overall responsibility for RSPO Supply Chain implementation was Office Assistant (OA), as explained at Job Description (document number: ENG-00-02-F28/08-03-22/Rev.1), in section essential duties and responsibilities has mentioned to ensure the implementation of RSPO requirement (including SCCS)</p> <p>During audit an interview on 7th November 2022 was conducted, the person was able to demonstrate awareness of the organization’s procedures for the implementation of the RSPO Supply Chain requirements.</p>	<p>Complied</p>

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		<p>Training of SCC was carried out on 26 June 2021, attended by 8 officers in POM (production clerk, weighbridge operator, dispatch/expedition)</p> <p>PT Agromuko – Bunga Tanjung POM was implementing Identity Preserved for supply chain, it means that all FFB receive by mill was from certified estate which own estate. There is not non – certified FFB receive by mill.</p>	
<p>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)</p>			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>Board of PT Agro Muko decided that Bunga Tanjung POM implement RSPO Supply Chain module Identity Preserved. With the implementation of Identity Preserved Module, Bunga Tanjung POM only received and process FFB from certified sources, which is company-owned estate and certified smallholder/KMD.</p> <p>PT Agro Muko operates Agro Muko Tank Terminal (AMTT), which is a bulking storage located at Padang, Sumatera Barat, as part of the palm oil mill. The control over tank terminal (bulking station) is under PT Agro Muko. Agro Muko Tank Terminal is only receiving CPO from certified palm oil mills under PT Agromuko, which is Mukomuko POM and Bunga Tanjung POM. Because AMTT handle RSPO Certified CPO model IP from MMPOM and BTPOM, then CPO sold/issued by AMTT become RSPO Certified CPO model SG.</p> <p>Bunga Tanjung POM and AMTT implemented the procedure of supply chain and traceability. The procedure is SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). Procedure completed with the flow diagram of FFB receiving, processing in POM, CPO shipping to tank terminal; Receiving and shipping of CPO from tank terminal. Person responsible for implementation of RSPO Supply Chain standard at the POM is the Mill Manager, whilst in the AMTT is the storage tank manager.</p>	Complied
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A</p>	<p>The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.</p>	Not Applicable

	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.		
3.8.3	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.	<p>The estimate annual tonnage for certified FFB, CPO and PK are available in the Estate and Mill annual production budget for 12 months since last surveillance assessment. The FFB tonnage received from all certified supply bases. Bunga Tanjung POM received certified raw material (Fresh Fruit Bunch) from its own estate: Bunga Tanjung Estate; Air Bikuk Estate; Air Buluh Estate; PT Mukomuko Agro Sejahtera – Malin Deman Estate and Sungai Teramang; and from the Scheme Smallholders: Kebun Masyarakat Desa/KMD; Koperasi Perkebunan Desa Air Buluh - Agro Muko (KOPABA), Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), Koperasi Harapan Jaya Lubuk Talang (KHJLT).</p> <p>Scheme Smallholder, KMD and Koperasi are fully managed by PT Agro Muko and PT Mukomuko Agro Sejahtera, under each estate. The certification of all Estates and Scheme Smallholders are fall under PT Agro Muko – Bunga Tanjung POM with certificate number RSPO 646338, first certification starts on 22 February 2011, second certification start on 22 February 2016, third certification starts on 1 March 2022.</p> <p>PT Agro Muko – Bunga Tanjung Palm Oil Mill has been registered in RSPO IT Platform (PalmTrace) with registered ID number RSPO_PO1000001279.</p>	Complied
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 Agro Muko – Bunga Tanjung Palm Oil Mill has been registered in RSPO IT Paltform with registered ID number RSPO_PO1000001279. The mill has registered its sales of certified product in PalmTrace, e.g.:</p> <ul style="list-style-type: none"> Shipping Announcement, with transaction ID TR-c24bffbc-caa0 for 999.84 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM 	Complied

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		<p>(RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000006779); Seller Contract No. 2021/LTC-CPO/AM-BT/14; Status: Confirmed on 18/02/2022.</p> <ul style="list-style-type: none"> Shipping Announcement, with transaction ID TR-40c0bedb-5a79 for 499.8 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000006779); Seller Contract No. 2022/LTC-CPO/AM-WIM/13; Status: Confirmed on 25/07/2022. <p>Shipping Announcement, with transaction ID TR-d0335a11-10bd for 29.08 MT CSPK IP; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2022/LTC-PK/AM-BT/05; Status: Confirmed on 14/09/2022.</p>	
<p>3.8.5</p>	<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> <ol style="list-style-type: none"> Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill’s procedures for the implementation of this standard. 	<p>PT Agro Muko has a written procedures and/work instruction for ensuring the implementation of RSPO Supply Chain Standard. The procedure is SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). The procedures are complete and up to date covering the implementation of all elements in the supply chain requirements, such as:</p> <ol style="list-style-type: none"> Sales process, covering from contract approval to delivery of oil palm product (CPO and PK) including information of supply chain mechanism; Process at the estates, covers harvesting, FFB and loose fruit delivery include harvesting record and delivery to the Palm Oil Mill; Process at Palm Oil Mill covers FFB and Loose fruit receiving, identification, production process, delivery of product and recording. <p>Based on the SOP Supply Chain, the Mill Manager is the person having overall responsibility for and authority over the implementation of RSPO Supply Chain and compliance with all applicable requirements in the Palm Oil Mill.</p> <p>Agro Muko Tank Terminal (AMTT) is deemed as part of the palm oil mill. The control over tank terminal (bulking station) is under PT Agro Muko. Agro Muko</p>	<p>Complied</p>

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	<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>	<p>Tank Terminal is receiving CSPO from certified palm oil mills under PT Agro Muko, which is Mukomuko POM and Bunga Tanjung POM. AMTT uses the same procedure with Bunga Tanjung POM.</p> <p>Training regarding implementation of RSPO SCCS in Bunga Tanjung POM has been conducted on 26 June 2022, attended by 8 personnel including Mill Manager, KTU, document control and weighbridge clerk. Training records are available such as attendance list and training module.</p>	
<p>3.8.6</p>	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill;</p> <p>a) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b) Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>Procedure for Internal Audit refer to SOP Routine Visit and Internal Audit (ENC-01-02; Rev.02; dated 4 March 2019. Section 6. Frequency and Timing stipulates the internal audits are conducted at least once a year according to the standards referred to. Section 5.4 Implementation of Routine/Internal Audit Visits stipulates: <i>In general, non-conformities in each of the principle and criteria, rules and requirement of the sustainable system are categorized under major, minor and observation. Such findings must be immediately followed up. The unit manager may undertake to implement corrections and may also plan improvements according to result of internal audit. Recommended improvement must be completed with timeframe. A review of the non-compliance found in a previous internal audit should be made on the next visit.</i></p> <p>Internal audit of PT Agro Muko – Bunga Tanjung POM has been conducted on 15 – 16 August 2022 against Indonesia National Interpretation 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil that include supply chain requirements. Internal audit records are available, such as Audit Visit Report and audit checklist. Corrective actions have been determined for all non-conformities, however there is no non-conformity found against RSPO supply chain requirements.</p> <p>For year 2022, unit of certification has holds Management Review called Estate-Mill Liaison South Region, on 8 September 2022, at Bunga Tanjung POM meeting room, attended by Senior Technical Manager, Senior Estate Manager, all Estate Manager South, Safety Officer, Quality Control, QCA-LAB and KMD</p>	<p>Complied</p>

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		<p>Manager. Management review of Bunga Tanjung POM for year 2022 has also been conducted on 28 October 2022. All required agenda have been discussed during management review including internal audit results.</p>	
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents. 	<p>PT Agro Muko has ensured that certified FFB received are RSPO certified based on the source of FFB. These FFB source are certified under PT Agro Muko – Bunga Tanjung POM certificate (RSPO 646338). Based on interview with weighbridge clerk and FFB receiving station, Bunga Tanjung POM only received certified FFB from sustainable source: Bunga Tanjung Estate; Air Bikuk Estate; Air Buluh Estate; PT Mukomuko Agro Sejahtera – Malin Deman Estate and Sungai Teramang; and from the Scheme Smallholders: Kebun Masyarakat Desa/KMD; Koperasi Perkebunan Desa Air Buluh - Agro Muko (KOPABA), Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), Koperasi Harapan Jaya Lubuk Talang (KHJLT). Kebun Masyarakat Desa/KMD and Koperasi are fully managed by PT Agro Muko, under each estate. There is no FFB received from other source.</p> <p>Bunga Tanjung POM does not necessary to check the certificate validity of the FFB source on the RSPO website, because the certification of the FFB suppliers is fall under PT Agro Muko – Bunga Tanjung POM.</p> <p>PT Agro Muko – Bunga Tanjung POM has demonstrated SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). Chapter 5.2 of the procedure indicates the Weighbridge Clerk has responsibility to input data and print “Receiving Slip” based on FFB Delivery Note, covering information such as 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>The procedure explains Operation Unit can coordinate with CB about the quota between the OU and the CB. During this Annual Surveillance Assessment (ASA) 2_1, Bunga Tanjung POM was not over sold the CPO and PK production.</p>	<p>Complied</p>

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		<p>The SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019) explains control of product non-conformity refer to Marketing Department Manual, SOP Customer Complaint Handling (MKT-03-02; Rev.1; dated 26 April 2018). The procedure covers returned of all non-conforming product and/or documents. The responsible is Operating Unit Manager (Mill Manager) and Senior Manager Marketing.</p> <p>Up to this Annual Surveillance Assessment (ASA) 2_1, Bunga Tanjung POM only receive and processed FFB form certified source. There has been no non-conforming FFB and/or documents.</p> <p>Incoming FFB records available:</p> <ol style="list-style-type: none"> 1. Delivery of FFB from Field "SPB" No. BTE/095184 dated 5 November 2022 from Bunga Tanjung Estate, Block 98B01A; year of planting 1998, total 220 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/ weighbridge ticket No. FFB22013389W, Bunga Tanjung Estate (BTE) dated 5 November 2022; Block ID 98B01A; year of planting 1998; total bunches 220; nett weight 4,160 kg. Stamp Sustainable Product-IP RSPO 646338. 2. Delivery of FFB from Field "SPB" No. STGE/0000032 dated 5 November 2022 from Sungai Teramang Estate, Block 19A02; year of planting 2019, total 305 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/ weighbridge ticket No. BRD22004559W, Sungai Teramang Estate (STGE) dated 5 November 2022; Block ID 19A02; year of planting 2019; total bunches 305; nett weight 0,290 kg. Stamp Sustainable Product-IP RSPO 646338. 3. Delivery of FFB from Field "SPB" No. ABE/213070 dated 3 November 2022 from Plasma Lubuk Talang; total 1,838 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB2201329W, from Koperasi Harapan Jaya Lubuk Talang (KHJLT) dated 3 November 2022; year of planting 2019; total bunches 1,838; nett weight 7,930 kg. Stamp Sustainable Product-IP RSPO 646338. 	
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		<p>Delivery of FFB from Field "SPB" No. BTE/084088 dated 31 October 2022 from KMD Nenggalo; total 133 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB22013129W, from KMD Nenggalo (KMDN) dated 31 October 2022; year of planting 2001; total bunches 133; nett weight 2,810 kg. Stamp Sustainable Product-IP RSPO 646338.</p>	
<p>3.8.8</p>	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<p>The SOP Supply Chain and Traceability of Palm Products (No.MKT-03-06/04-03-2019/Rev.0) dated 18 March 2019 regulated minimum information required by the standard have to be available in the sales and goods out document. Sales and goods out documents seen are as follows:</p> <ul style="list-style-type: none"> • Delivery Order No. 2022/BT-CPO/DO/04 dated 20 January 2022; Seller PT Agro Muko, Gedung Forum Nine Lt.10, Jl Imam Bonjol No.9, 20112 – Medan, Indonesia; Buyer: PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso Tanjung Mulia, Medan 20241; Product CPO/RSPO SG; volume: 1,000 MT; module RSPO SG; handover location AMTT Teluk Bayur, Padang. • "Berita Acara Penyerahan CPO" (minutes of CPO transfer handover) No.001/AMTT-WM/BT/2022; dated 21 January 2022 based on Contract No. 2021/LTC-CPO/AM-BT/14 dated 16 December 2021. Whereby PT Agro Muko assigned Agro Muko Tank Terminal to transfer: product CPO; volume: 1,000,000 kgs; module RSPO SG; seller: PT Agro Muko – Bunga Tanjung POM; Certificate No. RSPO 646338; buyer PT Wira Inno Mas; from tank T-7 (PT AMTT) to ST T-05 (PT WIM – Factory Padang); volume recorded shore tank 999,838 kgs; signed by both parties. • Shipping Announcement, with transaction ID TR-c24bffbc-caa0 for 999.84 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000006779); Seller Contract No. 2021/LTC-CPO/AM-BT/14; Status: Confirmed on 18/02/2022. • Delivery Order No. 2022/BT-PK/DO/05 dated 10 May 2022; Seller PT Agro Muko, Gedung Forum Nine Lt.10, Jl Imam Bonjol No.9, 20112 – Medan, 	<p>Complied</p>

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		<p>Indonesia; Buyer: PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso Tanjung Mulia, Medan 20241; Product PK/RSPO SG; volume: 350 MT; handover location Bunga Tanjung POM.</p> <ul style="list-style-type: none"> • Despatch Slip No. PK22000092W; dated 11 May 2022 based on DO No. 2022/BT-PK/DO/05; Contract No. 2022/LTC-PK/AM-BT/04; Seller is PT Agro Muko – Bunga Tanjung POM; Buyer is PT Wira Inno Mas (LOC0506); Lorry BA 8587 QU; Transporter PT Chandra Jaya Transport; Product is Palm Kernel; Quantity 20.86 MT; Stamped Sustainable Product IP, RSPO Certificate No. RSPO 646338. • Shipping Announcement, with transaction ID TR-d0335a11-10bd for 29.08 MT CSPK IP; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2022/LTC-PK/AM-BT/05; Status: Confirmed on 14/09/2022. <p>The information completely available in the documents:</p> <ul style="list-style-type: none"> • The name and address of the buyer: PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso Tanjung Mulia, Medan 20241; • The name and address of the seller: PT Agro Muko, Gedung Forum Nine lt.10, Jl Imam Bonjol No.9, 20112 – Medan, Indonesia; • The loading or shipment/ delivery date: 21 January 2022 from PT AMTT to PT Wira Inno Mas; • The date on which the documents were issued: 21 January 2022 from PT AMTT to PT Wira Inno Mas; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): Crude Palm Oil – RSPO SG; • The quantity of the products delivered; 999,838 kgs on “Berita Acara Penyerahan CPO”; 	
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		<ul style="list-style-type: none"> Any related transport documentation: Contract No. 2021/LTC-CPO/AM-BT/14 dated 16 December 2021; Supply chain certificate number of the seller; RSPO Certificate No. RSPO 646338 on "Berita Acara Penyerahan CPO"; A unique identification number: No. 2021/LTC-CPO/AM-BT/14 on contract. <p>Information's are complete and presented in several document, e.g. Despatch Slip, Receiving Slip, Shipping Instruction, Contract and "Berita Acara Penyerahan CPO" and Statement of Delivery.</p>	
<p>3.8.9</p>	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification.</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	<p>PT Agro Muko – Bunga Tanjung POM does not outsourced any milling activities, the mill only outsourced transport of CSPO. Whilst Palm Kernel are sold at the mill, therefore transport activities are instructed and managed by the buyer.</p> <p>The transport for RSPO certified sustainable CPO delivery were carried out by several contractors. During transport, legal ownership of CSPO is under PT Agro Muko, this evident by contract between PT Agro Muko and the transporter. These contractors were appointed, contracted and instructed by PT Agro Muko. The transport contractors are:</p> <ul style="list-style-type: none"> PT Bersama Sejahtera Mandiri; address Komplek Pertokoan Sakura – Jl. Raya By-pass KM.6 Padang; contract No. 06/Angkutan/CPO/AM/09 addendum No. 01/2020 dated 2 January 2020; contact name Mr. H. Sengaja Budi Syukur, SH./Ibu Sri, contact number 08137283****. PT Mutia Mulia, address Jl. Raya Bypass KM.6 Simpang Arai Pinang – Padang; contract No. 06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020; contact name Mr. Novi Andres/Mrs. Fitri, contact number 08137433****. PT Usaha Jaya Express, address Jalan Olo Ladang No. 3 – Padang; contract No. 06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 	<p>Complied</p>

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	<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>	<p>2020; contact name Mr. Freddy Johan/Ibu Siska, contact number 08535596****.</p> <ul style="list-style-type: none"> • PT Genta Perdana Diandra, address Gang Sehati No.54A RT.003 RW.002 Lubuk Begalung Nan XX – Padang; contract No. 05/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020 contact name Mr. Suhardiman, SE./Ibu Wiwik, contact number 08137427****. • PT Lestari Buana Sakti, address Jl. Bypass Palarik Air Pacah KM.16 RT.03 RW.07 Kel. Air Pacah, Kecamatan Koto Tengah Kota Padang; contract No. 2021/Angkutan/CPO/AM/01 dated 29 January 2021 contact name Mr. Agung Tri Wibowo, contact number 0878****. • PT Berkah Lintas Kencana, address Jl. Sutan Syahrir Painan, Painan IV Jurai, Kab. Pesisir Selatan; contract No.2022/Angkutan/CPO/ AM/01 dated 2 January 2022 contact name Mr. Harmon, contact number 0813****. <p>All contractors have signed Statement Letter dated 1 September 2021 (PT Lestari Buana Sakti, PT Usaha Jaya Express, PT Bersama Sejahtera Mandiri, and PT Genta Perdana Diandra), on 16 October 2021 (PT Mutia Mulia), and on 14 August 2022 (PT Berkah Lintas Kencana), that they all committed to comply with RSPO Supply Chain Standard and ready to be audited by CB if it deemed necessary. The Statement letter completed with compliance checklist against RSPO Supply Chain Standard.</p>	
<p>3.8.10</p>	<p>The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.</p>	<p>PT Agro Muko – Bunga Tanjung POM has recorded the name and contact details of CPO Transporter as mentioned in indicator 3.8.9 above.</p>	<p>Complied</p>
<p>3.8.11</p>	<p>The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.</p>	<p>PT Agro Muko – Bunga Tanjung POM through its Sustainability Department has informed Audit Team regarding addition of CPO transporter. Since 2021 there</p>	<p>Complied</p>

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		<p>are two additional transporter which is PT Lestari Buana Sakti and PT Berkah Lintas Kencana. These contractors have been added to the contractor list.</p>	
<p>3.8.12</p>	<p>Record keeping</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>iv) For Mass Balance Module, the mill:</p> <p>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.</p> <p>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.</p> <p>c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock).</p>	<p>The unit of certification has implemented RSPO Supply Chain Certification Standard based on procedure SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). The procedure explains all aspects of supply chain and traceability scope in PT Agro Muko:</p> <ul style="list-style-type: none"> • FFB harvesting, harvest recording and delivery to Palm Oil Mill; • FFB receiving and processing in Palm Oil Mill, CPO and PK production and reporting; CPO and PK dispatch from Palm Oil Mill and receiving in storage tank for export; • Shipping instruction and preparation; • CPO and PK stock balancing post-shipping. <p>The procedure of Supply Chain and Traceability stipulates that "Storage and control of recordings related to production process in the mill are kept a shelf life of at least 5 (five) years or determined by Operation Unit. Records can be stored in the hardcopy and/or softcopy".</p> <p>PT Agro Muko – Bunga Tanjung POM can provide record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis, as recorded in Daily Production Figures.</p> <p>- Daily Production report dated 31 December 2021; year to date FFB received 145,934.33 tons; FFB processed 145,934.33 tons; CPO production 32,459.48 tons; PK production 6,833.40 tons; processing hour 4,828.38 hours; mill throughput 30.22 ton/hour; OER 22.23%; KER 4.68%. At the day CPO stock 217.151 tons; CPO dispatched 0; CPO produced 113.68 tons; stock C/F 330.84 tons; PK stock 214.27 tons; PK dispatched 0; PK produced 24.38 tons; stock C/F 238.65 tons.</p>	<p>Complied</p>

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		Daily Production report dated 31 October 2022; year to date FFB received 101,289.71 tons; FFB processed 101,165.18 tons; CPO production 22,788.38 tons; PK production 4,871.14 tons; processing hour 3,324.25 hours; mill throughput 30.43 ton/hour; OER 22.53%; KER 4.82%. At the day CPO stock 378.13 tons; CPO dispatched 0; CPO produced 100.79 tons; stock C/F 478.92 tons; PK stock 191.77 tons; PK dispatched 0; PK produced 22.53 tons; stock C/F 214.30 tons.	
3.8.13	<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>	Extraction rates are applied to provide reliable estimation of CPO and PK produced. For year 2021, the budget for conversion from FFB into CPO is 23.20%, whilst from FFB to PK is 5.00%. For year 2022, the budget for conversion from FFB into CPO is 23.00%, whilst from FFB to PK is 4.80%.	Complied
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	<p>The actual conversion rates in form of Oil Extraction Rates (OER) and Kernel Extraction Rates (KER) are monitored on daily basis through sounding result and documented in Daily Production Report, then recapitulated in Mill monthly production records.</p> <p>Based on Mill Daily Production Figure dated 31 December 2021, actual OER year to date is 22.23% and KER year to date is 4.68%. Based on Mill Daily Production Figure dated 31 October 2022, actual OER year to date is 22.53% and KER year to date is 4.82%.</p>	Complied
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>	PT Agro Muko – Bunga Tanjung POM does not receive any non-certified FFB. Therefore, no non-certified FFB entering the process, no non-certified CPO and PK being produced, and no non-certified product being dispatched. Storage tank for CPO dedicated only for certified palm oil, and Silo for Palm Kernel used to store certified PK.	Complied

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		<p>The unit of certification has two weighbridge which has been calibrated according to document "Berita Acara Pekerjaan" dated 27 October 2022 issued by CV. Berty Ganda Riau, for:</p> <ul style="list-style-type: none"> - Avery Weightronix E1215; serial number 094050205; capacity 40,000 kg. - Avery Weightronix E1215; serial number 092250391; capacity 50,000 kg. <p>Agro Muko Tank Terminal (AMTT) in Padang has three dedicated tanks to received CPO from Mukomuko POM and Bunga Tanjung POM. Currently Tank uses for RSPO certified CPO are Tank No.3, No.7 and No.8 (capacity 3,000 MT each). To prevent contamination with other CPO, AMTT has a designated piping system to pump the CPO from Agro Muko to the tanks. Receiving station using dedicated pipe number 3, 4 and 5 for CSPO IP, whilst pipe number 1 and 2 are for CPO from other source.</p> <p>The unit of certification is able to reach 100% segregated material through ensuring that certified material will always be segregated from non-certified material including during transport and storage.</p>	
3.8.16	<p>Registration of Transactions</p> <ul style="list-style-type: none"> i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date. ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform. 	<p>As a Palm Oil Mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product, PT Agro Muko – Bunga Tanjung POM has made Shipping Announcement for certified CSPO and CSPK sold, for example:</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID TR-c24bffbc-caa0 for 999.84 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000006779); Seller Contract No. 2021/LTC-CPO/AM-BT/14; Status: Confirmed on 18/02/2022. - Shipping Announcement, with transaction ID TR-40c0bedb-5a79 for 499.8 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas 	Complied

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		<p>(RSPO_PO1000006779); Seller Contract No. 2022/LTC-CPO/AM-WIM/13; Status: Confirmed on 25/07/2022.</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID TR-d0335a11-10bd for 29.08 MT CSPK IP; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2022/LTC-PK/AM-BT/05; Status: Confirmed on 14/09/2022. <p>PT Agro Muko – Bunga Tanjung POM has done “remove” in PalmTrace for certified product sold as other scheme, conventional, or in case of underproduction, loss or damage, for examples:</p> <ul style="list-style-type: none"> - Stock Transaction ID: ST-TR-715a7c01-ac2e; dated 14/09/2022; Product CSPO; Supply Chain Model IP; Transaction Type: Remove from certified stock; Transaction Volume: 1.16 MT. <p>Total CSPO removed for current license period is 1.16 MT.</p>	
3.8.17	<p>Claims The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	<p>The procedure for claims is stated in SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). PT Agro Muko – Bunga Tanjung POM delivered RSPO certified CPO and PK in bulk, the Mill has made no claim regarding the use of or support of RSPO certified oil palm products, e.g. in company letter head, business card or email template. Description of RSPO certified product only made in shipping documentation, e.g. Sales Contract, Delivery Order and Weighbridge Card.</p>	Complied
General corporate communications			
4.1	<p>A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an ‘off-product’ claim.</p>	<p>PT Agro Muko is a subsidiary of RSPO registered member, SIPEF Group. SIPEF is devoted to certified sustainable production of tropical agricultural commodities, primarily palm oil. It also produces certified sustainable bananas, rubber and tea. These labour-intensive activities are developed in Indonesia, Papua New Guinea and Ivory Coast.</p>	Complied

		<p>The corporate communication of SIPEF Group can be seen in the website: www.sipef.com.</p> <p>On the website mentioned that SIPEF became an RSPO member in 2005 and immediately played an active role, contributing tirelessly to improving the RSPO standards. SIPEF represents the growers of the Pacific (Solomon Islands and Papua New Guinea) on the Board of Governors of the RSPO. SIPEF is also very active in the BHCV Working Group, in the No Deforestation Task Force and in the Jurisdictional Approach Working Group.</p>	
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> • Display its RSPO membership status • Display the RSPO web address (www.rspo.org) • State that the member supports the work of the RSPO • State the member’s history with regard to the RSPO. • Use the RSPO trademark to promote its membership of the RSPO. <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text ‘Check our progress at www.rspo.org’ where the link must lead to the member’s profile page.</p>	<p>Corporate communication in SIPEF Group website:</p> <ul style="list-style-type: none"> • Display its RSPO membership status: Yes, it mentioned that SIPEF became an RSPO member in 2005. • Display the RSPO web address: No, SIPEF did not display RSPO website. • State the member supports the work of the RSPO: Yes, on the website, SIPEF mentioned “SIPEF became an RSPO member in 2005 and immediately played an active role, contributing tirelessly to improving the RSPO standards. SIPEF represents the growers of the Pacific (Solomon Islands and Papua New Guinea) on the Board of Governors of the RSPO. SIPEF is also very active in the BHCV Working Group, in the No Deforestation Task Force and in the Jurisdictional Approach Working Group”. • State the member’s history with regards to the RSPO: Yes, on the website mentioned that SIPEF became an RSPO member in 2005. <p>Use of RSPO Trademark to promote its membership of the RSPO: No, SIPEF did not use RSPO trademark in its corporate communication.</p>	Complied
4.3	<p>In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.</p>	<p>In corporate communication https://www.sipef.com, SIPEF does not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.</p>	Complied

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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.	In corporate communication https://www.sipecf.com , SIPEF is consistent, clear and not mislead consumers or other stakeholders as to the certified content of oil palm products in the SIPEF’s own 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.	SIPEF does not display the RSPO Corporate Logo on the website as well as in official documents and the correspondence letter.	Complied
Business to business communications			
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.	PT Agro Muko only stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP. The communication is mainly of the RSPO certificate number and product description.	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.	PT Agro Muko only stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP. The communication is mainly of the RSPO certificate number and product description.	Complied
5.3	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: 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.	PT Agro Muko – Bunga Tanjung POM is not a distributor or wholesaler, the site is a Palm Oil Mill that process FFB into CPO and PK. Therefore, this indicator is Not applicable.	Not Applicable

	b) If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.		
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>	PT Agro Muko – Bunga Tanjung POM is a Palm Oil Mill that process FFB into CPO and PK. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.	Not Applicable
MODULE A – IDENTITY PRESERVED & SEGREGATED SPECIFIC RULES			
Certified oil palm content (IP)			
	For IP, 95% or above of the oil palm content must be RSPO IP-certified.	PT Agro Muko – Bunga Tanjung Palm Oil Mill (POM) physically process RSPO Certified FFB into Certified Sustainable Palm Oil (CSPO) and Palm Kernel (CSPK). Bunga Tanjung POM does not process non-certified FFB, therefore all product are 100% RSPO IP certified.	Complied
	For SG, 95% or above of the oil palm content must be SG, or a combination of SG and IP.	PT Agro Muko stating RSPO SG in the sales document. The RSPO SG notation adhere to the requirements of RSPO SCCS. PT Agro Muko – Mukomuko POM and Bunga Tanjung POM is certified against RSPO P&C and comply to the RSPO SCCS Module Identity Preserved (IP). Whenever PT Agro Muko made an SG claims, it was combination of IP from Mukomuko POM and IP from Bunga Tanjung POM. All of the palm oil mills managed to demonstrate integrity of supply chain against the identity preserved module. During sales of CSPO and CSPK, PT Agro Muko made clear the product is Segregated. Because at the point of shipping, all identity preserved oil palm product have been mixed between PT Agro Muko’s palm oil mills.	Complied

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	<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 volume of non-certified oil palm products must be covered by the purchase of RSPO Credits of equivalent volume.</p>	<p>PT Agro Muko managed to demonstrated that the traceability is intact throughout the supply chain. There is no percentage of non-certified oil palm contaminating/ commingling with the certified product.</p>	<p>Complied</p>
<p>Labelling and trademark (IP)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • RSPO trademark which includes the tag 'CERTIFIED' or • RSPO trademark which includes the tag 'This product contains certified sustainable palm oil'. Wherever a RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4pt (1.4 mm or 0.06 inch). In on-pack communications, the RSPO trademark can be printed anywhere on the pack. 	<p>PT Agro Muko – Bunga Tanjung POM is a Palm Oil Mill that process FFB into CPO and PK. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.</p>	<p>Not Applicable</p>
<p>Messaging (IP)</p>			
	<p>Messaging ALLOWED in storytelling in product-related communications may include some or all of the following elements:</p> <ul style="list-style-type: none"> • The oil palm products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure it contains RSPO-certified palm oil. For more information: www.rspo.org • RSPO-certified sustainable oil palm products were kept apart from other oil palm products throughout the supply chain. www.rspo.org 	<p>Up to this ASA 2_1, PT Agro Muko – Bunga Tanjung POM has not use any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.</p>	<p>Not Applicable</p>

	<ul style="list-style-type: none"> • Certified sustainable oil palm products can be traced back to RSPO-certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO-certified sustainable palm oil has been produced to stringent environmental and social criteria. www.rspo.org • References to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown by company records. 		
MODULE B – MASS BALANCE SPECIFIC RULES			
Minimum Mass Balance content			
	95% or above of the oil palm content must be RSPO MB-certified.	The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.	Not Applicable
	Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.	The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.	Not Applicable
Labelling and trademark (MB)			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' 	PT Agro Muko – Bunga Tanjung POM has not use any label and trademark to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.	Not Applicable

	<p>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.</p> <ul style="list-style-type: none"> • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. • Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). • In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> • [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. • The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. <p>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>	<p>PT Agro Muko – Bunga Tanjung POM has not use any label and trademark to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.</p>	<p>Not Applicable</p>

	<ul style="list-style-type: none"> Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 		
<p>Principle 4: Respect community and human rights and deliver benefit Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.</p>			
<p>Criteria 4.1: The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has policies related to Human Rights as outlined in Policy No. QMM-40-01-P02 (Human Right Policy) dated 27 March 2019 which stated the company recognizes that Human Rights are universal and apply to all, without any form of distinction. The company supports the implementation of the international of Human Rights, and of the ILO Declaration on Fundamental Principles and Rights at work, as they are transcribed into the laws and regulations of the Republic of Indonesia.</p> <p>Based on the verification document shows that the management have done socialization policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), through:</p> <ul style="list-style-type: none"> Put up the policy in the bulletin board in every office/mill estate Do direct socialization to workers and interested parties (contractor and supplier), e.g., dated 1 August 2022 location in Bunga Tanjung POM was attended by 41 workers and on 12 January 2022 to contractor (PT Sawitech – mechanical contractor) <p>Based on interview with sampled of workers (in Bunga Tanjung POM dated 7 November 2022), they can demonstrate and understand the company policy related to human right.</p>	Complied
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.</p> <p>- Minor compliance -</p>	<p>PT Agromuko –Bunga Tanjung POM was employed local residence as workers in their operations.</p> <p>Based on interview with sample of workers and information gathered during stakeholders’ consultation with local communities of Bunga Tanjung Estate and Nenggalo Village (date 7th November 2022), local NGO’s, Gender Committee</p>	Complied

		and Workers Union, there is no issues occurred related violence or use any form of harassment since the company operated in 2006.	
Criteria 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p><i>There is no change information since the last assessment.</i></p> <p>Unit of Certification already has a mechanism for resolving disputes consisting of:</p> <p>a. Land dispute refers to the mechanism of land dispute resolution as stipulated in "Land and Planting Compensation inside Location Permit of the Company" No. LCA-01-01/01-02-2018/Rev.0, dated 18 February 2018, it shows that the company has provided effective resolution of land dispute resolution as follows:</p> <ul style="list-style-type: none"> - The company disseminates company location permits/HGU to the public. - If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. - Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. - Field surveys and land measurements involve companies, claimer, and government representatives. - Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. - Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. - If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation. 	Complied

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4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>Based on interview with related stakeholder such as FFB transporter and board of scheme smallholders (Plasma Koperasi Perkebunan Air Buluh/KOPABA and Plasma Air Koperasi Perkebunan Sejahtera Bersama/KPSB), obtained information that the staff or safety officer has disseminated the company's policies and procedures. Sighted the record of dissemination to the building maintenance contractors of CV Mueeza (dated 27 May 2022). The same information also gathered from the board of plasma.</p> <p>All SOPs and Company Policies are available in two languages, English and Indonesian, which can be understood by the parties.</p> <p>Based on document verification, it shows that the Management has disseminate the mechanism of land dispute resolution, Internal Grievance, External Grievance and Whistleblowing Policy mechanisms through:</p> <ol style="list-style-type: none"> 1. Post the policy on the bulletin board in each estate/mill office. 2. Conducting direct dissemination to workers, especially to security contractors (SSI). 3. Dissemination to Estate and Mill Employees. 	Complied

		<p>4. Installed the signboard or other signage related to HCV area and Best Management Practices commitment in place.</p> <p>During the field visit and interview with stakeholders obtained information that the company's policy and procedures are disseminated regularly or in case any update found. For example, there was a dissemination to the internal worker conducted by Bunga Tanjung POM on 12 August 2022 and to the contractor workers (PT Sawitech) on 12 January 2022.</p> <p>Until this audit, based on the document verification, there is no grievance from the internal or external stakeholders submitted.</p>	
<p>4.2.3</p>	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p><i>There is no change information since the last assessment.</i></p> <p>Unit of Certification already has a mechanism for resolving disputes consisting of:</p> <p>a. Land dispute refers to the mechanism of land dispute resolution as stipulated in "Land and Planting Compensation inside Location Permit of the Company" No. LCA-01-01/01-02-2018/Rev.0, dated 18 February 2018, it shows that the company has provided effective resolution of land dispute resolution as follows:</p> <ul style="list-style-type: none"> - The company disseminates company location permits/HGU to the public. - If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. - Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. - Field surveys and land measurements involve companies, claimer, and government representatives. - Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. - If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation. - If a compensation price agreed, the company will pay the compensation to the landowner. <p>b. Resolution of Internal Complaint refers to the Internal Grievance mechanism (HRD-04-01/01-04-2019/Rev.1) dated 5 April 2019.</p> <p>c. Resolving external complaints refers to the External Grievance mechanism (HRD-04-02/19-02-2019/Rev.0) dated 19 February 2019.</p> <p>d. Whistleblowing policy refers to company policy No. QMM-40-01-P16 (Whistleblowing Policy) dated 14 January 2019.</p> <p>All SOPs and Company Policies are available in two languages, English and Indonesian, which can be understood by the parties.</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>- Minor compliance -</p>	<p><i>Until this audit, there is no new land expansion or any kind of land compensation process.</i></p> <p>All of the land used by Bunga Tanjung POM & Supply Base is state land. However, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results, for example;</p> <ol style="list-style-type: none"> 1. GRIT document (Compensation for Growing Crops) that was carried out in 2013 has been implemented to Mr. Amin S. who owns an area of 1.14 Ha and Mr. Zakaria who has a land area of 1.36 Ha, both of whom are residents of Air Merah Village. The Document includes a Certificate of Land 	Complied

		<p>Ownership that is known by the Village Head and Sub-District Head; a Land Compensation Statement made by both parties and witnessed by each parties and known by the Head of the Village and Sub-District Head; Letter of release made by both parties, known by the Head of Air Merah Village and Sub-District Head Malin Deman; Map of measurement results with a scale of 1:2500 known by the Head of Air Merah Village. The process of compensation negotiation is outlined in the Land Acquisition Compensation Certificate including the agreed compensation value. Payment to the recipient is carried out through "Bank Bengkulu", Ipuh Sub-Branch on 15 July 2013 with No. A/C; 501-01.07.00030-6 worth Rp. 37,620,000, - for Mr. Amin S. and worth Rp. 44,880,000 for Mr. Zakaria. The document also comes with photos of the compensation handover process.</p> <p>2. Document of land compensation process that carried out in 2016 was documented in GRTT Document (Compensation for Growing Crops) No.30, carried out to Mr. Ali Mikir with an area of 2.51 Ha, villagers of Talang Baru village. The Document includes Certificate of Compensation for Land Claims made by both parties witnessed by each party, Village Head and Sub-District Head on 11 February 2016; Letter of Realease on Arable Land made by both parties on 11 February 2016, known by Talang Baru Village Head and Malin Deman Sub-District Head; Map of measurement results with a scale of 1: 1,500 known by the Village Head of Talang Baru, 27 January 2016. The Negotiation Process of compensation is outlined in the Land Compensation Certificate including the agreed compensation value, on 11 February 2016. Payments to the recipient was carried out through "Bank Bengkulu", Ipuh Sub-Branch on 11 February 2016, valued at Rp.107,930,000 for Mr. Ali Mikir. The document also comes with photos of the compensation handover.</p> <p>3. Document of the GRTT (Compensation for Growing Crops) No.15 to Mr. Edi Mansur, a resident of Talang Baru village, with an area of 0.65 Ha. The Document includes Certificate of Compensation for Land Claims made by both parties witnessed by each party, Village Head and Sub-District Head</p>	
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		<p>on 11 February 2016; Letter of Release on Arable Land made by both parties on 11 February 2016, known by Talang Baru Village Head and Malin Deman Sub-District Head; Map of measurement results together with a scale of 1: 1,500 known by the Village Head of Talang Baru, 26 January 2016. The Negotiation Process for compensation is outlined in the Land Compensation Certificate including the agreed compensation value, on 11 February 2016. Payment to the recipient was carried out through "Bank Bengkulu", Ipuh Sub-Branch on 11 February 2016 worth Rp.27,950,000 for Mr. Edi Mansur. The document also comes with photos of the compensation handover.</p> <p>Based on interviews with local community leaders, they stated that they had received growth compensation payments carried out by management before carrying out oil palm development.</p>	
<p>Criteria 4.3: The unit of certification contributes to local sustainable development as agreed by local communities.</p>			
<p>4.3.1</p>	<p>Contributions to community development that are based on the results of consultation with local community are demonstrated.</p> <p>- Minor compliance -</p>	<p>Each unit of mill or estate has set the program to improve the quality of life and beneficial environment, both for Plantation Companies or local and general communities. Those programs developed based on the result of consultation with local communities through annual direct communication and questioner. Those programs written in document namely "Community Development and Corporate Social Responsibility Program". For example, Air Buluh Estate has established the program 2022 consists of 9 types of activities, namely:</p> <ol style="list-style-type: none"> 1. Education; such as donation for public school, apprentice program. 2. Health; such as giving opportunity for local communities to use company's medical clinic. 3. Infrastructure; such as road/bridge maintenance, road hardening and public infrastructure repair. 4. Agriculture; such as giving access for communities to cutting grass for their cattle. 5. Micro and Small Enterprises 	<p>Complied</p>

		<p>6. Sports; Maintenance of sports facilities, provision of facilities by the surrounding village sports facilities and donation for local sports event.</p> <p>7. Art</p> <p>8. Religious; Religious assistance, breaking the fast and Ramadan gifts</p> <p>9. Socio-economic</p> <p>Based on interview with community representatives during audit obtain information that the company has provide much donation for worship facilities or sport even, borrowing heavy weight equipment for road/bridge maintenance and many more.</p>	
<p>Criteria 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
<p>4.4.1</p>	<p>(C) 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.</p> <p>- Critical (Major) compliance -</p>	<p>FPIC process already stated within Procedure of New Development Area (ESD-02-01/11-03-2019/Rev.1). Based on information collected during stakeholder consultation with statutory body and local communities, there is no land compensation made it since 2018. While, unit of certification within scope of Bunga Tanjung POM are still have and valid for documents that showing legal ownership for the Own Estates.</p> <p>PT. Agro Muko and PT Mukomuko Agro Sejahtera has had legal ownership or land use rights known as "Hak Guna Usaha (HGU)" and building use rights known as "Hak Guna Bangunan (HGB)", as follow:</p> <p><u>HGU Holder:</u></p> <p>Air Buluh Estate: Certificate No. 21, based on SK BPN No. 7/HGU/990, dated 3 May 1990. Validity period: 31 December 2020. Hectarage: 2,500 Ha.</p> <p>Noted: until this audit, the renewal process still on progress. The last document sighted was the confirmation letter from Head of National Land Agency of Bengkulu Province on 2 August 2022 to the Directory General of Ministry of National Land Agency related to the recommendation of the land title/HGU renewal.</p>	<p>Complied</p>

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		<p>Air Bikuk Estate: Certificate No. 45, based on SK BPN No. 4/HGU/BPN/94, dated 2 February 1994. Validity period: 31 December 2028. Hectarage: 1,410 Ha.</p> <p>Bunga Tanjung Estate: Certificate No. 47, based on SK BPN No. 4/HGU/BPN/94, dated 2 February 1994. Validity period: 31 December 2028. Hectarage: 2,903 Ha.</p> <p>For KMD's, Progress of land ownership certificate submission for smallholders land (KMD's) is according to decree of Kementerian Agraria dan Tata Ruang Nomor: 455/100-17.16/X/2019, dated 29 October 2019. This letter concern to submission of smallholders certificate upon renewal Land Title or "HGU" Nomor 00014 (previous HGU Number 00002).</p> <p>Scope of submission land owner certificate for smallholders are KMD Air Buluh (14.77 Ha); KMD Nelan Indah (10.04 Ha); KMD Bukit Harapan (9.49 Ha); KMD Air Berau (10.19 Ha); KMD Tanjung Harapan (8.68 Ha); KMD Mundam Marap (1.04 Ha).</p> <p>FPIC process is already implemented prior to development of the plantation.</p> <p>Based on interview with Land Office at Mukomuko Regency obtained information that the land title process has been conducted since 2 – 3 year before the expired dated. Some of the certificate has been officially issued, some other in good progress. Until this audit, there is no grievance from stakeholders related to the land title extension/renewal process.</p> <p>During direct interview with previous landowner and village representatives from Air Buluh, Bunga Tanjung, Nenggalo and Air merah Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.</p>	
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<p>4.4.2</p>	<p>Copies documents evidencing agreement- making processes and negotiated agreements detailing the FPIC process are available and include:</p> <ul style="list-style-type: none"> - Minor compliance - <p>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.</p>	<p><i>There is no change information since the last assessment.</i></p> <p>PT. Agro Muko and PT. Mukomuko Agro Sejahtera has documented all land compensation process since the beginning. The process includes evidence of consultation, statement of transfer of rights, evidence of compensation to demonstrate free, prior and informed consent.</p> <p>Due to unit of certification is one of long establish company, therefore all copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available in Head Office Medan.</p> <p>FPIC process is already implemented prior to development of the plantation.</p> <p>During direct interview with previous landowner and village representatives from Air Buluh, Bunga Tanjung, Nenggalo and Air merah Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.</p>	<p>Complied</p>
	<p>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;</p>	<p><i>There is no change information since the last assessment.</i></p> <p>FPIC process is already implemented prior to development of the plantation.</p> <p>During direct interview with previous landowner and village representatives from Air Buluh, Bunga Tanjung, Nenggalo and Air merah Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.</p>	

	<p>4.4.2c Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities. Including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.</p>	<p><i>There is no change information since the last assessment.</i></p> <p>FPIC process is already implemented prior to development of the plantation. During direct interview with previous landowner and village representatives from Air Buluh, Bunga Tanjung, Nenggalo and Air merah Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.</p>	
<p>4.4.3</p>	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>Currently, the Unit of Certification does not made any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.</p> <p>Sighted the available maps as follows:</p> <ul style="list-style-type: none"> • Air Buluh Estate (ABE): "Peta Patok HGU Air Buluh Estate" Scale 1:44,458. • Malin Deman Estate (MDE): "Peta Malin Deman Estate" Scale 1:15,000. • KMD Bukit Harapan: "Peta General Map" Scale 1:71,436. • KMD Tanjung Harapan: "General Map" Scale 1:80,000. • KMD Mundam Marap: "General Map" Scale 1:50,000. 	<p>Complied</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>- Minor compliance -</p>	<p>Currently, the Unit of Certification does not made any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land</p>	<p>Complied</p>

		compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.	
4.4.5	<p>(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Critical (Major) compliance -</p>	Currently, the Unit of Certification does not made any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.	Complied
4.4.6	<p>There is evidence that implementation of agreement negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	Currently, the Unit of Certification does not made any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.	Complied
<p>Criteria 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	Complied
4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions. All the relevant information and documents are made available,</p>	<p>Documents of legal use rights is already explained within indicator 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or</p>	Complied

	<p>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>- Critical (Major) compliance -</p>	<p>extension of planted area was not existing. No new planting after November 2018.</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>- Minor compliance -</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	Complied
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>- Minor compliance -</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	Complied
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>- Minor compliance -</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	Complied
4.5.6	<p>Evidence is available that the communities or their representatives gave consent to the initial planning phases of the</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p>	Complied

	operations prior to the issuance of a new concession or land title to the operator. - Minor compliance -	Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.	
4.5.7	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. - Minor compliance -	Documents of legal use rights is already explained within indicator 4.4.2 above. Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.	Complied
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above. Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.	Complied
Criteria 4.6: Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	Based on document verification, PT. Agro Muko and PT. Mukomuko Agro Sejahtera have a mechanism for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015. Internal complaint will be settled as per "Prosedur Keluh Kesah dengan Pihak Internal" No.SOP/025/Dept dated 27 March 2015. Mechanism to resolve land disputes as in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. The procedure shows company has prepared effective land dispute resolution mechanism: Company being transparent on permits, licenses including land title to the community; In case of claim from community, company will cater as long as valid land ownership evidence presented; Status verification – when	Complied

		<p>valid land ownership evidence presented, continued with field visit/survey and measurement.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	
4.6.2	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p> <p>- Critical (Major) compliance -</p>	<p>There is no compensation made by the unit of certification for the last three years.</p> <p>procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</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>- Minor compliance -</p>	<p>There is no compensation made by the unit of certification for the last three years.</p> <p>procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p>	Complied

		Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.	
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. - Minor compliance -	There is no compensation made by the unit of certification for the last three years. procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure. Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above. Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.	Complied
Criteria 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	The company has a mechanism for identifying people entitled to compensation as stipulated in "Land and Planting Compensation Procedure inside of the Company" No.LCA 01-01/01-02-2019/Rev 0, dated 18 February 2019. Even though the disputed land is the legal property of the company contained in the HGU, but because it is still controlled by the community and has never been made to compensate, the company has taken steps to deliberate with those who claim and offer adequate compensation. The dispute resolution mechanism according to the procedure above is as follows: <ul style="list-style-type: none"> The company disseminates company location permits/HGU to the public. 	Complied

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		<ul style="list-style-type: none"> • If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. • Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. • Field surveys and land measurements involve companies, claimants and government representatives. • Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. • Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. • If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation. • If a compensation price agreed, the company will pay the compensation to the land owner. <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	
4.7.2	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a mechanism for identifying people entitled to compensation as stipulated in "Land and Planting Compensation Procedure inside of the Company" No.LCA 01-01/01-02-2019/Rev 0, dated 18 February 2019. Even though the disputed land is the legal property of the company contained in the HGU, but because it is still controlled by the community and has never been made to compensate, the company has taken steps to deliberate with those who claim and offer adequate compensation.</p>	Complied

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		<p>The dispute resolution mechanism according to the procedure above is as follows:</p> <ul style="list-style-type: none"> • The company disseminates company location permits/HGU to the public. • If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. • Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. • Field surveys and land measurements involve companies, claimants and government representatives. • Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. • Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. • If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation. • If a compensation price agreed, the company will pay the compensation to the land owner. <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.	Communities that have lost access and rights to land are given opportunities to benefit from plantation development by development of smallholder	Complied

	<p>- Minor compliance -</p>	<p>plantation, e.g. KMD and Koperasi Plasma. Partnership in development of KMD/Koperasi are stated in the Work Agreement Letter.</p> <p>Other than that, the company has given opportunity to the communities to be an employee or to be a third party contractor. Until this audit obtained information that more than 50% worker are came from local communities of Mukomuko regency or Bengkulu Province.</p>	
<p>Criteria 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.</p>			
<p>4.8.1</p>	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p> <p>- Minor compliance -</p>	<p>Based on stakeholder consultation with relevant agencies and local communities, there is no land conflict or land disputes presence for the last three years within unit of certification.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities representatives) obtained information that there is no land disputes existing.</p>	<p>Complied</p>
<p>4.8.2</p>	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>Based on stakeholder consultation with relevant agencies and local communities, there is no land conflict or land disputes presence for the last three years within unit of certification.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p>	<p>Complied</p>

		<p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities representatives) obtained information that there is no land disputes existing.</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>- Minor compliance -</p>	<p>Based on stakeholder consultation with relevant agencies and local communities, there is no land conflict or land disputes presence for the last three years within unit of certification.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities representatives) obtained information that there is no land disputes existing.</p>	Complied
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>- Minor compliance -</p>	<p>Based on stakeholder consultation with relevant agencies and local communities, there is no land conflict or land disputes presence for the last three years within unit of certification.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p>	Complied

		<p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities representatives) obtained information that there is no land disputes existing.</p>	
<p>Principle 5: Support smallholder inclusion</p>			
<p>Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.</p>			
<p>Criteria 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.</p>			
<p>5.1.1</p>	<p>Current and previous period prices for FFB are publicly available and accessible by smallholders.</p> <p>- Minor compliance -</p>	<p>Current and previous period prices for FFB are publicly available to smallholder scheme organisation "KMD and Plasma". Because of Bunga Tanjung POM only received FFB from certified only, therefore the FFB price is not publish to other parties except the smallholder's scheme.</p> <p>FFB price has been made publicly available by the company to smallholders' scheme, as evidence in "Harga Pembelian TBS dari KMD" and "Harga Pembelian TBS dari Plasma".</p> <p>For example, dated 30 Sep 2022, for FFB price period 26 September – 02 October 2022, as follow:</p> <ul style="list-style-type: none"> a. Category A = Rp 2,070/kg (≥ 94% ripeness) b. Category B = Rp 2,055/kg (86 – 93% ripeness) c. Category C = Rp 2,040/kg (≤ 85% ripeness). <p>FFB price period 19 – 25 Sep 2022, as follow:</p> <ul style="list-style-type: none"> a. Category A = Rp 2,002/kg (≥ 94% ripeness) b. Category B = Rp 1,987/kg (86 – 93% ripeness) c. Category C = Rp 1,972/kg (≤ 85% ripeness). 	<p>Complied</p>

5.1.2	<p>(C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders. FFB pricing is determine by the unit of certification and disseminate to smallholders in fortnight basis through Memorandum of FFB Price.</p> <p>During interview and onsite visit to smallholder scheme Koperasi Perkebunan Sejahtera Bersama (KPSB) and Koperasi Perkebunan Air Buluh (KOPABA) which full managed by Air Buluh Estate, the chairman of each smallholder organisation is demonstrate the Memorandum of FFB price, including Invoice or Production report. In example: production report September 2022.</p>	Complied
5.1.3	<p>(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>Fair pricing is agreed with smallholders as former agreement prior to develop the smallholders plantation. FFB price for smallholders set by the unit of certification with specific calculation.</p> <p>Based on interview with smallholders at Koperasi Plasma Perkebunan Sejahtera Bersama, Koperasi Plasma Perkebunan Air Buluh, KMD Bunga Tanjung and KMD Nenggalo, FFB price which set by unit of certification Bunga Tanjung POM is higher than other surrounding Mill.</p>	Complied
5.1.4	<p>(C) 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>- Critical (Major) compliance -</p>	<p>The whole smallholders under unit of certification is full managed scheme which all activities is controlled and managed by relevant Estates, including the manpower supply.</p> <p>Based on interview with smallholders sample during ASA-2.1 at</p> <ul style="list-style-type: none"> - KMD Bunga Tanjung and KMD Nenggalo which full managed by Bunga Tanjung Estate. - Koperasi Perkebunan Sejahtera Bersama (KPSB) and Koperasi Perkebunan Air Buluh (KOPABA) which full managed by Air Buluh Estate. <p>Share-profit of KMD's yield is very transparent and notified in daily news of Radar Mukomuko, including deductions within. Mostly, structure of KMD's and Plasma are dominated by male, but for decision making process are not limited to gender, women and independent representative also involved.</p>	Complied

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		Full managed Village Oil Palm of "KMD's" and Plasma's under Unit of Certification have MoU/contracts for all activities.																																									
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	<p>The whole smallholders under unit of certification is full managed scheme which all activities is controlled and managed by relevant Estates, including the manpower supply.</p> <p>Contracts are fair, legal and transparent and have an agreed timeframe for 1 cycle of Oil Palm crops (25 years), sample of KMD's contracts are below: KMD Bunga Tanjung (Perjanjian Kerjasama No.0016, dated 4 December 2019) and KMD Nenggalo (Perjanjian Kerjasama No.01, dated 29 October 2002) which full managed by Bunga Tanjung Estate.</p>	Complied																																								
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weigh, deductions and amount paid are given. - Critical (Major) compliance -	<p>Based on interview with KMD committee and review of payment documents, agreed payments are made in a timely manner, and receipts specifying price, weight, deductions, and amount paid are given.</p> <p>Payment documents verified: Invoice KM22090016 (KOPABA), September 2022</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #ADD8E6;">Description</th> <th style="background-color: #ADD8E6;">Quantity (kg)</th> <th style="background-color: #ADD8E6;">Rate (Rp)</th> <th style="background-color: #ADD8E6;">Amount (Rp)</th> <th style="background-color: #ADD8E6;">Deduction (Rp)</th> </tr> </thead> <tbody> <tr> <td>FFB Sales</td> <td>121,155</td> <td>Various</td> <td>232,391,490</td> <td></td> </tr> <tr> <td>Tax deduction</td> <td></td> <td></td> <td></td> <td>34,858,724</td> </tr> <tr> <td>Transport deduction</td> <td></td> <td></td> <td></td> <td>55,726,286</td> </tr> <tr> <td>Other deduction</td> <td></td> <td></td> <td></td> <td>17,587,810</td> </tr> <tr> <td>FFB sales nett</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>232,391,490</td> <td>108,172,820</td> </tr> </tbody> </table> <p>Nett paid: IDR 124,218,670.</p>	Description	Quantity (kg)	Rate (Rp)	Amount (Rp)	Deduction (Rp)	FFB Sales	121,155	Various	232,391,490		Tax deduction				34,858,724	Transport deduction				55,726,286	Other deduction				17,587,810	FFB sales nett										Total			232,391,490	108,172,820	Complied
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		<p>Invoice KM22090019 (KPSB), September 2022</p> <table border="1" data-bbox="1039 400 1912 810"> <thead> <tr> <th>Description</th> <th>Quantity (kg)</th> <th>Rate (Rp)</th> <th>Amount (Rp)</th> <th>Deduction (Rp)</th> </tr> </thead> <tbody> <tr> <td>FFB Sales</td> <td>273,300</td> <td>various</td> <td>519,486,650</td> <td></td> </tr> <tr> <td>Tax deduction</td> <td></td> <td></td> <td></td> <td>87,922,998</td> </tr> <tr> <td>Transport deduction</td> <td></td> <td></td> <td></td> <td>151,669,680</td> </tr> <tr> <td>Other deduction</td> <td></td> <td></td> <td></td> <td>173,385,916</td> </tr> <tr> <td>FFB sales nett</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>519,486,650</td> <td>412,978,594</td> </tr> </tbody> </table> <p>Nett paid: IDR 106,508,056.</p>	Description	Quantity (kg)	Rate (Rp)	Amount (Rp)	Deduction (Rp)	FFB Sales	273,300	various	519,486,650		Tax deduction				87,922,998	Transport deduction				151,669,680	Other deduction				173,385,916	FFB sales nett										Total			519,486,650	412,978,594	
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<p>5.1.7</p>	<p>Weighing equipment is verified by an independent third party on a regular basis.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>The latest weighing equipment calibration for weighbridge in Bunga Tanjung POM, as follows: Minutes of weighing equipment surveillance "Berita Acara Pekerjaan", dated 27 October 2022 conducted by independent third-party CV Berty Ganda Riau.</p> <ul style="list-style-type: none"> - Avery Weightronic E1215, Serial Number: 094050205. - Avery Weightronic E1215. Serial Number: 092250391 	<p>Complied</p>																																								
<p>5.1.8</p>	<p>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> <ul style="list-style-type: none"> - Minor compliance - 	<p>The whole smallholders under unit of certification is full managed scheme which all activities is controlled and managed by relevant Estates, including the manpower supply. Based on interview with smallholders sample during ASA-2.1 at</p> <ul style="list-style-type: none"> - KMD Bunga Tanjung and KMD Nenggalo which full managed by Bunga Tanjung Estate. - Koperasi Perkebunan Sejahtera Bersama (KPSB) and Koperasi Perkebunan Air Buluh (KOPABA) which full managed by Air Buluh Estate. 	<p>Complied</p>																																								

		Each committee of KMD's or Plasma's chairman explained that unit of certification are very support for smallholders development.	
5.1.9	<p>(C) The unit of certification has a grievance mechanism for smallholders, and all grievances raised are dealt with in a timely manner.</p> <p>- Critical (Major) compliance -</p>	<p>The unit of certification has a grievance mechanism for smallholders and available in procedure External Grievance (HRA-04-02/01-02-2018/Rev.0) as guidance for external grievance management process including smallholders.</p> <p>Also, unit of certification has also established Grievance Policy (QMM-40-01-P12/27-03-2019/Rev.0) dated 27 March 2019. Unit of Certification recognize the right of all stakeholders (external and internal) to deliver their concern or grievances about the company activities, and to see such concerns and grievance addressed in a prompt and fair manner. Complainants can submit their complaints via email at http://www.tolantiga.co.id or directly to the respective person. Person who directly supervises the complainants should discuss with the complainants to solve the issue.</p> <p>Timeframe for resolving grievance is 30 days. It was evident grievance documentation under "Rekaman Keluh Kesah" e.g. KMD Bunga Tanjung, KMD Nenggalo, Koperasi Perkebunan Sejahtera Bersama (KPSB) and Koperasi Perkebunan Air Buluh (KOPABA).</p>	Complied
Criteria 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	<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>- Minor compliance -</p>	<p>The whole smallholders under unit of certification is full managed scheme which all activities is controlled and managed by relevant Estates, including the manpower supply. All smallholders is under RSPO certification scope and including certified Mill supply base units.</p> <p>Based on interview with KOPABA and KPSB-MMAS Officials, they said that the company's management openly accept the smallholder's feedback related how to improve the oil palm productivity in the field.</p>	Complied
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</p>	<p>The whole smallholders under unit of certification is full managed scheme which all activities is controlled and managed by relevant Estates, including the manpower supply.</p>	Complied

	competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder). - Minor compliance -	The unit of certification develops and implements livelihood improvement programmes through specific training which related to RSPO aspects, such as OHS trainings including PPE provision to the workers, and training related HCV area. Moreover, the FFB pricing to the scheme-smallholder is following the FFB pricing from Plantation Agency, which is the highest FFB prices possible for smallholder (not lower middleman buyer prices).	
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	The whole smallholders under unit of certification are full managed scheme which all activities are controlled and managed by relevant Estates. Land status of KMD's is owned by village ownership, while Plasma land status is owned by individual ownership and having ownership certificates. All the FFB's production within unit of certification scope is legal.	Complied
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	As explained in indicator 5.1.8, all smallholder has been trained to supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains. PT Agromuko – Bunga Tanjung POM has trains KMD (Smallholders) on pesticide handling, as evidence in "Hasil Pelatihan Spraying dan Kalibrasi Alat Semprot" dated 6 February 2022. The training was attended by: <ol style="list-style-type: none"> 1. 19 spraying workers of Air Buluh Estate 2. 4 spraying workers of KMD 3. 9 spraying workers of Malin Deman Estate 4. 7 spraying workers of Plasma Air Merah 5. 8 spraying workers of Plasma Air Buluh Training module, evaluation result and attendance list were available	Complied
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme. - Minor compliance -	PT Agromuko – Bunga Tanjung POM carried out dissemination of partnership and best management practices training to enhance palm oil production, including pest management and pesticide handling based on evidence: Dissemination of partnership and best management practices training to	Complied

		<p>enhance palm oil production to the farmer group (KMD), sample: date 6 February 2022.</p> <p>Minutes of training are available as per "Risalah Briefing". Training subject is related to best management practices of Agronomy of palm oil plantation such as: certified seeds application/usage, drainage management, integrated and effective pest and disease management, weeds control, pesticide handling, zero burning and infrastructure management in order to improve their livelihoods.</p>	
<p>Principle 6: respect workers' rights and conditions Protect workers' rights and ensure safe and decent working conditions.</p>			
<p>Criteria 6.1: Any form of discrimination is prohibited.</p>			
<p>6.1.1</p>	<p>(C) 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>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has a policy to provide equal opportunities and training to obtain employment opportunities that are approved in the "Equal Employment Opportunity Policy" (QMM-40-01-P04) dated 27 March 2019. The Equal Employment Opportunity Policy is also regulated in the Human Resources Department Manual signed by Management on 8 April 2019.</p> <p>The document has regulated equal opportunity without discrimination (Non-Discrimination) based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age starting from the recruitment process, recruitment, transfer, promotion, training, renewal, employment, and remuneration.</p> <p>Based on the verification document shows that the management have done socialization non-discrimination and equal opportunity policy, through:</p> <ul style="list-style-type: none"> Put up the policy in the bulletin board in every office/mill estate (Bunga Tanjung POM, Bunga Tanjung Estate, SungaibTeramang Estate, Air Buluh Estate and Malin Deman Estate) 	<p>Complied</p>

		<ul style="list-style-type: none"> Do direct socialization to workers and interested parties (contractor and supplier), e.g., 8 August 2022 was attended 15 workers in Bunga Tanjung POM. <p>The policy has also communicated to related stakeholder, e.g.: on 12 January 2022 to contractor (PT Sawitech – mechanical contractor)</p>	
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers non-payment of recruitment fees.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has demonstrated the document of the evidence of non-discrimination and equal opportunities policy which implemented by unit of certification as per employee’s database per November 2022 as follow:</p> <ul style="list-style-type: none"> Total employee in Bunga Tanjung POM is 79 workers, consisted of local employees (39 workers); Migrant/Outsider (40 workers); Male (75 workers); Female (4 workers); Permanent/SKU (77 workers); Specified Labour/PKWT (2 workers). <p>Bunga Tanjung Estate: Total employee is 340 workers, consisted of local Male (267 workers); Female (73 workers); Permanent/SKU (304 persons); Specified Labour/PKWT (36 workers); Islam (320 workers); Christians (40 workers)</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>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has a policy to provide equal opportunity and treatment for employment as stated in the "Equal Employment Opportunity Policy" (QMM-40-01-P04) dated 27 March 2019. The Equal Employment Opportunity Policy is also regulated in the "Human Resources Department Manual" signed by Management on 8 April 2019.</p> <p>The document has set equal opportunity without discrimination (Non-discrimination) based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age starting from the recruitment process, permanent employment, transfer, promotion, training, workforce assessment, and remuneration.</p> <p>Data verified during surveillance 2.1 – year 2022</p>	Complied

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		Employment records are well maintained by the HR Department, for example: Employee Promotion in Bunga Tanjung POM - 2022: Application Letter from permanent workers (daily base/SKU-H) to permanent workers (monthly base/SKU-B) no document: 43/BTPOM/VII/2022 regarding "Dokumen Promosi Karyawan BT POM tahun 2022", e.g.: stated by HR Manager letter 155/JWB-RMOBH/VII/2022 dated 8 August 2022, total employee on promotion program are 24 workers/operators, sample namely: Ivan Sandra (Boiler Station), Mr Afriandi (Loading Ramp station), and Mr Suyanto (Clarification Station). The letter completed with the name of the employee proposed for appointment, Performance Assessment Results of each employee, Statement letter of each employee, Job, and Responsibilities of each employee at the time of appointment. These records are related implementation on workers promotion.	
6.1.4	Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women. - Minor compliance -	The company has had a Human Resources Department Manual of 2019 In the document stated that pregnancy women will not be treated as a discriminatory measure, rather, to protect their reproduction organ and fetus. For instance, the company will not employ pregnant women in the chemical related position, in accordance with national regulation. Based on interview with sample of female workers during spraying activities at Malin Deman Estate (8 November 2022) and in Bunga Tanjung Estate (dated 9 November 2022), they said that for working area which exposed by hazardous material such as spraying worker will not be employed by pregnant women. Furthermore, the female spraying worker shall conduct monthly pregnancy test. For pregnant female worker will be appointed to other non-chemical related job.	Complied
6.1.5	(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women. - Critical (Major) compliance -	PT Agromuko – Bunga Tanjung POM already has Gender Committee structure to ensure that no violation or harassment for male and female workers. Structure of gender committee consist of company representative (Operation Unit Manager), Representative of Workers Union, Representative of Employees (Male and Female).	Complied

		<p>Based on interview with representative of Gender Committee at Sei Kiang Estate (date 2 November 2022), PT Agromuko – Bunga Tanjung POM concern to giving opportunities and improvements for women. It is proved that company employed Female Field Assistant in two division.</p> <p>According to employee database updated in November 2022, described as follow:</p> <ul style="list-style-type: none"> Total employee in Bunga Tanjung POM is 79 workers, consisted of local employees (39 workers); Migrant/Outsider (40 workers); Male (75 workers); Female (4 workers); Permanent/SKU (77 workers); Specified Labour/PKWT (2 workers). <p>Bunga Tanjung Estate: Total employee is 340 workers, consisted of local Male (267 workers); Female (73 workers); Permanent/SKU (304 persons); Specified Labour/PKWT (36 workers); Islam (320 workers); Christians (40 workers)</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung vPOM has demonstrated the document for payment, unit of certification applied an applicable regulation related minimum payment in Regency level.</p> <p>Minimum wage year 2022 as per document of “Keputusan Gubernur Bengkulu Nomor: D.466.DKKTRANS Tahun 2021 tentang Upah Minimum Kabupaten Mukomuko Tahun 2022”, dated 30 November 2022. Minimum Wage is IDR 2,522,935.76.</p> <p>Following these, PT Agromuko issued internal memo concerning determination of wage refer to No. 65/RMO AM-All.OU/XII-21, dated 4th December 2021, number of wages paid is IDR 2,522,935.76.</p> <p>Based on interview with sample of workers and verify their pays lip, it was clearly that Unit of Certification paid the workers following the Provincial Minimum Wage.</p> <p>PT Agromuko – Bunga Tanjung POM has determined details of in-kind benefit received by employee’s year 2020 with 13 parameters which refer to RSPO Guidance on Calculating Prevailing Wages, 11 November 2019.</p>	Complied

		<p>PT Agromuko – Bunga Tanjung POM made calculation for in-kind benefits and supporting documents with the highest monthly expenses per family in PT Agromuko – Bunga Tanjung POM area (Bengkulu Province).</p> <p>Sample for in-kind benefit calculation representing five level employee status: Single, married no children, married one child, married two children, and married three children.</p> <p>Sample of document verified in Bunga Tanjung POM for period September 2022, as follow:</p> <ul style="list-style-type: none"> - Namely: Mr Afri Pandestu (Operator in Trasher Chain), register number: 01156 Basic salary: Rp 2,530,000 Rice allowance: Rp 331,758 Insurance allowance: Rp 221,161 Overtime: Rp 1,992,631 Others: Rp 74,375 Total salary is Rp 5,192,837 - Namely: Mr Susyanti (Gardener), register number: 01169 Basic salary: Rp 2,530,000 Rice allowance: Rp 157,980 Insurance allowance: Rp 221,161 Overtime: Rp 283,556 Others: Rp 135,523 Total salary is Rp 3,267,272 	
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Criteria 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).

<p>6.2.1</p>	<p>(C) 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. - Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has shown the document of Collective Worker Agreement (PKB) year 2021 - 2023 between PT Agromuko and labour union (Pengurus Serikat Pekerja Agro Mandiri - SPAM) as reference in working regulation.</p> <p>PT Agromuko and labour union (Pengurus Serikat Pekerja AGrom Mandiri - SPAM) was approved by Head of Manpower Agency of Mukomuko Regency, register number: 03/SPAM-AM/I/2022, dated 20 January 2022.</p> <p>Collective Worker Agreement was approved by Head of Manpower Agency of Mukomuko Regency, dated 10 December 2021. The document was signed by Management PT Agromuko, SPAM. Individual contract agreement between company and each worker are available.</p> <p>According to information collected from representative of worker union “Serikat Pekerja Agro Mandiri - SPAM” during stakeholder consultation, it is informed that:</p> <ul style="list-style-type: none"> • The nature of membership is optional and not coerced. For contract workers (PKWT) and casual daily (FL), they do not become members but are still facilitated if there are labour problems. <p>Industrial relations between companies and workers are bipartite since a Collective Labour Agreement (PKB) that has been agreed by both parties. All employment matters refer to the applicable CLA. However, due to the Covid-19 pandemic, both parties agreed to postpone the negotiation on the PKB validity period for up to 1 year.</p>	<p>Complied</p>
<p>6.2.2</p>	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance</p>	<p>Sample of employment contracts for contracted workers or “PKWT” that hired in 2022 are:</p> <ul style="list-style-type: none"> • Bunga Tanjung POM: Mr M. Aria Candiawan, register number: 1414 - position as Helper in Workshop Bunga Tanjung POM, dated 30 September 2022 – valid until a year. 	<p>Complied</p>

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	<p>with national legal requirements) and payroll documents give accurate information on compensation for all work performed.</p> <p>- Critical (Major) compliance -</p>	<ul style="list-style-type: none"> Bunga tanjong Estate: Mr Freddy Pardosi – Religion Teacher, contract number PKWT: 24/BTE/PKWT/2022, dated 1st August 2022 valid until a year. <p>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.) already described within the contracts. Other conditions are referred to applicable Collective Working Agreement or “Perjanjian Kerja Bersama (PKB)”, which has been approved by Manpower Agency.</p>	
<p>6.2.3</p>	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>As per Indonesia legal labour requirements refer to Manpower Act No. 13 Year 2013, regular working hours divided into two types, i.e: 7 hours/day or 40 hours/week (6 working days) and 8 hours/day or 40 hours/week (5 working days). Unit of certification applied 6 working days, which is 7 hours/day.</p> <p>For overtime, unit of certification applying calculation as per Ministry of Manpower Decree “SK Menakertrans No: KEP-102/MEN/VI/2004”, as below:</p> <p>(Nett income per month + price of primary food/rice per months is 173,</p> <p>Daily working days: 1st hour of overtime will paid 1.5 x wage per hour. Next hour of overtime will be paid 2 time per hour.</p> <p>Working on holiday (6 working days): First of 7 hours will be paid twice. Hour 8 will be paid 3 times; Hour 9 to 10 will be paid 4 times.</p> <p>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, already stated clearly within Collaborative Working Agreements or “Perjanjian Kerja Bersama” period 2021 - 2023.</p>	<p>Complied</p>
<p>6.2.4</p>	<p>(C) The unit of certification provides adequate housing. Sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. In the case of</p>	<p>In 2022, there is no changes of adequate facilities for the workers that provided by PT Agromuko – Bunga Tanjung POM.</p>	<p>Complied</p>

	<p>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>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM have provided adequate facilities for their workers. According to database from sample of unit which verified, as follow: List of General facility in Bunga Tanjung POM, updated in November 2022, such as:</p> <ul style="list-style-type: none"> • Housing (107units) • Water filtration (1 unit) • Polyclinic (1 unit) – together with Bunga Tanjung Estate • Mosque (1 unit) • Sports facilities (volleyball, futsal, football), elementary school and ambulance (1 unit) – together with Bunga Tanjung Estate • Electricity (PLN) • Clean water <p>Bunga Tanjung Estate - List of general facility, updated in November 2022, such as:</p> <ul style="list-style-type: none"> • Housing G-2 (139 units), • Water filtration (2 units), • Polyclinic (2 unit), • Mosque (4 unit), • Church (1 units), • Employee hall (1 unit), • Sports facilities (volleyball, table tennis, futsal, football), elementary school (1 unit), • Ambulance (1 unit), • Electricity by PLN • Clean water, 	
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		Based on field visit at housing complex at Bunga Tanjung Estate (date 9 November 2022) and Malin Deman Estate (date 8 November 2022), those facilities are well maintained and adequate, particularly on water filtration as water supplies.	
6.2.5	The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food. - Minor compliance -	In 2022, there is no changes of adequate and affordable food for the workers that provided by PT Agromuko – Bunga Tanjung POM. PT Agromuko – Bunga Tanjung POM provide installation of water treatment with Reverse Osmosis System for water filtration that used or consume by workers in compound. Workers from Bunga Tanjung estate goes to traditional market of Brangan every Monday, with 3 km distance from workers' compound. Also, unit of certification provide mini market with cooperative management. Data verified: Report of analysis the water consumption in Bunga Tanjung POM – based on certificate number: 1486/LHU/UPTD-Lab/DLH/2021, dated 21 November 2021 – conducted by UPTD Laboratorium Lingkungan Hidup in Bengkulu Province, the result has shown comly with PERMENKES RI No: 32 Tahun 2017 tentang Standar Baku Mutu Kesehatan.	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. - Minor compliance -	PT Agromuko – Bunga Tanjung POM has prepared the prevailing wage calculation. The company referred to RSPO Guidance for Implementing Decent Living Wage. PT Agromuko have taken into calculation the component – year 2022: - Reference family size (incl. Total Fertility Rate/TFR and Child Mortality Rate/CMR – Indonesia year 2020) - Full time equivalent per Family (incl. Labor Force Participation Rate/LFPR, Unemployment rate, People Working Part Time – Indonesia year 2019) - Food cost (with 2,100 calories, footnote 19 RSPO Guidance on Implementing DLW) and noted company provided in kind benefit, rice - Housing cost (provided by company)	Complied

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		<ul style="list-style-type: none"> - Non-Food Non-Housing cost (electricity, clean water, medical treatment, education, school children transportation cost – provided by company) - Mandatory deduction (from tax and BPJS levy) <p>Sample of DLW calculation at PT Agromuko year 2022, as follow:</p> <ul style="list-style-type: none"> • Minimum wage year 2022 as per document of “Keputusan Gubernur Bengkulu Nomor: D.466.DKKTRANS Tahun 2021 tentang Upah Minimum Kabupaten Mukomuko Tahun 2022”, dated 30 November 2022. Minimum Wage is IDR 2,522,935.76. • Following these, PT Agromuko issued internal memo concerning determination of wage refer to No. 65/RMO AM-All.OU/XII-21, dated 4th December 2021, number of wages paid is IDR 2,522,935.76. • Gross Living Wage at IDR 3,126,346 • Prevailing wage at IDR 3,655,045 <p>Gap at IDR 528,698 (positive)</p>	
<p>PROCEDURAL NOTE:</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"> 1. Payment of minimum wages in accordance with applicable regulations 2. Assessment of wages paid (prevailing wages) and in-kind benefits. <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>- Minor compliance -</p>	<p>Since 2022, there are no casual worker works at the unit of certification. All workers have status of permanent workers (SKU-B or SKU-H) of contracted worker (PKWT). PKWT can be for core work or temporary work.</p>	Complied

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		<p>For core work, PKWT is only applicable for 3 month probation period. After 3 month, the contracted worker (PKWT) will be evaluated and stated whether they will be appointed at permanent worker or to be cut.</p> <p>Example of PKWT that has been upgraded to be Permanent Workers (SKU-H):</p> <ul style="list-style-type: none"> Employee Promotion in Bunga Tanjung POM - 2022: Application Letter from contracted worker (PKWT) to permanent workers (monthly base/SKU-H) no document: 43/BTPOM/VII/2022 regarding "Dokumen Promosi Karyawan BT POM tahun 2022", e.g.: stated by HR Manager letter 155/JWB-RMOBH/VII/2022 dated 8 August 2022, total employee on promotion program are 24 workers/operators, sample namely: Ivan Sandra (Boiler Station), Mr Afriandi (Loading Ramp station), and Mr Suyanto (Clarificaiton Station). The letter completed with the name of the employee proposed for appointment, Performance Assessment Results of each employee, Statement letter of each employee, Job, and Responsibilities of each employee at the time of appointment. These records are related implementation on workers promotion. <p>Based on interview with representative of Worker Union (SPAM – date 7 November 2022), it was informed clearly that PT Agromuko – Bunga Tanjung POM employed permanent workers for all core work performed, such as Harvester, FFB Loader, Manuring and several Pesticide applicators. There is only two type of worker status at the company, Permanent workers (daily or monthly basis) and contracted workers (PKWT). PKWT in core work (e.g harvester) is only applicable for 3 month probation period. After 3 month, the contracted worker (PKWT) will be evaluated and stated whether they will be appointed at permanent worker or to be cut.</p>	
<p>Criteria 6.3: The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognizing freedom of association and right to collective bargaining in national languages is available</p>	<p>PT Agromuko – Bunga Tanjung POM has a policy related to freedom of association set in Policy No. QMM-40-01-P13 (Freedom of Association Policy)</p>	<p>Complied</p>

	<p>and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>dated 1 March 2014. The policy stated that "the company recognizes the role of lawful and independent workers and employees' representative organizations in creating a constructive working environment".</p> <p>PT Agromuko – Bunga Tanjung POM implement two type of union, Independent Labour/Worker Union (Serikat Pekerja Agro Mandiri - SAPM) and Bipartite Organisation.</p> <p>Based on information gathered during stakeholder consultation with Manpower Agency of Mukomuko Regency (date 1 November 2022), it was informed that both union (Labour union and Bipartite organisation) has been officially registered.</p> <p>According to information collected from representative of worker union "Serikat Pekerja Agro Mandiri - SPAM" during stakeholder consultation, it is informed that:</p> <ul style="list-style-type: none"> • Total union members of PT Agromuko – Bunga Tanjung POM and its supply base, updated in November 2022 are 808 permanent workers (SKU-H and SKU-B). The nature of membership is optional and not coerced. For contract workers (PKWT) and casual daily (FL), they do not become members but are still facilitated if there are labor problems. <p>Industrial relations between companies and workers are bipartite based on a Collective Labor Agreement (PKB) that has been agreed by both parties. All employment matters refer to the applicable CLA.</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>- Minor compliance -</p>	<p>According to information collected from representative of worker union "Serikat Pekerja Agro Mandiri - SPAM" during stakeholder consultation, it is informed that:</p> <ul style="list-style-type: none"> • The Union members of PT Agromuko – Bunga Tanjung POM and supply base updated in November 2022 consisted of permanent workers (SKU-H and SKU-B). The nature of membership is optional and not coerced. For contract workers (PKWT) and casual daily (FL), they do not become members but are still facilitated if there are labor problems. 	Complied

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		<ul style="list-style-type: none"> • Industrial relations between companies and workers are bipartite based on a Collective Labor Agreement (PKB) that has been agreed by both parties. The latest meeting was conducted in March 2022 to discuss additional cost/premium for harvesters/workers that worked in holiday/Sunday when necessary. <p>Topic to be discussed during the meeting are:</p> <ul style="list-style-type: none"> • Arrangement to proceed Driving License to all workers. • Cooperative Payment • Medical Insurance (BPJS Kesehatan) for workers that have new family member. • Food provision for transport workers. • Meeting with Workers Union conducted in monthly basis. 	
6.3.3	<p>Management does not interfere with the formation or operation of registered labour organizations/unions, or other freely elected representatives for all workers, including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>According to information collected from representative of worker union "Serikat Pekerja Agro Mandiri (SPAM)" during stakeholder consultation, it is informed that the union members of PT Agromuko – Bunga Tanjung POM are consisted of permanent workers (SKU-H and SKU-B). The nature of membership is optional and not coerced. For contract workers (PKWT) and casual daily (FL), they do not become members but are still facilitated if there are labor problems.</p> <p>Based on interview with representative of Worker Union (SPAM) at Bunga Tannjung Estate and Malin Deman Estate, membership of worker union is optional and freely chosen. However, all permanent workers at Bunga Tanjung Estate already registered to Union. If contracted workers or "PKWT" have an issue related employment, union can also receive and facilitate the issues with the company.</p>	Complied
<p>Criteria 6.4: Children are not employed or exploited.</p>			

6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>PT Agromuko – Bunga TanjungPOM has a policy on the Prohibition of Child Labor as outlined in the company's "Child Labor Policy" dated 27 March 2019. The policy stated that PT Agromuko – Bunga Tanjung POM is committed not to employ children under 18 years of age, and anything related to work, supports the laws of the Republic of Indonesia and other agreements including the 1999 ILO Child Labor Convention".</p> <p>Based on the verification document shows that the management have done socialization policy for the protection of children, including prohibition of child labour and remediation, through:</p> <ul style="list-style-type: none"> • Put up the policy in the bulletin board in every office/mill estate <p>Do direct socialization to workers and interested parties (contractor and supplier), e.g., dated 16th August 2022 location in Bunga Tannjung Estate as per document "Berita Acara Serah Terima Pensosialisasian Tentang Supplier Policy"</p>	Complied
6.4.2	<p>(C) 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>- Critical (Major) compliance -</p>	<p>Based on verification of job vacancy announcement documents as well as job application requirements data, it shows that each applicant file must attach a copy of National Identity Card (KTP) to verify data of age and citizenship status.</p> <p>Sample of List Workers Database at PT Agromuko – Bunga Tanjung POM, updated in November 2022, as follow:</p> <ul style="list-style-type: none"> • In Bunga Tanjung POM. The youngest workers are Mr. M Aria Candiciawan (Workshop Mechanic). Born: 1 June 2002, Join to work: 1 October 2021 (age 20 y.o). Current age: 21 y.o. <p>Air Buluh Estate. The youngest workers is Mr. S***** (Harvester). Born: 4 September 1990, Join to work: 1 Apr 2015 (age 25 y.o). Current age: 31 y.o.</p>	Complied
6.4.3	<p>(C) Young person maybe employed only for non-hazardous work with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>As outlined in indicator 6.4.1, The unit of certification has a policy on the Prohibition of Child Labor as outlined in the company's "Child Labour Policy" dated 27 March 2019. The policy stated that "PT Agromuko is committed not to employ children under 18 years of age, and anything related to work,</p>	Complied

		<p>supports the laws of the Republic of Indonesia and other agreements including the 1999 ILO Child Labour Convention”.</p> <p>Based on verification of worker documents for period October 2022 for each unit (Estate and Mill), there are no workers who are less than 18 year old when hired as workers or worked at hazardous area.</p> <p>The youngest worker in Air Buluh Estate is Mr M Ikbal Giat (register number 1737), date of birth 23rd August 2003, joined on 1st July 2022 (18 years old and 10 months).</p>	
6.4.4	<p>The unit of certification demonstrates communication about its ‘no child labour’ policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>According to information collected from representative of worker union “Serikat Pekerja Induk PT Agromuko – Bunga Tanjung POM” and workers in field during stakeholder consultation, showed that they have understood company policies to prohibit the use of child labour in all types of company operational activities.</p> <p>Based on the verification document shows that the management have done socialization no child labour’ policy, through:</p> <ul style="list-style-type: none"> • Put up the policy in the bulletin board in every office/mill estate <p>Do direct socialization to workers and interested parties (contractor and supplier), e.g., dated 15 March 2022 location in Air Buluh Estate was attended by 46 workers</p>	Complied
<p>Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
6.5.1	<p>(C) A policy to prevent sexual and all other form of harassment and violence is documented, implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has a policy on prevention of sexual harassment/ violence as outlined in policy No. QMM-40-01-P10, Rev 1 (Sexual Harassment Policy) dated 27 March 2019.</p> <p>Based on interview with sample of female workers and Gender Committee representative during ASA 2.1 in October 2022, it is clearly that they have understood the company’s policies on prevention of sexual harassment.</p> <p>Based on the verification document shows that the management have done socialization policy to prevent sexual and all other form of harassment and violence, through:</p>	Complied

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		<ul style="list-style-type: none"> Put up the policy in the bulletin board in every office/mill estate <p>Do direct socialization to workers and interested parties (contractor and supplier), e.g., dated 15 March 2022 location in Air Buluh Estate was attended by 46 workers</p>	
6.5.2	<p>(C) 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>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has a policy on protection of reproductive rights as outlined in policy No. QMM-40-01-P11, Rev 1 (Protection of Reproductive Rights Policy) dated 27 March 2019.</p> <p>Based on interview with sample of female workers and Gender Committee representative, it is clearly that company are respectful on protection of reproductive rights. In example, female workers who has children are given to breastfeeding time for 30-45 minutes every day.</p> <p>Based on the verification document shows that the management have done socialization policy to protect the reproductive rights of all, especially of women, through:</p> <ul style="list-style-type: none"> Put up the policy in the bulletin board in every office/mill estate <p>Do direct socialization to workers and interested parties (contractor and supplier), e.g., dated 15 March 2022 location in Air Buluh Estate was attended by 46 workers</p>	Complied
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified in accordance with applicable regulations in Indonesia.</p> <p>- Minor compliance -</p>	<p>Based on interview with sample of female workers and Gender Committee representative in Bunga Tanjung (dated 2nd November 2022), it is clearly that PT Agromuko – Bunga Tanjung POM are respectful on protection of reproductive rights. In example, female workers who has children are given to breastfeeding time for 30-45 minutes every day.</p>	Complied
6.5.4	<p>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> <p>- Minor compliance -</p>	<p>Based on direct interview during ASA 2.1 – 2022, with sample of female workers and Gender Committee, they already understood how the company procedures to resolving disputes, grievance, and complaints. Anonymity and complainants are protected as requested by them.</p>	Complied

Criteria 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All work is voluntary and the following are prohibited:</p> <ul style="list-style-type: none"> 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, unless the unit of certification and the workers agree to the penalty and it is stated in the employment agreement Debt bondage Withholding of wages <p>- Critical (Major) compliance -</p>	<p>Based on interview with workers and workers union during ASA 2.1, stated that the unit of certification does not practice such thing as follows:</p> <ul style="list-style-type: none"> Retention of identity documents or passports Payment of recruitment fees Contract substitution Involuntary overtime Lack of freedom of workers to resign Penalty for termination of employment Debt bondage Withholding of wages 	Complied
6.6.2	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>Based on direct interview with workers and representative of labour union (Serikat Pekerja Agro Mandiri), it is informed that unit of certification are employed local workers, resident of surrounding villages and Indonesian citizen from other regencies or provincial. There are no migrant workers and only two type of working status, permanent (SKU-H/B) and contracted workers (PKWT)</p>	Complied
Criteria 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has appointed the responsible person(s) for OHS is identified, also for records of regular meetings between the responsible person(s) and workers has demonstrated.</p> <p>Data verified during ASA 2.1 – year 2022:</p> <ul style="list-style-type: none"> Malin Deman Estate - OHS committee (P2K3) has registered to Manpower Agency as per “Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Provinsi Bengkulu Nomor: 	Complied

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		<p>503/09.2850/95/DPMPTSP.P.1/2019 tentang Surat Keputusan Kelapa Dinas Tentang Pembentukan Panitia Keselamatan dan Kesehatan Kerja PT Mumkomuko Agro Sejahtera, issued on 26th November 2019.</p> <ul style="list-style-type: none"> Malin Deman Estate - OHS expert, namely Mr Mugiono, certificate number: KEP.P.6195/NAKER-BINWASK3/IX/2017 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum Menteri Tenaga Ketenagakerjaan, issued by Ministry of Manpower of Republic of Indonesia, dated 19 April 2022– valid until 3 years <p>The record of OHS meeting - 2022, e.g.:</p> <ul style="list-style-type: none"> Record of OHS meeting dated 31st October 2022, location in Air Buluh Estate Office agenda: Review of the meeting result of the last (September 2022), review of OHS inspection and review of incident report Report of OHS performance for period July – September 2022 as per document of "Laporan Kegiatan P2K3LHS PT Agromuko – Bunga Tanjung POM was sent to Manpower Agency in Bengkulu Province (report number: 319/ABE/X/2022 – dated 20th October 2022). The contains of the report: <ul style="list-style-type: none"> Minute of OHS meeting month July, August, and September 2022 Record of OHS inspection July to September 2022 Report of accidents (if any) <p>Record of the OHS program implementation.</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>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has prepared the procedure of accident and emergency as per document of Incident Report, no: OHS-01-08, issued date 4th February 2019 version 0.</p> <p>Steps to Report Incidents:</p> <ol style="list-style-type: none"> Applies to all accidents, diseases and incidents that occurs The initial date that must be given if an incident occurs are: <ul style="list-style-type: none"> Date and time occur Location of the incidents 	Complied

		<ul style="list-style-type: none"> • Name and or number of victims • Activity at the time of incidents • The is injury or death <p>Procedure of emergency response No: OHS-03-01-2020/Rev.0, possible emergencies include:</p> <ul style="list-style-type: none"> • Natural disasters (floods, earthquakes, storms, volcanoes, etc) • Fire at the mill • Toxic gas leak • Chemicals spills, waste, CPO • Explosion in fuel tank • Civil security disturbances (bomb threats, robberies, demonstrates, riots) • Workplace violence that results in physical injury and trauma <p>PT Agromuko – Bunga Tanjung POM has assigned operatives trained in First Aid are present in both field and other operations, e.g:</p> <ul style="list-style-type: none"> • Air Buluh Estate, namely Mr Erwin Suganda (Foreman in Harvesting – Division II), license number: /DKKTRANS-03/VI/2021 dated 13 April 2021 – valid until 3 years. The certificate has been issued by Dinas Ketenagakerjaan dan Transmigrasi Propinsi Bengkulu • Malin Deman Estate, namely Mr Jeny Saputra (Foreman in Harvesting), license number: /DKKTRANS-03/VI/2021 dated 13 April 2021 – valid until 3 years. The certificate has been issued by Dinas Ketenagakerjaan dan Transmigrasi Propinsi Bengkulu <p>Record verifications:</p> <ul style="list-style-type: none"> - Air Buluh Estate - since 2022 there was reported an accident i.e.: report number: LKK: 02/12/10/2022, dated 12 October 2022, lost time by accident amount 4 man-days. 	
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		<ul style="list-style-type: none"> - Malin Deman Estate – since 2022 there was reported an accident i, e.: report number 01-MDE-2022-08-AC/-WP, dated 11 August 2022. Lost time by accident is 1 man-day. - The accident report has been completed with report investigation, the recommendation has been followed up. - Air Buluh Estate - Fire Drill simulation dated 16th March 2021– was attended by all workers. Evidence: scenario, documentation of implementation and evaluation – recommendation 	
6.7.3	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM have provided training related to OHS and PPE in accordance with the result of risk assessment.</p> <p>Air Buluh Estate & Malin Deman Estate – data verified:</p> <ul style="list-style-type: none"> • Record of handover of PPE (helm) for Air Buluh Estate workers dated 5th November 2022, for Rico Hutagalung (driver DT), • Record of handover of PPE (AP Boot), e.g.: dated 9th September 2022 for Mr Sadiman (harvester in Division 05), Mr Hendi (harvester in division 05) • Record of handover of PPE (mask, apron for pesticides applicator), dated 19th September 2022 for Mrs Saini, Mrs Mayang and Mrs Rosmanita. <p>Checklist on monitoring PPE usage conducted during muster chit, sample seen on 30th September 2022 location in Plasma Air Buluh – the report was shown good in appropriate PPE for worker in manuring and pesticides application.</p>	Complied
6.7.4	<p>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> <p>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM provide all workers will medically care, and covered by accidents insurance, the statement as mentioned in Memorandum No: 436/MED-CIR/XII/2015, dated 2nd December 2015 was signed by Company Doctor.</p> <p>Based on interview during ASA 2.1 November 2022, with sample workers during field visit and consultation with labor union, they were stated all workers</p>	Complied

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		<p>in PT Agromuko are provided with medical care and accident under BPJS Kesehatan and PBJs Ketenagakerjaan.</p> <p>Sample of data verified – year 2022:</p> <ul style="list-style-type: none"> Air Buluh Estate - payment record of health insurance (BPJS Kesehatan), month October 2022 (payment code: 89BB75956FCCF36), amount paid IDR **,675,491, covering for 375 workers. Status: PAID via Mandiri Bank. <p>Malin Deman Estate - payment record of accidents insurance (BPJS Ketenagakerjaan) for month October 2022, total IDR XX,061,041 – status: PAID (payment code: 416118092000)</p>	
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM has shown the record of injuries using lost time accident (LTA) metrics as in “Rekapitulasi Kejadian Kecelakaan Kerja–LTA” year 2022.</p> <p>- Air Buluh Estate, there was an accident reported since 2022 (Air Buluh Estate - since 2022 there was reported an accident i.e.: report number: LKK: 02/12/10/2022, dated 12 October 2022, lost time by accident amount 4 man-days.</p> <p>Malin Deman Estate – since 2022 there was reported an accident i, e.: report number 01-MDE-2022-08-AC/-WP, dated 11 August 2022. Lost time by accident is 1 man-day.</p>	Complied
Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.			
Criteria 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.			
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>Unit of certification has implemented Integrated Pest Management (IPM), for example in Air Buluh Estate is evident as titled “Program Pengendalian Hama Terpadu 2022”, dated 2 January 2022. The Program consist of monitoring of installed barn-owl box; installation of new barn-owl box; monitoring of beneficial plants, identification of natural predator of nettle caterpillar.</p> <p>In Bunga Tanjung Estate is evident as titled “Program Pengendalian Hama Terpadu 2022”, dated 4 January 2022. The Program consist of monitoring of</p>	Complied

		<p>installed barn-owl box; identification of beneficial weeds, census of caterpillar and Ganoderma, upkeep of <i>Turnera subulatta</i>, <i>Antigonon leptopus</i> and <i>Casia tora</i>.</p> <p>Realization of IPM in Air Buluh Estate verified as in "Barn Owl Monitoring", mentioned that in October 2022 in Division 1 there are 3 unit of barn-owl box at Block 04Y01A, 05Y02A and 05Y04A; in Division 3 there are 4 unit of barn-owl box at Block 99E02A, 99D02A, 99G02A and 99H02A. Pest Detection in October 2022 in Division 1 resulted that there is no pest found at Block 05Y04A, 04Y01A and 05Y02A.</p> <p>Realization of IPM in Bunga Tanjung Estate for example verified as in "Census Palm Ganoderma", mentioned that in October 2022 in Division 1 there are several palms infested by Ganoderma Block 98A01, 98A02 and 98F08.</p>	
7.1.2	<p>Invasive species are not to be used according to applicable regulation in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>Unit of certification can provide "100 of the World's Worst Invasive Alien Species" a selection from the Global Invasive Species Database, published by Invasive Species Specialist Group (ISSG) in association with IUCN, Species Survival Commission and Bionet.</p> <p>Evaluation of invasive species has been in Air Buluh Estate on 3 November 2022; in Bunga Tanjung Estate on 8 October 2022.</p> <p>Some species are naturally existed in the area and the spreading are controlled, e.g. <i>Imperata cylindica</i>, <i>Clidemia hirta</i>, <i>Mikania micranta</i>, and <i>Mimosa pigra</i>. There are no species in the list that used to manage areas in unit of certification.</p>	Complied
7.1.3	<p>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.</p> <p>- Minor compliance -</p>	<p>Based on interview and field visit during ASA 2_1, there is no implementation of fire use for pest control in whole area of unit of certification. The company uses manual and chemical method for pest control.</p>	Complied
<p>Criteria 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>			

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7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>The unit of certification has recorded list of herbicides used, completed with active ingredient, WHO class, trademark, target, registration number and license's expiry date. The company uses selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <table border="1" data-bbox="1037 507 1944 1359"> <thead> <tr> <th>Trademark</th> <th>Active Ingredient</th> <th>WHO Class</th> <th>Target</th> <th>Registration Number</th> <th>Expiry date</th> </tr> </thead> <tbody> <tr> <td>Smart 486 AS</td> <td>Isopropil amina glifosat 486 g/l</td> <td>U</td> <td>Grasses weed</td> <td>RI.01030119971313</td> <td>12/11/2023</td> </tr> <tr> <td>Becano 500 SL</td> <td>indaziflam</td> <td>III</td> <td>wood</td> <td>RI.01030120124279</td> <td>14/01/2027</td> </tr> <tr> <td>Basta 150 SL</td> <td>Amonium glufosinat 150 g/l</td> <td>III</td> <td>Grass weed, broad leaf</td> <td>RI.01030119921113</td> <td>12/11/2023</td> </tr> <tr> <td>Supremo</td> <td>Isopropilamina glifosat 480 g/l</td> <td>U</td> <td>Grasses weed</td> <td>RI.01030120021712</td> <td>27/06/2027</td> </tr> <tr> <td>Metsulindo 20 WP</td> <td>Metil metsulfuron 20%</td> <td>U</td> <td>Ferns, Broad Leaf, Sedges</td> <td>RI.01030119991484</td> <td>11/05/2026</td> </tr> <tr> <td>Garlon Mix 333/17</td> <td>Aminopiralid potassium 17 g/l</td> <td>III</td> <td><i>Tetracera indica, Melastoma malabatricum, Clidemia hirta, Lantana camara</i></td> <td>RI.01030120155148</td> <td>31/01/2025</td> </tr> <tr> <td>Starane 290 EC</td> <td>Fluroksipir 290 g/l</td> <td>U</td> <td>Broad leaf</td> <td>RI.0103011988854</td> <td>12/11/2023</td> </tr> <tr> <td>Marathon 500 SL</td> <td>Dimehypo 500 gr/L</td> <td>II</td> <td><i>bagworm</i></td> <td>RI.01010120103769</td> <td>11/06/2025</td> </tr> </tbody> </table>	Trademark	Active Ingredient	WHO Class	Target	Registration Number	Expiry date	Smart 486 AS	Isopropil amina glifosat 486 g/l	U	Grasses weed	RI.01030119971313	12/11/2023	Becano 500 SL	indaziflam	III	wood	RI.01030120124279	14/01/2027	Basta 150 SL	Amonium glufosinat 150 g/l	III	Grass weed, broad leaf	RI.01030119921113	12/11/2023	Supremo	Isopropilamina glifosat 480 g/l	U	Grasses weed	RI.01030120021712	27/06/2027	Metsulindo 20 WP	Metil metsulfuron 20%	U	Ferns, Broad Leaf, Sedges	RI.01030119991484	11/05/2026	Garlon Mix 333/17	Aminopiralid potassium 17 g/l	III	<i>Tetracera indica, Melastoma malabatricum, Clidemia hirta, Lantana camara</i>	RI.01030120155148	31/01/2025	Starane 290 EC	Fluroksipir 290 g/l	U	Broad leaf	RI.0103011988854	12/11/2023	Marathon 500 SL	Dimehypo 500 gr/L	II	<i>bagworm</i>	RI.01010120103769	11/06/2025	Complied
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<p>7.2.2</p>	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) are provided. - Critical (Major) compliance -</p>	<p>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 available, documented in "Rekapitulasi Pemakaian Herbisida dan Insektisida per Bulan, Tahun 2022". E.g. Supremo; active ingredient <i>Isopropilamina glifosat</i> 480 g/l; LD50 oral >5000 mg/kg; LD50 dermal >2000 mg/kg; area treated 2,170.27 Ha; amount of active ingredients applied per Ha 978.68 gr/Ha and number of applications 3 rounds per year.</p>	<p>Complied</p>																		
<p>7.2.3</p>	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -</p>	<p>Pesticides are only used to reduce/eliminate existing pest, which has exceeded the economic threshold. E.g. in Air Buluh Estate: Supremo; active ingredient <i>Isopropilamina glifosat</i> 480 g/l; LD50 oral >5000 mg/kg; LD50 dermal >2000 mg/kg; area treated 2,170.27 Ha; amount of active ingredients applied per Ha 978.68 gr/Ha and number of applications 3 rounds per year. Pesticides are applied in accordance with IPM plans.</p>	<p>Complied</p>																		

		Based on document reviewed, uses of pesticide are minimized as part of the plan, and in accordance with IPM Plans, there are no pesticide application outside of the targeted species and planned intervals.	
7.2.4	There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines. - Minor compliance -	There is no prophylactic use of pesticides throughout unit of certification area. Pesticide/Herbicides are only used to reduce/eliminate existing weed or pest, which has exceeded the economic threshold.	Complied
7.2.5	Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions and paraquat, are not to be used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks. The due diligence refers to: - Minor compliance - 7.2.5a Judgment of the threat and verify why this is a major threat.	The Unit of certification has commitment to eliminated using Paraquat since 1 January 2017 based on General Manager letter No.35/GMAM-Est/XII/2015, dated 8 December 2017. The document is not change up to this ASA 2_1. Based on field visit to spraying activities and agrochemical warehouse, verified that PT Agro Muko and PT Mukomuko Agro Sejahtera including the smallholders are not using pesticide categorized as WHO Class 1A and Class 1B, or that listed by the Stockholm or Rotterdam Conventions. Despite paraquat is not prohibited in Indonesia, company committed to avoid use of Paraquat. Based on "Evaluasi Pemakaian Pestisida Tahun 2022", verified that the company only uses pesticides for specific target species (weed or pest), and no paraquat used.	Complied
	7.2.5b Why there is no other alternative which can be used.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
	7.2.5d Process to limit the negative impacts of the application.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm	

		<p>or Rotterdam Conventions, or paraquat in whole operation of unit of certification.</p>	
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they conduct.</p> <p>- Critical (Major) compliance -</p>	<p>Based on interview and field visit to spraying of spraying of circle and path in Air Buluh Estate, Division 5, Block 00V02A, using material <i>Isoprophyl Amina Glyphosate</i> 400 cc/Ha, <i>Methil Metsulfuron</i> 15 gr/L and <i>Alkiralil Poliglikol Eter</i> 10 cc/Ha, verified that pesticides are only handled, used and applied by persons who have completed the necessary training and are always applied in accordance with the product label. Field visit also conducted to circle and path spraying in Bunga Tanjung Estate, Division 2, Block 98J01A, using material <i>Isoprophyl Amina Glyphosate</i> 350 cc/Ha, <i>Methil Metsulfuron</i> 10 gr/L and <i>Alkiralil Poliglikol Eter</i> 9 cc/Ha. All precautions attached to the products are properly observed, applied, and understood by workers. Personnel applying pesticides has demonstrated evidence of knowledge about the activity they conduct. Standard PPE for spraying workers are observed, such as safety glasses, masker, apron, rubber glove, rubber boot, as well as standard PPE for chemical mixer/chemical storekeeper, such as face shield, masker, apron, rubber glove and safety boot.</p> <p>The unit of certification has provided training for all workers that performs chemical spraying including for Scheme Smallholders (KMD and Plasma), as evidence in "Hasil Verifikasi Alat Semprot Knapsack Sprayer SA15" in Air Buluh and Malin Deman Estate dated 30 June 2022. Training located at Air Buluh Estate office complex, attended by 20 spraying workers from Air Buluh Estate, 6 workers from Malin Deman Estate and 6 workers from Air Buluh Plasma. Verified calibration result of flow rate per minute, spray wide (m) and distance per minute (m). Training of spraying and chemical handling in Bunga Tanjung Estate was conducted on 5 November 2022 located at estate office complex,</p>	Complied

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		attended by 13 spraying workers. In general, the training was attended by: Field Head Assistant, all Field Assistant, all Spraying workers, and supervisors including that apply spraying in KMDs.	
7.2.7	<p>(C) Storage of all pesticides in accordance with recognized best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Based on visit during ASA 2_1 to chemical storage at Malin Deman Estate, Air Buluh Estate, Bunga Tanjung Estate and Sungai Teramang Estate, verified that all pesticides are kept securely in accordance with recognized best practices. The storage for all pesticide is in good condition. A standard storage system appears to be implemented across the unit of certification. The storage is equipped with sufficient air ventilation to provide air circulation. Hazard signs, emergency shower, secondary containment, spill kit, appropriate PPE (overall, face shield, impermeable rubber gloves, apron, and mask) are available and ready for use.</p> <p>Working instruction for pre-mixing, stacking and pesticide storage are available and updated. Material Safety Data Sheets (MSDS) are available for all chemicals used and available at the mixing areas.</p>	Complied
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>- Minor compliance -</p>	<p>All pesticide containers are categorized as Hazardous Waste, that regulated based on SOP of Hazardous and Toxic Waste Materials (No. ENC 01-10/04-03-2019/Rev 1 dated 18 March 2019,</p> <p>The hazardous wastes were stored in permitted temporary hazardous waste storage in every Estate, and transported by permitted transporter truck and company, to the end disposal.</p> <p>Based on field observation in temporary hazardous storages, it is verified that the waste/chemical container have been stored separately in accordance with its characteristics (refer to applicable regulation and/or instruction on the packaging). Waste input and output (disposal by permitted company) has been recorded in waste logbook.</p> <p>The hazardous waste management reports have been documented quarterly and reported to Government of Mukomuko Regency. The recent report has been submitted electronically on 30 August 2022.</p>	Complied

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		It has been observed sample of disposal manifest of pesticide container from Malin Deman Estate No. KLHK-1660251552 dated 4 July 2022, amount of 15 kg pesticide containers by PT Amindy Barokah Sumut.	
7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Critical (Major) compliance -</p>	Based on document review, field observation, and stakeholder consultation, it is verified that the certificate holder did not conduct pesticide application aerially.	Complied
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agromuko – Bunga Tanjung POM the special annual medical surveillance for pesticides operators.</p> <ul style="list-style-type: none"> - Air Buluh Estate, the last MCU was conducted on 20 August 2022 by Klinik Spesialis Anugerah Ibu. MCU was attended by 23 workers in high-risk area, consisted of pesticides applicators, chemical storage keeping, generator (electrical) operator - Malin Deman Estate, the last MCU was conducted on 20 August 2022 by Klinik Spesialis Anugerah Ibu - Medan. MCU was attended by 47 workers in high-risk area, consisted of pesticides applicators, chemical storage keeping, generator (electrical) operator <p>Data verified: "Laporan Hasil Pemeriksaan Kesehatan – Pekerja dengan Resiko Tinggi" (result of medical test has communicated to related workers. The communication conducted on 24th October 2022 that was attended by 47 workers.</p>	Complied
7.2.11	<p>(C) 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.</p> <p>- Critical (Major) compliance -</p>	<p>Based on interview with workers on handling of pesticides, there was no works with pesticides is undertaken by person under the of 18, pregnant or breastfeeding women or other people that have medical restrictions.</p> <p>Data seen:</p> <ul style="list-style-type: none"> - Air Buluh Estate - Report of monitoring no pregnant and breastfeeding workers (monthly). In September and October 2022, there was a 	Complied

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		<p>breastfeeding, namely Mrs Setri Julita (pesticides applicator) and has mutation to working area that not related with pesticides/chemicals. Data seen: Letter of breastfeeding leave "Surat Cuti Melahirkan", dated 9 August 2022. Now, the was working in selective weeding (manual)</p> <p>Malin Deman Estate - based on the list of workers on handling of pesticides updated In September and October 2022, the were no indications – there were persons under the age of 18, the youngest worker is Mr M Ikbal Giat (register number 1737), date of birth 23rd August 2003, joined on 1st July 2022 (18 years old and 10 months).</p>	
<p>Note For 7.2.11 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>Criteria 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>			
<p>7.3.1</p>	<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>- Minor compliance -</p>	<p>The unit of certification has shown the document of waste management plan as set in SOP of Hazardous and Toxic Waste Materials (No. ENC 01-10/04-03-2019/Rev 1 dated 18 March 2019), SOP of Domestic Wastewater Management (No. ENC 01-16/04-03-2019/Rev 0 dated 18 March 2019), and SOP of Waste Management (non-toxic) (No. SOP/General/ESD dated 1 March 2010).</p> <p>Waste management which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, such as:</p> <ul style="list-style-type: none"> • Organic and inorganic waste sent to landfill and then covered with soil. • Hazardous waste (used oil, empty chemical container, contaminated material, battery), stored in the permitted temporary storage, and disposed by permitted waste management company/transporter. • Wastewater from POM, managed by wastewater pond plant and biogas plant to the GHG emission. 	<p>Complied</p>

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		<ul style="list-style-type: none"> Waste from POM, such as EFB applied in the field as mulching, shell and kernel as boiler fuel. <p>The hazardous waste temporary storages have had permit from Environmental Agency, for instance:</p> <ul style="list-style-type: none"> Bunga Tanjung POM, permit No. 503/05/D.10/IPLB3/VII/2017 dated 21 July 2017 valid until 20 July 2022. The company has shown the proposal of permit extension to Environmental Agency. Currently it is being progressed. It will be verified on the next assessment. Malin Deman Estate, permit No. 503/19/D.10/IPLB3/XI/2017 dated 21 November 2017 valid until 20 November 2022. The company has shown the proposal of permit extension to Environmental Agency. Currently it is being progressed. It will be verified on the next assessment. Air Buluh Estate, permit No. 503/07/D.10/IPLB3/VII/2017 dated 21 July 2017 valid until 20 July 2022. The company has shown the proposal of permit extension to Environmental Agency. Currently it is being progressed. It will be verified on the next assessment. <p>The implementation of hazardous waste has been disposed in accordance with toxicity and characteristic. For instance, in the hazardous waste disposal manifest No. KLHK-1669925452 dated 19 September 2022, the disposal has been separated based on characteristic, that were for electronics waste: cathode ray tube (CST), TL bulb, printed circuit board (PCB), rubber wire.</p> <p>The hazardous waste then disposed by permitted transporter truck/company (PT Amindy Barokah Sumut), to be disposed to the final permitted collector (PT Wstec International).</p> <p>The hazardous waste management reports have been documented quarterly and reported to Government of Mukomuko Regency. The recent report has been submitted electronically on 30 August 2022.</p>	
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<p>7.3.2</p>	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>Domestic waste</p> <p>Based on interview with housing residents, and field observations to the landfills, it is verified that every house has had a trash bin, transported to the landfill about three times a week. The landfills are located far from water sources, communities and is outside of conservation areas. The landfills have been protected and have had signboards to avoid disturbance.</p> <p>Chemical/hazardous waste</p> <p>The hazardous wastes were stored in permitted temporary hazardous waste storage in every Estate/Mill, and transported by permitted transporter truck and company, to the end disposal.</p> <p>Based on field observation and interview with storage staff in temporary hazardous storages, it is verified that the waste/chemical container have been stored separately in accordance with its characteristics (refer to applicable regulation and/or instruction on the packaging). Waste input and output (disposed by permitted company) has been recorded in waste logbook. The stores have been completed with alarm, fire extinguisher, spill kit, secondary containment and PPE for operation.</p> <p>The hazardous waste management reports have been documented quarterly and reported to Government of Mukomuko Regency. The recent report has been submitted electronically on 30 August 2022.</p> <p>The implementation of hazardous waste has been disposed in accordance with toxicity and characteristic. For instance, in the hazardous waste disposal manifest No. KLHK-1669925452 dated 19 September 2022, the disposal has been separated based on characteristic, that were for electronics waste: cathode ray tube (CST), TL bulb, printed circuit board (PCB), rubber wire.</p>	<p>Complied</p>
<p>7.3.3</p>	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>Based on document review, field observation, and stakeholder consultation, it is verified that the certificate holder did not use fire for waste disposal. All units</p>	<p>Complied</p>

		have had hazardous storage for chemical waste and landfills for domestic waste.	
Criteria 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
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>- Minor compliance -</p>	<p>The unit of certification has established SOP to managed soil fertility in whole plantation area including Scheme Smallholder to gain optimum yield and minimising environmental impact. The SOPs are as follows:</p> <ol style="list-style-type: none"> 1. OPM-06-01; dated 02/10/2017; "Pupuk Inorganik" - Inorganic Fertiliser. 2. OPM-06-02; dated 02/10/2017; "Pupuk Organik" - Organic Fertiliser. 3. OPM-06-03; dated 02/10/2017; "LSU: Penandaan Tanaman" - LSU: Palm Marking. 4. OPM-06-04; dated 02/10/2017; "Pengambilan Sampel Daun dan Pelepah" - Leaf Sampling Unit (LSU) and Rachis Sampling Unit (RSU). <p>The company has conduct Leaf and Rachis Sample analysis, as basic of fertilizer recommendation. Each Estates and Scheme Smallholders conducted fertilizer application based on fertilizer recommendation. Fertilizer application records are documented in "Monthly Manuring Program Sheet".</p> <p>Field visit conducted to fertilizer application activity at Block 09V04A (30.74 Ha) Division 5 Air Buluh Estate. Type of fertilizer is Compound 16:10:19:6+0.5B dosage 2.25 kg/palms. Fertilizer weighing 2.25 kg gr in a plastic bag is distributed into each oil palms, then the applicator applied it on the edge of the circle. Total fertilizer brought is 20,000 kg, applied by 20 workers. Field visit conducted to fertilizer application activity in Bunga Tanjung Estate, Division 5, Block 06W02A. Type of fertilizer is Compound 16:10:19:6+0.5B dosage 1.5 kg/palms. Fertilizer weight 1.5 kg in a plastic bag is distributed into each oil palms, then the applicator applied it on the circle. Based on interview and observation, fertilizer applications are performed according to the SOP that refer Best Agriculture Practice and minimize the environmental impacts. By using methods correct type, correct target, and correct dosage. Applications near the drainage are avoided.</p>	Complied

<p>7.4.2</p>	<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>- Minor compliance -</p>	<p>Available analysis of tissue samples e.g., leaf and rachis analysis in Air Buluh Estate, based on "Lembar Hasil Pengujian Plant Tissue Analysis" No. 17603B0822 dated 26 April 2022, issued by Verdant Bioscience - PT Timbang Deli Indonesia, consist of 4 samples (2 leaf and 2 rachis); from Block 09T01A, 09V03 and 09V04A. Result consist nutrient content of N, P, K, Mg and CA in % (gr/Kg), B, Cu and Zn in ppm (mg/Kg).</p> <p>Leaf and rachis analysis in Bunga Tanjung Estate, based on "Lembar Hasil Pengujian Plant Tissue Analysis" No. 17403B0622 dated 26 April 2022, issued by Verdant Bioscience - PT Timbang Deli Indonesia, consist of 4 samples (2 leaf and 2 rachis); from Block 01Y01A-Y02 and 06NA1A. Result consist nutrient content of N, P, K, Mg and CA in % (gr/Kg), B, Cu and Zn in ppm (mg/Kg).</p> <p>Soil analysis result in PT Agro Muko was evident based on "Soil Sampling Report PT Agro Muko 2021" issued by Verdant Bioscience - PT Timbang Deli Indonesia. This report covers Air Buluh Estate, Air Bikuk Estate, Bunga Tanjung Estate, Mukomuko Estate, Sei Betung Estate, Sei Kiang Estate, Talang Petai Estate, and Tanah Rekah Estate. Report covers Soil pH, Soil Organic Matter (SOM), Soil Chemical Properties (N-Total and available P), Soil Exchangeable Cations (K, Ca, Al+H), and Soil Texture.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. This report covers 2 soil samples from Block 12F01 and 12F02 at depth 0-20 cm and 20-40 cm. Report covers pH (H₂O and KCl), Organic Matter (OM), Soil Chemical Properties (N-Total and available P), Soil Exchangeable Cations (K, Ca, Al+H), and Soil Texture.</p>	<p>Complied</p>
<p>7.4.3</p>	<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>- Minor compliance -</p>	<p>Nutrient recycling strategy has been implemented by the unit of certification through application of EFB. There is no POME application form Bunga Tanjung POM. The POME is utilized in methane capture/biogas plant to produce electricity, then disposed to water course.</p>	<p>Complied</p>

		<p>EFB applications in Air Buluh Estate in 2022 up to October 2022 were recorded in "Detail Penerimaan & Aplikasi Janjang Kosong". EFB are applied in Block 04Y01A (534,410 kg; 21.38 Ha); Block 05Y02A (1,083,130 kg; 29.46 Ha); Block 05Y03A (1,944,530 kg; 69.75 Ha); Block 05Y04A (786,380 kg; 31.45 Ha); Block 99M01A (296,740 kg; 11.87 Ha); Block 99M02A (475,440 kg; 9.53 Ha); Block 99M03A (314,290 kg; 7.29 Ha); Block 99N01A (174,430 kg; 6.95 Ha) and Block 99N02A (260,270 kg; 10.41 Ha); Total 5,869,620 kg; 201 Ha).</p> <p>EFB applications in Bunga Tanjung Estate in 2022 January 581.97 tons; February 110.56 tons; March 281.46 tons; April 539.94 tons; May 392.15 tons; June 439.32 tons; July 543.76 tons; August 841 tons; September 893 tons; October 998 tons. FFB application recorded in "Rekaman Aplikasi Janjangan Kosong di Lapangan".</p>	
<p>7.4.4</p>	<p>Records of fertilizer inputs are maintained. - Minor compliance -</p>	<p>Every Fertilizer recommendation 2022 described the fertilizer need for each Estate. Records of fertilizer inputs of all Estates are available in "Monthly Manuring Program" for each division and "Rekapitulasi Penggunaan Fertilizer Tahun 2022" for estate recapitulation.</p> <p>Record of fertilizer input in Bunga Tanjung Estate in 2022 up to October 2022 are as follow:</p> <ul style="list-style-type: none"> - 1st Semester: Urea (376,450 kg); RP (384,700 kg); MOP (271,550 kg); Dolomite (65,200 kg); NPK 16:10:19:6+0.5B (12,050 kg). - 2nd Semester: ZnCOP (51,550 kg); Borate (2,400 kg); NPK 16:10:19:6+0.5B (887,456 kg). <p>Record of fertilizer input in Air Buluh Estate in 2022 up to October 2022 are available as per "Program & Realisasi Pemupukan", e.g.:</p> <p>1st Semester</p> <ul style="list-style-type: none"> - Division 1: Urea (46,750 kg); RP (46,650 kg); MOP (43,000 kg). - Division 2: Urea (13,000 kg); RP (26,600 kg); MOP (34,700 kg). - Division 3: Urea (61,700 kg); RP (55,150 kg); MOP (56,500 kg). 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Division 4: Urea (54,300 kg); RP (47,400 kg); MOP (60,400 kg). - Division 5: Urea (59,600 kg); RP (62,800 kg); MOP (58,900 kg); Kieserite (5,100 kg). <p>2nd Semester</p> <ul style="list-style-type: none"> - Division 1: Borate (420 kg); ZnCop (4,500 kg); NPK 16:10:19:6+0.5B (73,460 kg); NPK 16:10:19:6+0.5B (67,490 kg). - Division 2: NPK 16:10:19:6+0.5B (44,725 kg); NPK 16:10:19:6+0.5B (29,525 kg). - Division 3: Borate (772 kg); ZnCop (4,883 kg); NPK 16:10:19:6+0.5B (79,900 kg); NPK 16:10:19:6+0.5B (93,014 kg). - Division 4: NPK 16:10:19:6+0.5B (79,508 kg); NPK 16:10:19:6+0.5B (85,811 kg). <p>Division 5: NPK 16:10:19:6+0.5B (92,930 kg); NPK 16:10:19:6+0.5B (88,270 kg).</p>	
Criteria 7.5: Practices minimise and control erosion and degradation of soils.			
7.5.1	<p>(C) Maps that identify marginal and fragile soils, including steep sloped land are available.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope ≥ 25° sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts, Tropodults, Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230</p>	Complied

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		<p>Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope $\geq 25^\circ$. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p> <p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha) or mineral soil.</p> <p>Based on field visit during ASA 2_1 there is no marginal and fragile soils exist in supply bases area of Bunga Tanjung POM.</p>	
7.5.2	<p>The replanting of palm oil is not conducted extensively on steep terrain in accordance with applicable regulations.</p> <p>- Minor compliance -</p>	<p>Replanting in Air Buluh and Bunga Tanjung Estate is scheduled in 2023. Based on field visit to another unit of PT Agro Muko and PT Mukomuko Agro Sejahtera, e.g. Sei Betung Estate, verified that replanting are not conducted on steep terrain.</p>	Complied
7.5.3	<p>New palm oil planting is not conducted on steep terrain in accordance with applicable regulations.</p> <p>- Minor compliance -</p>	<p>There are no new oil palm planting activities within the scope of certification (supply bases of Bunga Tanjung POM).</p>	Complied
<p>Criteria 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			

<p>7.6.1</p>	<p>(C) 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. - Critical (Major) compliance -</p>	<p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts, Tropodults, Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230 Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope $\geq 25^\circ$. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p> <p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts, Tropofluents, Eutropepts</i> (262.49 Ha) and <i>Tropudults, Dystropepts, Eutropepts</i> (1,487.63 Ha) or mineral soil.</p>	<p>Complied</p>
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		Based on field visit during ASA 2_1 there is no marginal and fragile soils exist in supply bases area of Bunga Tanjung POM.	
7.6.2	Extensive planting on marginal and fragile soils is avoided or, if necessary, carried out according to the best-practice soil management plan. - Minor compliance -	Based on field visit during ASA 2_1 there is no marginal and fragile soils exist in supply bases area of Bunga Tanjung POM.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	<p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts, Tropodults, Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230 Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope $\geq 25^\circ$. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p>	Complied

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		<p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts, Tropofluents, Eutropepts</i> (262.49 Ha) and <i>Tropudults, Dystropepts, Eutropepts</i> (1,487.63 Ha) or mineral soil.</p> <p>Based on field visit during ASA 2_1 verified that soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure in all supply bases of Bunga Tanjung POM.</p>	
Criteria 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	<p>(C) No new planting on peatlands, regardless of depth, after 15 November 2018, in existing plantation areas, as well as in new development areas.</p> <p>- Critical (Major) compliance -</p>	Based on soil map dated 17 November 2016, scale 1:50,000, there is no peat soil are presence within the scope of Bunga Tanjung POM's supply bases.	Complied
7.7.2	<p>Peat areas within the managed area are inventoried, documented and reported to the RSPO Secretariat (effective from November 15, 2018).</p> <p>- Minor compliance -</p>	Based on soil map dated 17 November 2016, scale 1:50,000, there is no peat soil are presence within the scope of Bunga Tanjung POM's supply bases.	Complied
PROCEDURAL NOTE: 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	<p>(C) Subsidence of peat is monitored, documented and minimised.</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p>	Complied

		<p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
7.7.4	<p>(C) Availability of implementation evidence of the water and land cover management program.</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map,</p>	Complied

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		<p>the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
7.7.5	<p>(C) 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.</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates</p>	Complied

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		<p>topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
<p>PROCEDURAL NOTE: 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.</p>			
7.7.6	<p>(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).</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts</i></p>	Complied

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		<p><i>Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
7.7.7	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates</p>	Complied

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		<p>topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Terawang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Terawang managed area are: <i>Tropaquepts, Tropofluents, Eutropepts</i> (262.49 Ha) and <i>Tropudults, Dystropepts, Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
<p>Criteria 7.8: Practices maintain the quality and availability of surface and groundwater.</p>			
<p>7.8.1</p>	<p>A water management plan is 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:</p> <ul style="list-style-type: none"> - Minor compliance - <p>7.8.1a The unit of certification does not limit access to clean water or does not pollute the water used by the community.</p>	<p>The water management plan has been covered in SEIA management and monitoring plans called RKL & RPL (<i>Rencana Pengelolaan dan Pemantauan Dampak Lingkungan</i>). Moreover, each certification unit has had more specific annual Water Management Plan. The aspects of management and monitoring plan are:</p> <ul style="list-style-type: none"> - Palm oil mill effluent (e.g pond management, quality testing, biogas plant). - Hazardous and domestic waste. - Drainage from mill and workshop management. - Pesticide and fertilizer usage (e.g pesticide mixing only in mixing house). - Riparian and HCV management (e.g no chemical application on riparian, will not replant the planted riparian). - Soil erosion management (measurement, making individual and/or contour terrace). - Ground water and surface water quality testing. <p>In particular for Kebun Masyarakat Desa (KMD), there was no water source identified. However, the unit also has made Water Management Plan for KMD</p>	<p>Complied</p>

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		<p>in form of agrochemical control and maintaining erosion (individual or contour terrace), to minimize run off.</p> <p>The unit of certification does not limit access to clean water or does not pollute the water used by the community.</p>	
	7.8.1b Workers have adequate access to clean water.	<p>The unit of certification has provided access to clean water for the workers by providing deep water wells. The quality of this water also regularly tested and reported in the RKL/RPL reports. Domestic water usage was reported to the RMO monthly.</p> <p>Based on field verification and interview to the housing residents, it is verified that the company has provided sufficient clean water for domestic usage and there was no negative issue related to this.</p>	
7.8.2	<p>(C) 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>- Critical (Major) compliance -</p>	<p>The company has had procedures to protect water course and wetlands. In particular, for riparian has been mapped and mostly protected as HCVs.</p> <p>Based on field observation, it can be concluded that for unplanted riparian has been managed properly. In particular, for planted riparian areas, it can be concluded that the water courses have been protected by not applying chemical and inorganic fertilizer. The riparian wide is about five trees and has been marked. It also can be found some planks to inform those protected areas.</p> <p>In the replanting projects, the planted riparian was not replanted. It is in accordance with company policy stated in the SOP of Management of Riparian Area (No. OPM-09-02/02-10-2017-Rev.2 dated 20 November 2017), that the company will manage riparian in accordance with the applicable regulation as conservation area. Moreover, the planted riparian will not be replanted, instead will be managed as conservation area.</p>	Complied
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.	The POME from Bunga Tanjung Mill is utilized in metan capture/biogas plant to produce electricity, then disposed to water course. Bunga Tanjung POM has shown the permit to disposed waste water to water course as Investment	Complied

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<p>- Minor compliance -</p>	<p>Agency Decree No. 503/01/D.10/IPAL/I/2019 dated 16 January 2019 valid until 5 years.</p> <p>Bunga Tanjung POM has monitored the mill effluent to comply toward the disposal permit and national regulation, documented in quarterly POM's Wastewater Report.</p> <p>The wastewater quality testing has been conducted by accredited environmental testing and laboratory PT Mutuagung Lestari (registered number: LP-001-IDN). The national regulation as reference is Decree Letter from Governor of Bengkulu Province No 92 of 2001 related Quality Standard of Palm Oil Mill Effluent.</p> <p>The result of monitoring in Semester I 2022 as follows:</p> <table border="1" data-bbox="1037 746 1928 1169"> <thead> <tr> <th>Month/Year</th> <th>BOD (mg/L) Std: 100</th> <th>COD (mg/L) Std: 350</th> <th>TSS (mg/L) Std: 250</th> <th>Oil & Fat (mg/L) Std: 25</th> <th>N Total (mg/L) Std: 40</th> <th>pH Std: 6-9</th> </tr> </thead> <tbody> <tr> <td>Jan 2022</td> <td>15.26</td> <td>60.00</td> <td>28</td> <td>2.24</td> <td>37.48</td> <td>7,45</td> </tr> <tr> <td>Feb 2022</td> <td>18.32</td> <td>67.29</td> <td>140</td> <td>7.82</td> <td>23.38</td> <td>6.60</td> </tr> <tr> <td>Mar 2022</td> <td>18.32</td> <td>84.00</td> <td>56</td> <td>1.00</td> <td>24.91</td> <td>6.66</td> </tr> <tr> <td>Apr 2022</td> <td>26.65</td> <td>90.58</td> <td>23.51</td> <td>1.85</td> <td>0.43</td> <td>7.25</td> </tr> <tr> <td>May 2022</td> <td>27.52</td> <td>92.53</td> <td>24.42</td> <td>1.70</td> <td>0.39</td> <td>7.10</td> </tr> <tr> <td>Jun 2022</td> <td>58.13</td> <td>174.24</td> <td>5.2</td> <td>7.40</td> <td>0.37</td> <td>6.20</td> </tr> </tbody> </table> <p>Based on the result of monitoring above, all of the parameters are complied with regulation (Decree of Bengkulu Governor No. 92 of 2001).</p> <p>Based on field observation to the wastewater outlet, in can be concluded that visually the wastewater was quite clear and has no smell. It also has been verified through consultation with the Village Heads, stated that there was no negative issue related to the wastewater.</p>	Month/Year	BOD (mg/L) Std: 100	COD (mg/L) Std: 350	TSS (mg/L) Std: 250	Oil & Fat (mg/L) Std: 25	N Total (mg/L) Std: 40	pH Std: 6-9	Jan 2022	15.26	60.00	28	2.24	37.48	7,45	Feb 2022	18.32	67.29	140	7.82	23.38	6.60	Mar 2022	18.32	84.00	56	1.00	24.91	6.66	Apr 2022	26.65	90.58	23.51	1.85	0.43	7.25	May 2022	27.52	92.53	24.42	1.70	0.39	7.10	Jun 2022	58.13	174.24	5.2	7.40	0.37	6.20	
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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -</p>	<p>Bunga Tanjung POM has shown document of mill water use per tonne of Fresh Fruit Bunches (FFB) for per day, per month, and per year, to monitor the water usage.</p> <p>The historical of water usage ratio as follows:</p> <table border="1" data-bbox="1037 515 1798 1114"> <thead> <tr> <th>Year</th> <th>Water use per FFB (m³/ton FFB)</th> </tr> </thead> <tbody> <tr><td>2012</td><td>1.01</td></tr> <tr><td>2013</td><td>1.10</td></tr> <tr><td>2014</td><td>1.06</td></tr> <tr><td>2015</td><td>1.24</td></tr> <tr><td>2016</td><td>0.96</td></tr> <tr><td>2017</td><td>0.85</td></tr> <tr><td>2018</td><td>0.71</td></tr> <tr><td>2019</td><td>0.70</td></tr> <tr><td>2020</td><td>0.69</td></tr> <tr><td>2021</td><td>0.68</td></tr> <tr><td>To month Oct2022</td><td>0.50</td></tr> </tbody> </table> <p>Based on the data, can be concluded that the Mill has controlled and reduced the water usage.</p> <p>Bunga Tanjung POM has shown the permit of water resource usage based on Decree of Minister of Public Works and Public Housing (<i>Menteri Pekerjaan Umum dan Perumahan Rakyat</i>) No. 518/KPTS/M/2018 dated 3 August 2018 – valid until 5 years.</p>	Year	Water use per FFB (m ³ /ton FFB)	2012	1.01	2013	1.10	2014	1.06	2015	1.24	2016	0.96	2017	0.85	2018	0.71	2019	0.70	2020	0.69	2021	0.68	To month Oct2022	0.50	Complied
Year	Water use per FFB (m ³ /ton FFB)																										
2012	1.01																										
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2021	0.68																										
To month Oct2022	0.50																										

Based on observation of water intake in Mill, it is known that the waterflow is works well. The operator understood how to read the flowmeter, record, and measure the water usage.

Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised

7.9.1	<p>Plans to increase the efficiency of fossil fuel use and to optimize renewable energy are available, monitored and documented.</p> <p>- Minor compliance -</p>	<p>Certificate holder has demonstrated the record on improving efficiency of the use of fossil fuels and to optimize renewable energy (fibres, shell), e.g: The historical of HSD Oil usage per metric ton FFB:</p> <table border="1" data-bbox="1037 638 1816 1236"> <thead> <tr> <th>Year</th> <th>HSD oil usage /ton FFB (l/mt FFB)</th> </tr> </thead> <tbody> <tr><td>2012</td><td>1.24</td></tr> <tr><td>2013</td><td>1.24</td></tr> <tr><td>2014</td><td>1.28</td></tr> <tr><td>2015</td><td>1.13</td></tr> <tr><td>2016</td><td>0.63</td></tr> <tr><td>2017</td><td>0.87</td></tr> <tr><td>2018</td><td>0.58</td></tr> <tr><td>2019</td><td>0.86</td></tr> <tr><td>2020</td><td>0.49</td></tr> <tr><td>2021</td><td>0.38</td></tr> <tr><td>To month Oct 2022</td><td>0.22</td></tr> </tbody> </table> <p>Bunga Tanjung POM – Total of renewable Energy (fibres, shell) /Ton of CPO produced (Kcal/Ton CPO) to date 2022:</p> <table border="1" data-bbox="1037 1316 1816 1401"> <thead> <tr> <th>Month</th> <th>Total of renewable Energy/ Ton of CPO produced (Kcal/kg CPO)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> </tbody> </table>	Year	HSD oil usage /ton FFB (l/mt FFB)	2012	1.24	2013	1.24	2014	1.28	2015	1.13	2016	0.63	2017	0.87	2018	0.58	2019	0.86	2020	0.49	2021	0.38	To month Oct 2022	0.22	Month	Total of renewable Energy/ Ton of CPO produced (Kcal/kg CPO)			Complied
Year	HSD oil usage /ton FFB (l/mt FFB)																														
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Criteria 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.																							
7.10.1	<p>(C) 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>- Critical (Major) compliance -</p>	<p>The strategy to identify GHG gasses, plan to reduce, and monitoring have been set in these SOPs:</p> <ul style="list-style-type: none"> - SOP of Calculation and Mitigation of Green House Gases, whereby provide guidance to register source of emissions as a result of company operation, monitor and reduce the use of materials emitting GHG emission, calculate GHG emission from operational activities. - Handling emission from steam boiler in Bunga Tanjung POM No.AMPOM-WI/PROD/009E, consist of guideline for minimizing soot pollution/particulate: ensure fibre and shell feed; minimize shell to prevent black smoke; setting air damper for ignition, avoid excess air; dumping grate on regular basis, to minimize unburn fuel; shoot blowing every 4 hours to clean heat exchanger pipes; ensure dust collector operating in 	Complied																				

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		<p>good manner; monitor boiler exhaust emission through smoke density meter; monitor boiler emission every 6 months by independent laboratory; record any problem.</p> <ul style="list-style-type: none"> - Handling emission from engine generator No.AMPOM-WI/PROD/010D, consist of guideline for minimizing emission: ensure the generator operating at permitted load (80% from design); replace air filter element (every 1,250 hours), replace fuel filter (every 500 hours), replace oil filter (250 hours) – on regular basis; replace engine lubricant every 250 hours; should black smoke sighted – check engine load; should the black smoke sighted – check injection pump; monitor engine emission every 6 months by independent laboratory. <p>The GHG source identification, mitigation plan and implementation as follows:</p> <table border="1"> <thead> <tr> <th>GHG Source</th> <th>Mitigation Plan</th> <th>Implementation</th> </tr> </thead> <tbody> <tr> <td colspan="3">Preparation</td> </tr> <tr> <td rowspan="5">Land clearing/tree felling</td> <td>Zero burning</td> <td rowspan="5"> <ul style="list-style-type: none"> - Memorandum from Director of Estate Department on zero burning - Restoration (tree planting) record - HCV map - Topographic map - HCV assessment - Land clearing SOP </td> </tr> <tr> <td>Planting trees to absorb emission</td> </tr> <tr> <td>Identification of HCV and restore HCV area</td> </tr> <tr> <td>Implement oil palm best management practice</td> </tr> <tr> <td>River riparian/buffer zone management</td> </tr> <tr> <td>Planting trees in river riparian/buffer zone and critical area</td> </tr> </tbody> </table>	GHG Source	Mitigation Plan	Implementation	Preparation			Land clearing/tree felling	Zero burning	<ul style="list-style-type: none"> - Memorandum from Director of Estate Department on zero burning - Restoration (tree planting) record - HCV map - Topographic map - HCV assessment - Land clearing SOP 	Planting trees to absorb emission	Identification of HCV and restore HCV area	Implement oil palm best management practice	River riparian/buffer zone management	Planting trees in river riparian/buffer zone and critical area	
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			Socialization to all level of worker on GHG mitigation plan during land clearing		
		Use of vehicle and heavy machinery	Maintenance the vehicle/ heavy machinery	<ul style="list-style-type: none"> - Vehicle maintenance record - Planting record - Evaluation on vehicle use (incl. fuel efficiency) 	
			Vehicle emission test on regular basis		
			Transportation arrangement (effective and efficient)		
			Socialization to all level of worker on GHG mitigation plan related to use of fossil fuel		
		Planting on peat	Not recommended If needed, implement best management practices	<ul style="list-style-type: none"> - To manages the peat area as per regulation such as controlling the water level; - Avoid peat with depth >3 meters - Restore river riparian/buffer zone as conservation/HCV - HCV map 	
			Manages the river riparian/buffer zone		
			Planting trees in river riparian/buffer zone		
			Socialization to all level of worker on GHG mitigation plan related to land clearing on peat		
		Fertilizer application	Effective fertilizer application as per recommendation	<ul style="list-style-type: none"> - Leaf sampling anaylsis for accurate fertilizer recommendation - Implement SOP fertilizer application 	
			No fertilizer application in rainy season		
			No fertilizer application on river buffer zone/riparian area		

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			Socialization to all level of worker on GHG mitigation plan related to impact of fertilizer application	
		Upkeep and harvesting		
	Use of fossil fuel for transportation (FFB, fertilizer, manpower)	Maintenance the vehicle on regular basis		- Vehicle maintenance record
		Planting trees		- Planting record
		Transportation arrangement (effective and efficient)		- Evaluation on vehicle use (incl. fuel efficiency)
		Socialization to all level of worker on GHG mitigation plan related to machinery use and use of fossil fuel		
	Fertilizer and pesticide application	Effective fertilizer application as per recommendation		- Leaf sampling analysis for accurate fertilizer recommendation
		No fertilizer and pesticide application in rainy season		- Implement SOP fertilizer application
		No fertilizer and pesticide application on river buffer zone/riparian area		- Utilize recommended pesticide
		Socialization to all level of worker on GHG mitigation plan related to impact of fertilizer and pesticide application		
	Housing			
		Maintenance the machinery (genset) on regular basis		- Vehicle maintenance record

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		Use of fossil fuel for electric generation	Socialization to all level of worker on GHG mitigation plan related to machinery use and use of fossil fuel; and electricity efficiency	<ul style="list-style-type: none"> - Planting record - Evaluation on Genset's fuel efficiency
			Emission monitoring on regular basis	
		Waste decomposition in landfill	Waste collection to landfill	Landfill in each estate
		FFB processing in palm oil mill		
		Waste management	Using methane capture and utilize the biogas	<ul style="list-style-type: none"> - Methane capture and biogas plant in POM - Install EFB shredder in POM
			Utilize EFB as boiler fuel	
		Use of fossil fuel for transportation (FFB, CPO, PK, EFB)	Maintenance the vehicle on regular basis	<ul style="list-style-type: none"> - Vehicle maintenance record - Evaluation on electricity efficiency
			Socialization to all level of worker on GHG mitigation plan related to electricity efficiency	
		Operation of POM's machinery including boiler	Maintenance the POM's machinery on regular basis	<ul style="list-style-type: none"> - Machinery maintenance record - Evaluation on boiler's efficiency - Emission monitoring report
			Socialization to all level of worker on GHG mitigation plan related to emission	
Emission monitoring on regular basis				

		The company has calculated the GHG emission using the Palm GHG. The summary of GHG Calculation can be seen in Appendix B of this audit report.	
7.10.2	<p>(C) 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).</p> <p>- Critical (Major) compliance -</p>	<p>Based on document review, field observation, and interview with management, smallholder, and Village Heads, it is known that for unit of:</p> <ul style="list-style-type: none"> - Bunga Tanjung Estate - Air Bikuk Estate - Air Buluh Estate - Malin Deman Estate - Sungai Teramang Estate - Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), <p>have been developed/planted before 2014.</p> <p>However, for Kebun Masyarakat Desa (KMD) and Koperasi Harapan Jaya Lubuk Talang, there were some areas that developed after 2014. For these units has been assessed by HCS assessment in 2017 by Koompasia Enviro Institute. Based on this assessment, the HCS areas have been set aside from development and managed as HCV area.</p>	Complied
7.10.3	<p>(C) Other significant pollutant identification results are available and plans to reduce or minimize them are implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>The unit of certification has prepared strategy to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and electricity generator, water quality test for surface and ground water, effluent water quality and noise level. Plans to reduce or minimize them are implemented and monitored. The monitoring result is incorporated in RKL/RPL (environmental management and monitoring plan) and reported regularly to the government.</p>	Complied
<p>Criteria 7.11: Fire is not used for preparing land and is prevented in the managed area.</p>			

7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning.</p> <p>- Critical (Major) compliance -</p>	<p>Based on document review, field observation, and interview with the stakeholders, it is known that there was no new planting within the certification scope, but only replanting.</p> <p>On the replanting of Sei Teramang Estate, can be found that the company only conducted replanting mechanically, as stated in the company’s procedures and contractual agreements with the replanting contractors. Fire-fighting tolls, storage, and teams are ready in every unit of certification.</p>	Complied
7.11.2	<p>The unit of certification establishes fire prevention and control measures for lands that are directly managed by the unit of certification.</p> <p>- Minor compliance -</p>	<p>Based on document review, field observation, and interview with the stakeholders, it can be found that the unit of certification has set fire prevention and control in the terms of:</p> <ul style="list-style-type: none"> - Fire Fighting Procedures. - Fire fighting and emergency response team. - Annual fire-fighting training. - Fire-fighting tolls and storage. - Fire-watch tower. 	Complied
7.11.3	<p>The unit of certification engages stakeholders in adjacent locations for fire prevention and control measures.</p> <p>- Minor compliance -</p>	<p>Based in interview with management and Village Heads, the collaboration started by dissemination of high-risk area to the communities, then the community will inform management whether they found fire in the surrounding company. Moreover, the company will help to fight the fire even though the fire appears outside the company’s operational area.</p> <p>The report of SEIA Management and Monitoring Implementation Reports (RKL/RPL) have been documented semesterly and submitted to the Environmental Agency to be reviewed by agency. The recent report of Semester I 2022 has been submitted on 17 September 2022 to Mukomuko Regency and dated 11 July 2022 to national electronic system of environmental report submission (SIMPEL).</p>	Complied

Criteria 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.

PROCEDURAL NOTE for 7.12:

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.

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.

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.

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.

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>	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged 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>- Critical (Major) compliance -</p>	<p>The HCV assessment carried out in 2010 by “Yayasan Sawit Berkelanjutan (Indonesia Sustainable Palm Oil Foundation – YASBI Foundation)” using the guidance of Indonesia HCV Toolkit 2008 to monitor the possible extent of HCV inside the estates as well as area adjacent to it. All HCV mapped and identified.</p> <p>There is no land clearing after November 2005 that is not preceded with review against the HCV Assessment.</p>	<p>Complied</p>
<p>7.12.2</p>	<p>(C) HCV and HCS forests, and other conservation areas are identified as follows:</p> <p>- Critical (Major) compliance -</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>The HCV assessment carried out in 2010 by “Yayasan Sawit Berkelanjutan (Indonesia Sustainable Palm Oil Foundation – YASBI Foundation)” using the guidance of Indonesia HCV Toolkit 2008 to monitor the possible extent of HCV inside the estates as well as area adjacent to it. All HCV mapped and identified. The assessment team comprise of Ir. Purwo Susanto (lead assessor – RSPO approved HCV assessor); Dr. Kunkun Jaka Gurmaya (biodiversity – RSPO approved HCV assessor); Neny Indrayana Shut. MT (ecology – RSPO approved HCV assessor); Ir. Hery Prasetyo (social impact); M. Setyawan N (GIS); Amirul</p>	<p>Complied</p>

		<p>Ikhsan (GIS); Asep Ridwan Anaribowo (biodiversity); Abdillah Luhur Nuratmaja Ssi (biodiversity); Arief Wahyu Candra Susilo, Ssos. (social-cultural); Sofyan Ansori (anthropology).</p> <p>The HCV assessment report concluded that PT. Agro Muko has already set aside conservation areas of a total 2,304.9 Ha consisting of natural vegetation in between palm planting to provide habitat and corridors for wildlife.</p> <p>In addition, PT. Agro Muko conducted <i>penataan</i> HCV area by PT. Perencana Karya Hijau Konsultan, in 2018. The HCV Assessment team comprise of Sigit B Setyanto (Team Leader, ALS); Riswan (Remote sensing and environmental service, ALS provisional); Wibowo A Djatmiko (Conservation and biodiversity); Harry Kurniawan (GIS and mapping); Kodri Sitompul (Survey and GIS assistant).</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>Air Bikuk Estate: There is no new land clearing after 15 November 2018.</p> <p>Bunga Tanjung Estate: There is no new land clearing after 15 November 2018.</p>	
7.12.3	<p>(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> <p>- Critical (Major) compliance -</p>	No new oil palm planting within scope of certification. During onsite visit, auditor did not found new planting.	Complied
<p>PROCEDURAL NOTE for 7.12.3: Indicator 7.12.3. is not relevant to Indonesia, until further decisions by the RSPO.</p>			
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are</p>	PT. Agro Muko – Bunga Tanjung POM and its supply base located in Bengkulu Province, Sumatera Island, Indonesia. Based on document "RSPO No	Complied

	<p>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>- Critical (Major) compliance -</p>	<p>Deforestation Consultancy: High Forest Cover Countries – Consultancy report on definitions and recommendations to the RSPO, June 2018” by Proforest;</p> <ul style="list-style-type: none"> Indonesia fall into “High Remaining Forest, High Rate of Deforestation/HFHD”. Refer to “Section 4.6 Statistics on potential high forest cover countries” – Indonesia categorized to have 53% forest cover; 15% Intact Forest Landscape; 54.2% forest (national source); 5.4% Oil Palm Land Area; 0.7%/year deforestation rate (FAO); Increasing Deforestation Trend; 0.9%/year deforestation rate (national source); constant deforestation rate/trend. <p>PT. Agro Muko’s NDPE policy:</p> <p>General Information: New Development Area and Replanting No.OPM-03-00/02-10-2017, dated 20 November 2017. Stipulates “land clearing and replanting on peat land will be influenced by the type and depth of peat”.</p> <p>General Information: Survey and Mapping No.OPM-03-01/02-10-2017, dated 20 November 2017. Stipulates company views on peat: “Especially for extensive peat soil, the distribution, level of maturity and depth of peat must be explained”; company view on conservation area: “the presence or absence of national park, production forest and limited production forest. Whether or not there is riparian reserves and conservation area”.</p> <p>SOP Planting Plant – Approval No.ESD-01-02/11-03-2019 dated 27 March 2019. The planting approval process will review information on planting material (incl. seed certificate), soil information (soil type, peat depth map, drainage ability assessment, water management plan, drainage and Watergate map), topographic and slope information, presence of conservation area, OHS requirement and fire risk.</p>	
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		Based on HCV assessment document by YASBI, 2018 – there is no HCV area located on local community’s land, and/or local communities with legal or customary rights. Company demonstrated recognition of legal and customary lands based on participatory land use planning by preparing scheme smallholder plantation on clean-and-clear land. The local community proposed their plantation to become oil palm plantation (replanting).	
7.12.5	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. - Minor compliance -	No new oil palm planting within scope of certification. During onsite visit, auditor did not found new planting.	Complied
7.12.6	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. - Minor compliance -	HCV assessment conducted in 2008. PT. Agro Muko and PT Mukomuko Agro Sejahtera prepared HCV management plan. For example, “Program Kegiatan Bunga Tanjung Estate 2022” <ul style="list-style-type: none"> - Patrol/controlling conservation area – every month; - Camera trap install – every month; - Propagating tree seedling (for restoration) – on February, May, August, November 2022; - Nurture tree seedling (for restoration) – every month, by ranger; - Planting tree seedling (for restoration) – on February, May, August, November 2022, by ranger; - Maintain and listing/inventory the tree in restoration – every end of month, by ranger; - Inventory the signboard of conservation area – every month, by ranger, report into monitoring form; 	Complied

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		<ul style="list-style-type: none"> - Controlling Mucuna and invasive species – every other month, by ranger, report into monitoring form; - Monitoring RTE flora and fauna – every month, by ranger, report into monitoring form; - Prepare/replace new signboard – on April & September 2022; - Socialization of conservation area to worker – on February and July 2022, by ranger; - Socialization of conservation area to stakeholder/surrounding community – on March, June and October 2022, by ranger; - Management meeting with ENC team on every month 	
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>No new oil palm planting within scope of certification. During onsite visit, auditor did not found new planting.</p> <p>HCV management plan are still exist and applicable.</p> <p>Laporan Pemantauan Jenis Tumbuhan dan Satwa di Area Konservasi PT. Agro Muko dan PT. Mukomuko Agro Sejahtera 2018. The HCV management plan consist of monitor to HCV area (seek for indication of encroachment, tree felling, burning, vandalism, erosion, animal hunting, sign board condition), Mucuna control, and camera trap installation (monitoring of wildlife).</p> <p>The report evaluation: the monitoring and management of HCV area is good. The HCV area controlled, employee understanding on RTE species protection is good.</p> <p>The report conclusion: based on monitoring, RTE species (flora and fauna) is still present. The HCV area still functioning as habitat for wildlife.</p> <p>Audit team made visit to HCV4, near block 19A02 – buffer zone Sungai Teramang. This riparian area are include into the RaCP Process.</p> <p>RTE species identified:</p>	Complied

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		<p>Aves: Elang Tikus (<i>Elanus caeruleus</i> – IUCN LC, CITES App II), Elang kelelawar (<i>Macheiramphus alcinus</i> - IUCN LC, CITES App II), Elang hitam (<i>Ictinaeus malayensis</i> – IUCN LC, CITES App II), Rangkong Badak (<i>Buceros rhinoceros</i> – IUCN NT, CITES App II), Elang Ular Bido (<i>Spilorna cheela</i> – IUCN LC, CITES App II), Alap-alap capung (<i>Microhelax fringillarius</i> - IUCN LC, CITES App II), Pelatuk Merah (<i>Chrysophlegma minicaeum</i> – IUCN LC), Raja Udang Punggung Merah (<i>Ceyx rufidorsa</i> – IUCN LC);</p> <p>Primates: Siamang (<i>Hylobates syndactylus</i> – IUCN EN, CITES App II), Monyet ekor panjang (<i>Macaca fascicularis</i> – CITES App II), Lutung Simpai (<i>Presbytis melalaphos</i> – IUCN EN, CITES App II), Lutung Kelabu (<i>Presbytis cristatus</i> – CITES II).</p> <p>Plant: Waru Gunung (<i>Hibiscus macrophyllus</i> – IUCN VU), Kantong Semar (<i>Nepenthes</i> sp. – CITES II), Anggrek Tanah (<i>Curculigo vilosa</i> – Protected in Indonesia), Manggeris (<i>Koompassia excelsa</i> – IUCN LR), Resak (<i>Vatica</i> spp – IUCN LC), Rengas (<i>Glutha renghas</i> – Protected in Indonesia).</p> <p>Bunga Tanjung Estate: "Laporan Mingguan Ranger Bunga Tanjung Estate". RTE Species captured from camera trap in Bunga Tanjung Estate period January – July 2021: Sempidan biru (<i>Lophura ignita</i> – IUCN Near Threatened), Kucing kuwuk (<i>Prionailurus bengalensis</i> – CITES App II, protected, PP RI), Pig-tailed Macaque (<i>Macaca nemestrina</i> – IUCN Vu, CITES App II). RTE Species captured from camera trap in Bunga Tanjung Estate period September 2022: Sumatran Tiger (– IUCN Vu, CITES App II).</p>	
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV- HCSA assessment since 15 November 2018, the Remediation and Compensation Procedures (RaCP) applies. - Critical (Major) compliance -</p>	<p>No new land clearing in existing plantation within Unit of Certification after 15 November 2018.</p>	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2022** for **Bunga Tanjung POM** and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in **2022** for **Bunga Tanjung POM** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.56
PKO	0.56

Extraction	%
OER	22.47
KER	4.74

Production	t/yr
FFB Process	
CPO Produced	
PKO Produced	

Land Use	Ha
OP Planted Area	6,825.73
OP Planted on peat	0.00
Conservation (forested)	804.56
Conservation (non-forested)	0.00
Total	7,630.29

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	58,325.73	0.58	10,646.57	0.56	7,029	0.00	76,001.79	
CO ₂ Emission from fertilizer	5,011.77	0.05	868.72	0.06	549.99	0.00	6,027.46	
NO ₂ Emission	3,786.38	0.67	576.77	0.04	351.00	0.02	4,716.47	
Fuel Consumption	1,606.54	0.02	242.25	0.00	0.00	0.00	1,849.33	
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sink								
Crop Sequestration	-5,3274.23	-9.36	-9,056.36	-0.60	-5,670.07	0.00	-68,001.66	
Conservation Sequestration	-7,437.71	-1.31	-2,336.10	-0.17	0.00	0.00	-9,973.82	
Total	8018.42	1.41	741.48	0.05	2,260.39	0.00	11,020.77	

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	7,980.87	0.06
Fuel Consumption	233.38	0.00
Grid Electricity Utilization	0.00	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	8,213.72	0.06

Summary of Kernel Crusher Emission and Credit (if applicable)

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

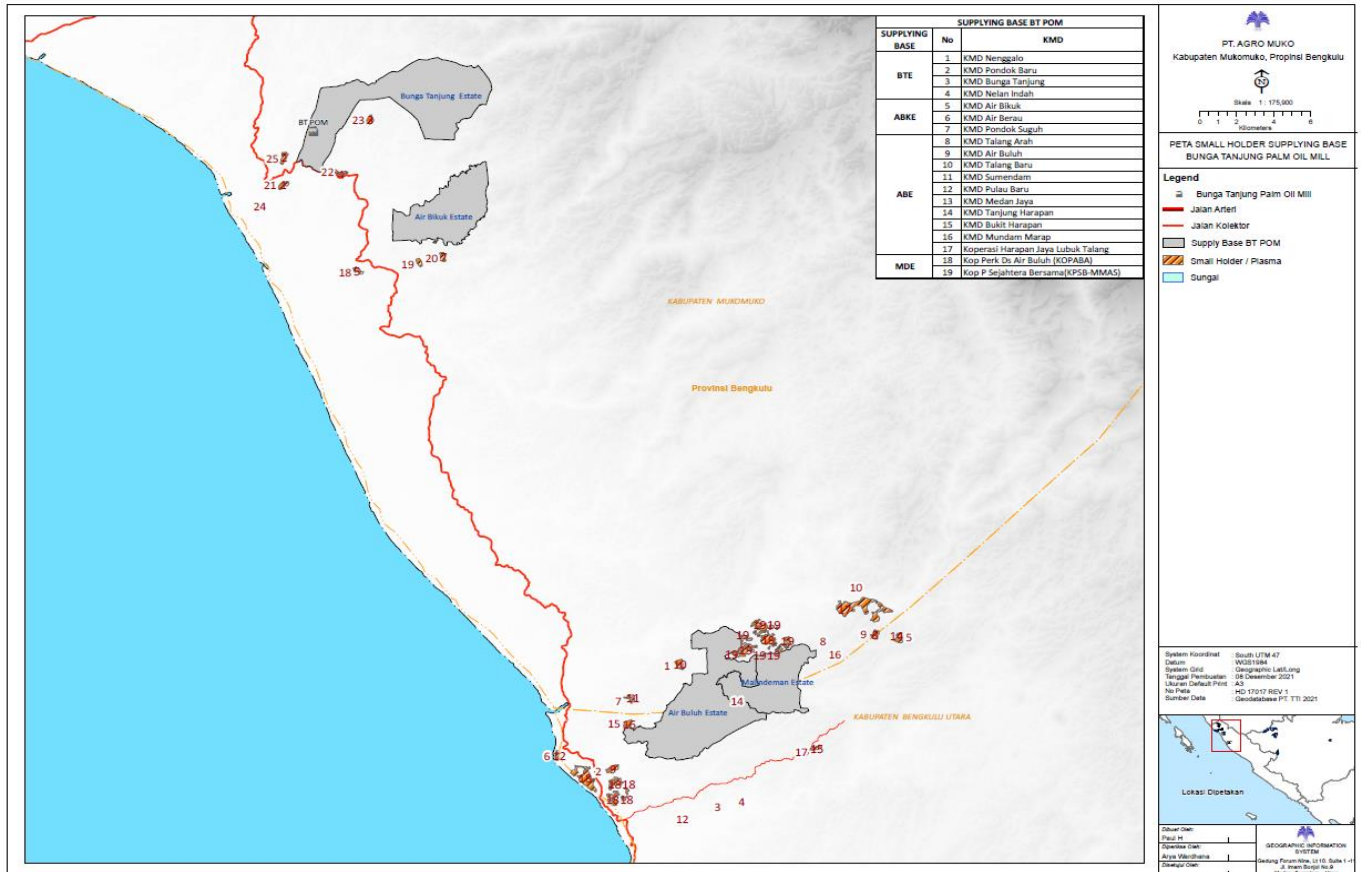
*This mill has no kernel crusher operation.

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

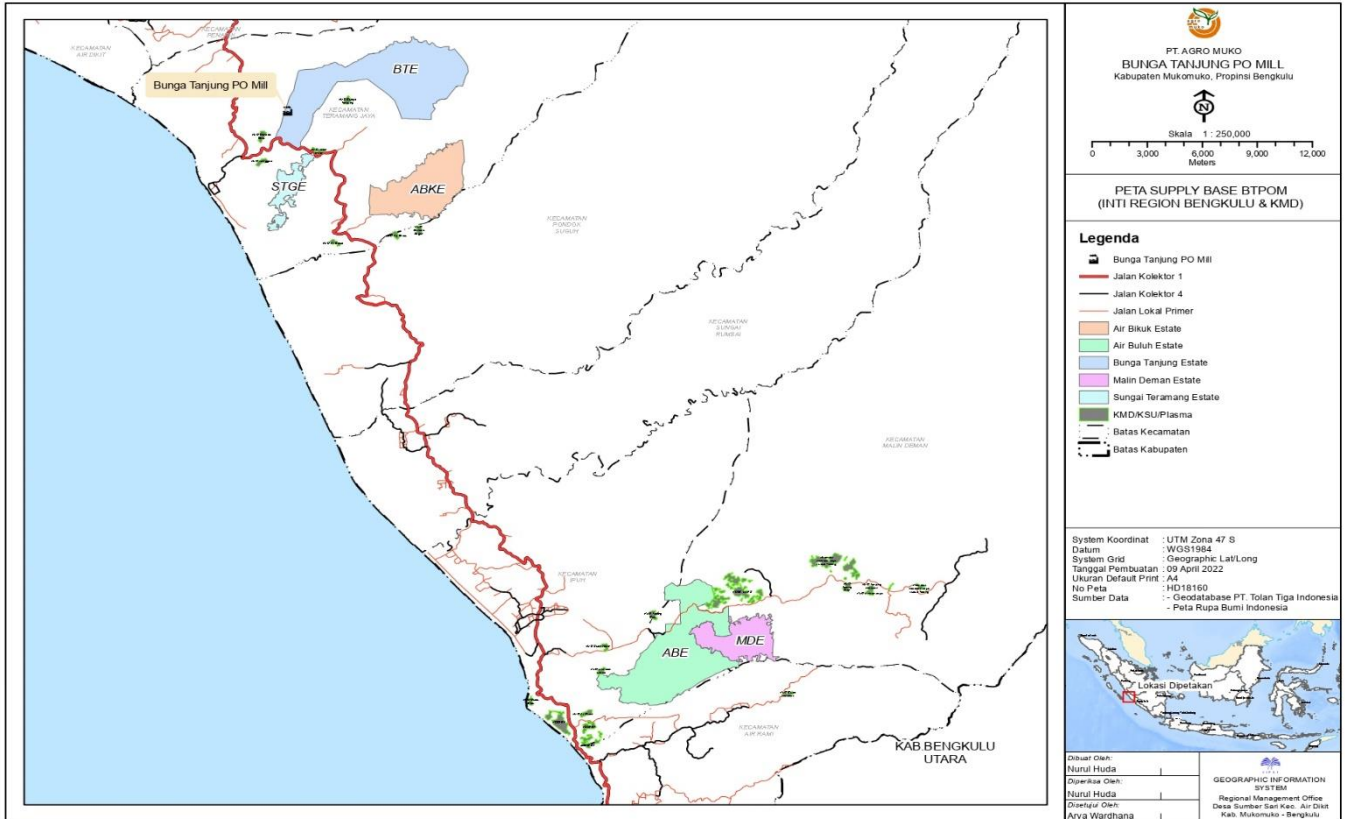
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

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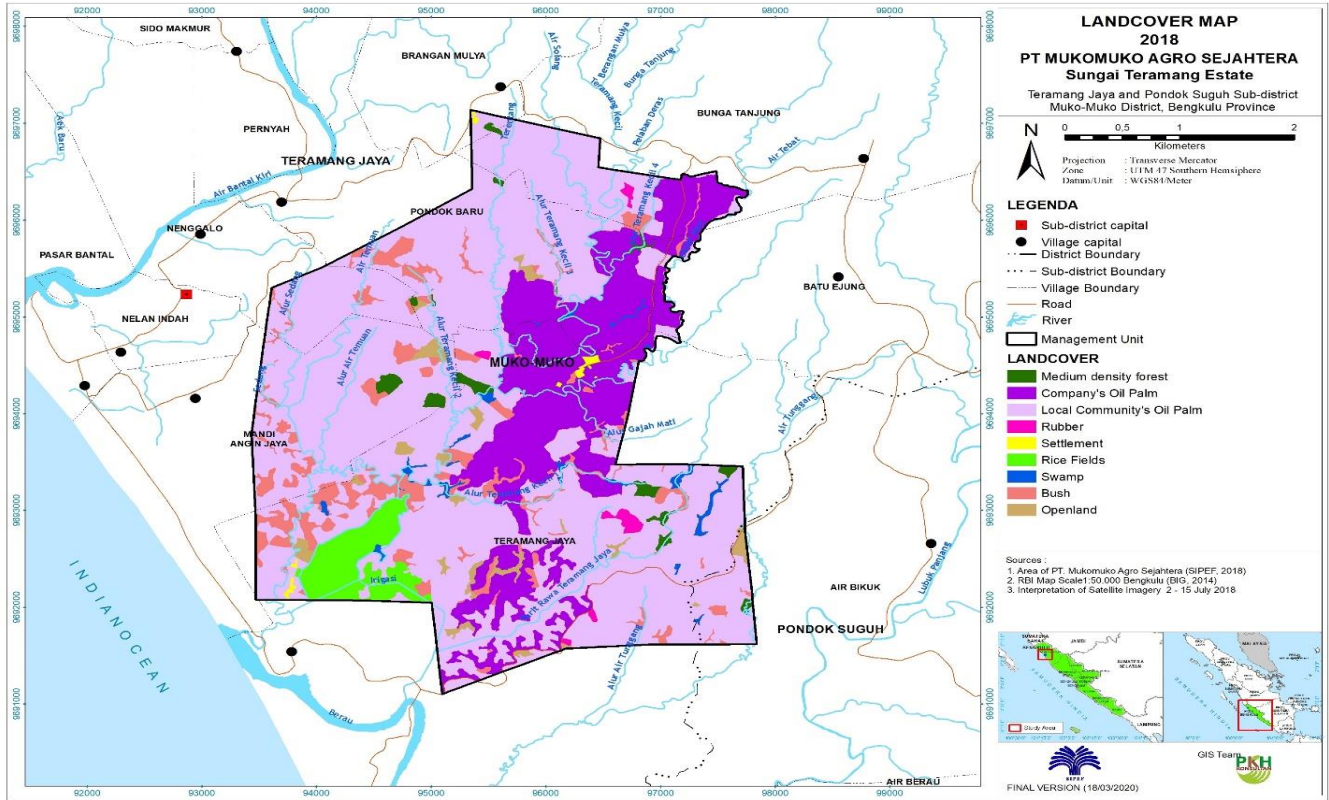
Appendix C: Location Map of Certification Unit and Supply bases



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Appendix D: Estate Field Map Sungai Teramang Estate



Appendix E: List of Smallholder Registered and/or sampled

Not Applicable

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