

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

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

Client Company name (Parent Company): Sime Darby Plantation Berhad
Client company Address: Level 5, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7 47301 Ara Damansara, Selangor, Malaysia
Certification Unit: Strategic Operating Unit (SOU 18) - Diamond Jubilee Palm Oil Mill
Location of Certification Unit: KM 8, Jasin – Simpang Bekoh Road, 77100 Jasin, Melaka, Malaysia
Date of Final Report: 02/03/2022

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Sime Darby Plantation Berhad		
RSPO Membership Number	1-0008-04-000-00	Membership Approval Date	07/09/2004
Address	Level 5, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7 47301 Ara Damansara, Selangor, Malaysia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Strategic Operating Unit (SOU 18) – Diamond Jubilee Palm Oil Mill		
Location / Address	KM 8, Jasin – Simpang Bekoh Road, 77100 Jasin, Melaka, Malaysia		
Website	www.simedarbyplantation.com		
Management Representative	Shylaja Devi Vasudevan Nair (Headquarters) Syahrul Saramlah (SOU Chairman)	E-mail	1. shylaja.vasudevan@simedarbyplantation.com 2. syahrul.saramlah@simedarbyplantation.com
Telephone	603-78484379 (Head Office) 606-5291 302 (Mill)	Facsimile	603-78484356 (Head Office) 606-5292 019 (Mill)

2. Certification Information			
Certificate Number	RSPO 591224	Certificate Start Date	05/10/2021
Date of First Certification	05/10/2011	Certificate Expiry Date	04/10/2026
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	Determination of the conformity of the client's management system, or parts of it, with audit criteria and evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. Completed the 70% onsite assessment as continuation from 30% of remote assessment.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input checked="" type="checkbox"/> Recertification Assessment (RA 2) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> Choose an item. <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	25 mt/hr
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 688335	MS 2530- 3:2013 Malaysian Sustainable Palm Oil (MSPO)	BSI Services Malaysia Sdn Bhd	09/01/2023
MSPO 682043	MS 2530-4:2013 Malaysian Sustainable Palm Oil (MSPO)		09/01/2023
MSPO 714120	MSPO SCCS:2018		11/07/2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Diamond Jubilee Palm Oil Mill	KM 8, Jasin – Simpang Bekoh Road, 77100 Jasin, Melaka, Malaysia	2° 19' 29" N	102° 28' 59" E
Diamond Jubilee Estate	KM 8, Jasin – Simpang Bekoh Road, 77100 Jasin, Melaka, Malaysia	2° 19' 50" N	102° 29' 18" E
Bukit Asahan Estate	Jalan Asahan 77100 Melaka, Malaysia	2° 23' 38" N	102° 32' 45" E
Welch Estate	Jalan Segamat-Jementah 85200 Segamat, Johor	2° 27' 22" N	102° 39' 12" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Diamond Jubilee Estate	2,642.99*	5.58*	187.62*	2,836.19	93.18%
Bukit Asahan Estate	2,965.53	1.36	105.29	3,072.18	96.53%
Welch Estate	576.20	0.95	870.67	1,447.82	39.80%
Total	6,184.72	7.89	1,163.58	7,356.19	

*Land survey at Diamond Jubilee Estate prior to replanting. HCV area is identified 5.58 ha in HCV Report

6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Diamond Jubilee Estate	439.28	705.35	1292.12	206.24	0.00	2,203.89	439.28

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Bukit Asahan Estate	289.21	168.35	1873.28	611.64	23.05	2,676.32	289.21
Welch Estate	0.00	0.00	417.26	158.94	0.00	576.20	0.00
Total (ha)	728.49	873.7	3,582.66	976.82	23.05	5,456.41	728.49

Note:

7. Summary of Certified Tonnage of FFB (Own Certified Scope)

Estate / Smallholders	Tonnage / year			
	Estimated last year (Oct 2020 – Sep 2021)	Actual (Jul 2020 – Jun 2021)		Forecast (Oct 2021 – Sep 2022)
		Previous license period (Jul 2020 – Sep 2020)	Current license period (Oct 2020 – Jun 2021)	
Bukit Asahan Estate	63,446	15,655.93	31,870.75	47,917.00
Diamond Jubilee Estate	57,773	14,255.94	29,020.80	54,051.00
Welch Estate	12,513	3,087.73	6,285.69	13,311.00
Total	133,732	100,176.84		115,279.00

Note:

8. Summary of Certified Tonnage of FFB (from other certified unit(s))

Estate / Smallholders	Tonnage / year			
	Estimated last year (Oct 2020 – Sep 2021)	Actual (Jul 2020 – Jun 2021)		Forecast (Oct 2021 – Sep 2022)
		Previous license period (Jul 2020 – Sep 2020)	Current license period (Oct 2020 – Jun 2021)	
Kemuning Estate		0.00	255.4	
Serkam Estate		0.00	255.4	
Pertang Estate		0.00	328.36	
Tangkah Estate		0.00	3,453.34	
Total		4,292.50		

Note:

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9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year (Oct 2020 – Sep 2021)	Actual (Jul 2020 – Jun 2021)		Forecast (Oct 2021 – Sep 2022)
		Previous license period (Jul 2020 – Sep 2020)	Current license period (Oct 2020 – Jun 2021)	
N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A		N/A

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	Jul 2020	11,583.46	0	11,583.46
2	Aug 2020	10,794.61	0	10,794.61
3	Sep 2020	10,621.53	0	10,621.53
4	Oct 2020	4,921.23	0	4,921.23
5	Nov 2020	9,587.14	0	9,587.14
6	Dec 2020	7,496.27	0	7,496.27
7	Jan 2021	11,583.46	0	11,583.46
8	Feb 2021	5,924.18	0	5,924.18
9	Mar 2021	5,952.16	0	5,952.16
10	Apr 2021	6,982.53	0	6,982.53
11	May 2021	9,409.56	0	9,409.56
12	Jun 2021	9,613.21	0	9,613.21
	TOTAL	104,469.34	0.00	104,469.34

Note:

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10. Summary of Certified Tonnage (not applicable for ISS)			
Estimated last year (Oct 2020 – Sep 2021)	Actual (Jul 2020 – Jun 2021)		Forecast (Oct 2021 – Sep 2022)
	<i>Previous license period (Jul 2020 – Sep 2020)</i>	<i>Current license period (Oct 2020 – Jun 2021)</i>	
FFB	FFB		FFB
133,732	32,999.60	71,469.74	115,279.00
	104,469.34		
CPO (OER: 21.00 %)	CPO (OER: 20.30 %)		CPO (OER: 21.59 %)
28,756.78	5,564.64	15,643.02	24,888.74
	21,207.66		
PK (KER: 6.00 %)	PK (KER: 5.08 %)		PK (KER: 5.23 %)
7,334.95	1,526.83	3,783.60	60,29.09
	5,310.43		
Note:			

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	Jul-20	2,229.49	619.76
2	Aug-20	2,216.98	598.932
3	Sep-20	1,118.17	308.141
4	Oct-20	1,980.62	515.249
5	Nov-20	1,503.48	360.245
6	Dec-20	1,345.79	326.622
7	Jan-21	1,258.13	284.951
8	Feb-21	1,532.84	358.162
9	Mar-21	1,809.36	449.19
10	Apr-21	2,229.81	541.307
11	May-21	2,087.34	506.232
12	Jun-21	1,895.65	441.64
	TOTAL	21,207.66	5,310.43
Note:			

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11. Summary of Actual Volume sold					
Current License period (Oct 2020 – Jun 2021)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	15,421.34	0.00	0.00	0.00	15,421.34
PK (MT)	3754.93	0.00	0.00	0.00	3,754.93
Credits	0.00	0.00	0.00	0.00	0.00
Previous License period (Jul 2020 – sept 2020)					
CPO (MT)	5,373.89	0.00	0.00	0.00	5,373.89
PK (MT)	1,504.93	0.00	0.00	0.00	1,504.93
Credits	0.00	0.00	0.00	0.00	0.00
Note:					

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.	Sime Darby Oils Trading Sdn Bhd	TR-aa6e1d19-3efb TR-6a5596d0-d3ae TR-67c24cf6-8955 TR-cd20ba91-f5c9 TR-e550059b-7c14 TR-7183dfb1-a811 TR-33d7598e-d567 TR-4ce28cf0-8bdb TR-033194cb-e766 TR-84738baa-4f94 TR-322a402e-374f	781.27	
2.	Sime Darby Plantation Berhad – Jomalina Refinery	TR-46ffa625-0394 TR-d817d02e-ca9c TR-95ef4b22-e2de TR-d12f960b-fc2a TR-170e715c-96c7 TR-b7e4cf1d-2669 TR-c5748354-d166 TR-d6ebd8a6-31bc TR-4a4b208f-bde9 TR-bf3a78c5-3741 TR-64060078-d806 TR-9ff387fd-2a64	15,159.37	

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		TR-647113d8-c9fb TR-571e6ad8-5ba0 TR-5359a036-1d8a TR-85c11392-2640 TR-02d03994-9f66 TR-728c1da1-3d56 TR-0737d120-4e8f TR-74b8f86a-1032 TR-a34b37f5-cd2f TR-5896ba07-287a TR-4c124f77-986d TR-0a0a68a7-92be TR-6f2705f7-14be TR-81d5bb03-0de8 TR-ee75e648-f572 TR-d8fe6b39-32da TR-cda09554-e428 TR-ef3301e8-b0ed TR-3c109cbf-f56d TR-aa018d31-4463 TR-cb1506d1-245a TR-8b4b9dd1-d46e TR-7eab29bb-c15e TR-8aeac918-cd8a TR-eca19225-6278 TR-317b2091-1b5f TR-52a56733-a557 TR-8ff88482-11e8 TR-57ad84f9-4b98 TR-51ae33d5-4e7f TR-b0baa372-c876 TR-cdfd0a6e-735a TR-96cd7e59-028b TR-a558ffa8-b6a9 TR-20f3379d-869b TR-af313e2c-3b72 TR-61074591-f755 TR-35e0ad3d-5420 TR-7b664dbb-7022 TR-921d446a-b1df TR-812c9e29-6cf8 TR-7e8a2815-2928 TR-77d503b9-ff8c TR-b3e10db2-fd60 TR-eac833d7-4969		
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		TR-b308bccb-fcb2 TR-bf67c73c-3467 TR-0e45815c-0e18 TR-6a0ffddb-a54e TR-911319ee-f231 TR-08a23823-b8df TR-fe690bc8-b244 TR-f8002dd1-5cd8 TR-5616f0c0-a9ea TR-21351f9f-8a98 TR-59ceade1-71d5 TR-53eead28-b86e TR-f6c50414-8ef6 TR-2ac89722-30c1 TR-7f8a584b-6cae TR-0b90cff7-3427 TR-123dd61a-1822 TR-c0f790f7-2a10 TR-b70b3cb3-aca5 TR-c31898e6-a87f TR-d47ee297-9509 TR-06f5abe1-b965 TR-da812475-adf1 TR-89925b14-313a TR-aeb07668-5498 TR-90568ae0-79c9 TR-c08f4b30-2edf TR-123ed7cc-1a0f TR-ee02d5fa-9168 TR-0ae0aeb1-abc0 TR-93c14a89-5862 TR-a6638ef6-2cde TR-f7c23838-225d TR-ab1a6bc3-cf42 TR-672786b9-6f09 TR-5d23fc91-db08 TR-0c0fb33e-3404 TR-ec728c1b-a9a1 TR-07acca3c-d6c9 TR-bb23ae94-b9af TR-9f6d3b56-ea74 TR-341d2713-e47c TR-1ae43649-f7dc		
3.	Sime Darby Plantation Berhad - KCP Carey Island	TR-b343faf1-a936 TR-6573965f-50e4		3754.93

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		TR-13664752-fbcb TR-a056e284-efef TR-d9201d9d-237d TR-d6a9ec28-70dd TR-1b68ae5c-e279 TR-a91f9c17-7f62 TR-91125003-d6cd TR-a48761f3-709a TR-126618e3-9457 TR-ce8d5c6b-f208 TR-bc873cc7-6a37 TR-f4afff6a-fa47 TR-8196a470-70ef TR-63d48654-af28 TR-b13f611d-dfdc TR-e5983422-c52f TR-9ee6a252-253d TR-ae3374d8-6a41		
4.	Sime Darby Oils Trading Sdn Bhd	TR-bf2ccb51-370a TR-a1b4c334-9e69 TR-f702e04c-b6c4 TR-9c5c7c5b-da26 TR-c6aa0279-4f45 TR-b37b91aa-ef78 TR-bd021d1f-85e1 TR-3a18ceca-3919 TR-8842604b-f171 TR-b3703f06-19bf TR-36ccb036-5d74 TR-aa9491a8-8c91 TR-c351cef1-3563 TR-4a583307-0917 TR-e922b4b3-ee01 TR-da2fc5ff-6df9 TR-62978714-915a TR-95a5d06c-dddc TR-35920aa6-a4fd TR-3b3b656b-e412 TR-a1e31f93-d68f TR-07d277a4-9bb8 TR-2573910e-ff04 TR-eea52fed-0623 TR-cf01716b-2539 TR-a15d5277-98c3 TR-a948902a-06fe	4,854.59	

		TR-f4e66768-3124 TR-550d3cc0-636d TR-a73f1e02-6332 TR-11320332-9a46 TR-f6ee621a-5de8 TR-1bf4708d-a881 TR-45c1e4cd-00d0 TR-98769f9b-5d5a TR-a3f9087c-0346 TR-eb1f1976-d108 TR-117d58e7-b2d6 TR-b125e76d-5b1b TR-07207bad-42fa TR-b9f2e4f0-e16d TR-744858eb-3980 TR-d3f96581-93fe TR-e0b4770f-144e TR-d7e4ac74-0e37 TR-f69aae68-128f TR-180f2578-b40e TR-bb7faa43-2de9 TR-c1bfec5d-22bf TR-b944d604-65b8 TR-9c5b737b-7b1f TR-2bb05ee3-036c TR-2671d50f-9a7e TR-68e1c8b5-4bfb TR-f88e1d21-2577 TR-61710708-8749 TR-8fb7cc68-a989 TR-2e0874d0-1518 TR-76bc14d8-096d TR-dde8c2d1-34ea TR-557cb633-bd6a TR-f9b842a8-ff56 TR-33163a62-0fb1 TR-a124f793-5d1d TR-db7387bd-ffeb TR-418da6ef-09b7 TR-ee10157f-7343 TR-d1c3822b-0006 TR-d9f3f67a-e6b0 TR-3c3d36f7-6cf7 TR-ec207d08-e7b8 TR-b9832808-636a		
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		TR-6e98212e-a7e6 TR-7da586a5-52a4 TR-06a30d8e-2b05 TR-1a176a0a-a779 TR-f4f65261-0495 TR-98abdbd9-9ad5 TR-d963724f-06ad TR-a09013b2-384f TR-f84e0c42-9503 TR-57997f86-320e TR-267df41a-c3ed TR-eddd0678-1dc6 TR-409db34c-586f TR-fa8e457d-5620 TR-007cd0b3-dbbe TR-5b6d90ba-a355 TR-978863d8-4950 TR-708abdca-12fd TR-367d5d44-9882 TR-7959e837-5420 TR-1e9235e1-b05d TR-2a4c1821-3b49 TR-257b6867-62c9 TR-723d66ee-51ae TR-7c8b15d0-2705 TR-66fcb83b-b971 TR-fe22db65-d228 TR-5ae252f1-ffa5 TR-c25c340e-e227 TR-c7850c83-6856 TR-744ab67f-a77f TR-4d458791-2778 TR-953c9ba8-b549 TR-855f3e42-5b5f TR-9cc1d658-b460 TR-9349b8ae-d70a TR-67be4523-b286 TR-3c29621b-354a TR-3f08428f-0990 TR-2f859c43-ab48 TR-63a182d4-6acd TR-747a6e43-06ab TR-978d6e86-965f TR-32fde610-d52d TR-64c889f5-4fad		
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		TR-cd349c12-e42f TR-93180b9a-4892 TR-35ecba94-6701 TR-f52c5b6c-6bf7 TR-1bf85336-4fd7 TR-550415f5-733b TR-64a6a18b-9647 TR-cb2459c3-9f7d TR-b7a8258a-a42c TR-04329433-8f30 TR-40f9b4cb-7baf TR-707a4cff-9876 TR-8f085d2e-e0f0 TR-ca6ffd87-016a TR-10d30aca-5c81 TR-6b9863b6-6bf0 TR-4d3aa3cf-0eef TR-58ed4381-c25d TR-5536fc43-a19f TR-3ae38bc7-c58b TR-19a5c0a9-4ba4 TR-405a775e-43b3 TR-8dc60cc0-2384 TR-161a5485-ae56 TR-59d71ec2-6bc5 TR-88c60361-7a59 TR-6ee5a7b7-9cc1 TR-b63631f7-27e4 TR-786884c0-e7a9 TR-42537f05-904e TR-ed2d4db5-cc46 TR-7ac82b9c-5aa7 TR-8b2189f8-2e5f TR-10354913-1af8 TR-07239a15-349c		
5	Sime Darby Plantation Berhad - KCP Carey Island	TR-3ed33715-bbf5 TR-246b99c8-b436 TR-7a3984c5-7d82 TR-43e35fab-07d2 TR-b0be714e-065f TR-c4abe9b5-5d96	-	1,504.93
TOTAL			20,795.23	5,259.86
Note:				

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11B. Records of CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note:				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
	N/A	N/A	N/A
TOTAL		N/A	N/A
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 (mt)
	N/A	N/A	N/A
TOTAL			N/A
Note:			

12. Independent Smallholders Certified Tonnage / Volume									
Phase	Estimated last year <i>(key in period)</i>			Actual <i>(key in period)</i>			Forecast <i>(key in period)</i>		
	Eligibility 40%	MS A 70%	MS B 100%	Eligibility 40%	MS A 70%	MS B 100%	Eligibility 40%	MS A 70%	MS B 100%
FFB									
IS-CSPO									
IS-CSPKO									
IS-CSPKE									

13. Independent Smallholders Actual Sold Tonnage / Volume						
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	IS-CSPK	IS-CSPKE
Current License period (<i>key in period</i>)						
Credits						
Physical						

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: Nicholas Cheong (Nicholas.Cheong@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 **16 – 18/11/2021**. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website ([06-03-rspo-public-notification-recertification-sime-darby-sou-18-diamond-jubilee-pom--supply-base-english.pdf \(bsigroup.com\)](#)) on **10/06/2021**. Due to the COVID-19 pandemic, this assessment involved a partial remote audit as allowed by RSPO Secretariat – RSPO P&C On-site & Remote Audits dated 24th March 2020. The remote audit was conducted on **13 – 14/07/2021**.

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

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Malaysia National Interpretation 2019 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

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

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

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

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

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

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 3_4)
Diamond Jubilee Mill	√	√	√	√	√
Diamond Jubilee Estate	√	√	√	√	√
Bukit Asahan Estate	√	√	√	√	√
Welch Estate	√	√	√	√	√

Tentative Date of Next Visit: July 11, 2022 - July 14, 2022

Total Number of Mandays: 12 Mandays

2.2 BSI Assessment Team

Name	Role	Competency
Muhammad Fadzli Masran (MFM)	Team Leader	<p>Education: Bachelor Degree in Forestry Science from University Putra Malaysia</p> <p>Work Experience: 10 years' experience as Assistant Manager at Kulim Plantations Sdn. Bhd. managing the day to day plantation operations including sustainability implementation experience including workers' welfare, workers' occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans. Fadzli had accumulated auditing experience when he was the internal auditor for ISO 9001 and ISO 14001 at Kulim Plantations.</p> <p>Training attended: Attended ISO IMS 9001, 14001, 45001 (OHS 18001) Lead Auditor Course in April 2018, endorsed RSPO Lead Auditor Course in July 2018, MSPO Lead Auditor Course in October 2018, endorsed RSPO Supply Chain Certification training course in January 2019, MSPO Supply Chain Certification System (SCCS) Auditor training Course (MPOCC Endorsed), CQI and IRCA Certified ISO 9001:2015 Lead Auditor Training Course in April 2019, HCV and GIS Training in November 2019 and SMETA Requirements Training in April 2021.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Occupation Health Safety requirement, HIRARC, Environment responsibility, training, environment impact assessment and management plan.</p>

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		<p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language.</p>
Hafriazhar Mohd Mokhtar (HMM)	Team Member	<p>Education: Bachelor of Engineering (Hons.) Chemical Engineering from University Teknologi Malaysia</p> <p>Work Experience: 20 years of working experience in multiple engineering disciplines emphasized on science, technology and sustainability. He acquired many skills from being involved in various industrial environments ranging from construction, plantation and mining before shifted into auditing. In short, his career began as Environmental Officer (2002-2003) in construction, Mill Engineer (2003-2008) in plantation, Project Control Engineer (2008-2011) in mining and Auditor/Client Manager (2011- present) in certifications auditing.</p> <p>Training attended: Attended Social Auditing & SMETA Training (2021), ISO 45001 LA Training (2018), MSPO LA Training (2017), RSPO SCCS LA Training (2016), RSPO P&C LA Training (2015), ISO 9001 LA Training (2013), ISO 50001 LA Training (2012), ISO 14001 LA Training (2011)</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSPO supply chain requirements.</p> <p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language.</p>
Yusof Khairan Nizar Ahmad Tarmizi (YKN)	Team Member	<p>Education: Certificate of Safety and Health Officer-Malaysian Insurance Institute (2003). Bachelor of Corporate Administration (Hons)-MARA University of Technology, Malaysia (2003), Master of Science in Occupational Safety and Health Management-Northern University of Malaysia (2011).</p> <p>Work Experience: Experience in managing, consulting, training and auditing Quality, Environmental, Occupational Safety and Health Management Systems such as ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, OHSAS 18001:2007, MS1722:2011 since 1996. Contract Trainer of OSH & Environmental Legal & Other Requirements Lead Auditors course for SIRIM Training Services Sdn Bhd & NIOSH Certification Sdn Bhd. Contract Auditor for Quality, Environmental, Occupational Safety and Health Management System and Malaysia Sustainable Palm Oil (MSPO). OSH, Legal and Environmental Auditor for TUV Rheinland Malaysia RSPO Principles & Criteria. Contract SIRIM QAS International Auditor (2006).</p> <p>Department of Occupational Safety and Health Malaysia (DOSH) Registered Safety and Health Officer (2003-2006).</p> <p>Approved Human Resources Development Fund (HRDF) Trainer (since 2011). Also appointed as Assessor for Prime Minister's Hibiscus Award involving assessment for oil and gas companies, plantations industries, manufacturing, utilities, cleaning and transportations services (since 2003). MPOCC Registered Peer Reviewer.</p> <p>Training attended: Attended course ISO 9001:2000 IRCA/IATC A Lead Auditor Training-International Management & Technology Limited (Kuala Lumpur), ISO 14001:2004 IEMA Approved EMS Advanced Lead Auditor Training Course-Aspects Moody Certification Ltd (UK).</p>

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		<p>OH&SMS IRCA Certified Lead Auditor Training Course-Moody International (KL). MS 1722 Lead Auditor Training NIOSH Certification (KL) and RSPO – TUV Rheinland (Indonesia). MSPO Auditing – SGS (Malaysia). RSPO P&C 2018 Lead Auditor Course – Checkmark Training. Also attended the Quality & Environmental MS Auditing Skills Based on Risk Management, Conformity Assessment – For Bodied Providing Audit and Certification (ISO/IEC 17021:2015) collaboration with Institute of Quality Malaysia, ISO/IEC 17021. MSPO Peer Reviewer Training (MPOCC).</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Economic management plan, mill best practices, estate best practices, natural and biodiversity conservation, Waste management, GHG and HCV.</p> <p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language.</p>
<p>Dr Suhaili Sahari</p>	<p>Peer Reviewer</p>	<p>Education: Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato’ Mohd Muda.</p> <p>Work Experience: Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. ASI Peer review training 3. Safety and Health 4. ISO 14001:2015 Standard 5. RSPO Standards: RSPO P&C 2018 MY-NI 2019 6. MSPO Standards : MS 2530 : 2013 part 1, 2 , 3 and 4 7. Problem Solving Technique : 8 D, ICC, QCC, Systematic PS 8. HACCP MS 1480:2019 9. GAP Standard : GLOBALG.A.P., Euro GAP

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Accompanying Persons:

Name	Role
N/A	N/A

Assessment Plan

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

Remote Assessment Plan

Date	Time	Subjects	MFM	HMM	ICT Planned
Tuesday, 13/07/2021 Diamond Jubilee POM	9.30 – 10.00	Opening Meeting: <ul style="list-style-type: none"> • Opening Presentation by Audit team leader. • Confirmation of assessment scope and finalize Audit plan 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	10.00 – 11.00	Assessment and documentation review on: <ul style="list-style-type: none"> • Mill best practice, legal requirements, environment and supply chain requirements 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	11.00 – 12.00	Assessment and documentation review on: <ul style="list-style-type: none"> • Mill best practice, legal requirements, OHS, continual improvement and supply chain requirements 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	12.00 - 13.00	Assessment and documentation review on: <ul style="list-style-type: none"> • Social aspects, legal requirements, employees' welfare, stakeholder management and supply chain requirements 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	13.00 – 14.00	Lunch break	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
14.00 – 17.00 Welch Estate	14.00 – 15.00	Assessment and documentation review on: <ul style="list-style-type: none"> • Good agriculture practice, legal requirements, environment and HCV 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	15.00 – 16.00	Assessment and documentation review on: <ul style="list-style-type: none"> • Legal requirements, OHS and continual improvement 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference

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Date	Time	Subjects	MFM	HMM	ICT Planned
	16.00 - 17.00	Assessment and documentation review on: <ul style="list-style-type: none"> Social aspects, legal requirements, employees' welfare and stakeholder management 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
Wednesday, 14/07/2021	9.00 – 10.30	Assessment and documentation review on: <ul style="list-style-type: none"> Good agriculture practice, legal requirements, environment and HCV 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
9.00 – 13.00 Diamond Jubilee Estate	10.30 – 11.30	Assessment and documentation review on: <ul style="list-style-type: none"> Legal requirements, OHS and continual improvement 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	11.30 - 13.00	Assessment and documentation review on: <ul style="list-style-type: none"> Social aspects, legal requirements, employees' welfare and stakeholder management 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	13.00 – 14.00	Lunch break	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
14.00 – 17.00 Bukit Asahan Estate	14.00 – 15.00	Assessment and documentation review on: <ul style="list-style-type: none"> Good agriculture practice, legal requirements, environment and HCV 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	15.00 – 16.00	Assessment and documentation review on: <ul style="list-style-type: none"> Legal requirements, OHS and continual improvement 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	16.00 - 16.50	Assessment and documentation review on: <ul style="list-style-type: none"> Social aspects, legal requirements, employees' welfare and stakeholder management 	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	16.50 – 17.15	Assessment team discussion	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference
	17.15 – 17.45	Closing Meeting	√	√	Microsoft Teams, Email, WhatsApp Video call, Teleconference

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Date	Time	Subjects	MFM	HMM	YKN
Monday, 15/11/2021	PM	Audit Team Travelling	√	√	√
Tuesday, 16/11/2021 Diamond Jubilee Palm Oil Mill	08.30 – 09.00	Opening Meeting: <ul style="list-style-type: none"> Opening Presentation by Audit team leader. Confirmation of assessment scope and finalize Audit plan 	√	√	√
	09.00 – 12.30	Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, etc.	√	√	√
	09.00 – 13.30	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)			√
	12.30 – 13.30	Lunch	√	√	√
	13.30 - 16.30	Lab, weighbridge and palm product storage area. Document Review P1 – P7: SOPs, Supply chain for CPO mill, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation. RSPO SCC general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records.	√	√	√
	16.30 - 17.00	Interim Closing briefing.	√	√	√
Wednesday 17/11/2021 Bukit Asahan Estate	09.00 – 10.30	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc. Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	√	√	√
	10.30 – 13.00	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP			√

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Date	Time	Subjects	MFM	HMM	YKN
		and implementation & etc.)			
	13.00 – 14.00	Lunch and travel to Diamond Jubilee Estate	√	√	√
Wednesday 17/11/2021 Diamond Jubilee Estate	14.00 – 15.30	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	√	√	√
	15.30 – 17.00	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.) Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)			
	17.00 - 17.30	Interim Closing briefing.	√	√	√
Thursday 18/11/2021 Welch Estate	09.00 – 13.00	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	√	√	√
	9.30 – 13.00	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)		√	
	13.00 – 14.00	Lunch	√	√	√
	14.00 – 16.30	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	√	√	√
	16.30 – 17.00	Preparation of audit report	√	√	√

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Date	Time	Subjects	MFM	HMM	YKN
	17.00 – 17.30	Closing Meeting	√	√	√
	PM	Audit Team Travelling to Kuala Lumpur	√	√	√

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?	<p>Yes. Sime Darby Plantation Berhad TBP has included all its operating units in Malaysia, Indonesia, Papua New Guinea and Solomon Island. Refer to the Time Bound Plan table.</p> <p>On 16/01/2020, Sime Darby Plantation Berhad under its subsidiary Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (Sime Darby Plantation – Liberia) to Mano Palm Oil Industries Ltd (MPOI):</p> <p>http://www.simedarbyplantation.com/media/pressreleases/sime-darby-plantation-completesdivestment-of-its-liberia-operations</p>	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	<p>Yes. Generally all estates and mills excepted stated below or in the TBP are certified with RSPO.</p> <p>Some units with exemption cases such as poor financial or sold as property development has been taken out from the certification unit. In Malaysia, Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate) has been transferred to SOU Lavang while for Bintang Oil Mill, Sime Darby Plantation Berhad acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold and on 01/10/2018, the mill has completed the selling off transaction.</p> <p>In Indonesia, PT Mitral Austral Sejahtera (MAS) was sold and currently Sime Darby Plantation Berhad have no control in the management.</p>	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available.	There is no new acquisitions as per the latest TBP 2021.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Although there are deviation has been identified at those Indonesia management units but it has been justified that these units are still awaiting to receive land titles.	Complied
Have there been any changes to the time-bound plan since the last audit	<p>Yes.</p> <p>Indonesia - PT Swadaya Andika: Mill closed down and all the supply bases was transferred to Rantau Mill - PT</p>	Complied

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<p>(both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?</p>	<p>Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri - Rantau Factory certification.</p> <p>PT Mitral Austral Sejahtera: The properties was sold and currently Sime Darby Plantation Berhad have no control in the management. The property was disposed on 25/06/2019 and an official letter on disposal of PT MAS was sent to RSPO Secretariat on 27/06/2019.</p> <p>Malaysia - Pekaka Mill is being mothballed in year 2018 and all the certified supply base Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate has been transferred to SOU Lavang. Bintang Oil Mill: Sime Darby Plantation Berhad acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold. As at 01/10/2018, the mill has completed the selling off transaction.</p> <p>Papua New Guinea - Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd: The Remediation and Compensation Process is at the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public notification letter: www.rspo.org/certification/public-announcement</p> <p>For Liberia operations: As at 16/01/2020, Sime Darby Plantation Berhad under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (Sime Darby Plantation Liberia) to Mano Palm Oil Industries Ltd (MPOI): www.simedarbyplantation.com/media/pressreleases/sime-darby-plantation-completesdivestment-of-its-liberia-operations</p> <p>ACOP 2020 has been cross-referenced as below: www.rspo.org/members/29</p>	
<p>Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised</p>	<p>Although there lapses has been identified at those Indonesia management units but it has been justified that these units are still awaiting to receive land titles.</p>	<p>Complied</p>
<p>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</p>	<p>No fundamental failure. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as these 2 assets were disposed.</p>	<p>Complied</p>
<p>Un-Certified Units or Holdings</p>		
<p>No replacement of primary forest or any area required to maintain or enhance</p>	<p>Based on the time-bound plan, it was not identified that those uncertified units are due to RaCP. Mainly are due</p>	<p>Complied</p>

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<p>HCVs and HCS in accordance with RSPO P&C criterion 7.12.</p>	<p>to awaiting to receive land titles at the Indonesia management units.</p>	
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>New plantings within Sime Darby Plantation Berhad that have completed NPP notification</p> <ol style="list-style-type: none"> 1. NBPOL (Poliamba Limited) 23/05/2020 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyplantation-berhad-nbpol-poliamba-limited 2. NBPOL (Guadalcanal Plain Palm Oil Ltd) 06/04/2018 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-a-subsidiary-of-sime-darby-plantationbhd-guadalcanal-plain-palm-oil-ltd 3. NBPOL (Ragu Agri Industries Limited) 29/01/2018 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-ramuagri-industries-ltd 4. NBPOL (Ragu Agri Industries Limited) 02/09/2016 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd-ramu-agri-industries-limited 5. NBPOL (Higaturu Oil Palms) 21/06/2016 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd-higaturu-oil-palms 6. NBPOL (Poliamba Limited – Lamawan) 07/04/2014 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-poliambalimited-lamawan-png 7. NBPOL (Poliamba Limited – Lamendauen) 07/04/2014 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-poliambalimited-lamendauen-png 8. NBPOL (Roka Mini estate) 04/11/2013 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd.-roka-mini-estate 9. NBPOL (J estate) 01/11/2013 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd.-j-estate 	<p>Complied</p>

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	<p>plantingprocedure/public-consultations/new-britainpalm-oil-ltd.-j-estate</p> <p>10. NBPOL (Higaturu Oil Palm) 14/12/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-limited-higaturu-oil-palm</p> <p>11. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc-new-planting-assessment</p> <p>12. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc.-new-planting-assessment1</p> <p>13. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc.-new-planting-assessment</p> <p>Management units for 11 – 13 above were disposed.</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>No land conflicts. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as both sites was disposed.</p> <p>The RaCP tracker was checked. There are 21 Management units that have potential liabilities. There are some discrepancy between RaCP tracker and actual scenario due possibility of assets disposal. As per the data audited, there are 19 management units for the Indonesia Operations that requires LUCA. All LUCAs were submitted but the review was delayed due to change of RSPO reviewer. As of 14/07/2021, 10 LUCAs were approved with 0 conservation liability and remaining 9 are still pending from RSPO.</p>	<p>Complied</p>
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2</p>	<p>Sime Darby Plantation Berhad have published Grievance mechanism that is applied to all management units. Disputes related to labor, stakeholders and communities are to be dealt using this mechanism.</p>	<p>Complied</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>Sime Darby Plantation maintain corporate governance to monitor and address any legal non-compliances. Through the published Code of Business Conduct and charters, the company is committed to delivery their</p>	<p>Complied</p>

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	business complying to the laws and regulations of the country.	
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.	Yes. The sustainability unit has conducted internal audits the uncertified units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. The issue are mainly awaiting for Land Titles. The last audit was conducted between July 2020 – August 2020. The Head of Sustainability has concluded in the uncertified unit compliance report that there is no land disputes and legal compliance is monitored during the internal audit as the positive assurance.	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?	No 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.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	Respective sites maintained stakeholder engagements as part of the estates/mills operations. Especially in Indonesia, socialization of company	Complied

3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? 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.	Not Applicable as there are no scheme smallholder or outgrowers within the certification unit.	Complied

Approved Time Bound Plan

SDP - RSPO Certification for Time Bound Plan - Malaysia Operations

No	Management Unit	Supply Base	Time Bound Plan	Location	Status	Certified Date	Remarks
	SOU Name						
1	Sungai Dingin	Sungai Dingin Oil Mill	-	Karangan, Kedah	Certified	12/08/2011	-
		Anak Kulim Estate					
		Sungai Dingin Estate					
		Somme Estate					
		Bukit Selarong Estate					
		Padang Buluh Estate					
		Bukit Hijau Estate					
		Jentayu Estate					
2	Chersonese	Chersonese Oil Mill	-	Kuala Kurau, Perak	Certified	05/10/2011	-
		Chersonese Estate					
		Kalumpong Estate					
		Tali Ayer Estate					
		Holyrood Estate					
3	Elphil	Elphil Oil Mill	-	Sungai Siput, Perak	Certified	16/08/2011	-
		Kamuning Estate					
		Elphil Estate					
		Kinta Kellas Estate					
4	Flemington	Flemington Oil Mill	-	Teluk Intan, Perak	Certified	05/10/2011	-
		Flemington Estate					
		Bagan Datoh Estate					

		Sabak Bernam Estate					
		Sg. Samak Estate					
5	Seri Intan/Selaba	Seri Intan Oil Mill	-	Teluk Intan, Perak	Certified	03/03/2011	-
		Selaba Oil Mill					
		Seri Intan (+ Selaba) Estate					
		Sabrang Estate					
		Sogomana Estate					
		Sg. Wangi Estate					
		Bikam Estate					
		Cluny (+ Bedford) Estate					
6	Tennamaram	Tennamaram Oil Mill	-	Bestari Jaya, Selangor	Certified	03/03/2011	-
		Tennamaram Estate					
		Sungai Buluh Estate					
		Bukit Talang Estate					
7	Bukit Kerayong	Bukit Kerayong Oil Mill	-	Kapar Selangor	Certified	15/04/2011	-
		Bukit Kerayong Estate					
		Bukit Cheraka Estate					
		Elmina Estate					
8	East	East Oil Mill	-	Carey Island, Selangor	Certified	19/05/2011	-
		East Estate					
		Sepang Estate					
		Dusun Durian Estate					
9	West	West Oil Mill	-	Carey Island, Selangor	Certified	19/05/2011	-
		West Estate					

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10	Bukit Puteri	Bukit Puteri Oil Mill	-	Raub, Pahang	Certified	07/07/2011	-
		Bukit Puteri Estate					
11	Kerdau	Kerdau Oil Mill	-	Temerloh, Pahang	Certified	07/07/2011	-
		Kerdau Estate					
		Jentar Estate					
		Mentakab Estate					
		Chenor Estate					
Sg Mai Estate							
12	Jabor	Jabor Oil Mill	-	Kuantan, Pahang	Certified	07/07/2011	-
		Jabor Estate					
13	Labu	Labu Oil Mill	-	Nilai, Negeri Sembilan	Certified	30/12/2011	New Labu Estate has become a division of Labu Estate.
		Labu Estate					
14	Tanah Merah	Tanah Merah Oil Mill	-	Port Dickson, Negeri Sembilan	Certified	19/05/2010	-
		Tanah Merah Estate					
		Bukit Pelandok Estate					
15	Sua Betong	Sua Betong Oil Mill	-	Port Dickson, Negeri Sembilan	Certified	18/02/2014	Siliao Estate has now been merged into Salak Estate and Bradwall Estate.
		Sua Betong Estate					
		Sengkang Estate					
		Bradwall Estate					
		PD Lukut Estate					
		Tampin Linggi Estate					
		Sg. Bahru Estate					
Salak Estate							
16	Kok Foh	Kok Foh Oil Mill	-		Certified	07/07/2011	-

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		Muar River Estate		Bahau, Negeri Sembilan			
		Sg. Senarut Estate					
		Sg. Gemas Estate					
		Kok Foh Estate					
		Bukit Pilah Estate					
		St. Helier Estate					
		Sungai Sabaling Estate					
		Pertang Estate					
17	Kempas	Kempas Oil Mill	-	Jasin, Melaka	Certified	19/05/2010	-
		Kempas Estate					
		Tangkah Estate					
		Kemuning Estate					
18	Diamond Jubilee	Diamond Jubilee Palm Oil Mill	-	Jasin, Melaka	Certified	05/10/2011	-
		Serkam Estate					
		Diamond Jubilee Estate					
		Bukit Asahan Estate					
19	Pagoh	Pagoh Oil Mill	-	Muar, Johor	Certified	28/1/2014	-
		Pagoh Estate					
		Welch Estate					
		Lanadron Estate					
		Pengkalan Bukit Estate					
20	Chaah	Chaah Oil Mill	-	Chaah, Johor	Certified	18/11/2010	-
		Chaah Estate					
		Sg. Simpang Kiri Estate					

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		North Labis Estate					
21	Gunung Mas	Gunung Mas Oil Mill	-	Kluang, Johor	Certified	19/05/2010	* SDP acquired Lian Seng Estate in Johor in April 2017. Lian Seng Estate is merged into Bkt Paloh Estate of SOU 21 Gunung Mas, Lian Seng has been incorporated in the RSPO Certification Scope of SOU Gunung Mas in 2018.
		Gunung Mas Estate					
		Kempas Klebang Estate					
		Bukit Paloh Estate					
		Yong Peng Estate					
22	Bukut Benut	Bukit Benut Oil Mill	-	Kluang, Johor	Certified	05/11/2011	* SDP acquired Talisman Estate in Johor in April 2017. Talisman Estate is merged into CEP Nyior Estate of SOU 22 Bk Benut and has been incorporated in the RSPO Certification Scope of SOU Bk Benut in 2018.
		Bukit Benut Estate					
		Lambak Elaeis Estate					
		CEP Nyior Estate					
23	Ulu Remis	Ulu Remis Oil Mill	-	Layang-Layang, Johor	Certified	11/04/2011	-
		Ulu Remis Estate					
		Cenas Estate					
		Bukit Badak Estate					
		Tun Dr. Ismail Estate					
		Pekan Estate					
		Sembrong Estate					
24	Hadapan	Hadapan Oil Mill	-	Layang-Layang, Johor	Certified	29/3/2011	-
		Sri Pulai Estate					
		Kulai Estate					
		Layang Estate					
		CEP Renggam Estate					
26	Sandakan Bay	Sandakan Bay	-	Sandakan, Sabah	Certified	01/10/2008	-
		Tun Tan Siew Sin					

		Tunku Estate					
		Tigowis Estate					
		Sentosa Estate					
		Segaliud Estate					
27	Melalap	Melalap Oil Mill	-	Tenom, Sabah	Certified	21/1/2011	-
		Melalap Estate					
		Sapong Estate					
28	Binuang	Binuang Oil Mill	-	Kunak, Sabah	Certified	16/1/2009	-
		Binuang Estate					
		Sungang Estate					
		Tingkayu Estate					
		Jeleta Bumi Estate					
29	Giram	Giram Oil Mill	-	Kunak, Sabah	Certified	16/1/2009	-
		Giram Estate					
		Mostyn Estate					
30	Merotai	Merotai Oil Mill	-	Tawau, Sabah	Certified	16/1/2009	-
		Merotai Estate					
		Imam Estate					
		Tiger Estate					
		Table Estate					
31	Layang	Lavang Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Lavang Estate					
		Rasan Estate					
		Belian Estate					

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		Kelida Estate					
		Lavang (Special) Estate					
		Pekaka Estate					
		Ruai Estate					
		Dulang Estate					
		Charquest Estate					
		Paroh Estate					
32	Rajawali	Rajawali Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Rajawali Estate					
		Samudera Estate					
		Semarak Estate					
		Bayu Estate					
33	Derawan	Derawan Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Derawan Estate					
		Sahua Estate					
		Takau Estate					
		Damai Estate					
34	Pekaka	Pekaka Mill	-	Bintulu, Sarawak	Withdrawn	NA	Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate.) has been transferred to SOU Lavang.
35	Bintang	Bintang Oil Mill	-	Johor	NA	NA	* SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on

							hold. As at 1st Oct 2018, the mill has completed the selling off transaction.
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SDP - RSPO Certification for Time Bound Plan - Indonesia Operations

No	Management Unit	Mill and Supply Base	Time Bound Plan	Latest Internal / External	Location	Status	Certified Date	Remarks (for uncertified unit)
	SOU Name			Audit Date				
1	PT Lahan Tani Sakti	Alur Dumai Mill	-	-	Rokan Hilir District – Riau	Certified	16/01/2012	-
		Alur Dumai Estate						
2	PT Sajang Heulang	Mustika Mill	-	-	Tanah Bumbu District – South Kalimantan	Certified	03/07/2013	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Mustika Estate						
		KKPA-2 PT.SHE Estate						
		KKPA-3 PT.SHE Estate						
		KKPA-5 PT.SHE Estate						
Pantai Bonati Estate	06/07/2011							
3	PT Ladangrumpun Suburabadi	Angsana Mill	-	-	Tanah Bumbu District – South Kalimantan	Certified	06/07/2021	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Angsana Estate						
		Pantai Bonati Estate						
		Gunung Sari Estate						
		KKPA-1 PT.SHE Estate						
		KKPA-4 PT.SHE Estate						
Subur Abadi Plasma 1 Estate	TBC	TBC						
4	PT Langgeng Muaramakmur	Bebunga Mill	-	-	Kotabaru District – South Kalimantan	Certified	16/03/2012	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Bebunga Estate						
		Sungai Cengal Estate						
		Bakau Estate						
		KKPA LMR						

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5	PT Kridatama Lancar	Sukamandang Mill	-	-	Seruyan and East-Kotawaringin District Central Kalimantan	Certified	05/07/2011	-
		Sukamandang Estate						
		Sapiri Estate						
		Barasdanum Estate						
		Kuala Kuayan Estate						
6	PT Bahari Gembira Ria	Ladang Panjang Mill	-		Muaro Jambi District - Jambi	Certified	09/07/2012	Only Division 3 is certified (1,202 Ha). Total Areas of Division 1 and 2 (1,796.19 ha) HGU still in process KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Ladang Panjang Estate						
		Plasma BGR Estate	TBC	TBC		TBC	TBC	
7	PT Tunggal Mitra Plantations	Manggala Mill	-	-	Rokan Hilir District – Riau	Certified	25/11/2010	-
		Manggala 1 Estate						
		Manggala 2 Estate						
		Manggala 3 Estate						
8	PT Paripurna Swakarsa	Pondok Labu Mill	-	-	Kotabaru District – South Kalimantan	Certified	16/03/2012	-
		Pondok Labu Estate	-	-				
		Binturung Estate						
		Rampa Estate						
		Sesulung Estate						
9	PT Bersama Sejahtera Sakti	Gunung Aru Mill	-		Kotabaru District – South Kalimantan	Certified	05/07/2011	-
		Gunung Aru Estate						
		Gunung Kemas Estate						
		Laut Timur Estate						
		Pantai Timur Estate						

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		KKPA MBP	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
10	PT Guthrie Pecconina	Rantau Panjang Mill	-	-	Musi Banyuasin District – South Sumatera	Certified	16/03/2012	Remarks: Land legalisation process for 4152.70 ha is still in process.
		Rantau Panjang Estate						
		Bumi Ayu Estate						
		Karang Ringin Estate						
		Napal Estate						
		Mangun Jaya Estate	2023	-		-	890.98 Ha – Still under Land legalisation process - Process Kadastral. Sg Jernih estate and KKPA was separated in 2022 and recorded separately. KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.	
		Sungai Jernih Estate and GPI KKPA Estate						
11	PT Laguna Mandiri	Rantau Mill	-	-	Kotabaru District – South Kalimantan	Certified	30/12/2011	
		Rantau Estate						
		Matalok Estate						
		Betung Mill					01/04/2014	
		Betung Estate						
		Sekayu Estate						
12	PT Indotruba Tengah	Sekunyir Mill	-	-	Seruyan and West Kotawaringin District – Central Kalimantan	Certified	23/11/2010	-
		Sekunyir						
		Seruyan Estate						

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13	PT Swadaya Andika	Selabak Mill	-	-	Kotabaru District – South Kalimantan	Certified	16/03/2012	Mill closed down and all the supply bases was transferred to Rantau Mill – PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri – Rantau Factory certification.
		Selabak Estate						
		Randi Estate						
		Sangkoh Estate						
		Lanting Estate						
14	PT Bina Sains Cemerlang	Sungai Pinang Mill	-	-	Musi Rawas District – South Sumatera	Certified	11/09/2012	Remarks: Land legalisation process for 308.35 ha is still in process.
		Sungai Pinang Estate	-					
		Bukit Pinang Estate						
15	PT Teguh Sempurna	Pemantang Mill	-	-	Seruyan and East Kotawaringin District – Central Kalimantan	Certified	05/07/2011	-
		Pemantang Estate	-					
		Kawan Batu Estate						
		Hatan Tiring Estate						
		Batang Garing Estate						
16	PT Bhumireksa Nusa Sejati	Teluk Bakau Mill	-	-	Indra Giri Hilir District – Riau	Certified	11/10/2011	-
		Teluk Bakau Estate						
		Nusa Lestari Estate						
		Nusa Perkasa Estate						
		Mandah Mill						
		Mandah Estate						
		Rotan Semelur Estate						
	01/04/2014							
17	PT Intipersada Aneka	Teluk Siak Mill	-	-	Pekanbaru, Siak District – Riau	Certified	11/10/2011	-
		Teluk Siak Estate						
		Pinang Sebatang Estate						
		Aneka Persada Estate						

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18	PT Tamaco Graha Krida	Ungkaya Mill	-	-	Morowali District – Sulawesi Tengah	Certified	10/7/2012	-	
		Ungkaya Estate							
		Plasma TGK Estate	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.	
19	PT SIME Indo Agro	Bukit Ajong Mill	-	-	Sanggau District – West Kalimantan	Certified	18/10/2010	Land legalisation process for East Est for 5815.64 ha is still in process.	
		West Estate							
		East Estate							
		East* Estate /Sei Mawang Estate	2023	-		-		Land legalisation for Sei Mawang is still in process	
		East Plasma Estate	-	-		Certified	18/7/2016	-	
		West Plasma Estate							
20	PT Padang Palma Permai /PT Perkasa Subur Sakti	Blang Simpo Mill	-	-	Aceh Tamiang and East Aceh District – Nanggroe Aceh Darussalam	Certified	03/05/2013	-	
		Tamiang (PT PPP) Estate	-	-					
		Batang Ara (PT PSK) Estate							
		Blang Simpo-01 Estate							
		Blang Simpo-02 Estate							
21	PT Sandika Natapalma	Lembiru Mill	-	-	Ketapang District – West Kalimantan	Certified	03/07/2014	PT Sandika Natapalma and PT Budidaya Agro Lestari is sharing one mill i.e. Lembiru Mill.	
		Lembiru Estate							
		Awatan Estate							
		Karya Palma Estate	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.	
		KKPA SNP Estate	TBC	TBC		TBC	TBC		

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22	PT Budidaya Agro Lestari	Pelanjau (PT BAL) Estate	-	-	Ketapang District – West Kalimantan	Certified	03/07/2019	-
		Sungai Putih (PT BAL) Estate	2023	-		-		Land Approval is obtained in 2015 while the other approvals are still in processing HGU obtained as per May 2018 KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Beturus (PT BAL) Estate	2023	-		-		
		KKPA BAL Estate	TBC	TBC		TBC	TBC	
23	PT Mitral Austral Sejahtera	MAS Mill	NA	NA	Sanggau District – West Kalimantan	NA	NA	
MAS 1 Estate								
MAS 2 Estate								
MAS 4 Estate								
Plasma MAS Estate								

SDP - RSPO Certification for Time Bound Plan – Papua New Guinea / Solomon Islands Operations

No	Management Unit	Mill and Supply Base	Time Bound Plan	Location	Status	Certified Date	Remarks (for uncertified unit)
	SOU Name						
1	Guadalcanal Plains Palm Oil Limited (GPPOL)	Tetere Oil Mill	-	Guadalcanal Province, Solomon Islands	Certified	18/03/2011	-
		Tetere Estate					
		Ngalimbiu Estate					
		Mbalisuna Estate					
		Smallholders – West Zone (83)					
		Smallholders – Central Zone (53)					
		Smallholders – MBA East Zone (59)					
		Smallholders – MBE East Zone (37)					
2	Milne Bay Estate (MEB)	Hagita Oil Mill	-	Milne Bay Province, PNG	Certified	15/02/2018	-
		Giligili Estate					
		Hagita Estate					
		Waigani Estate					
		Sagarai Estate					
		Padipadi Estate					
		Mariawatte Estate					
		Smallholders – East Gurney Estate (264)					
		Smallholders – West Gurney Estate (229)					
		Smallholders – East Sagarai Estate (157)					
		Smallholders – West Sagarai Estate (221)					
		3					

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		Kara Estate		New Ireland Province, PNG			
		Nalik Estate					
		West Coast Estate					
		Noatsi Estate					
		Madak Estate					
		Smallholders -North Division (615)					
		Smallholders- South Division (868)					
		Smallholders -West Division (309)					
4	Ramu Agricultural Industrial Ltd (RAIL)	Gusap Mill	-	Morobe Province, PNG	Certified	05/08/2010	-
		Gusap East (Gusap) Estate					
		Gusap West (Paddock) Estate					
		Surinam Estate					
		Dumpu Estate					
		Ngaru Estate					
		J Estate (Jephcott) Estate					
		Smallholders - Madang VOPs (71)					
		Smallholders - Morobe VOPs (253)					
5	Higaturu Oil Palm (HOP)	Sangara Oil Mill	-	Oro Bay Province, PNG	Certified	01/02/2013	-
		Mamba Oil Mill					
		Embi Estate					
		Ambogo Estate					
		Sangara Estate					
		Sumbiripa Estate					
		Mamba Estate					
		Sambogo Estate					

		Scheme Smallholder Sorovi Division(2019)				
		Scheme Smallholder Saiho Division(842)				
		Scheme Smallholder Aeka Division (911)				
		Scheme Smallholder Igora Division (1367)				
		Scheme Smallholder Ilimo Division (671)				
6	West New Britain (WNB)	Mosa Oil Mill	-	Kimbe, West New Britain, PNG	Certified	10/09/2008
		Kumbango Oil Mill				
		Kapiura Mill				
		Numundo Mill				
		Waraston Mill				
		Bebere Estate				
		Kumbango Estate				
		Togulo Estate				
		Dami Estate				
		Waisisi Estate				
		Kautu Estate				
		Karausu Estate				
		Moroa Estate				
		Bilomi Estate				
		Loata Estate				
		Haella Estate				
		Garu Estate				
		Daliavu Estate				

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		Sapuri Estate					
		Malilimi Estate					
		Rigula Estate					
		Numundo Estate					
		Navarai / Karato ME /KDC EU Estate					
		Volupai / Lotomgam / Natupi / Goruru Estate					
		Lolokoru Estate					
		Ove Estate					
		Tamare Estate					
		Smallholders LSS Mosa (1822)					
		Smallholders VOP East (1817)					
		Smallholders VOP Central (1964)					
		Smallholders VOP West (1279)					
		Smallholders LSS Kapiura (551)					
		Smallholders VOP Kapiura (850)					
		Smallholder Kaulong / Akami / Pushiki / Repamira / Sakapei					
7	Markham Farms Company Limited (MFCL) / Markham Agro Pte Ltd	Erap Mill	-	Markham Farms	Certified	27/3/2020	There is total area NPP: 710.30ha which is currently excluded from the certification scope until the NPP is approved
		Munum Estate					
		Maralumi Estate					
		Erap Estate					

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 zero (0) Critical; two (2) Minor nonconformities and zero Opportunity For Improvement raised. The SOU 18 Diamond Jubilee POM and Supply Base Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Critical Nonconformity(ies) has been verified for its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	2132778-202111-N1	Date Issued	18/11/2021
Due Date	On next assessment	Date of nonconformity Closure	On next assessment
Clause & Category (Critical / Minor)	6.7.2 Minor Non-conformity		
Statement of Nonconformity:	Accident reporting to DOSH was not as per standard operating procedure established.		
Requirement Reference:	Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.		
Objective Evidence:	Noted during document review, it was noted that accident cases occur at watchman station/operation on 22/04/2021 with sick leave at 8 days. However, the JKPP 6 notification was only made on 20/05/2021. The reporting period was not according to Sime Darby Plantation ESH Management System Manual Incidents, Accidents and Non-conformance Management under section 4.1 Reporting incident/Non-conformance. Refer Doc no. SD/SDP/SQM (ESH)/001-2-9 rev. 0 dated 01/07/2012.		
Corrections:	To give briefing and training on accident reporting SOP to the respective PIC		
Root Cause Analysis:	PIC was no trained on the SOP		
Corrective Actions:	The management to do monitoring on the accident reporting to JKPP within the timeline		
Assessment Conclusion:	The verification for Minor NC effective implementation will be assessed during next assessment.		

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Non-conformity			
NCR Ref #	2132778-202111-N2	Date Issued	18/11/2021
Due Date	On next assessment	Date of nonconformity Closure	On next assessment
Clause & Category (Critical / Minor)	4.2.3 Minor Non-conformity		
Statement of Nonconformity:	Evidence that a grievance parties been informed of progress of their grief issues were insufficiently available		
Requirement Reference:	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.		
Objective Evidence:	Based on the on-site stakeholder consultation with school representative in Diamond Jubilee Estate, it was learnt that they had earlier write-in to estate management on issue of drainage surrounding the school. Trailing of related records of complain/grievance shown letter dated 9/7/2020 kept by management together with photo showing a worker cleaning school drainage on 30/7/2020. However, there's no evidence that the school been informed on the actual progress and/or condition by the estate since the issue still raised by the school representative during on-site consultation.		
Corrections:	To give response letter from estate management to school		
Root Cause Analysis:	The PIC did not get acknowledgement from the school for completion of issues due to the closure of school during MCO		
Corrective Actions:	<ol style="list-style-type: none"> 1. To keep records of response and request 2. To follow up and monitor the completion of a request or grievances with the complainant 		
Assessment Conclusion:	The verification for Minor NC effective implementation will be assessed during next assessment		

Opportunity for Improvements	
OFI #	Description
OFI 1	N/A

Positive Findings	
PF #	Description
PF 1	Good social contributions as per external stakeholders' feedbacks
PF 2	Excellent cooperation & support by management

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1927569-202007-M1	Clause & Category (Critical (Major) / Minor)	3.6.1 - Critical
Closed (Yes / No)	Yes	Date of nonconformity Closure	18/09/2020
Statement of Nonconformity:	Risk assessment conducted were not covered all risk at the workstation		
Requirement Reference:	All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.		
Objective Evidence:	<p>Welch Estate</p> <p>Noted during HIRARC review, the risk assessment for loading ramp were not covered all risk at the workstation. The current assessment only covered on the risk for moving vehicle and FFB loading into the ramp. The risk for ramp attendant working at the station was not covered in the HIRARC report.</p> <p>Diamond Jubilee Estate</p> <p>Noted during HIRARC review, the risk assessment for FFB evacuation were not covered all risk at the workstation. The current assessment only covered on the risk for moving vehicle and FFB loading into the BIN. The risk for ramp attendant/FFB loader working at the station was not covered in the HIRARC report.</p> <p>Sighted during site visit at the nursery, sighted one of the the water pump belting which coupled the Diesel Engine and the Water Pump at the Oil Palm Nursey was not fully guarded to provide protection during operation. Noted during HIRARC review, the guard for belting were not identified in the existing control for pump house operation.</p>		
Corrective Actions:	<p>Welch and Diamond Jubilee Estate:</p> <p>HIRARC review for ramp attendance will be done yearly by ESH committee.</p> <p>Diamond Jubilee Estate:</p> <p>To include inspection on belting cover during workplace inspection by ESH committee.</p>		
Assessment Conclusion:	<p>Major NC close out verification:</p> <p>Corrective action plan taken was verified as per evidence submitted as following:</p> <ul style="list-style-type: none"> - Water pump motor guarding installation photo dated 25/8/2020 and updated HIRARC register by Diamond Jubilee Estate - Documented SOP for ramp operator and bin attendant including training of SOP to the relevant workers dated on 22/7/2020 by Diamond Jubilee Estate - Revised HIRARC register and HIRARC review summary dated on 8/7/2020 by Welch Estate - Documented SOP for ramp operator and bin attendant including training of SOP to the relevant workers dated on 9/7/2020 by Welch Estate 		

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	<p>Evidence shown the CAP was found to be effective thus the major NC was closed on 18/9/2020. Continuous implementation will be further verified in the next audit.</p> <p><u>Verification during RA2</u></p> <p>Reviewed the latest HIRARC review and workplace inspection FY 2021. No recurrence of Major non-conformity. The major non-conformity was effectively closed.</p>
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Non-conformity			
NCR Ref #	1927569-202007-N1	Clause & Category (Critical (Major) / Minor)	6.7.2 - Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	14/07/2021
Statement of Nonconformity:	Implementation of emergency procedures were not fully effective.		
Requirement Reference:	Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.		
Objective Evidence:	<p>Diamond Jubilee Palm Oil Mill:</p> <p>Sighted 2 expired items i.e. Analgesic cream expired on 7/6/19 & Antiseptic cream expired on 1/7/20 in the First Aid Kit No. 5 sampled near the Workshop Area. Further verification indicates the monthly inspection record for First Aid Kit No. 5 does not capture on the expired items details.</p> <p>Diamond Jubilee Estate:</p> <p>a) Sighted 2 expired elastic bandages dated 30/03/20 & 30/06/20 kept in the Manuring Mandor's First Aid Kit. Further verification indicates the monthly inspection record for Manuring Mandor First Aid Kit does not capture on the expired items details.</p> <p>b) Emergency eye wash located at the pesticide mixing area was tested malfunction.</p> <p>c) Bukit Asahan Estate: Pesticide mixing area emergency eye wash water in the bottle was found contaminated with unknown substances.</p>		
Corrective Actions:	<p>Diamond Jubilee Estate and POM:</p> <p>Estate Medical Assistant will conduct monthly inspection for all first aids box. Mill management appointed QA to check first aids box on monthly basis.</p> <p>Diamond Jubilee Estate:</p> <p>To include checking on emergency shower and eye wash in workplace inspection.</p> <p>Bukit Asahan Estate:</p> <p>To include checking and replacement of water for the portable emergency eye wash monthly.</p>		

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Assessment Conclusion:	<p>Minor NC evidence reviewed:</p> <ol style="list-style-type: none"> 1. Reviewed the first aid kit inspection records dated 06/01/2020, 06/04/2020 and 08/07/2020 2. The operating units monitored the first aid box on monthly basis. Reviewed the monitoring records for the month January – June 2021. 3. The operating units continuously provided training to the workers on emergency and first aid. Latest training was conducted as per criteria 3.7.2. <p>Reviewed the evidence found that the Corrective Action Plan us effectively implemented. No recurrence of minor non-conformity. The minor non-conformity was effectively closed.</p>
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Non-conformity			
NCR Ref #	1927569-202007-N2	Clause & Category (Critical (Major) / Minor)	6.7.5 - Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	14/07/2021
Statement of Nonconformity:	Occupational injuries summary recording via JKPP 8 form submission to DOSH was not evident for year ending 2019.		
Requirement Reference:	Occupational injuries are recorded using Lost Time Accident (LTA) metrics.		
Objective Evidence:	Welch Estate: No evidence available on the completed JKPP 8 form for year ending 2019 has been submitted to DOSH.		
Corrective Actions:	New person-in-charge was nominated for online submission of accident report to state DOSH.		
Assessment Conclusion:	<p>Minor NC evidence reviewed:</p> <ol style="list-style-type: none"> 1. Reviewed the JKPP 8 forms FY 2020 were submitted to DOE before due date by the newly appointed PIC <p>Reviewed the evidence found that the Corrective Action Plan us effectively implemented. No recurrence of minor non-conformity. The minor non-conformity was effectively closed.</p>		

Non-conformity			
NCR Ref #	1927569-202007-N3	Clause & Category (Critical (Major) / Minor)	7.3.2 - Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	14/07/2021
Statement of Nonconformity:	Disposal of waste material was not fully effective according to procedures.		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		

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Objective Evidence:	<p>Diamond Jubilee POM: Empty grease drum and several empty oil paint containers were dumped together with the scrap metals at the Scrap Metal Yard. This indicates mixture of schedule waste items with metal scraps.</p> <p>Bukit Asahan Estate: i) Refrigerator was dumped into the newly opened landfill pit besides the closed landfill pit dated 6/07/20. ii) Empty Diesel Drum (3 drums) were found improperly placed near the replanting field No. 2020B.</p>
Corrective Actions:	<p>Diamond Jubilee POM: To identify grease drums and paint containers in Environmental Management Plan. To educate workers on disposal of waste.</p> <p>Bukit Asahan estate: i) To educate rubbish collector and employees on domestic waste disposal. ii) To have dedicated area for contractor's diesel drum.</p>
Assessment Conclusion:	<p>Minor NC evidence reviewed:</p> <ol style="list-style-type: none"> 1. Reviewed the environmental management plan as at May 2021, the grease drums and paint containers has been identified in the Environmental Management plan under section waste management 2. The estate continuously provide awareness to the employee as per indicator 3.7.1. <p>Reviewed the evidence found that the Corrective Action Plan us effectively implemented. No recurrence of minor non-conformity. The minor non-conformity was effectively closed.</p>

Non-conformity			
NCR Ref #	1927569-202007-N4	Clause & Category (Critical (Major) / Minor)	7.8.1 - Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	14/07/2021
Statement of Nonconformity:	Water Management Plan was not effectively implemented.		
Requirement Reference:	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <ol style="list-style-type: none"> a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities. b) Workers have adequate access to clean water. 		
Objective Evidence:	<p>Bukit Asahan Estate: Buffer zone "Sungai Asahan" riverbank was not adequately maintained as per the water management plan. The following lapsed were identified: a) Soil erosion was noticed near the river bank Field No. 2019A</p>		

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	b) Debris from loose fruit shiver was improperly placed near the river bank.
Corrective Actions:	a) Monitoring of buffer zone to be included during HCV area monitoring b) To educate workers on debris disposal
Assessment Conclusion:	Minor NC evidence reviewed: <ol style="list-style-type: none"> 1. Reviewed the environmental management plan dated 01/07/2021. The protection of slope/river reserve (erosion prone) area has been included. 2. Reviewed the area (pictures), the debris from loose fruit shiver was improperly placed near the river bank has been cleared. <p>Reviewed the evidence found that the Corrective Action Plan was effectively implemented. No recurrence of minor non-conformity. The minor non-conformity was effectively closed.</p>

Opportunity for Improvement	
OFI#	Description
1927569-202007-I1	3.7.3: Diamond Jubilee Palm Oil Mill: The training frequency can be enhance and cover more personnel involve in the implementation of the Supply Chain Certification Standard (SCCS) Verification The training has been conducted as per training needs plan analysis conducted. Sighted Training Schedule 2020 and 2021 which covers all job designation including the contractors.
1927569-202007-I2	6.2.3: Diamond Jubilee Palm Oil Mill: Interview session with the female weighbridge operator found that sometimes she needs to stay late to wait for FFB received which might exceed nightshift hours Diamond Jubilee Estate: Salary deduction for electricity shown as "other loan/employees deduction" in the workers' payslip Verification Records shown all relevant legal compliance requirements were met by SOU 18.

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1358112M1	Major	6.5.2	22/7/2016	Closed out on 05/08/2016
1358112N1	Minor	2.1.2	22/7/2016	Closed out on 12/7/2017
1358112N2	Minor	4.7.6	22/7/2016	Closed out on 12/7/2017
1358112N3	Minor	6.10.3	22/7/2016	Closed out on 12/7/2017
1501387-201707-N1	Minor	4.6.10	12/7/2017	Closed out on 07/09/2018
1501387-201707-N2	Minor	5.3.3	12/7/2017	Closed out on 07/09/2018
1678718-201806-N1	Minor	6.9.3	7/09/2018	Closed out on 09/08/2019
1678718-201806-N2	Minor	5.1.3	7/09/2018	Closed out on 09/08/2019
1810910-201906-M1	Major	SCCS 5.4.1	09/08/2019	Closed out on 06/11/2019
1810910-201906-N1	Minor	4.7.3	09/08/2019	Closed out on 10/07/2020
1927569-202007-M1	Critical/Major	3.6.1	10/07/2020	Closed out on 18/09/2020

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1927569-202007-N1	Minor	6.7.2	10/07/2020	Closed out on 14/07/2021
1927569-202007-N2	Minor	6.7.5	10/07/2020	Closed out on 14/07/2021
1927569-202007-N3	Minor	7.3.2	10/07/2020	Closed out on 14/07/2021
1927569-202007-N4	Minor	7.8.1	10/07/2020	Closed out on 14/07/2021
2132778-202111-N1	Minor	6.7.2	18/11/2021	Open
2132778-202111-N2	Minor	4.2.3	18/12/2021	Open

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss SOU 18 Diamond Jubilee Palm Oil Mill and Supply Base Certification Unit’s environmental and social performance, legal and any known dispute issues.

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

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)
Mill QA (New mother)	Siti Norsalihah Rasimun	Face to face interview
Weighbridge operator (Gender committee)	Siti Khadijah bt. Abdullah	Face to face interview
Spare part supplier	Temis (M) Sdn. Bhd. (Durahim b. Yahya)	Face to face interview
Estate contractor	Mohd Nazri b. Noordin	Face to face interview
Mill NUPW representative	S. Muneyanty	Face to face interview
Mill buyer	Kebun Abah Enterprise (Shahrnizam Sulaiman)	Face to face interview
Estate bus transporter	Raj Sonialu	Face to face interview
Estate canteen & sundry shop	Hamidun Sabi	Face to face interview
Estate canteen & sundry shop	Haznun Abu Hassan	Face to face interview
Neighbouring estate	Ladang Ho Seng Sdn. Bhd (Gan Boon Peck)	Face to face interview
School headmaster (DJ Estate)	SJKT Ladang Diamond Jubilee (Suseela a/p Srithran)	Face to face interview

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Estate NUPW representative	Muniandy a/l Ramasamy	Face to face interview
Estate Medical Assistant	Mohamad Fadzli Samsudin	Face to face interview
School headmaster (Welch Estate)	SK Ladang Welch (Phua Ah Nah)	Face to face interview
Village representative	Kg. Bukit Kledang (Supardi b. Jumati)	Face to face interview
Government	Ministry of Natural Resources and Environment	By email
Government Departments	Forestry Department	By email
Government Departments	National Water Services Commission	By email
Government Departments	Fire and Rescue Department	By email
Government Departments	Ministry Of Health	By email
Government Departments	Department of Wildlife & National Parks (Melaka)	By email
Government Departments	Department of Labour (Melaka)	By email
Government Departments	Department of Occupational Safety and Health (Melaka)	By email
NGO	Global Environment Centre (GEC)	By email
NGO	Sahabat Alam Malaysia	By email
NGO	WWF - Malaysia	By email
NGO	MNS – Malaysian Nature Society	By email
NGO	Traffic Southeast Asia	By email
NGO	Wildlife Conservation Society	By email

Stakeholders comment	
1	<p>Feedbacks: School Headmaster (DJ Estate)</p> <p>They had earlier write-in to estate management on issue of drainage surrounding the school. Trailing of related records of complain/grievance shown letter dated 9/7/2020 kept by management together with photo showing a worker cleaning school drainage on 30/7/2020. However, there's no evidence that the school been informed on the actual progress and/or condition by the estate since the issue still raised by the school representative during on-site consultation.</p> <p>Audit Team verification and response:</p> <p>This indicated the evidence that a grievance parties been informed of progress of their grief issues were insufficiently available.</p> <p>Hence, a Minor NC has been raised on the matter. (refer indicator 4.2.3)</p>
2	<p>Feedbacks: Mill QA (New mother)</p> <p>Management very responsible and supportive for new mothers to fulfil their needs. Currently maternity leave entitlement for all women employees are 90 days with no limit of children. In case needed, new mothers are allowed to take time-off to cater babies' needs with no salary and/or annual leave deduction.</p> <p>Audit Team verification and response:</p>

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	No further issue.
3	<p>Feedbacks: Mill vendor (supplier & contractor) Have long business relationship with Sime Darby including DJPOM. No issue in pricing and payment. Always supportive in advising claim documents error to avoid payment delay.</p>
	<p>Audit Team verification and response: No further issue.</p>
4	<p>Feedbacks: Mill buyer (Kebun Abah Enterprise) Recently started purchasing mill by-products i.e. decanter cake for own farm use. Mill management especially assistant manager very supportive in providing machine/backhoe without delay for loading of decanter cake into lorry upon collection. Easy to do business since both cash and cheque accepted by mill for payment of purchase with no issue.</p>
	<p>Audit Team verification and response: No further issue.</p>
5	<p>Feedbacks: Neighbour estate (Ladang Ho Seng San Berhad) Estate management give full corporation in allowing the neighbour to use their access road with very minimum cost of annual tolls. No issue between both estates' boundaries.</p>
	<p>Audit Team verification and response: No further issue.</p>
6	<p>Feedbacks: Estate vendor (Bus transporter & shopkeeper) No issue in contractual matters since company always give priority to locals and/or long-served contractor to provide service/contract work. Contract pricing fair to both parties for direct award contract unless involve tendering that need to be negotiated. Nevertheless, negotiated price for specific contract/tender work if awarded still fair to both parties.</p>
	<p>Audit Team verification and response: No further issue.</p>
7	<p>Feedbacks: Local community representative (Ketua Kg. Bukit Keledang) Estate management always promote job vacancy in case of any. Only few interested whatsoever and mostly villagers tend to apply work in mill instead of estate. Villagers have good relationship with company's personnel and management. No issue in villagers' land boundaries with estate's.</p>
	<p>Audit Team verification and response: No further issue.</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
Not Applicable as SOU 18 Diamond Jubilee POM and supply base Certification Unit has undergone its 2nd Cycle of Replanting.					

Previous land owner / user comment	
	Not Applicable as SOU 18 Diamond Jubilee POM and supply base Certification Unit has undergone its 2nd Cycle of Replanting.

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.

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that SOU 18 Diamond Jubilee Palm Oil Mill and Supply Base has complied with the RSPO,P&C 2018 for Production of Sustainable Palm Oil 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 SOU 18 Diamond Jubilee Palm Oil Mill and Supply Base is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Muhammad Fadzli b. Masran	Name: SYAHRUL BIN SARAMLAH
Company Name: BSI Services (M) Sdn. Bhd.	Company Name: LDG BUKIT ASAHAN
Title: Client Manager	Title: MANAGER
Signature: 	<p>Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p> <p style="text-align: center;"> <small>THE CHINA ENGINEERS (MALAYSIA) SDN BHD</small> BUKIT ASAHAN ESTATE <small>(7318-K)</small>  SYAHRUL BIN SARAMLAH <small>Manager</small> </p>
Date: 04/01/2022	Date: 7/1/2022

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>Documents specified for mill and all estates within SOU 18 Certification Unit made available as per sample as following:</p> <ul style="list-style-type: none"> - Land titles/user rights - Occupational health and safety plans - Plans and impact assessments relating to environmental and social impacts - HCV documentation - Pollution prevention and reduction plans - Details of complaints and grievances - Continuous improvement plans - Public summary of certification assessment report - Group Sustainability Policy - Record of contributions to community development 	Complied
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information provided in appropriate languages and accessible to them.</p>	Complied
1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>SOU 18 maintained records of request for information and responses as per sample sighted as following:</p> <ul style="list-style-type: none"> - DJ POM DOE visit field citation requests dated 10/3/2021 	Complied

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		<ul style="list-style-type: none"> - DJ POM DOSH visit report request dated 29/3/2021 - DJ Estate SJKT Ladang Diamond Jubilee request dated 26/4/2021 - Bukit Asahan Estate SK Asahan request dated 27/2/2021 <p>All requests found to be responded within short time by respective recipients.</p>	
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.</p> <p>- Critical (Major) compliance -</p>	<p>Consultation and communication procedure documented as the Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 for handling communication regarding social issues. Additionally, there's Mill Quality Management System Standard Operation Manual dated 01/11/2008 documented the process for Procedure for External Communication (sub-section 5.5, Appendix 5.5.3.2).</p> <p>Procedures were briefed to external stakeholders during the consultation meeting and to all workers during workers meeting and assembly sessions from time to time.</p> <p>The person in charge for communication and consultation for DJ POM is Hanif Ab. Talib as per appointment letter dated 1/1/2020, for Welch Estate is Muhammad Imran Bin Jamaludin as per letter dated 1/7/2019 and Bukit Asahan Estate is Kassim bin Kato as per letter dated 10/1/2020.</p>	Complied
1.1.5	<p>There is a current list of contact and details of stakeholders and their nominated representatives.</p> <p>- Minor compliance -</p>	<p>The latest Stakeholders Lists for all operating units within SOU 18 sighted available as updated on June 2021. Information of stakeholders' details available included person in charge, address, e-mail and contact number for various stakeholders' category among internal and external stakeholders including local communities, authorities, vendors and neighbours etc.</p>	Complied

Criterion 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>DJPOM has implemented policy on code of ethical conduct and integrity (Code of Business Conduct - COBC) which covered all operations in the plantation operation. Briefing session was given to all workers at visited operating units.</p> <p>For example, DJPOM briefing of policies to the workers were latest conducted on 5/6/2021, Welch Estate on 7/7/2021, Bukit Asahan Estate on 2/7/2021 and Diamond Jubilee Estate on 28/6/2021.</p> <p>For labour agent and contractors, Sime Darby has applied its Vendor COBC (30 May 2018), It includes the Fair Business practices-ensuring that we promote fair business practices and compete in an ethical manner, labour & human rights, ethics & management practices.</p> <p>The Vendor Integrity Pledge sighted available for sampled Bukit Asahan Estate vendor Kim Soon Lee Transport Sdn. Bhd.; Contract Date: 17/5/2019. Documents also available in DJ Estate for sampled Ponvel Enterprise; Contract date: 7/9/2020, Welch Estate for sampled NEEL Trading DJ POM for sampled Kebun Abah Enterprise.</p>	Complied
1.2.2	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <p>- Minor compliance -</p>	<p>Monitoring included the internal audit conducted by Regional SQM internal auditors for SOU 18. Latest internal audit was conducted on 10-14/6/2021 found no issues in the implementation of the policy and overall ethical business practice.</p>	Complied
<p>Principle 2: Operate legally and respect rights</p>			
<p>Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.</p>			
2.1.1	<p>(C) The Unit of Certification complies with legal requirements</p> <p>- Critical (Major) compliance -</p>	<p>SOU 18 had continued to comply with the legal requirements. Compliance to each applicable law and regulation is monitored by the operating units and SQM sustainability team. Sighted LORR Summary Of Compliance with list of legal requirements and compliance status. Evaluation of Compliance Score card shows 100% compliance as approved by Mill Manager dated 05/07/21.</p>	Complied

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		<p>SOU 18 had obtained and renewed license and permits as required by the law. Among others the licenses/permit viewed were:</p> <p>Diamond Jubilee POM</p> <ol style="list-style-type: none"> 1. MPOB license no. 500288804000 valid till 30/09/2022 2. DOE license (Prescribed Premise) No. 00403 valid till 30/06/2022 3. Private installation license no. 001662/2021 valid till 15/03/2022 4. Water abstraction license no. 293/3/11.2020 valid till 31/12/2021 5. Water abstraction license no. 293/56/05.2021 expired on 30/04/2022. Renewal has been done as per official receipt no. 21AGTR05000297. 6. Fire Certificate (JBPM:MK/7/078/2021 under Regulation 3(1) Fire Certificate Regulation 2001. Validity: 27/05/21-26/05/22. 7. Written Notification of Fume Hood in Lab in the progress as contract No. 4300562085 with NISAFETY Consultancy dated 28/10/21. 8. LEV Inspection for Fume Hood was conducted by NISAFETY Consultancy as assessment on 05/10/21. Pending official report. Done by Lee Kean Heng (HQ/16/JHII/00/210). 9. Siti Norsolihah (QA) attended CepSWAM course on 17-21/02/20 as Certificate Issued by EIMAS. 10. Mill Asst. (Hanif b. Ab. Talib) attended CePPOMETS course on 01-05/07/19 as Certificate issued by Enviro Acedemy. 11. Environmental Auditing as required by DOE License to be conducted by Baxtus Sdn Bhd as Contract No. 4300654564 dated 11/11/21. <p>Welch Estate</p>	
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		<ol style="list-style-type: none"> 1. MPOB license no. 52249900200 valid till 31/07/2022 2. Diesel tank have valid KPDNKK Permit for controlled goods (diesel) Ref No. JH(SGT) 0168/11/PSK for 54,600 Lit (Diesel), 270 Lit (Petrol). Valid till 11/08/24. 3. Unfired Pressure Vessel JH PMT 22626 expired on 13/04/21 but a visit for renewal inspection of DOSH Officer on 11/11/21 sighted in DOSH Log book. 4. Salary deduction permit approval letter ref no.: <ol style="list-style-type: none"> a. TK (NJ) U – 24 dated 21/07/2016 b. TK (NJ) U – 24 dated 26/08/2019 c. BHG.PU/9/129 JLD 33 (53) dated 06/07/2017 <p>Diamond Jubilee Estate</p> <ol style="list-style-type: none"> 1. MPOB license no. 522967002000 valid till 31/08/2022 2. MPOB nursery license no. 55064801100 valid till 30/06/2022 3. Air compressor certificate of fitness no. PMT-MK/21 27001 and PMT-MK/21 27003 valid till 19/04/2022 4. Diesel storage permit no. M000651 valid till 24/10/2021 5. Water abstraction license no. 293/83/01.2021 valid till 31/12/2021 <p>Bukit Asahan Estate</p> <ol style="list-style-type: none"> 1. MPOB license no. 52761500200 valid till 28/02/2022 2. Petrol permit no. PK (M000057) valid till 28/01/2022 3. Diesel permit no. P (M00038) valid till 24/01/2022 4. Water abstraction license no. 293/6(A)/01.2021 valid till 31/12/2021 5. Air compressor certificate of fitness no. PMT-MK/21 27529 valid till 16/05/2022 	
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		6. Salary deduction permit approval letter no. JTK/M/(PMT)10401/2020/0006 dated 29/01/2020	
2.1.2	A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations. - Minor compliance -	Sampled a Legal Register (LORR) updated July 2021 under Group Sustainability & Quality Management (GSQM). In Revision History found updated list of legal changes as at 05/07/21 covering <i>Peraturan-Peraturan Pencegahan dan Kawalan Penyakit Berjangkit (Langkah-Langkah Dalam Kawasan Tempatan Jangkitan) (Pelan Pemuihan Negara) 2021.</i>	Complied
2.1.3	Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries. - Minor compliance -	As sampled in Bukit Asahan Estate a boundary marking in Main Division Located in the State of Melaka and Air Tekah Division located in Negeri Sembilan. Ayer Tekah Division is mainly boudering with Army Camp (Sultan Sirajuddin) an artillery division training centre. Sighted boundary marking in the field of P10A. A trenching and forest segregating estate and camp area as sighted. A boundary marking Map established as verification reference for sampling made. Diamond Jubilee Estate Sampled a boundary marking as demarcated on a map at Field P09H (2 areas). Clearly seen and visible. A fence was erected along the boundary as sighted. Welch Estate Sampled a boundary marking as a demarcated map established adjacent to MCA settlers at Field P00AC with trenching build along the bourder and a red pole as marker. Another one at Field P020C wich clearly seen and visible adjacent to Cheng Lim Realty Estate (Durian orchard). No planting beyond the boundaries as sighted.	Complied
Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.			
2.2.1	A list of contracted parties is maintained.	The operating units has listed all contracted parties and documented in Stakeholder List. In the list includes internal	Complied

	<p>- Minor compliance -</p>	<p>stakeholders such as employee and workers union and external stakeholders such as suppliers, contractors, transporters, products buyers, head of local communities and other interested parties such as government department. Hospitals, schools and etc. the list was reviewed and updated on annually basis.</p>	
<p>2.2.2</p>	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p> <p>- Minor compliance -</p>	<p>The operating units has listed all contracted parties and documented in KKS Diamond Jubilee Stakeholder List. In the list includes internal stakeholders such as employee and workers union and external stakeholders such as FFB suppliers, contractors, transporters and government department.</p> <p>All contracted parties/vendors were required to signed Vendor Integrity Pledge (VIP) and to comply with para</p> <ul style="list-style-type: none"> - a (i); Vendor Code of Business Conduct (VCOBC) - a (ii); all applicable laws and regulations related anti-bribery, fraud and corruption. <p>Sime Darby has issued Memorandum to all contractors dated 26/6/2019. In the memorandum stated the contractors have to comply as follows;</p> <ul style="list-style-type: none"> i. Comply with local legal requirements ii. Attend the RSPO/ISCC/MSPO/SCCS briefing or training organized by the company iii. Having signed and enforceable agreement with the company iv. Provide access to the auditors to contractors' operation site(s) and employees whenever deemed necessary v. Having related working permits vi. Ensure PPE utilization by contractors' employee while being in the company premise. 	<p>Complied</p>

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		<p>Reviewed memorandum acknowledgement and the sampled contracts as follows:</p> <ol style="list-style-type: none"> 1. Sime Darby Plantation Berhad (Diamond Jubilee POM) with KSE Turbo Energy Services Sdn. Bhd. dated 25/05/2021 2. Sime Darby Plantation Berhad (Diamond Jubilee POM) with JG Utek Trading dated 14/06/2021 3. Sime Darby Plantation Berhad (Diamond Jubilee POM) with Akeh Reztech Engineering Sdn. Bhd. dated 26/04/2021 4. Sime Darby Plantation Berhad with Greenvision Trading and Services Sdn. Bhd. dated 30/10/2018 5. Sime Darby Plantation Berhad (Diamond Jubilee Estate) with Sri Yogaletchumi Kali Enterprise dated 01/01/2021 6. Sime Darby Plantation Berhad (Bukit Asahan Estate) with Sri Yogaletchumi Kali Enterprise dated 01/05/2021 	
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>Generic clause related to disallowing child, forced and trafficked labour written in Vendor Integrity Pledge (VIP).</p> <p>All contracted parties/vendors were required to signed Vendor Integrity Pledge (VIP) and to comply with para</p> <ul style="list-style-type: none"> - a (i); Vendor Code of Business Conduct (VCOBC) - a (ii); all applicable laws and regulations related anti-bribery, fraud and corruption. 	Complied
<p>Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder • One or more supporting documents for claims 	<p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p> <p>The mill have the information on the geo-location, evidence of the ownership status to the land and valid MPOB license.</p>	Complied

	<ul style="list-style-type: none"> Valid MPOB license <p>- Critical (Major) compliance -</p>		
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 Indicator2.3.1.</p> <p>- Minor compliance -</p>	<p>The mill only received FFB from Sime Darby Group Estate. The mill have the information on the geo-location, evidence of the ownership status to the land and valid MPOB license.</p>	Complied
<p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>			
<p>Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.</p>			
3.1.1	<p>(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 18 has continued its commitment to long term sustainability and improvements through a capital expenditure program. The management has forecasted 5 years business plan from FY 2021 – 2025 documented in the M-Plan system.</p> <p>Annual business plan in the form of annual budget and the projection for 5 years prepared as guidance for future planning. Sighted the annual budget FY 2020 and business plan FY 2021 – FY 2025 in the M-Plan.</p> <p>In the 5 years business plan include items as follows:</p> <ul style="list-style-type: none"> a. Palm oil mill <ul style="list-style-type: none"> i. Mill intake – FFB input ii. Production of CPO iii. Production of PK iv. Total Palm Oil Extraction v. Total Palm Kernel Extraction vi. Mill cost b. Oil Palm Estate 	Complied

		<ul style="list-style-type: none"> i. Total crop projection and yield potential ii. Activity direct cost <ul style="list-style-type: none"> a. Mature upkeep b. Manuring c. Harvesting and collection d. Transportation e. Nursery iii. Estate administration <ul style="list-style-type: none"> a. Admin Cost iv. Labour overhead v. Road and bridges vi. Cost of production. <p>The budget plan was reviewed annually with both actual and forecasted amount for 5 years (up to 2024) and well documented upon request.</p>																									
<p>3.1.2</p>	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available. - Minor compliance -</p>	<p>Latest review on LRRP FY 2020 as per email from Performance Monitoring Units dated 19/5/2020. Long range replanting program for SOU 18 for the next 5 years as follows:</p> <table border="1" data-bbox="1137 1066 1933 1332"> <thead> <tr> <th>Estate</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>Welch Estate</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Diamond Jubilee Estate</td> <td>56.56</td> <td>60.39</td> <td>142.96</td> <td>138.74</td> <td>0.00</td> </tr> <tr> <td>Bukit Asahan Estate</td> <td>128.82</td> <td>219.89</td> <td>178.18</td> <td>191.80</td> <td>159.59</td> </tr> </tbody> </table>	Estate	2022	2023	2024	2025	2026	Welch Estate	0.00	0.00	0.00	0.00	0.00	Diamond Jubilee Estate	56.56	60.39	142.96	138.74	0.00	Bukit Asahan Estate	128.82	219.89	178.18	191.80	159.59	<p>Complied</p>
Estate	2022	2023	2024	2025	2026																						
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3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake.</p> <p>- Minor compliance -</p>	<p>Sime Darby has established SOP on Management Review documented in SOM, Section 5, and Management responsibility version 2, issued in 2015. Management review was conducted on annually basis by Operating Unit as per SOP established.</p> <p>Latest management review meeting was conducted at each operating units as follows:</p> <table border="1" data-bbox="1137 579 1783 831"> <thead> <tr> <th>Operating Unit</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Diamond Jubilee POM</td> <td>21/06/2021</td> </tr> <tr> <td>Welch Estate</td> <td>02/07/2021</td> </tr> <tr> <td>Diamond Jubilee Estate</td> <td>25/06/2021</td> </tr> <tr> <td>Bukit Asahan Estate</td> <td>02/07/2021</td> </tr> </tbody> </table>	Operating Unit	Date	Diamond Jubilee POM	21/06/2021	Welch Estate	02/07/2021	Diamond Jubilee Estate	25/06/2021	Bukit Asahan Estate	02/07/2021	Complied
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<p>Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.</p>													
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>In consideration to of environmental and social impact, the operating units has established continuous improvement plan. Among the plan established FY 2021 as follows:</p> <p>Mill</p> <ol style="list-style-type: none"> 1. To reduce high mineral oil saturated (MOSH) value in CPO. 2. To reduce high moisture & impurities in despatched CPO. 3. To reduce high stone contents in despatched PK 4. To reduce chemicals consumption at water treatment plant. 5. To reduce noise exposure at certain machinery. <p>Sighted monitoring and progress of each objectives and programmes until 4th quarter 2021.</p>	Complied										

		<p>Estate</p> <ol style="list-style-type: none"> 1. Estate to continuously plant the LCC and <i>Mucuna bracteata</i> at the replanting area and also area with high risk of soil erosion. 2. Planting of LCC can reduce the usage of herbicide spraying since it can suppress the growth and population of noxious weed especially in immature area. 3. Reduce the usage of pesticide by improving the intensity of beneficial plant coverage. 4. Maintain desilting and road side pits to minimize road damage. 5. Replacement Barn owl Box to reduce rodent damage in environmental way 6. To control rodent population which can reduce rat baiting programme round. 7. Sighted the progress as at November 2021 	
3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE:</p> <p>The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed.</p> <p>Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required.</p> <p>- Minor Compliance -</p>	<p>RSPO metrics template for SOU 18 made available for verification found to be consistent with evidence sighted.</p>	Complied
Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p>	<p>SOP was established for the Estates. Sime Darby SOP issued 2/1/2008 and Agricultural reference Manual, Sustainability</p>	Complied

	<p>- Critical (Major) compliance -</p>	<p>Plantation Management System and EQMS (Estate Quality Management System) were distributed to all operating units under SOU18 as a guidance document to conduct estate operation. The SOP covers land preparation, planting material, upkeep, harvesting, FFB transportation and etc.</p> <p>Available a folder contained a Mill Quality Management System (Standard Operating Procedure). Version 1:2008. Included an operation of:</p> <ul style="list-style-type: none"> 1.0 Reception Station 2.0 Fruit Handling Station 3.0 Sterilization Station 4.0 Threshing Station 5.0 Pressing Station 6.0 Clarification Station 7.0 Depericarping Station 8.0 Kernel Recovery Station 9.0 Boiler Station 10.0 Power generation 11.0 Product Storage and Despatch 12.0 Laboratory 13.0 Oil Recovery Station 14.0 Water Treatment Plant 15. Effluent treatment Plant <p>Sime Darby has established a system to monitor the mill operation. The visited the operating units on timely basis. Their reports covers on all aspect of operation.</p>	
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		<p>In Bukit Asahan Estate, Diamond Jubilee Estate sighted a folder of SOP maintain for Estate Quality Management System issue date 1/11/2008. The main category of the SOP under:</p> <ol style="list-style-type: none"> 1. Estate Upkeep and cultivation <ul style="list-style-type: none"> • Planning for replanting/new planting • Felling/clearing and land preparation • Weeding/Spraying-Mature • Weeding/Spraying-Immature • Road construction • Road Bridges, culverts • Soil and water conservation • Boundaries • Leguminous cover crops • Lining, holing, planting • Census/supplying • Thinning • Pests and dieses • Manuring • Water management 2. Harvesting and Collection <ul style="list-style-type: none"> • Harvesting • D 12 Block Harvesting system • Ripeness standard • Division of labour. <p>Available a details SOP for operation covering safe working for application of fertilizer, SOP for Handling of machinery, SOP</p>	
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		Harvesting, SOP for Pruning, SOP for Spraying, SOP for Chemical handling, SOP for Safe Driving, SOP for workshop and etc.	
3.3.2	A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -	A mechanism to check consistent implementation of SOP for point covering all operations as stated above established using a D6 Mill Checklist. While in Estates, the mechanism for checking consistency implementation of the procedure is through Plantation Advisory and Mechanization Department and Group Corporate Audit Department that conducted internal audit 2 times a year.	Complied
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	Sime Darby Plantation has established mechanism to check the effective implementation of the procedure. Among the mechanism such as Mill/Plantation Advisor Visit, Performance Monitoring Visit, SORA/SCRA visit, Agronomist visit and Internal Audit. For Diamond Jubilee (SOU18) last visited was on 21-23/10/19 and given rating of 86 points (good). No recent visit by Mill Advisor due to restriction of movement and Spread of pandemic Covid-19. The operating units maintain all the records of monitoring and actions taken for all issues raised during the visit. Reviewed the monitoring records as follows: 1. Structured Oil Recover Assessment (SORA) report for visit on 08 – 11/02/2021 at Diamond Jubilee POM 2. 2021 Agronomic & Fertiliser Recommendations Report – Oil Palm dated 04/12/2020 for Welch Estate 3. MSPO and RSPO internal audit report dated 11/06/2021 for Welch Estate 4. Performance Monitoring Visit report dated 07/07/2021 for Diamond Jubilee Estate	Complied

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		<p>5. Estate Mature Upkeep Assessment Report for visit on 13/07/2021 for Diamond Jubilee Estate</p> <p>6. Estate Structure Crop Recovery Assessment Report for visit on 13/07/2021 for Diamond Jubilee Estate</p> <p>7. 2021 Agronomic & Fertiliser Recommendations Report – Oil Palm dated 22/10/2020 for Bukit Asahan Estate Estate</p> <p>8. Estate Structure Crop Recovery Assessment Report for visit on 08 – 09/02/2021 for Diamond Jubilee Estate.</p> <p>In Bukit Asahan Estate the last visit from Plantation Advisor was on 15-16/08/19 as evidence from report prepared by Sagathavan Kannan Nambiar. General comment made that overall disposition of estate was rated with score of 77.50 (Fair). High backlog of work and work standard under budget constraint needs attention and scrutiny. Palm are healthy with good colour and development. No obvious serious deficiency symptom observed.</p>	
<p>Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			
3.4.1	<p>(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/out-grower scheme, is documented.</p> <p>- Critical (Major) compliance -</p>	<p>There is no new planting in SOU 18. The estates and mill conducted Environmental Impact Assessment to identify the environmental aspect in all estate activities and documented in Environmental Aspects Impacts Identification form and Environmental Impacts Evaluation form. The assessment covers all activities in the estates and mill. The assessment was conducted base on SOP established. Refer SOP Standard Operation Manual; subsection 5.4; Planning and Appendix 5.4.1b: Environmental aspect/impacts evaluation procedure.</p> <p>For existing operations, the operating unit of SOU 18 documented the continual improvement plan for social in the Social</p>	Complied

		<p>Management Plan. Identified main social aspects and impacts from SIA considered in the plan including the following categories:</p> <ul style="list-style-type: none"> - Workers’ Housing Condition/Living Improvement - Workers’ Working Condition - External stakeholders feedbacks <p>Improvements conducted by individual operating units within SOU 18 including housing improvement programs, minimum wages achievement monitoring and community contribution programs.</p>	
3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>The assessment was conducted base on Standard Operation Manual; subsection 5.4; Planning and Appendix 5.4.1b: Environmental aspect/impacts evaluation procedure. In the SOP stated the POM and Estates carried out the annual review of environmental impacts documented in Registration of Environmental Aspects and Impacts.</p> <p>Based on the significant impact identified during the assessment, the operating units has established Environmental Management Plan covering all aspects of environmental such as EAI/EIE, Waste Management, Water Management, HCV/Biodiversity Management, Energy Management, Pollution Prevention, IPM Management and continuous improvement. In the plan stated the objectives, category, and action plan, monitoring frequency, person responsible and monitoring period.</p> <p>For existing operations, the operating unit of SOU 18 documented the continual improvement plan for social in the Social Management Plan. Identified main social aspects and impacts from SIA considered in the plan including the following categories:</p> <ul style="list-style-type: none"> - Workers’ Housing Condition/Living Improvement - Workers’ Working Condition - External stakeholders feedbacks 	Complied

		Improvements conducted by individual operating units within SOU 18 including housing improvement programs, minimum wages achievement monitoring and community contribution programs.	
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>Reviewed the implementation of the management plan as follows:</p> <ol style="list-style-type: none"> 1. The mill and estates monitor the inventory of the schedule waste generated and reported to DOE through ESWISS. Reviewed the inventory records reported through ESWISS FY 2020. 2. The operating units continue to monitor and maintain the HCV area identified and recorded in the HCV monitoring form. The observation was focusing on Encroachment/Sign of trespassing, wildlife issues/conflicts/sightings, signed of water pollution and others. 3. Reviewed the sampled records for EFB disposal for the month of April 2021 recorded at 1782.00 tons and May 2021 recorded at 1543.54 tons. 	Complied
Criterion 3.5: A system for managing human resources is in place.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.</p> <p>- Minor Compliance -</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented as the SOP for workforce management unit (Doc no: WMU/TOC-SOPP/March 2016) dated 30/03/2016 for foreign worker while for locals, the employment recruitment included liason and recruitment, documentation and processing (Doc no: WMU/DP SOPP/JAN2016/R1), workforce management centre (WMC) Sua Betong, Careline and estate are available upon request.</p>	Complied
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>Employment procedures are well implemented with records well maintained as per information reported in indicator 6.1.1 to 6.6.2 below.</p>	Complied

Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.						
3.6.1	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Sime Darby has established the Upstream Malaysia Health, Safety and Environment (HSE) Policy Statement signed by the CEO, Upstream Malaysia dated 01/06/2020.</p> <p>In the Policy Statement stated the commitment to provide safe and healthy workplace and operating in an environmentally responsible manner at all their operation in Malaysia</p> <p>The policy has been communicated to the workers through induction training for new workers, morning briefing and displayed at various notice board within the mill and estate.</p> <p>Sime Darby has established SOP for HIRARC. Refer Estate Quality Management System, Level 2: Standard Operating Manual, Subsection 5.4: Planning, Appendix 5.4.1a Hazard Identification, Risk Assessment and Risk Control (HIRARC) Procedure ver. 1 Year 2008, issue no. 1 dated 1/4/2008.</p> <p>SOU 18 has conducted assessment for risk on all the operations and documented in Hazard Identification, Risk Assessment, and Risk Control (HIRARC) and chemical Hazard Risk Assessment. The assessment cover all main operations and support operations. The HIRARC was reviewed at minimum once a year, if accident occur or changes on the operation.</p> <p>The latest HIRARC review was conducted as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Operating Unit</th> <th style="text-align: left;">Date</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">Diamond Jubilee POM</td> <td style="vertical-align: top;"> 17/09/2020 on working at height due to accident occur on 13/09/2020 22/06/2021 for hearing impairment cases for </td> </tr> </tbody> </table>	Operating Unit	Date	Diamond Jubilee POM	17/09/2020 on working at height due to accident occur on 13/09/2020 22/06/2021 for hearing impairment cases for
Operating Unit	Date					
Diamond Jubilee POM	17/09/2020 on working at height due to accident occur on 13/09/2020 22/06/2021 for hearing impairment cases for					
		Complied				

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			audiometric results dated 16/06/2021 30/09/2021 for accident cases occur on 10 and 21/09/2021 at steriliser station 01/10/2021 for hearing impairment cases for audiometric results dated 22-24/09/2021		
		Welch Estate	18/05/2021 and 28/05/2021 due accident occur on 18 and 28/05/2021 20/08/2021 due to accident occur in transport workers operation on 17/08/2021		
		Diamond Jubilee Estate	20/03/2021 for accident occur on 11/02/2021 01/05/2021 for accident occur on 27/03/2021 09/11/2021 due to changes in operation with additional operation on mechanized spraying ST01 and ST02.		
		Bukit Asahan Estate	31/03/2021 for accident occur on 18/03/2021		

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		10/03/2021 for accident occur on 27/02/2021	
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>The operating units in SOU 18 has established and monitored Safety and Health Management Plan. The plans includes OSH Risk Management, OS Structure, Incident Reporting, Emergency Preparedness and Response, Chemical Safety Management, Noise Management, Contractor Safety Management, Communication, Inspection, Awareness and Competency Training and DOSH Visit and Audit. The management plan was monitored on quarterly basis and reviewed and annually basis. reviewed the monitoring and implementation of the management plan as follows;</p> <p>Diamond Jubilee POM</p> <ol style="list-style-type: none"> 1. Latest CHRA was conducted by assessor with DOSH reg. no. HQ/15/ASS/00/363 on 08/07/2020. Refer report ref. no. HQ/15/ASS/00/363-2020-107. Briefing on the CHRA was conducted to the management on 28/12/2020. 2. Latest medical surveillance was conducted on 15/02/2021 for 15 workers involve in Chromium, Manganese and Hexane handling. The surveillance was conducted by OHD with DOS reg. no. HQ/18/DOC/00/0017. All workers send for surveillance were found fit to work as chemical handlers and the surveillance results has been brief to the workers. 3. Latest audiometric test was conducted on 22-24/09/2021 by OHD with DOSH reg. no. HQ/17/DOC/00/00094 for 39 workers. 1 was found with hearing impairment and DOSH notification was submitted through JKKP 7 on 20/09/2021. 	Complied

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		<ol style="list-style-type: none"> 4. The mill conducted first aid monitoring monthly basis. Reviewed the monitoring records dated 08/07/2021, 18/08/2021, 20/09/2021/25/10/2021 and 13/11/2021. 5. The mill conducted firefighting equipment inspection on monthly basis. Reviewed the Fire Extinguisher Inspection and Fire Hose and Fire Reel Inspection records dated 29/09/2021, 19/10/2021 and 11/11/2021. <p>Bukit Asahan Estate</p> <ol style="list-style-type: none"> 1. Latest CHRA was conducted by assessor with DOSH reg. no. HQ/15/ASS/00/363 on 07/07/2020. Refer report ref. no. HQ/15/ASS/00/363-2020-109. Briefing on the CHRA was conducted to the management on 28/12/2020. 2. The estate has conducted Noise Risk Assessment (Baseline) on 13/08/2021 by assessor with DOSH reg. no. HQ/16/PEB/00/158. Refer report ref. no. HQ/LPROYKPEB/20/00271. 3. The estate has conducted baseline audiometric test on 03/05/2021 by OHD with DOSH reg. no. HQ/19/DOC/00/00405. Base on the test results, 8 workers were found with noise induced hearing loss. Base on the baseline test results, the estate has been send for audiometric test on 29 and 30/06/2021 and 12/07/2021. All the workers were found with abnormal results and required to repeat the test after 3 months. The test was conducted on 29 and 30/09/2021. The results has yet to be received by the estate. 4. Medical surveillance was conducted on 02/07/2021 as per conformation letter no. OMH/MS/SDBKTAshahan/02/2021 dated 13/07/2021. The results has yet to be received by the estate. Next medical surveillance was scheduled on 23 	
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		<p>– 25/11/2021 as per communication email between the estate and Klinik TTMC Ayer Keroh.</p> <p>5. The estate conducted first aid monitoring on monthly basis. Reviewed the inspection records FY 2021 recorded in Checklist Form Update/Topup First Aid Box for Static/Travel Kit.</p> <p>Diamond Jubilee Estate</p> <ol style="list-style-type: none"> 1. Latest CHRA was conducted by assessor with DOSH reg. no. HQ/15/ASS/00/363 on 07/07/2020. Refer report ref. no. HQ/15/ASS/00/363-2020-108. Briefing on the CHRA was conducted to the management on 28/12/2020. 2. The estate Medical Assistant conducted medical screening for sprayers on monthly basis. Reviewed monitoring records FY 2021. The medical screening checked on the body temperature, Blood Pressure, eyes, skin and throat. 3. The estate has conducted Noise Risk Assessment on 10/08/2020 by assessor with reg. no. HQ/16/PEB/00/158 as per report ref. no. HQ/LPROYKPEB/21/00298. 4. The estate has conducted baseline audiometric test for 27 workers on 12/10/2021 by OHD with DOSH reg. no. HQ/19/DOC/00/00405. Base on the test results, 4 workers were found with hearing impairment and 9 workers were found with Noise Induced Hearing Loss. <p>Welch Estate</p> <ol style="list-style-type: none"> 1. Latest CHRA was conducted by assessor with DOSH reg. no. HQ/15/ASS/00/363 on 10/07/2020. Refer report ref. no. HQ/15/ASS/00/363-2020-084. Briefing on the CHRA was conducted to the management on 28/12/2020. 	
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		<ol style="list-style-type: none"> 2. The estate has conducted Noise Risk Assessment on 15/07/2020 by assessor with reg. no. HQ/16/PEB/00/158 as per report ref. no. HQ/LPROYKPEB/20/00272. 3. The estate has conducted baseline audiometric test for 11 workers on 03/05/2021 by OHD with DOSH reg. no. HQ/19/DOC/00/00405. Base on the test results, 1 workers were found with hearing impairment and 3 workers were found with Noise Induced Hearing Loss. 4. The estate has conducted annual audiometric test base on the recommendation in the NRA report. Latest audiometric test was conducted on 24/06/2021 by OHD with DOSH reg. no. HQ/08/DOC/00/545. Refer report no. 08.MEA/2021. Base on the report no. 08/MEA/2021, all results was normal. 5. Latest annual medical surveillance was conducted on 26/05/2021 as per recommendation by CHRA report by OHD with DOSH reg. no. HQ/08/DOC/00/545. Refer report no. 052/OHD/2021. 	
Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>All operation units within SOU 18 established and documented a training plan base on training need analysis conducted on annual basis. Sighted Training Schedule 2020 and 2021 which covers all job designation including the contractors.</p> <p>No scheme smallholders and out-growers within SOU 18.</p>	Complied
3.7.2	<p>Records of training are maintained.</p> <p>- Minor Compliance -</p>	<p>The operating units maintained the training records conducted. Reviewed the training records as follows: Diamond Jubilee POM</p>	Complied

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		<ol style="list-style-type: none"> 1. Vibrating grate operation and maintenance training dated 06/01/2021 2. Boiler classroom for engineer training dated 07/01/2021 3. Fruit handling training dated 29/03/2021 4. Authorised entrant and standby person for confined space refresher training dated 29/03/2021 5. CePSWAM training dated 05 – 09/04/2021 6. RSPO and MSPO SCCS training dated 04/06/2021 7. COBC, Policy and Whistleblowing training dated 05/06/2021 8. Chemical spillage training dated 17/09/2021 9. HCV and biodiversity e-Classroom training dated 27/07/2021 10. Safety briefing on scheduled waste dated 08/07/2021 11. Oil room equipment and SOP training dated 11/06/2021 <p>Welch Estate</p> <ol style="list-style-type: none"> 1. HCV for sprayers and manurers training dated 13/11/2020 2. Loading FFB training dated 11/07/2020 3. Crop grading training dated 15/07/2020 4. Mist blower training dated 12/09/2020 5. Harvester training dated 14/10/2020 6. Rat baiting training dated 22/01/2021 7. Inter pump training dated 18/03/2021 8. Tractor driver training dated 31/03/2021 9. First aid training dated 16/11/2021 	
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		<p>10. Safety harness and working at height/ramp training dated 12/11/2021</p> <p>11. Chemical mixing and spraying training dated 03/11/2021</p> <p>Diamond Jubilee Estate</p> <ol style="list-style-type: none"> 1. Circle and spot spraying training dated 06/02/2021 2. Manuring training dated 10/02/2021 3. CPR training dated 10/02/2021 4. Spraying training dated 17 and 18/02/2021 5. Bagworm treatment training dated 17/03/2021 6. Circle spraying training dated 21/04/2021 7. Harvesting young OP training dated 16/06/2021 8. Safety, HCV and noise exposure management training dated 05/07/2021 <p>Bukit Asahan Estate</p> <ol style="list-style-type: none"> 1. Spraying training by Mycrop dated 13/07/2020 2. FM3 manuring training dated 17/07/2020 3. P&D spray training dated 11/09/2020 4. CDA, shemical handling SOP training dated 24/11/2020 5. First aid and CPR training dated 16 – 17/12/2020 6. Selective spraying in immature training dated 25/01/2021 7. P&D spray training dated 26/01/2021 8. Replanting training dated 18/03/2021 9. CDA, chemical handling and SOP training dated 05/05/2021 	
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3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor Compliance -</p>	<p>The mill continuously provided training to the personnel involved in SCCS. Reviewed the training records as follows:</p> <ol style="list-style-type: none"> 1. RSPO and MSPO SCCS training dated 04/06/2021 	Complied
<p>Criterion 3.8: Supply chain requirement for mills (note: All supply chain requirements are considered as Critical (C). However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>FFB were obtained from all Sime Darby certified estates only. There was no third party's crop nor non-certified FFB received by the mill. This was verified during the stakeholders meeting and site visit at mill.</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 mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>FFB were obtained from all Sime Darby certified estates only. There was no third party's crop nor non-certified FFB received by the mill. This was verified during the stakeholders meeting and site visit at mill.</p> <p>Thus, this indicator is not applicable.</p>	Not Applicable
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report.</p> <p>The mill license available at PalmTrace as following:</p>	Complied

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	the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.	- Member ID: RSPO_PO1000000187 - Member category: Oil Mill - RSPO Membership No.: 1-0008-04-000-00	
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	The mill license available at PalmTrace as following: - Member ID: RSPO_PO1000000187 - Member category: Oil Mill - RSPO Membership No.: 1-0008-04-000-00	Complied
3.8.5	<p>Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard. d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill. 	<p>Sustainable Plantation Management System, Appendix 15, SOP for Sustainable Supply Chain and Traceability, Version 2, Issue Date: April 2019. The procedure was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communication and Claim and etc.</p> <p>Appointment Letter as Person In charge for Sustainability Certification of Management Systems available – Hanif Ab. Talib (Assistant Manager, KKS Diamond Jubilee dated March 2018. The appointed person has been able to demonstrate awareness of the mill's procedures for the implementation of SCC.</p>	Complied
3.8.6	<p>Internal Audit</p> <ul style="list-style-type: none"> i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill: 	Internal audit conducted based on the SOP for Sustainable Supply Chain and Traceability of SPMS Appendix 15 (18: Internal Audit); Version 2; Issue # 5; Date: April 2019. The procedure conforms to the requirements in the RSPO SCCS. Latest internal audit was	Complied

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	<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>conducted on 10/6/2021 together with RSPO SCCS and MSPO. No findings raised by internal auditor related to supply chain. The outcomes of the internal audits and all actions taken to correct non-conformities has been subject to management review at least annually with the latest review done on 25/06/2021.</p>	
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>Addressed in the Plantation Quality Management System, Sustainable Plantation Management System, Appendix 15: Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability ver. 2, year 2018, issue no. 5 dated April 2019 under section 6.0 delivery FFB from Estate.</p> <p>Similar to last assessment daily records are prepared at the entry point at the weighbridge. Daily summary and monthly summary documented for all the certified and uncertified FFB. Records verified by internal and external audit.</p> <p>DJPOM have a system to verify at the weighbridge. Information for RSPO certified FFB were recorded in FFB Consignment notes and weighbridge tickets. Records verified during the audit as follow:</p> <p>Sighted the sampled delivery off FFB as follows:</p> <p>i. Bukit Asahan Estate</p> <p>Date: 11/7/2021</p> <p>DO no.: 7427</p> <p>RSPO Cert. no. RSPO 591224</p> <p>W. Ticket no.: 7427</p>	<p>Complied</p>

		<p>Net Weight: 13,840 kg</p> <p>ii. DJ Estate Date: 11/7/2021 C/N no.: 542250 RSPO Cert. no. RSPO 591224 W. Ticket no.: - Net Weight: 5,560 kg</p> <p>iii. Welch Estate Date: 11/7/2021 DO no.: 2674 RSPO Cert. no. RSPO 591224 W. Ticket no.: 2674 Net Weight: 12,570 kg</p> <p>There is no overproduction of certified tonnage of CPO. Mechanism in place for handling non-conforming oil palm products and/or documents has been documented in Plantation Quality Management System, Sustainable Plantation Management System, Appendix 15: Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability ver. 2, year 2018, issue no. 5 dated April 2019 under section 11 Non-conforming products and/or documents.</p> <p>Where there is contamination of RSPO/MSPO certified material during receiving, processing, storage and dispatch, the mill/estate shall downgrade the materials following the downgrade order: RSPO: IP -> MB -> Non-certified.</p>	
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<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> <ul 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>Sampled of the sales and goods out delivery records as below:</p> <p>CSPO</p> <ul style="list-style-type: none"> a. The name and address of the buyer: SDO Trading Hedging b. The name and address of the seller: Diamond Jubilee POM c. The loading or shipment / delivery date: 1/7/2021 d. The date on which the documents were issued: 1/7/2021 e. RSPO certificate number: RSPO 591224 f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): RSPO CPO-IP g. The quantity of the products delivered: 39,270 kg h. Any related transport documentation: Weighbridge Ticket no. 010457 i. A unique identification number: Contract Ref.: S/PSD/2106/CPO0050B <p>CSPK</p> <ul style="list-style-type: none"> a. The name and address of the buyer: SDP Nuri KCP Carey Island b. The name and address of the seller: Diamond Jubilee POM c. The loading or shipment / delivery date: 2/6/2021 d. The date on which the documents were issued: 2/6/2021 e. RSPO certificate number: RSPO 591224 f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): RSPO PK-IP g. The quantity of the products delivered: 26,890 kg h. Any related transport documentation: Weighbridge Ticket no. 010394 	<p>Complied</p>
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		i. A unique identification number: Contract Ref.: S/C-PSD/2105/PK0122	
3.8.9	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<p>Sime Darby has established Standard Operating procedure for outsourced activities as per Sustainability Plantation Management System, SOP for Sustainability Supply Chain and Traceability, ver. 2, issue no. 5 dated April 2019, Section 13.0: Outsourced Contractors.</p> <p>In the SOP under section 13.1 stated that CPO Mill cannot outsourced processing activities like refining or crushing.</p> <p>The list of outsourced contractors was sighted, "list of stakeholders as at July 2020" include the transport contractor for CPO and PK Teo Tuan Kwee Sdn. Bhd.</p> <p>Sighted the sampled contracts between The Sime Darby Plantation Bhd. with Teo Tuan Kwee Sdn. Bhd. dated 19/12/2017 and extension email for contract extension dated 1/5/2020.</p>	Complied
3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	Stated in the contract agreement between The Sime Darby Plantation Bhd. with Teo Tuan Kwee Sdn. Bhd. dated 19/12/2017, mentioned the site has legal ownership of all input material to be included in outsourced processes as per Annexure 5, RSPO Supply Chain Certification Standard.	Not Applicable

		The mill ensures that an outsourced activity (transportation) is not contaminated with non-certified materials as per agreement. There is no outsourced process within Diamond Jubilee Palm Oil Mill, hence this requirement is not applicable.	
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	<p>Sime Darby has issued Memorandum to all contractors dated 26/06/2019. In the memorandum stated the contractors have to comply as follows;</p> <ul style="list-style-type: none"> i. Comply with local legal requirements ii. Attend the RSPO/ISCC/MSPO/SCCS briefing or training organized by the company iii. Having signed and enforceable agreement with the company iv. Provide access to the auditors to contractors' operation site(s) and employees whenever deemed necessary v. Having related working permits vi. Ensure PPE utilization by contractors' employee while being in the company premise. <p>Sighted memorandum acknowledgement by Teo Tuan Kwee Sdn. Bhd signed by company representative dated 08/08/2019.</p>	Complied
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements. ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock. 	<ul style="list-style-type: none"> i. Sime Darby has established Standard Operating Procedure to maintain all records of evidence on the implementation of MSPO SCCS. The SOP was documented in Sustainability Plantation Management System, SOP for Sustainability Supply Chain and Traceability, ver. 2, issue no. 5 dated April 2019 under section 5.0: Control of Documents and Records. ii. As stated in SOP for Sustainability Supply Chain and Traceability, ver. 2, issue no. 5 dated April 2019 under section 5.0: Control of Documents and Records all 	Complied

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	<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>traceability records should be maintained at minimum period of 3 years.</p> <p>iii. DJPOM receives and process only certified FFB. Therefore, it uses the Identity Preserve supply chain system and module.</p> <p>iv. a. DJPOM has established the SCCS Mass balance sheet document to records and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</p> <p>b. All volumes of certified CPO and PK that were delivered were deducted from the material accounting system according to conversion ratios of OER and KER as per sample records of Mill production report Jul 2020 – Jun 2021 and FFB summary Jul 2020 – Jun 2021.</p> <p>c. Positive stock deliveries maintained through the SCCS Mass balance sheet document to records and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. No short selling made by DJPOM.</p>	
<p>3.8.13</p>	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>Addressed in the Plantation Quality Management System, Sustainable Plantation Management System, Appendix 15: Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability ver. 2, year 2018, issue no. 5 dated April 2019 under section 17.0 Conversion Factor.</p> <p>Extraction rates were derived from actual production output that were measured daily by the mill and recorded in the daily production report. Actual rates for the period since last audit were available in the Mill production report Jul 2020 – Jun 2021.</p>	<p>Complied</p>

		Volume estimates for next period were based on historical extractions and FFB projection from estates.	
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	Extraction rates updated daily based on actual measurement of production output. Projected rates were based on historical extractions and FFB projection from estates.	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>	<p>Addressed in the Plantation Quality Management System, Sustainable Plantation Management System, Appendix 15: Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability ver. 2, year 2018, issue no. 5 dated April 2019 under section 7.0 receiving FFB at the mill and 9.0 Process Monitoring.</p> <p>Diamond Jubilee POM POM received only certified FFB. Therefore qualifies for the Identity Preserved supply chain system and module. During the P&C assessment, the audit team verified the volumes and sources of certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products.</p>	Complied
3.8.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p>	<p>i. Based on the downloaded transactions register from the certification unit's Palmtrace, the company was able to demonstrate that it has been registering its transactions in the Palmtrace accordingly.</p> <p>ii. Based on the announcement (transaction) summary, all the registrations were found to be in order.</p>	Complied
3.8.17	Claims	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims.	Complied

	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.		
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	No off-product claim made by DJPOM and verified through document and site review (notice board, business card, shipping documentation, procurement/ purchasing document and promotional material etc). Thus, this indicator is not applicable	Complied
4.2	In corporate communications a member is allowed to: a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. 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.	Not applicable as no off-product claim made by DJPOM as to date.	Complied
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Not applicable as no off-product claim made by DJPOM as to date.	Complied
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	Not applicable as no off-product claim made by DJPOM as to date.	Complied
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No evidence of RSPO corporate logo used by DJPOM as verified through documentations and websites.	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.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer.	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.	Shipping documentation verified and conformance with the requirements of RSPO SCCS. In the weighbridge ticket, it stated that i.e. product/commodity with SCC model (CPO/Palm Kernel RSPO IP) and RSPO certificate number; RSPO 591224.	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. b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.	DJPOM is not under distributor or wholesaler category. Thus, this requirement is not applicable	Not Applicable
Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	Business to Business communication were made through the CSPO and CSPK trading contractual and transactions documentations between the mill and buyers. No further communications made by Diamond Jubilee POM for its raw products beyond its refinery and oleo chemical plants buyers.	Complied

6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to	No business to consumer communication on product specific claim made. Diamond Jubilee POM only producing crude and unfinished product. This is not applicable for Diamond Jubilee POM.	Not Applicable

	<p>ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org.</p>		
<p>MODULE A – IDENTITY PRESERVED & SEGREGATED SPECIFIC RULES</p>			
<p>Certified oil palm content (IP)</p>			
	<p>For IP, 95% or above of the oil palm content must be RSPO IP-certified.</p>	<p>Diamond Jubilee POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>
	<p>For SG, 95% or above of the oil palm content must be SG, or a combination of SG and IP.</p>	<p>Diamond Jubilee POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>
	<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>Diamond Jubilee POM is producing crude palm product and does not involved in any labelling of end 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: a. RSPO trademark which includes the tag 'CERTIFIED' or b. RSPO trademark which includes the tag 'This product contains certified sustainable palm oil'. Wherever a RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4pt (1.4 mm or 0.06 inch). In on-</p>	<p>Diamond Jubilee POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>

	pack communications, the RSPO trademark can be printed anywhere on the pack.		
Messaging (IP)			
	<p>Messaging ALLOWED in storytelling in product-related communications may include some or all of the following elements:</p> <ul style="list-style-type: none"> • The oil palm products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure it contains RSPO-certified palm oil. For more information: www.rspo.org • RSPO-certified sustainable oil palm products were kept apart from other oil palm products throughout the supply chain. www.rspo.org • Certified sustainable oil palm products can be traced back to RSPO-certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO-certified sustainable palm oil has been produced to stringent environmental and social criteria. www.rspo.org • References to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown by company records. 	Diamond Jubilee POM is producing crude palm product and does not involved in any labelling of end product.	Complied
Principle 4: Respect community and human rights and deliver benefits			
Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the	SOU 18 has implemented the Sime Darby's Human Rights Charter where they committed to recognizing the role of Human Rights Defenders in accordance to the United Nations declaration on Human Rights Defender.	Complied

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	unit of certification and contracted services, including contracted security forces. - Critical (Major) compliance -	Awareness and training to all workers in order for them to understand their responsibility in respect of human rights were conducted by DJPOM on 05/06/2021, Welch Estate on 07/07/2021, Bukit Asahan Estate on 02/07/2021 and Diamond Jubilee Estate on 28/06/2021.	
4.1.2	The unit of certification does not instigate violence or use any form of harassment in their operations. - Minor compliance -	Based on the interview of internal stakeholders among workers as well relevant external stakeholders, the mill and estates within SOU 18 do not instigate violence or use any form of harassment in their operations.	Complied
Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties			
4.2.1	(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 whistle-blowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD. - Critical (Major) compliance -	Based on the records of complaints and grievances no issue of whistle-blowing that requires anonymity of complainants and/or grievance parties. Interview conducted with internal stakeholders among workers and relevant external stakeholders also confirmed the information.	Complied
4.2.2	Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties. - Minor compliance -	The Standard Operation Manual dated 01/11/2008 documented the process for Procedure for External Communication (sub-section 5.5, Appendix 5.5.3.2). The Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 documented the process for handling communication regarding social issues. Under Sime Darby website, there is Whistleblowing e-form provide a mechanism for reporting, investigating and remedying any wrongdoing.	Complied

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4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Neither any complaints nor land dispute occurred in the SOU 18 Certification Unit since the last audit.</p> <p>Notwithstanding, based on the on-site stakeholder consultation with school representative in DJ Estate, it was learnt that they had earlier write-in to estate management on issue of drainage surrounding the school. Trailing of related records of complain/grievance shown letter dated 9/7/2020 kept by management together with photo showing a worker cleaning school drainage on 30/7/2020. However, there's no evidence that the school been informed on the actual progress and/or condition by the estate since the issue still raised by the school representative during on-site consultation.</p> <p>This indicated the evidence that a grievance parties been informed of progress of their grief issues were insufficiently available.</p> <p>Hence, a Minor NC has been raised on the matter.</p>	Non-compliance
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>The Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 documented the process for handling communication regarding social issues. The negotiation process involving the estate management, representatives from the disputed parties, zone heads, third parties and stakeholders shall be carried out. Upon failure of the negotiation process, legal proceedings may follow.</p>	Complied
Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>Contributions made as per sample as following:</p> <ul style="list-style-type: none"> - DJ POM: Bubur Lambuk Program with workers, local community and authority; Date: 29/4/2021 - DJ POM: Sime Darby Food Basket contribution to selected local community affected by COVID-19; Date: 19/7/2021 	Complied

		Bukit Asahan Estate: Inter-Office Memo on Self-Declaration: Compliance to Foreign Worker Passport Handover and Individual Passport Locker Safekeeping; Date: 20/9/2021; From: Central West Region CEO; Acknowledgement by BAE Manager date: 24/9/2021	
Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>Mill located within Diamond Jubilee Estate Lot # 228; area: 470.0416 ha; Land title # 20102; District: Jasin, Sub-district: Mukim Rim.</p> <p>Diamond Jubilee Estate hold a total of 32 land titles as per sample sighted as following:</p> <ul style="list-style-type: none"> - Title # 1; Lot # 235; District: Jasin; Sub-district: Mukim Rim - Title # 1136; Lot # 1557; District: Jasin; Sub-district: Mukim Ayer Panas <p>Bukit Asahan Estate hold a total of 44 land titles as per sample sighted as following:</p> <ul style="list-style-type: none"> - Title # 22022; Lot # 49; District: Jasin; Sub-district: Pekan Asahan Sek. II - Title # 216; Lot # 50; District: Jasin; Sub-district: Mukim Chabau <p>Welch Estate hold a total of 6 land titles as per sample sighted as following:</p> <ul style="list-style-type: none"> - Title # 84599; Lot # 2426; District: Segamat; Sub-district: Jementah - Title # 82893; Lot # 439; District: Segamat; Sub-district: Mukim Jementah 	Complied
4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied

4.4.2a	Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making. - Minor compliance -	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.4.2b	Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. - Minor compliance -	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.4.2c	Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land. - Minor compliance -	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.4.3	(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities). - Critical (Major) compliance -	Boundary maps available for all estates within SOU 18 clearly demarcating estate area with location and coordinate of boundary stone and pegs. There is no land dispute recorded since last audit. In order to deal with future arising land dispute (if applicable), the Sustainable Plantation Management System (SPMS) Appendix 3 dated 01/11/2008 documented the process in handling boundaries disputes.	Complied
4.4.4	All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied

	- Minor compliance -		
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>	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	No issues of land dispute issue occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
<p>Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</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>	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	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, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples.</p>	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied

	Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations. - Minor compliance -		
4.5.4	To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.5.5	Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.5.7	New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied

Criterion 4.6: Any negotiations Concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.6.2	(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.7.2	(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since	Complied

	implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.			
4.8.1	Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.8.2	(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied

4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 18 that requires FPIC process and compensation since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Complied
Principle 5: Support smallholder inclusion			
Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	Current and previous FFB prices available as per MPOB Daily FFB Reference Price Summary by Region. The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list. No external FFB suppliers for DJ POM.	Complied
5.1.2	(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request). - Critical (Major) compliance -	There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units. The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Critical (Major) compliance -	There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units. The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.	Complied
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.	There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units. The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.	Complied

	- Critical (Major) compliance -										
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p> <p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p> <p>For other contracts works, the contracts were found fair, legal, and transparent and have an agreed timeline. Reviewed the sampled contracts as follows:</p> <ol style="list-style-type: none"> 1. Sime Darby Plantation Berhad – Diamond Jubilee POM with Tuckho Engineering Works Sdn. Bhd. Refer contract form no. 4300535492 dated 26/02/2021. 2. Sime Darby Plantation Berhad – Diamond Jubilee POM with Temis (M) Sdn. Bhd. refer contract form no. 4300541249 dated 19/04/2021. 3. Sime Darby Plantation Berhad – Bukit Asahan Estate with Diyana Trading & Services Sdn. Bhd. refer Contract dated 01/09/2021. 4. Sime Darby Plantation Berhad – Diamond Jubilee Estate with Sri Yogaletchumi Kali Enterprise. Refer Contract dated 01/01/2021. 	Complied								
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given. - Critical (Major) compliance -	<p>Contract payment was made through the Finance Department from the Head Office. The payment were made within the agreed time frame. Reviewed the payment records as follows:</p> <table border="1" data-bbox="1137 1230 1928 1310"> <thead> <tr> <th>Contractor Name</th> <th>Invoice no. and date</th> <th>Payment terms</th> <th>Payment ref. no. and date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Contractor Name	Invoice no. and date	Payment terms	Payment ref. no. and date					Complied
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		<table border="1"> <tr> <td>Tuckho Engineering Works Sdn. Bhd.</td> <td>IV-202106-0007 dated 08/06/2021</td> <td>45 days</td> <td>5300141352 dated 14/06/2021</td> </tr> <tr> <td>Temis (M) Sdn. Bhd.</td> <td>T000001670 dated 29/04/2021</td> <td>30 days</td> <td>5300111325 dated 07/05/2021</td> </tr> <tr> <td>Diyana Trading & Services Sdn. Bhd</td> <td>DTSB/INV/21 28 31/10/2021</td> <td>30 days</td> <td>1600003993 dated 17/11/2021</td> </tr> <tr> <td>Sri Yogaletchumi Kali Enterprise</td> <td>N/A dated 01/10/2021</td> <td>30 days</td> <td>1600055188 dated 06/10/2021</td> </tr> <tr> <td>Diyana Trading & Services Sdn. Bhd</td> <td>DTSB/INV/21 15 dated 30/09/2021</td> <td>30 days</td> <td>1600058729 dated 26/10/2021</td> </tr> </table>	Tuckho Engineering Works Sdn. Bhd.	IV-202106-0007 dated 08/06/2021	45 days	5300141352 dated 14/06/2021	Temis (M) Sdn. Bhd.	T000001670 dated 29/04/2021	30 days	5300111325 dated 07/05/2021	Diyana Trading & Services Sdn. Bhd	DTSB/INV/21 28 31/10/2021	30 days	1600003993 dated 17/11/2021	Sri Yogaletchumi Kali Enterprise	N/A dated 01/10/2021	30 days	1600055188 dated 06/10/2021	Diyana Trading & Services Sdn. Bhd	DTSB/INV/21 15 dated 30/09/2021	30 days	1600058729 dated 26/10/2021	
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5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>Weighbridge conducted 14/1/2021 by Teras Integrasi Sdn Bhd as per sighted records of latest calibration by Metrology Corporation Malaysia Sdn. Bhd. refer certificate no. B1566289 and safety sticker no. 2.1K QC04982.</p>	Complied																				
5.1.8	<p>The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control</p>	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p>	Complied																				

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	<p>system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p>	
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>Addressed in Standard Operation Manual; Date: 1/11/2008 that documented the process for Procedure for External Communication (sub-section 5.5, Appendix 5.5.3.2) for grievance handling.</p> <p>No independent smallholders within DJ POM certification unit.</p>	Complied
<p>Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.</p>			
5.2.1	<p>The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>- Minor compliance -</p>	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p> <p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p>	Complied
5.2.2	<p>The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS).</p> <p>- Minor compliance -</p>	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p> <p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p>	Complied
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <p>- Minor compliance -</p>	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p> <p>The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.</p>	Complied
5.2.4	<p>(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.</p> <p>- Critical (Major) compliance -</p>	<p>There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units.</p>	Complied

		The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.	
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	There are no smallholders under the SOU 18 Diamond Jubilee POM and Supply Base certification units. The mill received FFB from sister estate from SOU 18 and FFB diversion from other certified SOU. The FFB supplier were listed in the Diamond Jubilee POM FFB Supplier list.	Complied
Principle 6: Respect workers' rights and conditions			
Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age. - Critical (Major) compliance -	SOU 18 has implemented Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02nd December 2019. The policy shall be guided by the commitments spelt out in the Company's in Human Rights Charter (HRC) where the management is committed to treat all employees fairly in terms of recruitment, progression, terms and conditions of work and representation regardless of race, caste, nationality, gender, sexual orientation, union membership, political view, religion and/or age.	Complied
6.1.2	(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers. - Critical (Major) compliance -	Records of employments and interview conducted on-site with sampled internal and external stakeholders confirmed that the workers and groups including local communities, women, and migrant workers have not been discriminated against.	Complied
6.1.3	The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available. - Minor compliance -	No discrimination based on religion, gender, nationality and etc. during their recruitment. The recruitment process is based on skills, capabilities, medical fitness necessary and etc. This was confirmed during stakeholder's consultation, worker's interview, complaint book and trade union meeting.	Complied

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		<p>Sighted the job description of each workers mention the same regardless of skin colour, religion, race or caste as per sample of DJPOM new recruitment for following:</p> <ul style="list-style-type: none"> - Employee ID # 150123; Post: Office operator; Date joined: 02/05/2019; Date confirmed: 02/01/2020 - Employee ID # 158588; Post: General worker; Date joined: 18/05/2019; Date confirmed: 02/01/2020 	
6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>Pregnancy testing was conducted only for women employee involved in chemical handling work to ensure no pregnant women working with the risk of chemical exposure. All women employees involved in chemical handling work within SOU 18 underwent Urine Pregnancy Test (UPT) conducted by respective estate's Hospital Assistant upon request only.</p>	Complied
6.1.5	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>The Group Sustainability Policy covers the commitment facilitating the opportunity for advancement of women at all levels in our organisation and ensuring their protection. The policy was communicated through the Gender Committee meeting conducted quarterly. DJPOM has implemented Gender Committee Handbook, First Edition 2014 which developed by Plantation Sustainability & Quality Management (PSQM) Department. It explained the types of gender-based violence & grievance procedures. Meetings were conducted quarterly according to the handbook. Gender Committee were established by the mill and estates management.</p> <p>The latest meeting were conducted by Diamond Jubilee POM dated on 19/06/2021, DJ Estate on 19/03/2021, Welch Estate on 21/04/2021 and Bukit Asahan Estate on 02/07/2020.</p> <p>No sexual harassment case been reported since the last audit.</p>	Complied

<p>6.1.6</p>	<p>There is evidence of equal pay for the same work scope. - Minor compliance -</p>	<p>No discrimination based on religion, gender, nationality and etc. during their recruitment. The recruitment process is based on skills, capabilities, medical fitness necessary and etc. This was confirmed during stakeholder’s consultation, worker’s interview, complaint book and trade union meeting.</p> <p>Sighted the job description of each workers mention the same regardless of skin colour, religion, race and caste. Evidence of equal pay sighted based on passports & work permit, work agreement, payslip, attendance & checkroll Of December 2020 & January 2021 for sample female and male employees as following:</p> <p>DJ POM:</p> <ul style="list-style-type: none"> - Kavitha A/P Raja; Employee # 12531; F; GW - Shanti A/P Muniandy; Employee # 12531; F; GW - Vijayalekshmi A/P Nadarajah; Employee # 104666; F; GW - S Muneyanty A/L S Subramaniam; Employee # 10535; M; Ramp Attendant - Shah Izmal Bin Mohd Din; Employee # 128291; M; Lab Sampler - Rahman Gunawan Saputra; Employee # 149926; M; Workshop Apprentice <p>Welch Estate:</p> <ul style="list-style-type: none"> - Hamdi; Employee # 0000156468; M; Harvester - Ahmad Rifai; Employee # 0000156227; M; Harvester - Abdul Ali Mondal; Employee # 0000150481; M; Harvester - Nawawi; Employee # 0000156226; M; LF Picker - Kariadi Zakaki; Employee # 0000157758; M; LF Picker - Mujaffar Mallik; Employee # 0000144189; M; Sprayer - Ramshish Rajbhar; Employee # 0000139657; M; Sprayer 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Manoj Kumar Upadhyay; Employee # 0000137513; M; Sprayer DJ Estate: - Saratha A/P Krishnan; Employee # 0000147387; F; GW - Katijah Binti Ahmad; Employee # 0000160725; F; Field Worker - Bama A/P Sulrmonie@Subramaniam; Employee # 0000139205; F; Gardener - Abul Bashar Howlader; Employee # 0000101949; M; FFB Cutter - Munna Rajbhar; Employee # 0000153272; M; FFB Carrier - Kusyono; Employee # 0000103348; M; Frond Stacker - Huzaifah Bin Zulkefli; Employee # 0000162071; M; Field Worker - Chhumbe Sherpa; Employee # 0000110313; M; Pruner - Suresh Srinath Thennakoon; Employee # 0000069098; M; Jamsa Driver Bukit Asahan Estate: - Mohammad Abu Hanif; Employee # 0000102342; M; GW - Abul Kalam Azad; Employee # 0000102335; M; GW - Budiyanto; Employee # 0000141936; M; Harvester - Mohammad Lal Mia; Employee # 0000163090; M; Harvester - Mobaruk Hossain; Employee # 0000102340; M; GW - Mohammad Babul Hasan; Employee # 0000117086; M; Harvester - Mohammad Moinul Haque Mamun; Employee # 0000117089; M; Harvester - Nishanraj Nadarasa; Employee # 0000160787; M; GW 	
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Criterion 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).

6.2.1	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>All the workers are under direct employment and some electrical works are under contractor workers. The pay slip has included basic income, allowance pay, working days, medical leave, deduction of salary and etc. as per employment contract in compliance with permits as following:</p> <ul style="list-style-type: none"> - JTKSM Overtime Limit Permit Ref. # BHG.PU/9/134 JLD 9 (11); Date: 27/03/2017 - JTKSM Salary Deduction Permit Ref. # JTKS(E)6/115 Jld 36-20 (2); Date: 30/5/2018 for PTPTN & Tabung Haji deductions - JTKSM Salary Deduction Permit Ref. # JTKS(E)6/115 Jld 36-20 (2); Date: 30/05/2018 for Electrical bills deductions 	Complied
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed. This includes a form of record for work done by family members.</p> <p>- Critical (Major) compliance -</p>	<p>As per Inter-Office Mail from Sime Darby Plantation's Head, HR Upstream to Senior Managers/Managers Estate & Mill for all Northern Region, Central East Region, Central West Region on Implementation of Revised Workers' Contracts and Register of Maternity Leave and Allowances; Date: 3/12/2019.</p> <p>All workers work agreement were also based on MAPA Circular No. 1/2020; Date: 14/01/2020; Minimum Wages Order 2020 (MWO 2020) where the order provides for the minimum wages rates payable to an employee who works in a place of employment in any City Council or Municipal Council area as specified in the schedule.</p>	Complied
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Records of payslip and check-roll documents available to the workers for sample employees sighted as per indicator 6.1.6 above. Records shown all relevant legal compliance requirements were met by SOU 18.</p>	Complied
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available</p>	<p>The mill and estates within SOU 18 established the Employee Welfare Committee (EWC) as a team to represent and conduct the housing inspection based on area assigned to designated</p>	Complied

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	<p>or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>representative. Sighted sample weekly inspections conducted by the employee welfare representative (EWR) as Person In-charge of Accommodation (PIOA) records dated on 28/10/2021. The records of Housing Complex/NEST/Community Hall Weekly Inspections conducted by PIOA for indicated score of 83% (7.5/9.0) for the inspected area.</p> <p>Bukit Asahan Estate latest housing inspection records available for inspection conducted on 29/10/2021. Latest VMO visit conducted on 16/11/2021 by Dr. Jaga Murugan Muthu of Klinik Dr. Jeggan Sdn. Bhd.</p>	
<p>6.2.5</p>	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>DJ POM ensured affordable food for its employee through canteen food price monitoring as part of terms in the Mill Canteen Tenancy/Rental Agreement dated 01/08/2020 which is valid until 31/07/2022.</p>	<p>Complied</p>
<p>6.2.6</p>	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE:</p> <p>STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya, Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p>	<p>SOU 18 conducted the Prevailing Wage Assessment and calculated individual local and foreign workers current salary including non-monetary benefit given average DJPOM for local worker RM: 1,769.50; FW: RM1,920.41. DLW assessment conducted by Group Sustainability & Quality Manager (GSQM) Sime Darby Plantation.</p>	<p>Complied</p>

	<p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers’ union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</i></p> <p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p>	<p>Employment contracts detailing payments and conditions of employment available to the permanent workers employed as per</p>	<p>Complied</p>

	- Minor compliance -	samples sighted in indicator 6.2.2 above. No casual, temporary and day labour employed within all operating units within SOU 18.	
Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. - Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. <p>Company respect the rights of all personnel to form and join trade unions of their choice to bargain collectively and the workers have their freedom to join the NUPW/MAPA union.</p> <p>Sighted a sample of the latest NUPW committee members of DJ Estate minutes of meeting for meeting conducted on 11/03/2021.</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>DJ POM established the Employee Welfare Committee as mill level collective bargaining medium. Sighted the minutes of meeting of 2nd Meeting FY 2021 for Employee Welfare Committee conducted on 30/9/2021.</p>	Complied

		<p>Additionally, there's Union Engagement Meeting conducted by management to consult with workers' representatives as per sample minutes of meeting records dated on 10/12/2020.</p> <p>Bukit Asahan Estate latest management meeting with workers representative conducted on 5/1/2021 as per Union Representative Minutes of Meeting records.</p> <p>Diamond Jubilee Estate latest management meeting with workers representative conducted on 20/10/2021 as per Union Representative Minutes of Meeting records.</p>	
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>Interview with workers union representatives (NUPW Chairman & NUPW Secretary) confirmed that they were independently elected as the NUPW by all members of NUPW among mill and estate workers via an election without interference by the management.</p>	Complied
Criterion 6.4: Children are not employed or exploited.			
6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. - Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. - Ensuring Favourable Working Conditions: We ensure decent living and working conditions for all our employees. We strive to provide 	Complied

		<p>a fair wage and access to basic needs for all our employees and workers in our operations.</p> <ul style="list-style-type: none"> - Enhancing Safety and Health: We provide a safe and healthy working environment for our employees and workers in our operations and support the wellbeing of our communities. - Respecting Community Rights and the Rights of Indigenous People: We uphold the process of Free, Prior and Informed Consent and recognise that the local communities have the right to give or withhold their consent to proposed projects that may affect the lands they own, occupy or otherwise use. - Protecting the Rights of Vulnerable People: We respect the rights of vulnerable people such as marginalised groups, persons of different abilities and refugees. - Protecting the Rights of Children: We seek to promote the wellbeing of children, and safeguard them from any form of maltreatment or exploitation, including child sex tourism, child trafficking, child labour and child pornography. <p>Verification of workers master list confirmed that there is no child labour hired.</p> <p>For contractors, the clause 5.8 abolishment of child labour & protecting the rights of children available in the Vendor COBC dated 21/06/2020, Human Rights Charter-protecting the rights of children.</p>	
6.4.2	<p>(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p> <p>- Critical (Major) compliance -</p>	<p>The screening procedure was included as per SOP Hiring of locals dated 01/11/2019 by the assistant operating unit while for foreign workers, the Workforce Management Unit Liaison & Recruitment SOPP (WMU/LR-SOPP/March2016) dated 30/03/2016 under clause procedures recruitment team shall be guided by approved requirement; Age 18-45 years old).</p>	Complied

6.4.3	<p>(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the interview and employees master lists data, no young person below 18 years old employed within all operating units within SOU 18.</p>	Complied
6.4.4	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information on no child labour policy and the negative effects of child labour were provided in appropriate languages and accessible to them. Records of communication also available as per sample sighted for sampled Bukit Asahan Estate vendor Kim Soon Lee Transport Sdn. Bhd.; Contract Date: 17/5/2019. Documents also available in DJ Estate for sampled Ponvel Enterprise; Contract date: 7/9/2020, Welch Estate for sampled NEEL Trading DJ POM for sampled Kebun Abah Enterprise.</p>	Complied
<p>Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Eliminating Violence and Sexual Harassment: We seek to promote an environment where all forms of harassment and abuse are eliminated and to provide support for victims. - Eradicating any form of Exploitation: We endeavour to eradicate any form of forced or bonded labour, slavery, human trafficking and sexual exploitation. <p>The policy was communicated through the Gender Committee meeting conducted quarterly.</p>	Complied

6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 18 has implemented Social Policy, Gender Policy and Social & Humanity Management Policy dated January 2015 where the management is committed to develop and apply a policy to prevent sexual harassment and other forms of violence against women and to protect their reproductive rights. The policy was displayed on the notice board which was accessible by the workers. Briefing of the policies was conducted during morning muster and the policies was displayed at the notice board outside the office.</p>	Complied
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>DJ POM has 3 new mothers as following:</p> <ul style="list-style-type: none"> - Employee designation: Quality Assurance; Child age: 3 months - Employee designation: General Worker; Child age: 3 months - Employee designation: Weighbridge Operator; Child age: 15 months <p>Latest assessment was conducted by mill management on 1/6/2021. Sighted needs identified and action implemented. Interview with sample new mothers confirmed that their needs were addressed and allowed by the management.</p> <p>No new mother in Bukit Asahan Estate.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal stakeholders among all workforce confirmed that the information on grievance mechanism, which respects anonymity and protects complainants where requested, is established and communicated to them.</p> <p>No grievance issues that requires the implementation of the mechanism occurs in all operating units within SOU 18 since the last audit.</p>	Complied
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All workers have entered into employment voluntarily and the following are prohibited:</p>	<p>The recruitment cost were declared by the labour agent from source country for the applicable fees. Sampled for Tenaga Kerja Indonesia</p>	Complied

	<ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>(TKI) Kepada Agensi (PL) Dan Sponsor (PL) for Indonesia effective date on 01/06/2017 (IDR 6,150,000) and Amoza Travels for India (INR 50000) for documents required, medical, insurance, transportation, etc. No other hidden recruitment fees paid to agent.</p> <p>Passport was kept by the management voluntarily. There is agreement letter signed by worker and employer on the safekeeping passport at office. If the workers want to obtain the passport for own usage, they can anytime request for it.</p> <p>There is no contract substitution as the employment contract signed between Sime Darby and embassy of Indonesia and India was same with the employment contract signed between worker and estate/mill.</p> <p>Overtime was given voluntarily. Sighted the overtime request form where employer offer work to worker after working hour/rest day/public holiday.</p> <p>The termination of service clearly stated that the termination of employment if:</p> <ol style="list-style-type: none"> 1. The company is not satisfied with your performance 2. You end employment for any reason; this may include abscondment, resignation or termination before expiry of the fixed term or extended term. 3. You commit any misconduct, including theft, fraud, insubordination, negligence or any other form of crime. 4. You have breached any express or implied terms of your employment. 5. Fail medical examination based on FOMEMA result. 6. Involved in any act that will affect the reputation of the company. 	
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		No penalty, debt bondage and withholding of wages been imposed to worker if they want to resign. This has been confirmed through the interview and employment contract signed.	
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 18 has implemented a Sime Darby’s Human Rights Charter on where they committed as below:</p> <ul style="list-style-type: none"> a. Providing equal opportunity b. Respecting freedom of association c. Eradicating any form of exploitation d. Ensuring favorable working conditions e. Enhancing Safety and Health <p>They also provided awareness and training to all the foreign workers in order for them to understand their responsibility in respect of human rights. For e.g.: All the workers have provided with induction training in Sua Betong Estate or based estate during their arrival to Malaysia.</p>	Complied
Criterion 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>The Estate and Mill Manager in SOU 18 has been appointed as Person Responsible / Chairman for Safety and Health in the estate as per appointment letter signed by the Regional CEO. The Estate Manager has appointed the medical Assistant as person responsible for Safety and health issue in the estate and Mill.</p> <p>The management has established Safety Committee Member consist of Secretary, representatives from Employer and representatives from Employee as per appointment letter by the Estate/Mill Manager. The OSH committee discussed regarding the safety and health of the workers on quarterly basis during the OSH committee meeting. In the meeting discussed on the matters arising from the previous meetings, accident and incident report, workplace</p>	Complied

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inspection, and training. Reviewed the minutes meeting records FY 2020 as follows:

quarter	1	2	3	4
Diamond Jubilee POM	13/04/2020 0	11/07/2020 0	24/09/2020 0	28/12/2020 0
Welch Estate	10/01/2020 0	26/06/2020 0	25/09/2020 0	23/12/2020 0
Diamond Jubilee Estate	21/01/2020 0	21/05/2020 0	27/08/2020 0	04/12/2020 0
Bukit Asahan Estate	06/02/2020 0	06/05/2020 0	18/09/2020 0	19/01/2020 1

Reviewed the minutes meeting records FY 2021 as follows:

Quarter	1	2	3
Diamond Jubilee POM	15/03/2021	12/06/2021	30/09/2021
Welch Estate	30/03/2021	Postponed due to MCO and NRP as per memo dated 22/03/2021	08/10/2021

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				and 18/06/2021		
		Diamond Jubilee Estate	02/04/2021	Postponed due to MCO and NRP as per memo dated 01/06/2021	11/11/2021	
		Bukit Asahan Estate	19/01/2021	05/05/2021	Scheduled on 01/11/2021	
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Accident of emergency procedure is presented in Mill Quality Management System Standard Operation manual (MQMS SOM) dated November 1st, 2008. Flowchart of emergency handling was presented in Appendix 5.5.3.3.</p> <p>The operating units maintain the records of accidents including JKKP 6 forms reported to DOE, medical leaves certificates, accidents investigations reports and HIRARC review. The accidents occurrence were reported to the Headquarters through Rapid 4 systems and DOSH by submitting the JKKP 6 form through MyKKP system.</p>				Non-compliance

		<p>The operating units provided first aid box and placed at designated places in the mill or hold by the appointed trained first aider such as mandore.</p> <p>The operating units continuously provided training to the workers on emergency and first aid. Latest training was conducted as per criteria 3.7.2.</p> <p>Diamond Jubilee POM</p> <p>The mill provided first aid box and placed at designated/strategic workstation control by trained first aider. The first aid monitoring was conducted on monthly basis. Reviewed the monitoring records dated 08/07/2021, 18/08/2021, 20/09/2021/25/10/2021 and 13/11/2021.</p> <p>The mill maintained all documents and records of accidents. Reviewed JKKP 6 report for accident cases occur on 10/09/2021 and 21/09/2021.</p> <p>DOSH have issued letter of instruction regarding investigation for both cases. Refer instruction letter no. JKKP M 127/17/34-8 Jld.2 (432) dated 11/11/2021 and MK/SURAT ARAHAN/21/00406 dated 27/09/2021. The mill has responded to the instruction letter on 11/11/2021 during DOSH Officer visit and document submission as per letter dated 08/10/2021.</p> <p>Bukit Asahan Estate</p> <p>The estate provided the first aid kit and mandore was appointed as responsible person. Noted during interview, the mandore understanding on the first aid treatment was satisfactory.</p> <p>The estate maintained all documents and records of accidents. Reviewed JKKP 6 report for accident cases occur on 18/10/2021 and JKKP submission dated 20/10/2021 and accident occur on 17/10/2021 and 21/10/2021.</p>	
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		<p>Diamond Jubilee Estate</p> <p>A total of 19 first aid box were provided in the estate and hold by appointed person such as executives, supervisor, foreman, storekeeper and mandore. The first aid box were also placed at designated places. The monitoring were conducted on monthly basis. Reviewed monitoring records dated 09/07/2021, 05/08/2021, 04/09/2021 and 06/10/201 by medical Assistant.</p> <p>The estate maintained the accident records. Reviewed the accident reported through Rapid 4 system for accident dated 24/09/2021 and 29/07/2021.</p> <p>Welch Estate</p> <p>The estate conducted first aid kit monitoring on monthly basis. Reviewed the monitoring records for the month of of August, September and October 2021.</p> <p>The estate maintained the accident records. Reviewed the accident reported through Rapid 4 system for accident dated 17/08/2021 and 29/07/2021.</p> <p>Noted during document review, it was noted that accident cases occur at watchman station/operation on 22/04/2021 with sick leave at 8 days. However, the JKKP 6 notification was only made on 20/05/2021.</p> <p>The reporting period was not according to Sime Darby Plantation ESH Management System Manual Incidents, Accidents and Non-conformance Management under section 4.1 Reporting incident/Non-conformance. Refer Doc no. SD/SDP/SQM (ESH)/001-2-9 rev. 0 dated 01/07/2012. Hence, a Minor NC has been raised on the matter.</p>	
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<p>6.7.3</p>	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>The mill and estates visited provided appropriate PPE to all workers according to the job type. The PPE given as per CHRA report, HIRARC and Pictorial Safety Standard (PSS) dated 17/3/2008.</p> <p>Diamond Jubilee POM</p> <p>The mill maintained the records of PPE issue in the PPE Issuance Record Book. Reviewed the PPE issuance for workers with employment no.60029, 90605, 158016, 10517, 107026, 160461, 63894, 47386 and 164407.</p> <p>Bukit Asahan Estate</p> <p>The estate maintained the PPE records in PPE records form. Noted during site visit, the sprayers was provided with safety helmet, safety goggle, respirator, apron, cotton glove, nitrile glove, and wellington boots. The understanding and awareness of the workers on importance of PPE is satisfactory. Reviewed the PPE issuance records for sprayers with i.d no. 155047, 155048 and 155044. The PPE provided as per recommendation in CHRA, HIRARC and SOP.</p> <p>Diamond Jubilee Estate</p> <p>Noted during interview with harvester, they were provided with PPE such as wellington boots, safety helmet, safety vest and sickle covers. The PPE issuance were recorded in Individual Receiving Harvesting/Upkeep Tools and PPE form. Reviewed the PPE issuance records for workers with i. no. 155433. 154631, 64337, 101949 and 99353.</p> <p>Welch Estate</p> <p>Noted during the interview with fertiliser applicator, the understanding and awareness on the PPE was satisfactory. PPE issuance was recorded in PPE Record Form. Reviewed the PPE records for workers with i.d no. 144189, 150490, 143491 and 82683</p>	<p>Complied</p>
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<p>6.7.4</p>	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>Medical care is provided to all the employees. Reviewed on workers profile records found that all workers are covered by the accident insurances.</p> <p>Local and foreign workers covered by SOCSO or Perkeso (Pertubuhan Keselamatan Sosial). Reviewed the form 8A, “Jadual Caruman” for August, September and October 2021 for contribution of all employees including staff.</p> <p>For local workers, they were also covered with Employment Insurance Scheme. Reviewed the SIP form, “Jadual Caruman” for August, September and October 2021 for contribution of all employees including staff.</p> <p>For accident eligible for SOCSO claim, the management submitted application letter with all relevant document to SOCSO. Reviewed document submission for accident as follows:</p> <ol style="list-style-type: none"> 1. Accident occur at Diamond Jubilee POM dated 10/09/2021 as per application letter dated 27/09/2021. 2. Accident occur at Diamond Jubilee POM dated 21/09/2021 as per application letter dated 27/09/2021. 3. Accident occur at Bukit Asahan Estate dated 18/10/2021 as per application letter dated 26/10/2021. 4. Accident occur at Bukit Asahan Estate dated 02/10/2021 as per application letter dated 25/10/2021. 5. Accident occur at Welch Estate dated 22/04/2021 as per application letter dated 30/04/2021. 	<p>Complied</p>
<p>6.7.5</p>	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>Records of all accidents are kept. Accident incidences are reviewed during the safety meetings. Records on Lost Time Accident (LTA) metrics was maintained. Accident records are found to be updated. JKPP 8 form were submitted to DOE through MyKKP systems.</p>	<p>Complied</p>

		<p>Sighted the samples of accident statistic FY 2020 as reported to DOSH as follows:</p> <table border="1" data-bbox="1137 435 1877 683"> <thead> <tr> <th>Operating units</th> <th>Accident Cases</th> <th>LTA</th> </tr> </thead> <tbody> <tr> <td>Diamond Jubilee POM</td> <td>1</td> <td>6000</td> </tr> <tr> <td>Welch Estate</td> <td>5</td> <td>15</td> </tr> <tr> <td>Diamond Jubilee Estate</td> <td>7</td> <td>18</td> </tr> <tr> <td>Bukit Asahan Estate</td> <td>2</td> <td>6022</td> </tr> </tbody> </table>	Operating units	Accident Cases	LTA	Diamond Jubilee POM	1	6000	Welch Estate	5	15	Diamond Jubilee Estate	7	18	Bukit Asahan Estate	2	6022	
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<p>Principle 7: Protect, conserve and enhance ecosystems and the environment</p>																		
<p>Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.</p>																		
<p>7.1.1</p>	<p>(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -</p>	<p>IPM Plans are stated in the Sime Darby EQMS Standard Operation Manual (SOM); Sub Section 5.4 Planning; Year 2020. Each estate has incorporated an IPM Plan and Programme for the year 2020 where they have identified the proposed IPM plans for the estate. Among the plans are:</p> <ul style="list-style-type: none"> • Continuous Establishment of Beneficial Plants • Barn Owl Box Establishment <p>Bukit Asahan Estate</p> <ol style="list-style-type: none"> 1. Barn owl census was conducted twice a year. Latest census was conducted in August 2021 with occupancy recorded at 79.11% 2. Latest rat baiting campaign was conducted in the month of September to November 2021. The application was conducted in 2 – 3 rounds with acceptance level recorded at 19% - 20%. 	<p>Complied</p>															

		<p>Diamond Jubilee Estate</p> <ol style="list-style-type: none"> 1. Current barn owl box ratio in the estate was recorded at 1:18 ha. Barn owl census was conducted twice a year. Reviewed the census results conducted in April 2021 for Main division and Bukit Kajang division. The occupancy records was recorded at 45.92% and 70.21% respectively. 2. Rat baiting was conducted twice a year. Reviewed the rat baiting campaign was conducted in the month of February 2021. The acceptance level recorded at 12% - 20% after 2 – 3 rounds of baiting conducted. <p>Welch Estate</p> <ol style="list-style-type: none"> 1. Current ratio of barn owl box in the estate recorded at 1:11 ha. Latest barn owl census was done in September 2021. Occupancy rate recorded at 60.00% 2. Latest rat baiting campaign was conducted in July till September 2021. The acceptance level recorded at 18 – 20% after 2 – 3 rounds rat baiting application conducted. 	
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>The estates has conducted assessment on list of species invasiveness used for biological control. No invasive species listed in the CABI.org introduced in the estate.</p> <p>Flora species were used for IPM such as Tunera subulata, Cassia cobanensis, Antigonan leptopus and Euphorbia heterophylla.</p> <p>Fauna species were used for IPM were Tyto alba.</p>	Complied
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities.</p> <p>- Minor compliance -</p>	<p>No evidence and records of fire usage for pest control at all estate visited.</p> <p>Addressed in the Sime Darby Planation Group Sustainability and Quality Policy Statement signed by the Group Managing Director on</p>	Complied

		<p>2/12/2019 and Responsible Agriculture Charter under section 3.2: Protect and enhance forest:</p> <p>“We will seek to protect and enhance forest and wildlife, and minimise carbon emission from land use change through:</p> <p>ix. Zero tolerance of the use of fire within our land boundaries and conservation areas, and the establishment of effective monitoring and prevention systems, as well as protective firefighting measures in and around our operation.”</p>	
<p>Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>			
7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>Available a written justification in Standard Operating Procedure (SOP) of all agrochemical are available the Agricultural Reference Manual (ARM), SOP and in the Safety Pictorial Book prepared by Sime Darby Plantation Sdn Bhd. As reference to Sime Darby Agricultural Reference Manual, issue:1 version:3 dated 1/7/2011. Selected products are specific to the target pest, weed and disease. Some of recommended pesticides such as:</p> <p>Immature planting (sample)</p> <ol style="list-style-type: none"> 1. General weeds : Glyphosate 2. Pennisetum polystachion : Metsulfuron Methyl 3. Stenochlaena palustris : Sodium chlorate <p>Mature planting</p> <ol style="list-style-type: none"> 1. Grass weed and Asystasia : glyphosate & 2,4-D amine <p>The selection is also evaluated by the agronomist during his visit to the estate</p>	Complied
7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.</p>	<p>Sighted a record of pesticide use (including active ingredients used and their LD 50, area treated, amount of a.i. applied per ha and number of applications) had been maintained from January-October 2021 and kept by the estates. Sighted the sampled records of</p>	Complied

	<p>- Critical (Major) compliance -</p>	<p>Monitoring Type of pesticides usage per hectare and per ton FFB Production at estates visited as follows:</p> <p>1. Bukit Asahan Estate</p> <table border="1"> <thead> <tr> <th>Chemicals Name</th> <th>Active Ingredient</th> <th>Active Ingredient %</th> <th>LD 50</th> </tr> </thead> <tbody> <tr> <td>Kenlon</td> <td>Triclopyr butoxy ethyl este</td> <td>32</td> <td>>500/mg/kg</td> </tr> <tr> <td>Canyon</td> <td>Metsufforon methyl</td> <td>20</td> <td>>2510mg/kg</td> </tr> <tr> <td>Supremo</td> <td>Glyphosate</td> <td>41</td> <td>>5000mg/kg</td> </tr> <tr> <td>Cymerin</td> <td>Cypermehtrin</td> <td>5.5</td> <td>367-2000mg/kg</td> </tr> <tr> <td>Ebor Baits</td> <td>Warfarin</td> <td>0.05</td> <td>186mg/kg</td> </tr> <tr> <td>Tarang</td> <td>Glufosinate ammonium</td> <td>13.50</td> <td>>5000mg/kg</td> </tr> <tr> <td>Alion</td> <td>Indaziflam</td> <td>45.50</td> <td>>2000mg/kg</td> </tr> <tr> <td>Ebor</td> <td>bromadiolone</td> <td>0.01</td> <td>>5000mg/kg</td> </tr> </tbody> </table> <p>2. Diamond Jubilee Estate</p> <table border="1"> <thead> <tr> <th>Chemicals Name</th> <th>Active Ingredient</th> <th>Active Ingredient %</th> <th>LD 50</th> </tr> </thead> <tbody> <tr> <td>Sodium chlorate</td> <td>Sodium chlorate</td> <td>98</td> <td>>1200mg/kg</td> </tr> <tr> <td>Thiram</td> <td>Thiram</td> <td>80</td> <td>210mg/kg</td> </tr> <tr> <td>Blazer</td> <td>Triclopyr butoxy-ethyl ester</td> <td>32</td> <td>1874mg/kg</td> </tr> <tr> <td>Canyon 20WG</td> <td>Metsulfuron methyl</td> <td>20</td> <td>>2000mg/kg</td> </tr> <tr> <td>Supremo 41</td> <td>Glyphosate</td> <td>41</td> <td>>5000mg/kg</td> </tr> </tbody> </table>	Chemicals Name	Active Ingredient	Active Ingredient %	LD 50	Kenlon	Triclopyr butoxy ethyl este	32	>500/mg/kg	Canyon	Metsufforon methyl	20	>2510mg/kg	Supremo	Glyphosate	41	>5000mg/kg	Cymerin	Cypermehtrin	5.5	367-2000mg/kg	Ebor Baits	Warfarin	0.05	186mg/kg	Tarang	Glufosinate ammonium	13.50	>5000mg/kg	Alion	Indaziflam	45.50	>2000mg/kg	Ebor	bromadiolone	0.01	>5000mg/kg	Chemicals Name	Active Ingredient	Active Ingredient %	LD 50	Sodium chlorate	Sodium chlorate	98	>1200mg/kg	Thiram	Thiram	80	210mg/kg	Blazer	Triclopyr butoxy-ethyl ester	32	1874mg/kg	Canyon 20WG	Metsulfuron methyl	20	>2000mg/kg	Supremo 41	Glyphosate	41	>5000mg/kg	
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7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>Action plan to reduce herbicide and pesticide usage were documented in Continual Improvement plan. The plan focusing on</p> <ol style="list-style-type: none"> 1. Grass cut at the harvester path, 2. Land Cover Crop Establishment, 3. Nephrolepis Establishment and 4. Planting of beneficial plant to minimize bagworm and nettle caterpillar population 5. Increase number of Barn Owl Box 	Complied																																				
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>No evidence of prophylactic use of pesticides in the estates visited.</p>	Complied																																				

<p>7.2.5</p>	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ul style="list-style-type: none"> a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>Addressed in the Sime Darby Plantation Group Sustainability and Quality Policy Statement signed by the Group Managing Director on 2/12/2019 and Responsible Agriculture Charter under section 3.3: Protect and disclose environmental impacts and minimise resource use stated:</p> <p>‘We aim to minimise our foot print and continuously reduce our use of resources through implementing integrated pest management programs, with no use of paraquat or chemicals classed as hazardous under the WHO 1A. We will phase out the WHO 1B and those additional chemicals listed in the Stockholm or Rotterdam Conventions.’</p> <p>Reviewed and verified chemical register for all estates sampled, Paraquat was eliminated. Alternatives such as Glyphosate were used with the elimination of Paraquat. Based on the latest chemical register only class III & IV chemical used at visited estates.</p>	<p>Complied</p>
<p>7.2.6</p>	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>The pesticides operators has been given training regarding the usage safety and health issue and proper way for chemical application. The training was conducted by the personnel with knowledge on pesticide application such as Estate Manager, Asst. Manager and pesticide supplier. Reviewed the training records as follows:</p> <p>Welch Estate</p> <ul style="list-style-type: none"> 1. Mist blower training dated 12/09/2020 2. Rat baiting training dated 22/01/2021 3. Inter pump training dated 18/03/2021 <p>Diamond Jubilee Estate</p> <ul style="list-style-type: none"> 1. Circle and spot spraying training dated 06/02/2021 	<p>Complied</p>

		<ol style="list-style-type: none"> 2. Spraying training dated 17 and 18/02/2021 3. Bagworm treatment training dated 17/03/2021 4. Circle spraying training dated 21/04/2021 <p>Bukit Asahan Estate</p> <ol style="list-style-type: none"> 1. Spraying training by Mycrop dated 13/07/2020 2. P&D spray training dated 11/09/2020 3. CDA, shemical handling SOP training dated 24/11/2020 4. Selective spraying in immature training dated 25/01/2021 5. P&D spray training dated 26/01/2021 	
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Sampled in Bukit Asahan Estate, Diamond Jubilee Estate a proper and well-maintained Chemicals Store with proper warning sign and pictogram at entrance. Class of Pesticides, Spill kits, emergency shower, containment and bunding to avoid spillages.</p>	Complied
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>Bukit Asahan Estate: All chemical containers were reused as premix containers to transport diluted chemicals to the fields for application purpose. Otherwise the unused chemical containers are disposed to the licensed waste manager SS SETIA TEKNOLOGI ENTERPRISE. The last disposal was dated 9/07/20.</p> <p>In Diamond Estatic sighted a License issued by Department of Environment to Pentas Flora Sdn Bhd No.0033701 dated 01/04/19. Sighted a letter from Department of Environment to SS Setia Teknologi Enterprise dated 24/10/18 permission to collect empty chemicals container in the estate that was tripled rinsed not classified as scheduled waste which not fall under Section 18 EQA 1974 that required a license for those activity. A record of collection dated 16/06/21,24/10/19,10/10/19 found as evidence.</p>	Complied

7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Critical (Major) compliance -</p>	No aerial spraying for pesticide were done in all the estates.	Complied
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>Bukit Asahan Estate</p> <p>Latest medical surveillance for chemical handlers was conducted by One Medic Healthcare Sdn Bhd on 02/07/21 for 17 workers (Sprayers-12, Mixer-2, Foreman-1, Workshop Attendant-1, Foger-1). Report not received yet.</p> <p>A plan for medical surveillance for 22 pax on 23-25/11/2021 (Klinik TTMC Air Keroh) as email sighted. A Guarantee Letter to Twin Towers Medical Centre Ayer Keroh dated 23/11/21, requesting a medical surveillance on 23/11/21 for 11 workers (Manurer-4, Rat Baiting-7) and on 25/11/21 for 11 workers (Rat Baiting).</p> <p>workers were sent for surveillance and all found fit to work as chemical handlers.</p> <p>Diamond Jubilee Estate</p> <p>Medical surveillance was conducted as sighted from Medical Surveillance Report July 2021 by Klinik TTMC Ayer Keroh. Conducted for 22 workers on 13-16 July 2021. They were exposed to manganese and chromium. No toxic level detected.</p> <p>Welch Estate</p> <p>Sampled 2 mixers as recommended by CHRA Report conducted in June 2020 by Nisafety Consultancy (HQ/15/ASS/00/363-2020-084). The respective Chemical Mixers (L3957444 & AE 4927811) were sent to Medical Surveillance with 23 others sprayers/Manurer, mandora, store clerk) on 20-21/07/20. Available a letter to Klinik</p>	Complied

		Segamat dated 17/11/21 to conduct medical surveillance for two mentioned workers with 2 more Foggers.													
7.2.11	<p>(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>- Critical (Major) compliance -</p>	<p>The estates (Bukit Asahan) visited prohibited all confirmed pregnant and breast-feeding woman to work with pesticides as per internal memo signed by the estate manager. The memo has been communicated to the workers through induction training for new workers, morning briefing, iCARE Safety and Health Townhall meeting, and displayed at various notice board within the estate.</p> <p>As sampled in Bukit Asahan Estate, Diamond Jubilee Estate, Welch Estate found no person below 18 years old, pregnant and breastfeeding women works with pesticides.</p>	Complied												
<p>Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>															
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	<p>The Diamond Jubilee POM has identified the waste products and source pollution generated in the estates and mill. The waste are categorized as follows:</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Item Description</th> </tr> </thead> <tbody> <tr> <td>Scheduled Waste</td> <td>Used lubricant and hydraulic oil, used empty chemical container, spent chemical from lab, contaminated rags or other waste from maintenance activities</td> </tr> <tr> <td rowspan="4">Industrial waste</td> <td>Scrap metal</td> </tr> <tr> <td>EFB</td> </tr> <tr> <td>POME</td> </tr> <tr> <td>Boiler ash</td> </tr> <tr> <td></td> <td></td> <td>ETP black Soil</td> </tr> </tbody> </table>	Type	Item Description	Scheduled Waste	Used lubricant and hydraulic oil, used empty chemical container, spent chemical from lab, contaminated rags or other waste from maintenance activities	Industrial waste	Scrap metal	EFB	POME	Boiler ash			ETP black Soil	Complied
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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>In Diamond Jubilee POM sighted records of disposal of scheduled waste using eSWISS by Contractor Pentas Flora (Melaka) Sdn Bhd.;</p> <ol style="list-style-type: none"> 1. SW306 (Spent Hydraulic Oil) 0.0730 MT disposed on 21/09/21 (CN No: 20210921085KN6MO). 2. SW322 (Spent Hexane) 0.0552 MT disposed on 21/09/21 (CN No: 2021092108D71K8M) 3. SW322 (Spent IPA) 0.1428 MT disposed on 21/09/21 (CN No: 2021092108VYSJ62Z0) 4. SW409 (Empty Chemicals Container) 0.1680 MT disposed on 21/09/21 (NC No: 20210921082QMLVI) 5. SW401 (Rags, plastics, papers, filters contaminated with SW) 0.4000MT disposed on 21/09/21 (CN NO: 2021092108FPON0Z). <p>While domestic waste was disposed-off by UEResources as sighted from Invoiced No. 90089988 dated 31/08/21 (Waste disposal services-RORO 11M3). Contract No. 4300553191 dated 28/09/21 Waste collection services at KKS Diamond Jubilee from month of August 2021.</p> <p>Sampled at 101 (Block 5H/6), a construction waste (mixed hacked concrete was debris temporarily to be properly kept and disposed) as in Waste Management Plan, a debris from construction waste from housing area to be temporarily collected and barricaded prior to disposal. Available evidence of revised Waste Management Plan that included a domestic waste generated from housing area in category of construction waste. A barricade was made to indicate such type of waste for awareness and safety aspect of children from surrounding area.</p> <p>Available an approval from Department of Environment (Rosni bt. Ismail o/b Director General of DOE) to Sime Darby Plantation (PSQM-ESH) dated 16/06/16, that allowing to use back a fertilizer</p>	<p>Complied</p>
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		<p>bag in the premise that not considered as scheduled waste under Environmental Quality (Scheduled Waste) Regulations 2005.</p> <p>Sighted in Diamond Jubilee Estate received a letter of permission from Director of DOE Melaka (Hj. Shafe'ee b. Yasin) dated 11/03/15 to dispose clinical waste (SW404) generated in estates of Sime Darby Plantation to nearest clinic with condition:</p> <ol style="list-style-type: none"> 1. Clinic to dispose using eSWISS. 2. Written agreement establish between both parties. 3. Updating a logbook for generation and disposal to respective clinic. <p>Sime Darby Plantation (Diamond Jubilee Estate) has made agreement with Klinik Penawar dan Pembedahan (Penawar Resources Sdn Bhd) dated 13/02/19 to dispose clinical waste (SW404) on behalf of them.</p> <p>Welch Estate</p> <p>Available a scheduled waste inventory for the month of November 2021 for scheduled waste under SW109 (florescent tube), SW305 (Spent lubricant), SW306 (Spent hydraulic oil), SW404 (Clinical waste), SW409 (Chemical empty containers), SW410 (Spent filters), SW410 (Used PPE/contaminated rags). Sighted record of eSWISS (Consignment Note) dated 11/06/21 for SW410 (Rags, filters, contaminated waste) 0.0640 MT disposed by Pentas Flora with lorry No. MDF 8662. SW305 (Spent lubricating oil) 0.1400 MT disposed by Pentas Flora with lorry No. MDF 8662. SW306 (Spent hydraulic oil) 0.0200 MT disposed by Pentas Flora with lorry no MDF 8662</p>	
7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>Sime Darby Plantation has been adopting zero burning replanting technique since 1989 (included domestic waste).</p>	<p>Complied</p>

Criterion 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 agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>- Minor compliance -</p>	<p>Good agriculture practices which follows the group agriculture manual contains Standard Operating Procedures to ensure soil fertility is managed to a level that ensures optimal and sustained yield.</p> <p>The sustaining of the soil fertility is guided by the organization SOPs content among others as stated in sections of the following documents;</p> <p>a) EQMS chapter B8 - Leguminous Cover Crops b) EQMS chapter B14 – Manuring c) ARM Section 8 – Manuring</p>	Complied
7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>Plant Nutrition and Protection Unit (PNU) prepare the annual fertilizer recommendation base leaf analysis result. Leaf analysis show the nutrient level was used as the guidance for the recommendation.</p> <p>As per company SOP, the soil sampling analysis carried at 5 years interval.</p> <p>The leaf analysis and soil analysis report was made available for review. The report was stated in the 2021 Agronomic and Fertilizer Recommendations Report.</p> <p>Reviewed the analysis report for estate visited as follows: Welch Estate</p> <p>Latest soil sampling analysis was carried out on January 2019. Refer report no. S17/2019 dated 19/02/2019.</p> <p>Latest leaf sampling analysis was carried out in August 2021. Refer report no. P345/2021.</p>	Complied

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		<p>Diamond Jubilee Estate</p> <p>Latest soil sampling analysis was carried out on June 2018. Refer report no. S42/2018 dated 12/07/2018.</p> <p>Latest leaf sampling analysis was carried out in May 2021. Refer report no. P215/2021.</p> <p>Bukit Asahan Estate</p> <p>Latest soil sampling analysis was carried out on April 2018. Refer report no. S26/2018 dated 26/04/2018.</p> <p>Latest leaf sampling analysis was carried out in April 2021. Refer report no. P167/2021.</p>			
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>Nutrient recycling strategy is in place and includes use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. The strategy as follows:</p> <ul style="list-style-type: none"> i. EFB applied at selected fields at the estates. ii. Fibre and POM were use as compost material. iii. Palm residues after planting were left in the biomass row to decompose. <p>Reviewed the sampled records for EFB disposal for the month of April 2021 recorded at 1782.00 tons and May 2021 recorded at 1543.54 tons.</p>	Complied		
7.4.4	<p>Records of fertiliser inputs are maintained.</p> <p>- Minor compliance -</p>	<p>The estate maintain the records of manuring application as per recommendation by the agronomist.</p> <p>Observed application records as per agronomist recommendation:</p> <p>Bukit Asahan Estate Estate</p> <table border="1" style="width: 100%;"> <tr> <td>Month program: March – April 2021</td> <td>Month program: March – April 2021</td> </tr> </table>	Month program: March – April 2021	Month program: March – April 2021	Complied
Month program: March – April 2021	Month program: March – April 2021				

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		<p>Field: P2003A Ha program: 27.79 ha Type: AC 25% N Rate/palm: 1.75 kg/palm Month completed: June 2021</p>	<p>Field: P2003A Ha program: 26.92 ha Type: AC 25% N Rate/palm: 2.25 kg/palm Month completed: June 2001</p>	
<p>Diamond Jubilee Estate</p>				
<p>Month program: June 2021 Field: 08B1 Ha program: 61.02 ha Type: Kieserite Rate/palm: 1.75 kg/palm Month completed: October 2021</p>		<p>Month program: June 2021 Field: 02H Ha program: Type: GML Rate/palm: 2.00 kg/palm Month completed: June 2021</p>		
<p>Welch Estate</p>				
<p>Month program: March – April 2021 Field: P02A1 Ha program: 87.83 ha Type: MOP Rate/palm: 1.50 kg/palm Month completed: April 2021</p>		<p>Month program: June 2021 Field: P02C1 Ha program: 67.51 Type: Borate Rate/palm: 0.10 kg/palm Month completed: June 2021</p>		

Criterion 7.5: Practices minimise and control erosion and degradation of soils.										
7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Soil series map were available for all estates prepared by the AAT-Precision Agriculture Unit. No fragile soils identified in all estates in SOU 18. Soil Identified as follows:</p> <table border="1" data-bbox="1137 523 1926 885"> <thead> <tr> <th>Estate</th> <th>Soil Series</th> </tr> </thead> <tbody> <tr> <td>Welch</td> <td>Local alluvium, Serdang/Bungor, Munchong, Prang Shallow, Prang Medium Muchong Deep, Muchong Medium, Malacca/Bungor, Serdang Bungor Medium.</td> </tr> <tr> <td>Diamond Jubilee</td> <td>Rengam, Malacca, Jerangau, Unclassified</td> </tr> <tr> <td>Bkt. Asahan</td> <td>Bungor, Durian, Holyrood, Kulai, Munchong, Local alluvium, Malacca, Prang, Tavy, unclassified</td> </tr> </tbody> </table>	Estate	Soil Series	Welch	Local alluvium, Serdang/Bungor, Munchong, Prang Shallow, Prang Medium Muchong Deep, Muchong Medium, Malacca/Bungor, Serdang Bungor Medium.	Diamond Jubilee	Rengam, Malacca, Jerangau, Unclassified	Bkt. Asahan	Bungor, Durian, Holyrood, Kulai, Munchong, Local alluvium, Malacca, Prang, Tavy, unclassified
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7.5.2	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	<p>Sampled at Bukit Asahan Estate, Diamond Jubilee Estate and, no replanting was conducted on steep slopes more than 25 degree.</p>								
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	<p>No new planting conducted at all estates visited (Bukit Asahan Estate) as verified and sighted during site visit at Main Division and Ayer Tekah Division.</p>								
<p>Criterion 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>										

7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p> <p>- Critical (Major) compliance -</p>	<p>Soil series map were available for all estates visited prepared by the AAT-Precision Agriculture Unit. No fragile soils identified in all estates in SOU 18.</p>	Complied																												
7.6.2	<p>Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices.</p> <p>- Minor compliance -</p>	<p>Addressed in the Sime Darby Planation Group Sustainability and Quality Policy Statement signed by the Group Managing Director on 02/12/2019 and Responsible Agriculture Charter under section 3.2: Protect and enhance forest: "We will seek to protect and enhance forest and wildlife, and minimise carbon emission from land use change through: vii. No new development of peat areas, regardless of depth or location. We will seek to rehabilitate existing plantings on peats where possible</p>	Complied																												
7.6.3	<p>Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.</p> <p>- Minor compliance -</p>	<p>The AAT - Precision Agriculture Unit conducted assessment and provided the estates with topography maps. Sampled topography information at estates sited as follows:</p> <table border="1" data-bbox="1137 906 1904 1257"> <thead> <tr> <th></th> <th>Bukit Asahan</th> <th>Diamond Jubilee</th> <th>Welch</th> </tr> </thead> <tbody> <tr> <td>0°-2°</td> <td>20.17%</td> <td>33.44%</td> <td>0.1%</td> </tr> <tr> <td>2°-6°</td> <td>43.53%</td> <td>60.65%</td> <td>9.34%</td> </tr> <tr> <td>6°-12°</td> <td>32.20%</td> <td>5.75%</td> <td>35.69%</td> </tr> <tr> <td>12°-20°</td> <td>4.01%</td> <td>0.15%</td> <td>37.58%</td> </tr> <tr> <td>20°-25°</td> <td>0.09%</td> <td>0.01%</td> <td>15.60%</td> </tr> <tr> <td>>25°</td> <td>0.00%</td> <td>0.00%</td> <td>1.59%</td> </tr> </tbody> </table>		Bukit Asahan	Diamond Jubilee	Welch	0°-2°	20.17%	33.44%	0.1%	2°-6°	43.53%	60.65%	9.34%	6°-12°	32.20%	5.75%	35.69%	12°-20°	4.01%	0.15%	37.58%	20°-25°	0.09%	0.01%	15.60%	>25°	0.00%	0.00%	1.59%	Complied
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<p>Criterion 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.</p>																															
7.7.1	<p>(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas.</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p>	Not Applicable																												

	- Critical (Major) compliance -	Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.	
7.7.2	<p>Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat.</p> <p>PROCEDURAL NOTE:</p> <p>Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below).</p> <p>- Minor compliance -</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable
7.7.3	<p>(C) Subsidence of peat is monitored, documented and minimised.</p> <p>- Critical (Major) compliance -</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable
7.7.4	<p>(C) A documented water and ground cover management programme is in place.</p> <p>- Critical (Major) compliance -</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Complied

	<p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>		
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Complied
7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>No peat soil identified at all estates visited in SOU 18 as per Soil Series Map prepared by AAT – Precision Agricultural Unit.</p> <p>Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Complied
<p>Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.</p>			
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>The operating units has established Water Management Plan documented in Environmental Management Plan under section water management. The plan established focusing as follows:</p> <p>Palm Oil Mill: Contingency during water shortage, monitor the usage of treated water on monthly basis, protection of watercourse and wetland and to reuse/recycle waste water</p> <p>Estates (Bukit Asahan Estate, Diamond Jubilee Estate): protection of watercourse and wetland, contingency plan during water shortage, dry spell and severe water pollution, recycling water from the premix area.</p> <p>The operating unit monitor the consumption of water on monthly basis. Reviewed monitoring records. The operating units provided</p>	Complied

		clean water to all the workers through government water supply from Syarikat Air Melaka Berhad and Syarikat Air Johor.	
7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>- Critical (Major) compliance -</p>	<p>The restoring appropriate riparian buffer zones along the natural waterways. The estates adopted the existing SDP policy to maintain the buffer by restricting agrochemicals application and left undeveloped during replanting. Water courses and wetlands are protected including maintaining and restoring appropriate riparian buffer zones. The guidelines are detailed in the River Reserve Management (Management of River Reserve in Sime Darby Plantation dated April 2014)</p> <p>Bukit Asahan Estate</p> <p>Marking and Warning sign at 2 sited water catchment area found having proper signages erected to avoid spraying activity and any illegal activity such as fishing, spraying and disturbing any biodiversity value of the area.</p> <p>Diamond Jubilee Estate</p> <p>Sighted at water catchment area (HCV 4) found the pond is fenced to protect illegal entrance, fishing and spraying activity. The area sighted as no evidence of deterioration from plantation activity such as agrochemicals application.</p> <p>Welch Estate</p> <p>Sampled at water catchment area identified as HCV 4 in HCV Report found properly fenced, warning sign of prohibition of fishing, entrance. Not sighted any spraying activity as area left and preserved as required.</p>	Complied
7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>As in the terms of License ASMK/31/152/00/002 (01/07/21-30/06/22) BOD not to be release more than 5,000 mg/l.</p> <p>Mill effluent is treated through biological anaerobic treatment. Regular monitoring was conducted as per requirement. Monthly and</p>	Complied

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quarterly report was submitted to DOE accordingly. Reviewed the Quarterly Return Form to DOE as follows:

4th quarter 2020:

Month	Parameter	Results
October	BOD (mg/L)	2140.00
	pH (25°C)	7.30
November	BOD (mg/L)	N/A
	pH (25°C)	N/A
December	BOD (mg/L)	N/A
	pH (25°C)	N/A

1st quarter 2021:

Month	Parameter	Results
January	BOD (mg/L)	1940.00
	pH (25°C)	7.30
February	BOD (mg/L)	2340.00
	pH (25°C)	7.50

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		<table border="1" data-bbox="1189 363 1877 488"> <tr> <td rowspan="2">March</td> <td>BOD (mg/L)</td> <td>3065.00</td> </tr> <tr> <td>pH (25°C)</td> <td>7.50</td> </tr> </table> <p data-bbox="1137 539 1928 600">Sampled results for effluent on 14/10/21 as Test Report No. EP515/2021.</p> <table border="1" data-bbox="1189 611 1877 791"> <thead> <tr> <th>Month</th> <th>Parameter</th> <th>Results</th> </tr> </thead> <tbody> <tr> <td rowspan="2">October 2021</td> <td>BOD (mg/L)</td> <td>3065.00</td> </tr> <tr> <td>pH (25°C)</td> <td>7.50</td> </tr> </tbody> </table>	March	BOD (mg/L)	3065.00	pH (25°C)	7.50	Month	Parameter	Results	October 2021	BOD (mg/L)	3065.00	pH (25°C)	7.50														
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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>The mill monitors the water consumption/FFB on monthly basis. Reviewed the monitoring records as follows:</p> <table border="1" data-bbox="1137 874 1877 1377"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">Water consumption per FFB processed (L/FFB)</th> </tr> <tr> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>1.58</td> <td>2.04</td> </tr> <tr> <td>Feb</td> <td>1.56</td> <td>1.58</td> </tr> <tr> <td>Mar</td> <td>1.68</td> <td>1.39</td> </tr> <tr> <td>Apr</td> <td>1.38</td> <td>1.32</td> </tr> <tr> <td>May</td> <td>1.59</td> <td>1.40</td> </tr> <tr> <td>Jun</td> <td>1.66</td> <td>1.45</td> </tr> <tr> <td>Jul</td> <td>1.63</td> <td>1.15</td> </tr> </tbody> </table>	Month	Water consumption per FFB processed (L/FFB)		2020	2021	Jan	1.58	2.04	Feb	1.56	1.58	Mar	1.68	1.39	Apr	1.38	1.32	May	1.59	1.40	Jun	1.66	1.45	Jul	1.63	1.15	Complied
Month	Water consumption per FFB processed (L/FFB)																												
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		Aug	1.71	1.38																										
		Sep	1.68	3.97																										
		Oct	1.90	1.41																										
		Nov	1.66	N/A																										
		Dec	1.80	N/A																										
		Total	1.65	1.50																										
Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																														
7.9.1	A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented. - Minor compliance -	<p>Plan to reduce the usage of the non-renewable energy has been established by using renewable energy such as shell and kernel as fuel for boiler to reduce the usage of diesel.</p> <p>The mill monitored the consumption of diesel usage on monthly basis. The data monitoring was available for review at the mill and documented in the PalmGHG report.</p> <p>Renewable energy used is from biofuel, shell and EFB/fibre for boiler start-up.</p> <p>The mill monitored the biodiesel consumption on monthly basis. Reviewed the monitoring records as follows:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month 2020</th> <th colspan="4">Diesel consumption per FFB processed/produced (L/FFB)</th> </tr> <tr> <th>DJM</th> <th>WE</th> <th>DJE</th> <th>BAE</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>0.08</td> <td>5.08</td> <td>2.24</td> <td>1.98</td> </tr> <tr> <td>Feb</td> <td>0.10</td> <td>3.79</td> <td>1.61</td> <td>1.70</td> </tr> <tr> <td>Mar</td> <td>0.07</td> <td>3.61</td> <td>1.43</td> <td>1.56</td> </tr> </tbody> </table>				Month 2020	Diesel consumption per FFB processed/produced (L/FFB)				DJM	WE	DJE	BAE	Jan	0.08	5.08	2.24	1.98	Feb	0.10	3.79	1.61	1.70	Mar	0.07	3.61	1.43	1.56	Complied
Month 2020	Diesel consumption per FFB processed/produced (L/FFB)																													
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Apr	0.08	1.82	1.10	1.28
May	0.06	1.82	1.13	0.95
Jun	0.07	3.10	1.12	1.02
Jul	0.04	2.37	1.14	1.31
Aug	0.08	1.26	1.16	1.19
Sep	0.09	3.31	1.20	1.23
Oct	0.07	2.27	1.19	1.52
Nov	0.07	2.79	1.41	2.60
Dec	0.10	3.48	1.78	2.36

Sighted records of Diesel consumption per FFB processed/produced (L/FFB) for FY 2021 as below:

Month	Diesel Consumption (L)	FFB Processed (MT)	Diesel/FFB Ratio (L/MT FFB)
Jan	597	5,968.03	0.10
Feb	474	6,968.68	0.07
Mac	864	8,648.23	0.10
Apr	733	10,816.18	0.07
May	676	9,614.97	0.07
Jun	565	8,427.68	0.07
July	769	10,571.53	0.07

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Aug	414	5,445.42	0.08
Sep*	402	2,419.78	0.17
Oct	742	8,202.26	0.09

* In Sept low FFB processed due to planned shutdown for inspection and maintenance.

Sighted in Diamond Jubilee Estate a record of monitoring of Diesel Usage as below:

Month	Diesel Consumption (L)	FFB Processed (MT)	Diesel/FFB Ratio (L/MT FFB)
Jan	5863	4089.07	1.43
Feb	6100	4319.28	1.41
Mac	6504	4842.51	1.34
Apr	5770	4134.16	1.40
May	5081	3938.68	1.29
Jun	5642	3474.3	1.62
July	5378	4134.17	1.30
Aug	3940	3473.89	1.15
Sep*	4599	3775.56	1.22
Oct	5773	4880.37	1.18

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		<p>Sighted in Welch Estate a Non-renewable energy monitoring as below:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Diesel Consumption (L)</th> <th>FFB Processed (MT)</th> <th>Diesel/FFB Ratio (L/MT FFB)</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>1911</td><td>746.92</td><td>2.56</td></tr> <tr><td>Feb</td><td>1984</td><td>731.03</td><td>2.71</td></tr> <tr><td>Mac</td><td>2995</td><td>943.85</td><td>3.17</td></tr> <tr><td>Apr</td><td>2822</td><td>1033.61</td><td>2.73</td></tr> <tr><td>May</td><td>2787</td><td>1030.98</td><td>2.70</td></tr> <tr><td>Jun</td><td>2430</td><td>825.44</td><td>2.94</td></tr> <tr><td>July</td><td>2593</td><td>805.44</td><td>3.22</td></tr> <tr><td>Aug</td><td>2467</td><td>815.97</td><td>3.02</td></tr> <tr><td>Sep</td><td>3133</td><td>687.75</td><td>4.56</td></tr> <tr><td>Oct</td><td>2082</td><td>687.52</td><td>3.03</td></tr> </tbody> </table>	Month	Diesel Consumption (L)	FFB Processed (MT)	Diesel/FFB Ratio (L/MT FFB)	Jan	1911	746.92	2.56	Feb	1984	731.03	2.71	Mac	2995	943.85	3.17	Apr	2822	1033.61	2.73	May	2787	1030.98	2.70	Jun	2430	825.44	2.94	July	2593	805.44	3.22	Aug	2467	815.97	3.02	Sep	3133	687.75	4.56	Oct	2082	687.52	3.03	
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<p>Criterion 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>																																															
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported. - Critical (Major) compliance -</p>	<p>Monitoring and reporting of the significant pollutants to water, gaseous emissions to air and contamination on land are in place. Tools and systems used include the DOE online CEMS monitoring for air emissions, water quality at discharge points as per DID regulations and SW disposal were adhering to DOE requirements. Water samples were regularly taken every month and tested by mill</p>	Complied																																												

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		<p>environment officer in charge and analysed to ensure compliance to DOE requirements at final discharge points.</p> <p>Monitoring of the GHG quantity was done through RSPO PalmGHG Calculator Version 4.0 which is submitted to the RSPO Secretariat. Based on verification of various record, the data in the RSPO PalmGHG Calculator was correct.</p>	
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>No development within Diamond Jubilee POM Certification Unit since 2014.</p>	Complied
7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>Significant pollutants identification and plans are documented under Pollution Prevention Plan. Implementation of plan is being monitored by appointed person in charge with target of time frame for completion.</p> <p>Sighted the sampled implementation of the management plan as follows:</p> <p>1. The mill conducted Stack sampling as per requirement stated in the compliance schedule for DOE license and contradiction license. Sighted the sample stack sampling as follows:</p> <ul style="list-style-type: none"> • 3rd Quarter 2020 Report no: E/SE/2009/25984 Monitoring date: 02/09/2020 Result: 13.80 at 12% CO₂, conform to permissible limit at 150 mg/m³. 	Complied
<p>Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area</p>			

7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	There was no land prepared by burning as sampled and sighted in Bukit Asahan Estate, Diamond Jubilee Estate. All other estates had continued to adhere to the policy as per the Agricultural Manual and SOP on (Zero Burning) which advocates zero burning for land preparation and as per their Environmental Policy.	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	There was no land prepared by burning as sampled and sighted in Bukit Asahan Estate, Diamond Jubilee Estate. All other estates had continued to adhere to the policy as per the Agricultural Manual and SOP on (Zero Burning) which advocates zero burning for land preparation and as per their Environmental Policy.	Complied
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	The management already approach the stakeholder during stakeholder consultation meeting regarding to fire prevention and control measure.	Complied
Criterion 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			
7.12.1	(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests. A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document. - Critical (Major) compliance -	No new planting and land clearing since 15 November 2018. Sime Darby has conducted HCV assessment for all operating units and documented in reports as follows: Welch Estate: <ul style="list-style-type: none"> High Conservation Value (HCV) Re-assessment for Strategic Operating Units (SOU): 19 Pagoh dated August 2016 Diamond Jubilee and Bukit Asahan Estate: <ul style="list-style-type: none"> High Conservation Value (HCV) Re-assessment for Strategic Operating Units (SOU): 18 Diamond Jubilee dated April 2017 	Complied
7.12.2	(C) HCVs, HCS forests and other conservation areas are identified as follows:	As per High Conservation Value (HCV) Re-assessment for Strategic Operating Units (SOU): 19 Pagoh dated August 2016 for Welch Estate and High Conservation Value (HCV) Re-assessment for	Complied

	<p>a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p> <p>b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p> <p>PROCEDURAL NOTE: Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019). - Critical (Major) compliance -</p>	<p>Strategic Operating Units (SOU): 18 Diamond Jubilee dated April 2017 for Diamond Jubilee and Bukit Asahan Estate, the HCV identified in the estates as follows:</p> <table border="1" data-bbox="1137 467 1904 837"> <thead> <tr> <th>Estate</th> <th>Assessment</th> <th>Ha</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Welch Estate</td> <td>Water Catchment</td> <td>0.95</td> <td>4</td> </tr> <tr> <td>Diamond Jubilee Estate</td> <td>Water Catchment</td> <td>5.58</td> <td>4</td> </tr> <tr> <td rowspan="2">Bukit Asahan Estate</td> <td>Water Catchment (Ayer Tekah Div.)</td> <td>0.69</td> <td>4</td> </tr> <tr> <td>Water Catchment (Main Div.)</td> <td>0.67</td> <td>4</td> </tr> </tbody> </table>	Estate	Assessment	Ha	HCV	Welch Estate	Water Catchment	0.95	4	Diamond Jubilee Estate	Water Catchment	5.58	4	Bukit Asahan Estate	Water Catchment (Ayer Tekah Div.)	0.69	4	Water Catchment (Main Div.)	0.67	4	
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7.12.3	<p><i>Indicator is not applicable in Malaysia context</i></p>		Choose an item.																			
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified). - Critical (Major) compliance -</p>	<p>The operating units has established HCV management plan for the HCV identified during assessment conducted and documented in Environmental Management Plan under Section High Conservation Value (HCV)/Biodiversity Management Plan.</p> <p>The operating units continue to monitor and maintain the HCV area identified and recorded in the HCV monitoring form. The observation was focusing on Encroachment/Sign of trespassing, wildlife issues/conflicts/sightings, signed of water pollution and others.</p> <p>Reviewed the monitoring records as follows:</p> <table border="1" data-bbox="1137 1284 1926 1331"> <thead> <tr> <th>Estate</th> <th>Monitoring date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Estate	Monitoring date			Complied															
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		<p>Welch Estate 02/01/2021, 04/02/2021, 05/03/2021, 07/04/2021, 03/05/2021, 08/06/2021, 05/07/2021</p> <p>Diamond Jubilee Estate 25/01/2021, 22/02/2021, 29/03/2021, 26/04/2021, 26/05/2021,</p> <p>Bukit Asahan Estate 13/01/2021, 10/02/2021, 17/03/2021, 22/04/2021, 04/05/2021, 03/06/2021</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>No HCV set asides with existing rights of local communities have been identified covering Bukit Asahan Estate,</p>	Complied
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>The estates management continue to promote awareness on HCV/RTE to the workers during morning briefing and training. Sighted at several strategic places in the estates visited such as office compound, muster ground, housing area and HCV area, signage on prohibition of capture, harm, collect or kill RTE species are erected.</p>	Complied
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>As sampled there is no peatland conservation areas, RTE species discovered in the CU, Sime Darby Plantation Bhd still established their own disciplinary measures if any of their staff or workers found to capture, harm, collect or kill the RTE species. If found any activities to capture, harm, collect or kill RTE species, the estates will make a report to the Wildlife Department immediately.</p>	Complied

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		Sighted in Diamond Jubilee Estate a Monitoring of HCV and Conservation Area on monthly basis dated 28/10/21, 29/09/21, 27/07/21, 28/06/21. All recorded as no issue or conflict or sightings.	
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	No land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018 within SOU 18 Diamond Jubilee Palm Oil Mill certification unit.	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in [2020] for [Diamond Jubilee Palm Oil Mill] and supply base was calculated using the PalmGHG Calculator version 4. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in [2020] for [Diamond Jubilee Palm Oil Mill] and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	1.05
PKO	1.05

Extraction	%
OER	20.82
KER	5.49

Production	t/yr
FFB Process	93,403.88
CPO Produced	20755.46
PKO Produced	5472.81

Land Use	Ha
OP Planted Area	9495.08
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	0.00
Total	9495.08

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	45629.14	0.49	3176.39	0.96	0.00	0.00	48805.53	0.52
CO ₂ Emission from fertilizer	2656.96	0.03	267.13	0.04	0.00	0.00	2924	0.03
NO ₂ Emission	1145.04	0.01	147.73	0.01	0.00	0.00	1292.77	0.01
Fuel Consumption	428.54	0.00	42.72	0.01	0.00	0.00	471.26	0.01
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-43250.36	-0.46	-3010.79	-0.48	0.00	0.00	-46261.16	-0.50
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	6609.31	0.07	623.17	0.00	0.00	0.00	7232.48	0.08

*Note: Includes both estates and smallholders

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Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	19539.44	0.20
Fuel Consumption	24.62	0.00
Grid Electricity Utilization	640.47	0.01
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	20204.53	0.20

Summary of Kernel Crusher Emission and Credit (if applicable)

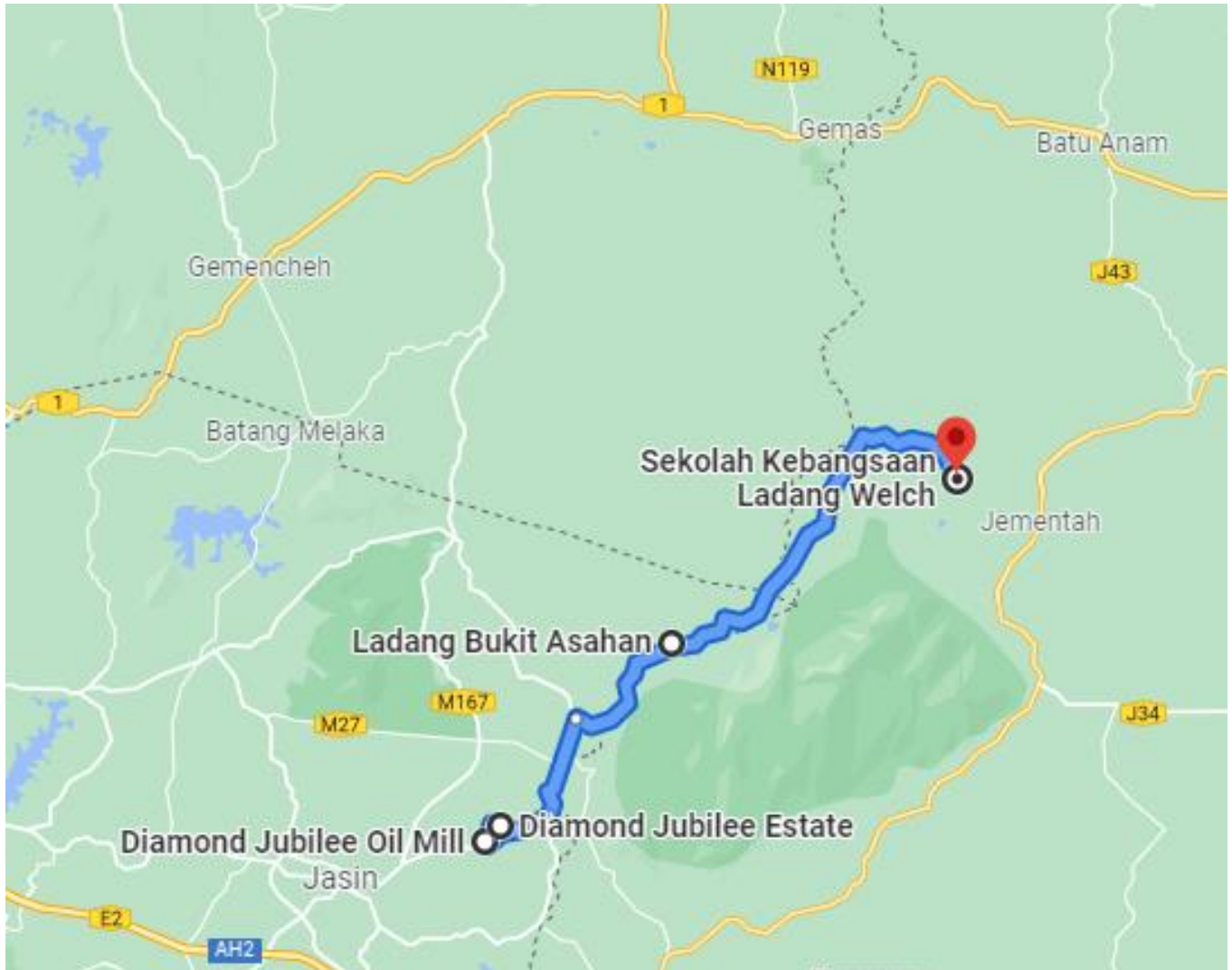
Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

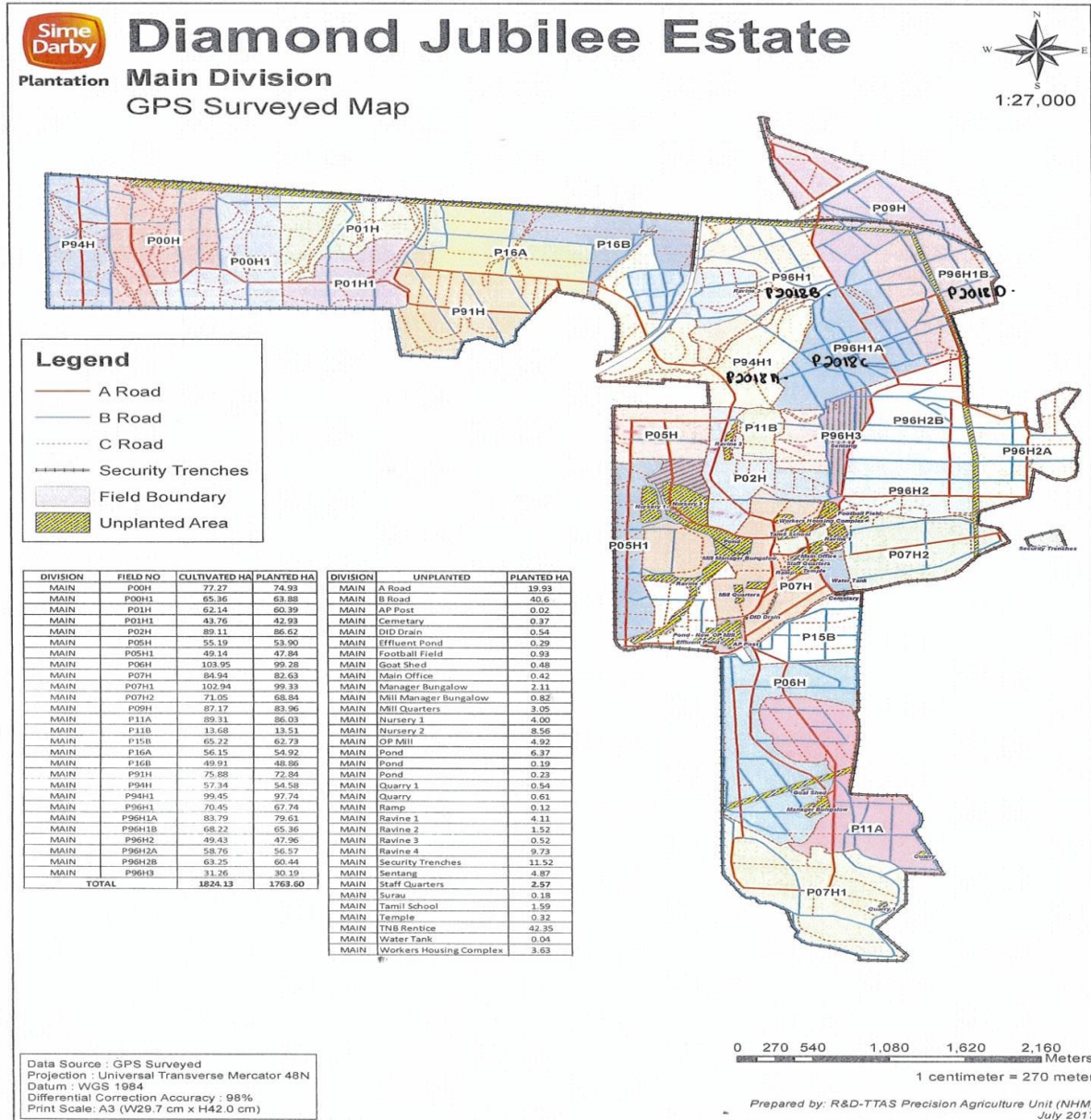
Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0.00
Divert to anaerobic diversion (%)	100.00

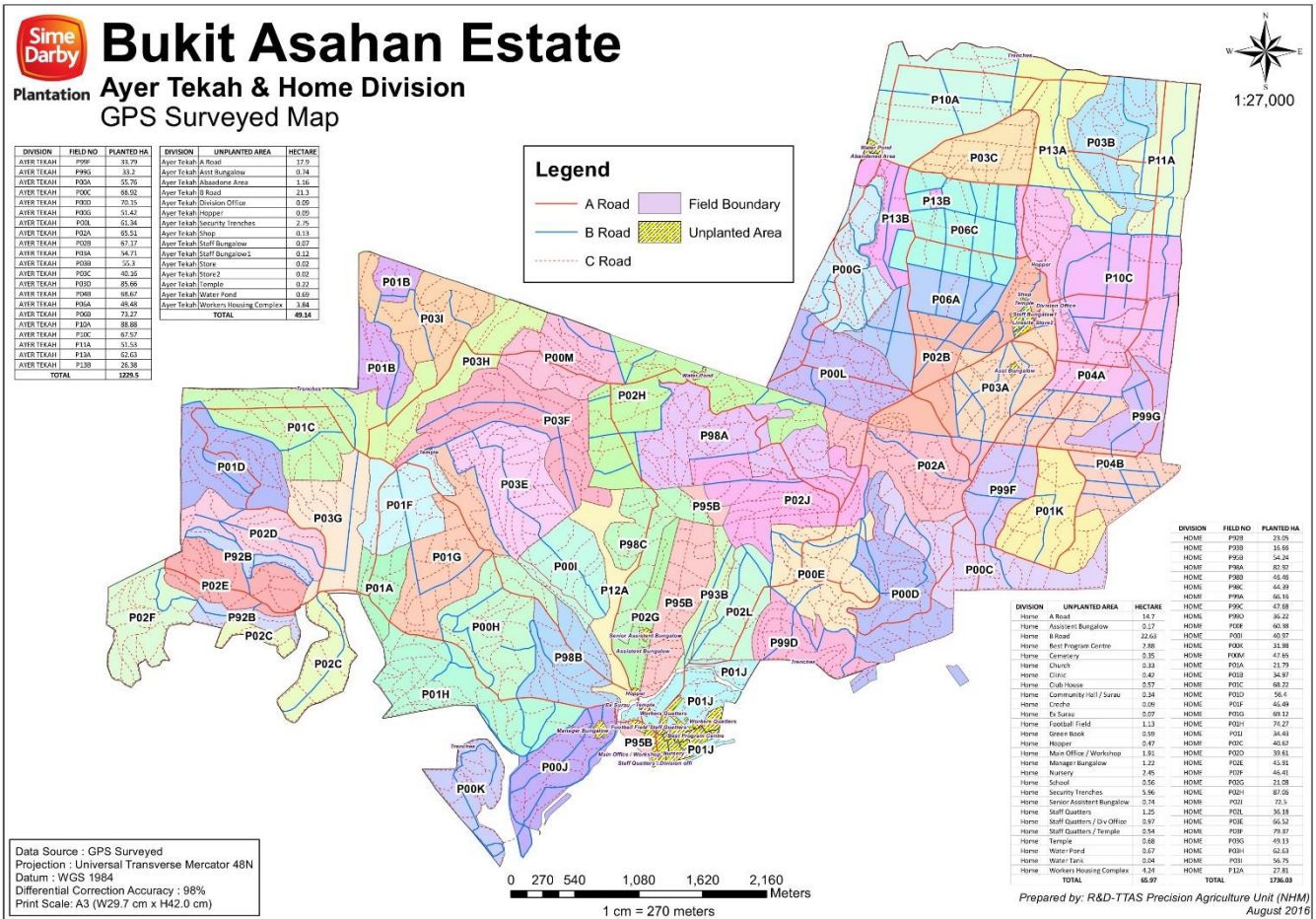
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100.00
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

Appendix C: Location Map of Certification Unit and Supply bases



Appendix D: Estate Field Map





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
DJPOM	Diamond Jubilee Palm Oil Mill
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