

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

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

Client Company name (Parent Company): Sime Darby Plantation Berhad
Client company Address: Level 5, Main Block, Plantation Tower, No 2, Jalan PJU 1A/7, Oasis Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia
Certification Unit: Strategic Operating Unit (SOU) 7- Bukit Kerayong Palm Oil Mill
Location of Certification Unit: Bukit Kerayong Road, 42200 Kapar, Klang, Selangor, Malaysia
Date of Final Report: 18/06/2022

TABLE of CONTENTS	Page No
Section 1: Scope of the Assessment.....	3
1. Company Details	3
2. Certification Information	3
3. Other Certifications.....	4
4. Location(s) of Mill & Supply Bases	4
5. Description of Supply Base	4
6. Plantings & Cycle.....	4
7. Summary of Certified Tonnage of FFB (Own Certified Scope)	5
8. Summary of Certified Tonnage of FFB (from other certified unit(s))	5
9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate).....	5
10. Summary of Certified Tonnage (not applicable for ISS)	6
11. Summary of Actual Volume sold	7
12. Independent Smallholders Certified Tonnage / Volume	9
13. Independent Smallholders Actual Sold Tonnage / Volume	9
Section 2: Assessment Process	10
2.1 Assessment Methodology, Programme, Site Visits.....	10
2.2 BSI Assessment Team	11
2.3 Assessment Plan.....	13
Section 3: Assessment Findings	16
3.1 Multiple Management Units and Time Bound Plan.....	16
3.2 Progress of scheme smallholders and/or outgrowers.....	20
3.3 Details of Nonconformities	38
3.3.1 Status of Nonconformities Previously Identified and Observations.....	42
3.3.2 Summary of the Nonconformities and Status	51
3.4 Stakeholders and previous land owner / user consultation.....	52
3.5 Impartiality and conflict of interest	54
Formal Signing-off of Assessment Conclusion and Recommendation	55
Appendix A: Summary of Findings	56
Appendix B: GHG Reporting Executive Summary	151
Appendix C: Location Map of Certification Unit and Supply bases.....	153
Appendix D: Estate Field Map.....	154
Appendix E: List of Smallholder Registered and sampled.....	156
Appendix F: List of Abbreviations.....	157

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, Oasis Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Strategic Operating Unit (SOU) 7 – Bukit Kerayong Palm Oil Mill		
Location / Address	Bukit Kerayong Road, 42200 Kapar, Klang, Selangor, Malaysia		
Website	www.simedarbyplantation.com		
Management Representative	Mdm Shylaja Devi Vasudevan Nair Azlan Md Kambali (Mill Manager)	E-mail	Kks.bk.kerayong@simedarbyplantation.com
Telephone	018-987 7151	Facsimile	N/A

2. Certification Information			
Certificate Number	RSPO 550181	Certificate Start Date	15/04/2021
Date of First Certification	15/04/2011	Certificate Expiry Date	14/04/2026
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	<ul style="list-style-type: none"> - Determination of the conformity of the client's management system, or parts of it, with audit criteria. - Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 2_1) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> Choose an item. <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	30 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		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 690368	MS2530-3:2013 (MSPO Part 3) – General principles for oil palm plantation and organised smallholders	BSI Services Malaysia Sdn Bhd	13/03/2023
MSPO 682049	MS2530-4:2013 (MSPO Part 4) – General principles for palm oil mills		13/03/2023
MSPO 714128	MSPO Supply Chain Certification Standard		31/07/2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Bukit Kerayong Palm Oil Mill	Bukit Kerayong Road, 42200 Kapar, Klang, Selangor, Malaysia	3° 11' 12.7" N	101° 22' 29.6" E
Bukit Kerayong Estate	Jalan Bukit Kerayong, 42200 Kapar, Klang, Selangor, Malaysia	3° 10' 31.3" N	101° 21' 00.5" E
Bukit Cheraka Estate	Jalan Jeram, 45809 Jeram, Selangor, Malaysia	3° 13' 38.6" N	101° 22' 01.7" 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
Bukit Kerayong Estate	2,484.98	3.00	211.30	2,699.28	92.60
Bukit Cheraka Estate	3,388.70	55.52	203.40	3,647.62	92.90
Total	5,873.68	58.52	414.70	6,346.90	89.41

6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Bukit Kerayong Estate	223.66	1174.34	1,086.98	-	-	2,261.32	223.66
Bukit Cheraka Estate	413.97	865.13	1,224.30	885.30	-	2,974.73	413.97
Total (ha)	637.63	2039.47	2,311.28	885.30	-	5,236.05	637.63

Note: *Only Mature area is considered as production area

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Apr 21 – Mar 22)	Actual (Jan 21 – Dec 21)		Forecast (Apr 22 – Mar 23)
		Previous license period (Jan 21 – Mar 21)	Current license period (Apr 21 – Dec 21)	
Bukit Kerayong Estate	62,176.10	19,110.19	41,330.56	63,150.74
Bukit Cheraka Estate	72,609.20	23,340.23	48,360.34	75,410.56
Total	134,785.30	42,450.42	89,690.90	138,561.30

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Apr 21 – Mar 22)	Actual (Jan 21 – Dec 21)		Forecast (Apr 22 – Mar 23)
		Previous license period (Jan – Mar 21)	Current license period (Apr – Dec 21)	
Sg Buloh Estate		N/A	776.56	
Total		776.56		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year (Apr 21 – Mar 22)	Actual (Jan 21 – Dec 21)		Forecast (Apr 22 – Mar 23)
		Previous license period (Jan 21 – Mar 21)	Current license period (Apr 21 – Dec 21)	
Clarity Crest	N/A	995.79	1,240.39	N/A
Euro-Asia Brand	N/A	194.82	7.69	N/A
Gan Estate	N/A	1,335.32	3,651.36	N/A
Bakti Mas Sdn Bhd	N/A	4,141.22	4,510.95	N/A
Budi Sawit	N/A	-	1,358.15	N/A
Eng Huat Latex	N/A	1,057.01	2,614.77	N/A
Klang Realty	N/A	63.16	1,666.66	N/A
Landta Rasmi	N/A	1,481.51	934.45	N/A
Meru Estate	N/A	-	142.96	N/A
Rasa Dinamis	N/A	1,295.72	3,250.90	N/A

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Selamis Sawit	N/A	712.47	2,011.02	N/A
Syarikat Chuan Soon	N/A	5,823.33	13,445.15	N/A
Timah Jaharah	N/A	1,049.00	2,643.19	N/A
Total	N/A	55,626.99		N/A

9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	Jan-21	10,450.74	4,126.84	14,577.58
2	Feb-21	10,165.12	2,606.78	12,771.90
3	Mar-21	11,415.73	5,421.07	16,836.80
4	Apr-21	10,418.83	6,071.19	16,490.02
5	May-21	11,911.98	4,741.62	16,653.60
6	Jun-21	12,770.78	5,840.46	18,611.24
7	Jul-21	10,830.26	4,679.33	15,509.59
8	Aug-21	12,944.61	3,932.96	16,877.57
9	Sep-21	10,669.12	5,086.60	15,755.72
10	Oct-21	10,860.34	4,822.06	15,682.40
11	Nov-21	10,919.00	4,649.77	15,568.77
12	Dec-21	9,561.37	3,648.31	13,209.68
TOTAL		132,917.88	55,626.99	188,544.87

10. Summary of Certified Tonnage (not applicable for ISS)			
Estimated last year (Apr 21 – Mar 22)	Actual (Jan 21 – Dec 21)		Forecast (Apr 22 – Mar 23)
	Previous license period (Jan 21 – Mar 21)	Current license period (Apr 21 – Dec 21)	
FFB	FFB		FFB
134,785.30 mt	42,450.42 mt	90,467.46 mt	138,561.30 mt
	132,917.88 mt		
CPO (OER: 20.35 %)	CPO (OER: 19.89 %)		CPO (OER: 20.50 %)
27,428.81 mt	8,443.39 mt	17,993.98 mt	28,405.07 mt
	26,437.37 mt		
PK (KER: 5.00 %)	PK (KER: 4.72 %)		PK (KER: 5.00 %)
6,739.27 mt	2,003.66 mt	4,270.06 mt	6,928.07 mt

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	6,273.72 mt	
--	-------------	--

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	Jan-21	2,078.65	493.27
2	Feb-21	2,021.84	479.79
3	Mar-21	2,270.59	538.82
4	Apr-21	2,072.31	491.77
5	May-21	2,369.29	562.25
6	Jun-21	2,540.11	602.78
7	Jul-21	2,154.14	511.19
8	Aug-21	2,574.68	610.99
9	Sep-21	2,122.09	503.58
10	Oct-21	2,160.12	512.61
11	Nov-21	2,171.79	515.37
12	Dec-21	1,901.76	451.30
TOTAL		26,437.37	6,273.72

11. Summary of Actual Volume sold					
Current License period (Apr – Dec 21)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	784.74	-	-	9,049.13	9,833.87
PK (MT)	1,904.69	-	-	383.68	2,288.37
Credits	-	-	-	-	-
Previous License period (Jan – Mar 21)					
CPO (MT)	1,655.28	-	-	4,145.28	5,800.56
PK (MT)	1,494.80	-	-	88.00	1,582.80
Credits	-	-	-	-	-
Note: Conventional is RSPO certified material but sold as non-RSPO.					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	ABC	TR-be27696c-cb29	-	3,399.49

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

2		TR-eb725616-ae45	-	
3		TR-c0e4f760-9d65	-	
4		TR-3ce10e0c-c706	-	
5		TR-1427cf12-a6ba	-	
6		TR-fd7c7920-b405	-	
7		TR-6b6e6033-4b4b	-	
8		TR-4e283a9f-5ab6	-	
9		TR-d3e5fce4-dfdb	-	
10		TR-7a460d82-b318	-	
11		TR-0153932e-ecc5	-	
12		TR-e38bab11-5808	-	
13		TR-06c06d42-8848	-	
14		TR-8c827108-10e8	-	
15		TR-455dba15-79b4	-	
16		TR-440412bc-870d	-	
17		TR-885fc868-0ed3	-	
18		TR-792c8ce9-d7d4	-	
19		TR-3675018d-e9d1	-	
20		TR-e62fa280-071a	-	
21		TR-c3bd5ae3-e119	-	
22		TR-80b4087c-b98c	-	
23		TR-03a4b863-1f50	-	
24		TR-4fd7fdfa-0836	-	
25		TR-ea2e1b3b-4b61	-	
26	EFG	TR-ed645163-63e7	784.74	-
27	HIJ	TR-fe877070-7819	1,655.28	-
TOTAL			2,440.02	3,399.49

*Most certified volumes sold as conventional. Remaining volume stored in storage tanks.

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)
Nil	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note: -				

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1	D	13,194.41	-
2	K	-	471.68
TOTAL		13,194.41	471.68

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)
Nil	N/A	N/A	N/A
TOTAL			N/A

12. Independent Smallholders Certified Tonnage / Volume									
Phase	Estimated last year (Not applicable)			Actual (Not applicable)			Forecast (Not applicable)		
	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			N/A			N/A			N/A
IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	

13. Independent Smallholders Actual Sold Tonnage / Volume						
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	IS-CSPK	IS-CSPKE
Current License period (Not applicable)						
Credits				N/A	N/A	N/A
Physical	N/A	N/A	N/A			

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
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 24 – 28 January 2022. The audit programme is included as Section 2.3.

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

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

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

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

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

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

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

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

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Recertification)	Year 2 (ASA2_1)	Year 3 (ASA2_2)	Year 4 (ASA2_3)	Year 5 (ASA2_4)
Bukit Kerayong Palm Oil Mill	✓	✓	✓	✓	✓
Bukit Kerayong Estate	✓	✓	✓	✓	✓
Bukit Cheraka Estate	✓	✓	✓	✓	✓

Tentative Date of Next Visit: January 9, 2023 - January 13, 2023

Total Number of Mandays: 10.5

2.2 BSI Assessment Team

Name	Role	Competency
Hafriazhar Mohd. Mokhtar (HMM)	Team Leader	<p>Education: Holds a Bachelor of Engineering (Hons.) Chemical Engineering, University Technology Malaysia</p> <p>Work Experience: He has 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 auditing. In summary, his started his career as Environmental Officer (2002-2003) in construction, Mill Engineer (2003-2008) in palm oil mill, Project Control Engineer (2008-2011) in mining and Auditor (2011-present) with accredited certification bodies.</p> <p>Training attended: He has completed Social Auditing & SMETA Training, HCV & HCS Introductory Training, ISO 45001 LA Training, MSPO LA Training, Endorsed RSPO SCCS LA Training, Endorsed RSPO P&C LA Training, ISO 9001 LA Training, ISO 50001 LA Training, and ISO 14001 LA Training</p> <p>Aspect covered in this audit: During this audit, he covered Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSPO Supply Chain, HCV, General Custody of Chain, Rules on Market Communications & Claims.</p> <p>Language proficiency: Fluent in English and Bahasa Malaysia</p>
Muhammad Fadzli Masran (MFM)	Team Member	<p>Education: Holds a Bachelor Degree in Forestry Science, University Putra Malaysia</p> <p>Work Experience: He has more than 10 years working experience in palm oil estate as Assistant Manager managing operations and sustainability implementation experience including workers' welfare, workers' occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans. He involved in internal auditing on ISO9001 and ISO14001 standards.</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>Training attended: He has completed ISO IMS 9001, 14001, 45001 (OHS 18001) Lead Auditor Course, Endorsed RSPO Lead Auditor Course, MSPO Lead Auditor Course, Endorsed RSPO Supply Chain Certification training course, MSPO Supply Chain Certification System (SCCS) Auditor training Course, CQI and IRCA Certified ISO 9001:2015 Lead Auditor Training Course, HCV and GIS Training and SMETA Requirements Training.</p> <p>Aspect covered in this audit During this assessment, he assessed the aspects of Economic management plan, estate best practices, natural and biodiversity conservation, Waste management, GHG, HCV, Environment responsibility, training, environment impact assessment and management plan and RSPO supply chain requirements.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English</p>
<p>Yusof Khairan Nizar Ahmad Tarmizi (YKN)</p>	<p>Team Member</p>	<p>Education: Holds a Bachelor of Corporate Administration (Hons), MARA University of Technology and a Master of Science in Occupational Safety and Health Management-Northern University of Malaysia.</p> <p>Work Experience: Has more than 30 years of working experience in varies industries including as safety officer in manufacturing company; consultant and trainer for management systems including ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, OHSAS 18001:2007, MS1722:2011, Environmental Legislation; contract auditor with varies accredited certification bodies for scheme including Malaysia Sustainable Palm Oil (MSPO), RSPO Principles & Criteria; MPOCC Registered Peer Reviewer and was a Certificate of Safety and Health Officer-Malaysian Insurance Institute.</p> <p>Training attended: He has completed ISO 9001:2000 IRCA/IATC A Lead Auditor Training; ISO 14001:2004 IEMA Approved EMS Advanced Lead Auditor Training Course; OH&SMS IRCA Certified Lead Auditor Training Course; MS 1722 Lead Auditor Training; MSPO Auditing; Endorsed RSPO P&C 2018 Lead Auditor Course; SMETA Requirements Training; HCV & HCS Introductory 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 the assessment, he covered Economic management plan, mill best practices, Occupation Health Safety requirement, HIRARC, training and management plan and RSPO supply chain requirements.</p> <p>Language proficiency: Fluent in English and Bahasa Malaysia</p>

Accompanying Persons:

Name	Role
Mohamed Hidhir Zainal Abidin	BSI Qualifying Reviewer (Observer)

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

2.3 Assessment Plan

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

Date	Time	Subjects	HMM	MFM	YKN	MH
Sunday, 23/1/2022	PM	Audit team travel to Kapar/Kuala Selangor	✓	✓	✓	✓
Monday, 24/1/2022 Day 1 Bukit Kerayong Palm Oil Mill	9:00 AM – 9:30 AM	Opening meeting • Opening presentation by audit team leader • Confirmation of assessment scope and finalize audit plan	✓	✓	✓	✓
	9:30 AM – 1:00 PM	Plant visit: 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, lab, weighbridge, and palm product storage area etc.	✓	✓	✓	✓
	10:30 AM – 11:30 PM	Meeting with stakeholders (Government, village representatives, smallholders, employee union representatives, vendor etc.)	✓	-	-	✓
	1:00 PM – 2:00 PM	Lunch break	✓	✓	✓	✓
	2:00 PM – 4:30 PM	Document Review P1 – P7: SOPs, review on management plans, SEIA documents, GHG records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation, RSPO SCC general requirements, supply chain for CPO mill, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records.	✓	✓	✓	✓
	4:30 PM – 5:00 PM	- Auditors discussion - Day 1 Interim Closing Briefing	✓	✓	✓	✓
Tuesday, 25/1/2022 Day 2 Bukit Kerayong Estate	9:00 AM – 1:00 PM	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.	✓	✓	✓	✓

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Date	Time	Subjects	HMM	MFM	YKN	MH
	10:30 AM – 11:30 PM	Meeting with stakeholders (Government, village representatives, smallholders, employee union representatives, vendor etc.)	✓	-	-	✓
	1:00 PM – 2:00 PM	Lunch break	✓	✓	✓	✓
	2:00 PM – 4:30 PM	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.)	✓	✓	✓	✓
	4:30 PM – 5:00 PM	- Auditors discussion - Day 3 Interim Closing Briefing	✓	✓	✓	✓
Thursday, 27/1/2022 Day 3 Bukit Cherakah Estate	9:00 AM – 1:00 PM	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.	✓	✓	✓	✓
	10:30 AM – 11:30 PM	Meeting with stakeholders (Government, village representatives, smallholders, employee union representatives, vendor etc.)	✓	-	-	✓
	1:00 PM – 2:00 PM	Lunch break	✓	✓	✓	✓
	2:00 PM – 4:30 PM	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.)	✓	✓	✓	✓
	4:30 PM – 5:00 PM	- Auditors discussion - Day 3 Interim Closing Briefing	✓	✓	✓	✓
Friday, 28/1/2022 Day 4	9:00 AM – 1:00 PM	Mill SCCS: RSPO Supply Chain, General Custody of Chain, Rules on Market Communications & Claims etc.	✓	-	-	✓
	10:30 AM – 11:30 PM	Day 4 Interim Closing Briefing	✓	-	-	✓

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Date	Time	Subjects	HMM	MFM	YKN	MH
Bukit Kerayong Palm Oil Mill	11:30 PM – 12:00 PM	Closing Meeting	✓	-	-	✓

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	<p>Yes. SDP 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>As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI):</p> <p>http://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operations</p>	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	<p>Yes. All estates and mill has been certified with RSPO. 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, 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 and on 1st Oct 2018, the mill has completed the selling off transaction.</p> <p>In Indonesia, PT Mitral Austral Sejahtera was sold and currently SDP 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.	No. There is no new acquisitions as at 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 (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	<p>Yes.</p> <p>Indonesia - PT Swadaya Andika: 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. PT Mitral Austral Sejahtera: The properties was sold and currently Sime Darby Plantation Berhad have no control in the</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>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. 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. 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 HCVs and HCS in accordance with RSPO P&C criterion 7.12.</p>	<p>Based on the time-bound plan, it was not identified that those uncertified units are due to RaCP. Mainly are due to awaiting to receive land titles at the Indonesia management units</p>	<p>Complied</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> <p>1. NBPOL (Poliamba Limited) 23/05/2020 – no comments</p> <p>https://rspo.org/certification/new-</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>plantingprocedure/public-consultations/sime-darbyplantation-berhad-nbpol-poliamba-limited</p> <p>2. NBPOL (Guadalcanal Plain Palm Oil Ltd) 06/04/2018 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-a-subsiary-of-sime-darby-plantationbhd-guadalcanal-plain-palm-oil-ltd</p> <p>3. NBPOL (Ragu Agri Industries Limited) 29/01/2018 – no comments https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-ramuagri-industries-ltd</p> <p>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</p> <p>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</p> <p>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</p> <p>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</p> <p>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</p> <p>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> <p>10. NBPOL (Higaturu Oil Palm) 14/12/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/new-</p>	
--	---	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>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>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</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>Yes. 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.</p> <p>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.</p>	<p>Complied</p>
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?</p>	<p>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.</p>	<p>Complied</p>
<p>Have there been any stakeholder (including NGO) consultation conducted?</p>	<p>Respective sites maintained stakeholder engagements as part of the estates/mills operations. Especially in Indonesia, socialization of company</p>	<p>Complied</p>

3.2 Progress of scheme smallholders and/or outgrowers

<p>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</p>		
<p>Requirement</p>	<p>Remarks</p>	<p>Compliance</p>
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>There is no scheme smallholders and/ or outgrowers include in the scope of certification.</p>	<p>Complied</p>

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					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

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	Jentar Estate has merged with Kerdau Estate and reported to the CB in March/April 2021.
		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	

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		Muar River Estate		Bahau, Negeri Sembilan			Sg. Gemas Estate has now been merged into Sg. Senarut Estate.
		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	Serkam Estate, previously from SOU18 (Diamond Jubilee) is now part of SOU 17 (Kempas)
		Kempas Estate					
		Tangkah Estate					
		Kemuning Estate					
18	Diamond Jubilee	Diamond Jubilee Palm Oil Mill	-	Jasin, Melaka	Certified	05/10/2011	Serkam Estate, previously from SOU18 (Diamond Jubilee) is now part of SOU 17 (Kempas) Welch Estate, previously from SOU 19 (Pagoh) is now part of SOU 18 (Diamond Jubilee)
		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					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

							hold. As at 1st Oct 2018, the mill has completed the selling off transaction.
--	--	--	--	--	--	--	---

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	-	-		Certified	16/03/2012	KKPA & Plasma is not under the management control of Sime Darby
		Bebunga Estate						

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		Sungai Cengal Estate			Kotabaru District – South Kalimantan			Plantation. The decision of certification is from KKPA / Plasma themselves.
		Bakau Estate						
		KKPA LMR	TBC	TBC		TBC	TBC	
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	-			Certified	05/07/2011	-
		Gunung Aru Estate						

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		Gunung Kemas Estate			Kotabaru District – South Kalimantan			
		Laut Timur Estate						
		Pantai Timur Estate						
		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	-	-	Musu 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						
		Sungai Jernih Estate and GPI KKPA 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.
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		Sekunyir Mill	-	-		Certified	23/11/2010	-

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	PT Indotruba Tengah	Sekunyir Seruyan Estate			Seruyan and West Kotawaringin District – Central Kalimantan			
13	PT Swadaya Andika	Selabak Mill Selabak Estate Randi Estate Sangkoh Estate Lanting Estate	-	-	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.
14	PT Bina Sains Cemerlang	Sungai Pinang Mill Sungai Pinang Estate Bukit Pinang Estate	-	-	Musi Rawas District – South Sumatera	Certified	11/09/2012	Remarks: Land legalisation process for 308.35 ha is still in process.
15	PT Teguh Sempurna	Pemantang Mill Pemantang Estate Kawan Batu Estate Hatan Tiring Estate Batang Garing Estate	-	-	Seruyan and East Kotawaringin District – Central Kalimantan	Certified	05/07/2011	-
16	PT Bhumireksa Nusa Sejati	Teluk Bakau Mill Teluk Bakau Estate Nusa Lestari Estate Nusa Perkasa Estate Mandah Mill Mandah Estate Rotan Semelur Estate	-	-	Indra Giri Hilir District – Riau	Certified	11/10/2011 01/04/2014	-
17		Teluk Siak Mill	-	-		Certified	11/10/2011	-

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	PT Intipersada Aneka	Teluk Siak Estate			Pekanbaru, Siak District – Riau			
		Pinang Sebatang Estate						
		Aneka Persada Estate						
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 – Nangroe 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 Natapalma Sandika	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						

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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	
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	The properties was sold and currently SDP have no control in the management. Please find latest information on 'Updates on PT MAS' worksheet and updates to RSPO Secretariat.
		MAS 1 Estate						
		MAS 2 Estate						
		MAS 4 Estate						
		Plasma MAS Estate						

SDP - RSPO Certification for Time Bound Plan – New Britain Palm Oil (NBPOL) Operations (as at March 2021)

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)					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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	Poliamba (POL)	Poliamba Oil Mill	-	New Ireland Province, PNG	Certified	19/03/2012	-
		Kara Estate					
		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					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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					
	Karaisu Estate					
	Moroa Estate					
	Bilomi Estate					
	Loata Estate					
	Haella Estate					
	Garu Estate					
	Daliavu Estate					
	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)					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		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 was three (3) Critical (Major) nonconformities, two (2) Minor nonconformities and two (2) Opportunity For Improvements raised. The Sime Darby Plantations SOU 7 Bukit Kerayong Palm Oil Mill & 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 Actions for the Critical Nonconformity(ies) has been verified for its effectiveness and closed accordingly. Due to the nature of Major NC CAP able to verified off-site. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	2156242-202201-M1	Date Issued	28/1/2022
Due Date	27/4/2022	Date of nonconformity Closure	25/4/2022
Clause & Category (Critical / Minor)	2.1.1 (Critical)		
Statement of Nonconformity:	Bukit Kerayong Palm Oil Mill has not conducted Noise Risk Assessment and found no evidence of compliance established after revision of the related Regulations in 2019		
Requirement Reference:	The Unit of Certification complies with legal requirements		
Objective Evidence:	Noise Risk Assessment under newly revised Occupational Safety and Health (Noise Exposure) Regulations 2019, was not conducted yet as required.		
Corrections:	NRA has been conducted on 7 th February 2022		
Root Cause Analysis:	Monitoring of legal compliance is not effectively establish		
Corrective Actions:	Site Safety & Sustainability Officer is task to monitor any legal compliance in SOU 7		
Assessment Conclusion:	Due to the nature of Major NC CAP able to verified off-site, all evidences were requested to submitted for off-line verification. Documented evidences received as following: <ul style="list-style-type: none"> - Initial Noise Risk Assessment Report Bukit Kerayong Palm Oil Mill; Assessment Date: 7th February 2022; Prepared by: Mohd. Rashid Bin Haji Gelamdin; DOSH Reg. # HQ/94/PEB/00/08; Procoma Environmental (M) Sdn. Bhd. - Job description revision of Site Safety & Sustainability Officer include task to monitor legal compliance in SOU 7 Based on the documented evidences provided, the CAP verified to be sufficient to address the Major NC. Hence, Major NC closed on 25/4/2022.		

Non-conformity			
NCR Ref #	2156242-202201-M2	Date Issued	28/1/2022
Due Date	27/4/2022	Date of nonconformity Closure	25/4/2022

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Clause & Category (Critical / Minor)	3.4.3 (Critical)
Statement of Nonconformity:	The environmental management plan was not effectively implemented.
Requirement Reference:	The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.
Objective Evidence:	<p>Bukit Kerayong POM: Sighted during site visit, there was a mini tractor park in front of the scheduled waste store with engine leakage without any appropriate attendance. This was against the Environmental Improvement Plan/Pollution Prevention Plan FY 2021 dated 02/01/2021.</p> <p>Bukit Kerayong Estate: The estate disposed the clinical waste (SW 404) through VMO. The VMO didn't acquired any written permission/approval from DOE to transport the scheduled waste to his facilities.</p>
Corrections:	<p>Bukit Kerayong POM: To provide tray to contain any leakages from the parking tractor.</p> <p>Bukit Kerayong Estate (BKE): BKE have communicated with Kualiti Alam on clinical waste disposal arrangement on 26/1/2022. All the clinical waste will be disposed by Kualiti Alam effective January 2022.</p>
Root Cause Analysis:	Environmental management plan is not being communicated well
Corrective Actions:	Briefing on management plan implementation awareness to the workers and staff by the management
Assessment Conclusion:	<p>Due to the nature of Major NC CAP able to verified off-site, all evidences were requested to submitted for off-line verification. Documented evidences received as following:</p> <ul style="list-style-type: none"> - Photo of containment tray provided at tractor parking - Email communications record with Kualiti Alam on clinical waste disposal arrangement on 26/1/2022 <p>Based on the documented evidences provided, the CAP verified to be sufficient to address the Major NC. Hence, Major NC closed on 25/4/2022.</p>

Non-conformity			
NCR Ref #	2156242-202201-M3	Date Issued	28/1/2022
Due Date	27/4/2022	Date of nonconformity Closure	25/4/2022
Clause & Category (Critical / Minor)	6.2.4 (Critical)		
Statement of Nonconformity:	The area surrounding the workers' housing is not fully maintained in a clean and sanitary condition as per weekly inspection of workers' housing requirements 23.(1)(a) of Workers' Minimum Standards of Housing and Amenities Act.		

<p>Requirement Reference:</p>	<p>The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers’ Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p>
<p>Objective Evidence:</p>	<p>During housing inspection visit in Bukit Cherakah Estate, it was found that there are rubbish being dumped without proper bin and collection along the fence near house # 53 in Main Division. In Braunston division, it was found that a septic tank near house # 14 cover was broken exposing the tank that also filled with rubbish. Trailing with the records of latest Housing Inspection (EWR) dated 21/12/2022 and the Housing Complex / Nest / Community Hall Inspections checklist dated 22/1/2022 indicated good condition of inspected areas which not reflective of its actual conditions sighted above.</p>
<p>Corrections:</p>	<ul style="list-style-type: none"> - Arrangement has been made with KDEB waste management for domestic waste collection three days in a week effective February 2022. The management has place roro bin at all division for rubbish collection. - To ensure that weekly line site inspection do thorough check on cleanliness, sanitation and waste management. - Broken septic tank have been identified and repair work already been carried out in February 2022
<p>Root Cause Analysis:</p>	<p>Worker awareness on good sanitation practices is still need to be improved</p>
<p>Corrective Actions:</p>	<ul style="list-style-type: none"> - To educate worker to make sure use of RoRo bin so that no domestic waste visible outside line site area. - To educate worker on good sanitation practices and inform the management if their surrounding area is not well maintaining. - To educate / instil awareness to the worker to be more alert to their surroundings area and make report for repairs and betterment.
<p>Assessment Conclusion:</p>	<p>Due to the nature of Major NC CAP able to verified off-site, all evidences were requested to submitted for off-line verification. Documented evidences received as following:</p> <ul style="list-style-type: none"> - Records of email communication between Bukit Cheraka Estate with rubbish disposal contractor KDEB Waste Management dated 27/1/2022 - Photos of damaged septic tank been repaired - Records of awareness training to workers dated 27/1/2022 <p>Based on the documented evidences provided, the CAP verified to be sufficient to address the Major NC. Hence, Major NC closed on 25/4/2022.</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Non-conformity			
NCR Ref #	2156242-202201-N1	Date Issued	28/1/2022
Due Date	Next assessment	Date of nonconformity Closure	Open
Clause & Category (Critical / Minor)	3.7.3 (Minor)		
Statement of Nonconformity:	Bukit Kerayong Palm Oil Mill has not established evidence of appropriate training is provided for workers as per Training Matrix for Supply Chain Certification Standard (SCCS) and no record available as requested.		
Requirement Reference:	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.		
Objective Evidence:	<ul style="list-style-type: none"> No Training record available as requested for Supply Chain Certification Standard (SCCS) in Bukit Kerayong Palm Oil Mill. A Training Matrix FY2022 for SOU7 Bukit Kerayong POM covering all levels of employees and types of Training Requirements for Operational Unit. Training of RSPO Supply Chain is required for Mill Manager, Mill Sr. Assistant, Mill Assistant, QA, Process Supervisor, Store Clerk, Chargemen. 		
Corrections:	To conduct SCCS training to all related personnel specified in SCCS SOP by RSQM/GSD on 25th February 2022		
Root Cause Analysis:	The training conducted is not comprehensive		
Corrective Actions:	To review training matrix according to SCCS SOP dated April 2019 and assign QA to monitor training plan		
Assessment Conclusion:	CAP has been accepted. Evidence of implementation and the CAP effectiveness to address the Minor NC to be verified during next assessment.		

Non-conformity			
NCR Ref #	2156242-202201-N2	Date Issued	28/1/2022
Due Date	Next assessment	Date of nonconformity Closure	Open
Clause & Category (Critical / Minor)	7.3.1 (Minor)		
Statement of Nonconformity:	The waste identifications was not covering all waste generated in the estate.		
Requirement Reference:	A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.		
Objective Evidence:	Bukit Cherakah Estate The waste such as spent lubricant/hydraulic oil, contaminated rags, contaminated PPE, contaminated spill kit, used batteries, used tyre and others were not identified		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	in the waste identification. Thus, the management plan was not covering the unidentified waste.
Corrections:	To identify and include all waste generated in the estate and update waste management plan accordingly
Root Cause Analysis:	Waste identification was not updated effectively
Corrective Actions:	Training on scheduled waste management by RSQM personnel and monitoring of waste management plan by SSSO
Assessment Conclusion:	CAP has been accepted. Evidence of implementation and the CAP effectiveness to address the Minor NC to be verified during next assessment.

Opportunity for Improvements	
OFI #	Description
2156242-202201-I1	3.6.1: In Chemical Store the risk of exposure or incidental spill of chemicals to body parts such as eye and skin in as stated in sampled SDS of Glyphosate and Glufosinate Ammonium that required immediate plenty use of water such as emergency shower and eye wash to be further enhanced with adequate facility.
2156242-202201-I2	6.2.2: The terminology written in contractor's workers' pay slips such as "others" for the workers' salary deduction could be made clear further.

Positive Findings	
PF #	Description
1	Good cooperation among the team.
2	Good document retrieval.
3	Positive feedbacks from interviewed external stakeholders.

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	2007911-202101-M1	Date Issued	7/1/2021
Due Date	6/4/2021	Date of nonconformity Closure	6/4/2021
Clause & Category (Critical / Minor)	2.2.2 Critical (Major)		
Statement of Nonconformity:	Evidence of legal due diligence of contracted third parties was not effectively demonstrated.		
Requirement Reference:	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	(licensed/ accredited) for migrant workers, service providers and labour contractors, is available.
Objective Evidence:	<p>i) Reviewed the pay slips and Daily Oil Mill Declared Weight – By Delivery Note for September 2020 found that 4 of the contractor’s workers (FFB transporter) in Bukit Kerayong Estate have worked on rest day for 3 days without paying according to Employment Act 1955. The sampled workers as below: I/C No. :730622-10-55XX, 890911-10-51XX, 711125-10-64XX and 650128-10-68XX Date of Work on Rest Day – 06/09/2020, 13/09/2020 and 27/09/2020</p> <p>ii) Contract between KSG enterprise and workers have not detailed out the terms and conditions and compliance toward Employment Act 1955 requirements. Previous minor was not effectively closed and upgraded to major NC.</p>
Corrections:	<p>i) Estate to investigate the cause and issue letter to FFB transporter for them to ensure the workers they employ comply with the legal requirements (wages, rest day (double pay), work on rest day etc) and reimburse workers with the payments due within the timeline stipulated also to make clear of our expectations.</p> <p>ii) To issue warning letter to KSG enterprise for them to issue revised employment contract with the compliance toward Employment Act 1955 requirement detailing on annual leave, rest day, termination clause, sick leave etc.</p>
Root Cause Analysis:	Ineffective monitoring system on contractor’s compliance to legal labour requirement and employment act 1955
Corrective Actions:	<p>i) To emphasize checks on suppliers during internal audits/or planned inspection on contractor by RSQM/Estate/Mill management</p> <p>ii) Estate management will ensure all contractor’s document comply with Employment Act 1955 and will be monitor continuously.</p>
Assessment Conclusion:	<p>Remote Major NC close out verification:</p> <p>i) Warning letter to KSG Enterprise dated 22nd January 2021 was verified. Briefing and meeting with the contractor (KSG Enterprise) was carried out on 10/3/21 as to emphasis on the legal compliance and due diligence process for contractors. Minute of meeting dated 10/3/21 was made available for verification.</p> <p>ii) Investigation was done by the estate showed that the workers has not worked on rest day. Duty roaster for all drivers for September 2020 was verified. Other related employment documentations pay slip, employment contract were kept for reference and evidence of verification.</p> <p>iii) Supplier audit/verification was made to ensure compliance with the legal requirements and conformance with RSPO P&C MYNI 2019 requirements. Latest supplier verification was carried out on 6/4/21 by RSQM - CER person in charge. Based on the report, no non-compliance recorded for the verification.</p> <p>Implemented evidence was found to be sufficient to close the NC on 6/4/21. Continuous implementation will be further verified in the next assessment.</p>
ASA 2_1 Verification:	Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. Hence, Major NC remained closed.

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Non-conformity			
NCR Ref #	2007911-202101-M2	Date Issued	7/1/2021
Due Date	6/4/2021	Date of nonconformity Closure	6/4/2021
Clause & Category (Critical / Minor)	6.7.2 Critical (Major)		
Statement of Nonconformity:	First Aid Kits does not fully contain required items and contain items that has expired		
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:	Found in first aid box 6 at Mill's workshop includes items that are expired. Dettol Antiseptic cream expired on 01/01/2021, Alcohol Swab expired in May 2018. Also items are not available i.e. Eye drop and latex glove. Previous minor was not effectively closed and upgraded to major NC.		
Corrections:	To check and replace/top-up all the first aid box in the mill		
Root Cause Analysis:	Inadequate tools to monitor first aid system and the expiration of contents/medication		
Corrective Actions:	Monitoring on ERP procedure including first aid kit box including using a masterlist provided by MA or Assistant In-charge with all expiry dates of medication and the masterlist are accessible to all first aid box holder and reviewed during quarterly safety meeting. To appoint a dedicated person to monitor first aid kit and provide training to the PIC by Estate MA		
Assessment Conclusion:	Remote Major NC close out verification: ERP checklist was verified for March 2021 checked by MA and verified by mill engineer. Details related to expiry date and number of items updated in the list. Process supervisor is the person in charge appointed for first aid kit monitoring. Implemented evidence was found to be sufficient to close the NC on 6/4/21. Continuous implementation will be further verified in the next assessment.		
ASA 2_1 Verification:	Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. Hence, Major NC remained closed.		

Non-conformity			
NCR Ref #	2007911-202101-M3	Date Issued	7/1/2021
Due Date	6/4/2021	Date of nonconformity Closure	6/4/2021

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Clause & Category (Critical / Minor)	3.3.2 Critical (Major)
Statement of Nonconformity:	Procedures were not fully implemented according to the respective SOP.
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place.
Objective Evidence:	The disposal of filters, contaminated rags and gloves at mill is not according to the MQMS – Handling of Environmental Aspects. The filters, contaminated rags and gloves shall be disposed as scheduled waste. However it was found that it was disposed in a mixed bin located at the sterilization station next to the scheduled waste store.
Corrections:	<ul style="list-style-type: none"> i) Filter, contaminated rags and gloves have been transferred to schedule waste store for disposal immediately. ii) To re-evaluate and review Environment Impact/Aspect Evaluation for Bukit Kerayong Estate and develop action plan in Environment Management Plan should the new revised EIE has a high compliance potential of non-compliance to environmental regulation
Root Cause Analysis:	Training not carried out on handling of chemical, scheduled wastes and on the EAI/EIE procedure
Corrective Actions:	<p>RSQM to plan a scheduled waste training to person handling schedule waste in the mill and to include monitoring of schedules waste in workplace inspection checklist to ensure all scheduled waste are dispose according to Environment Quality (Scheduled Waste) Reg. 2005.</p> <p>RSQM will plan a training/coaching session with person-charge on the Environmental Impact Evaluation/Assessment by in Feb/Mar 2021 to ensure it comply with related act and requirement</p>
Assessment Conclusion:	<p>Remote Major NC close out verification:</p> <ul style="list-style-type: none"> i) Related training for scheduled waste and eswiss training was carried out on 11/2/21 by RSQM-OSH officer. Training was given to the estate assistant, store keeper and MA as to update on the requirement related to eswiss and scheduled waste. For Bkt Kerayong POM, the training was done on 15/1/21. ii) Evaluation and identification of environment aspect (EIA and EIE) was revised on 8/2/21. Related significant aspects contributes to the establishment of environmental management plan for FY2021. Refresher training on environmental aspects and impacts was carried out on 10/2/21. iii) Related inventory has been updated and included the latest waste generation for April 2021. 5th schedule dated 6/4/21 was verified. <p>Implemented evidence was found to be sufficient to close the NC on 6/4/21. Continuous implementation will be further verified in the next assessment.</p>
ASA 2_1 Verification:	Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. Hence, Major NC remained closed.

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Non-conformity			
NCR Ref #	2007911-202101-M4	Date Issued	7/1/2021
Due Date	6/4/2021	Date of nonconformity Closure	6/4/2021
Clause & Category (Critical / Minor)	6.7.3 Critical (Major)		
Statement of Nonconformity:	Sighted workers exposed to potential hearing loss, legs and eyes injury not wearing required PPEs as required.		
Requirement Reference:	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.		
Objective Evidence:	<ul style="list-style-type: none"> i) More than 5 workers sighted at various high noise areas in Bukit Kerayong Oil Mill. ii) Substitute worker at loading bay and lorry driver not wearing safety boots. iii) 7 Sampled sprayers at Bukit Kerayong Estate not wearing safety glass/goggles provided to them. 		
Corrections:	<ul style="list-style-type: none"> i) To issue warning letter to mandore and spraying gang for not wearing a proper PPE ii) To supply and replace the new earplug to all workers. 		
Root Cause Analysis:	Lack of effective monitoring system for PPE usage by workers, contractor and lorry driver		
Corrective Actions:	<ul style="list-style-type: none"> i) Supervisor to check and ensure workers have full PPE before start working via PPE monitoring book. ii) To enforce AP checks on OCP lorry drivers at the entrance point and to keep a substitute PPE should the driver found not wearing a proper PPE 		
Assessment Conclusion:	<p>Remote Major NC close out verification:</p> <p>PPE monitoring and compliance was done by supervisor prior to start work and AP for OCP driver. Related record monitoring dated 6/4/21 was verified. Warning and reminder was given to the relevant workers to ensure that no repeated issue of PPE compliance in future. Training on PPE was done 10/2/21 for all workers.</p> <p>Implemented evidence was found to be sufficient to close the NC on 6/4/21. Continuous implementation will be further verified in the next assessment.</p>		
ASA 2_1 Verification:	Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. Hence, Major NC remained closed.		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

Non-conformity			
NCR Ref #	2007911-202101-N1	Date Issued	7/1/2021
Due Date	24/1/2022	Date of nonconformity Closure	24/1/2022
Clause & Category (Critical / Minor)	3.4.2 (Minor)		
Statement of Nonconformity:	Social management and monitoring plan was not comprehensively developed with participation of affected stakeholders		
Requirement Reference:	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		
Objective Evidence:	Inputs from stakeholders (internal and external) from OCP meeting 18/11/20, union meeting 29/12/20 were not included in the development of management and monitoring plan. Based on the SIA plan for FY2021, none of the above issues included in the management plan		
Corrections:	Mill Management will update new Social Management Plan base on the Gender Meeting, Stakeholder Meeting and Union Meeting and will take necessary action base on the issue raised by stakeholder. All action plan will be cross check during internal audit.		
Root Cause Analysis:	Ineffective mechanism to update the action plan to include issues raised in meeting organized.		
Corrective Actions:	To establish a comprehensive list of inputs to be systematically reviewed for Social Management Plan. (including other concerns from other channels such as Gender Meeting, Stakeholder, Union Meeting, Complaint Books, other grievance mechanism, IOM by Management/HR etc). Social Management Plan to be reviewed by management every quarterly followed by internal audit checks.		
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment.		
ASA 2_1 Verification:	<p>Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. It was found that the operating unit of SOU 7 documented the continual improvement plan as per Bukit Kerayong POM SOU 7 Management Plan on Social Impact Assessment with areas if concerns/key findings:</p> <p>Working Condition: Understanding of workers benefits entitlement</p> <p>Housing Condition/Living Improvement:</p> <ul style="list-style-type: none"> - Housing complex overall maintenance and cleanliness - Organize more social activities such as family day - Organize meeting with stakeholder <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>		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>Bukit Kerayong POM</p> <p>Latest review was conducted on 06/01/2021 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p> <p>Bukit Kerayong Estate</p> <p>Latest review was conducted on 03/01/2021 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p> <p>Bukit Cheraka Estate</p> <p>Latest review was conducted on 02/01/2022 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p> <p>Hence, Minor NC was closed on 24/1/2022</p>
--	---

Non-conformity			
NCR Ref #	2007911-202101-N2	Date Issued	7/1/2021
Due Date	24/1/2022	Date of nonconformity Closure	24/1/2022
Clause & Category (Critical / Minor)	3.5.2 (Minor)		
Statement of Nonconformity:	Employment procedures were not effectively implemented.		
Requirement Reference:	Employment procedures are implemented, and records are maintained.		
Objective Evidence:	<p>Referring to the latest inter-office mail dated 3/12/19 by Head of HR Upstream, newly revised contract for new local recruits and existing local workers issued under enclosure 1 – new recruitment – Peninsular Malaysia and enclosure 4 – existing employee – Peninsular.</p> <p>Enclosure 4 was not available for existing local workers at Bukit Kerayong POM for;</p> <p>Employee ID: 0000009838</p> <p>Employee ID: 0000029579</p>		
Corrections:	To issue a revised employment contract to all existing employee including the affected workers as per the IOM with immediate effect.		
Root Cause Analysis:	The reason to re-issue the new employment contract is not properly communicated and lack of enforcement on the ground		
Corrective Actions:	<p>Mill Management will have close communication with Regional Human Resource and ensure comply with Employment Act 1955.</p> <p>To monitor the implementation of the communicated procedure during site visit and internal audit process by Regional HR/Careline or RSQM.</p>		
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment.		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

ASA 2_1 Verification:	<p>Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. It was found that for recruitment, selection, hiring, promotion, retirement and termination are well implemented with records well maintained as per 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 liaison 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> <p>Additionally, there's Bukit Kerayong POM recruitment procedures as per Standard Operating Procedure Title: Hiring of Local Workers; Doc. # 01-12-19; Effective date: 1/12/2019; Rev. # 1. Implementation also include induction as per sample Bukit Kerayong POM implemented New Workers Briefing last dated 11/10/2021.</p> <p>Hence, Minor NC was closed on 24/1/2022</p>
------------------------------	--

Non-conformity			
NCR Ref #	2007911-202101-N3	Date Issued	7/1/2021
Due Date	Next Assessment	Date of nonconformity Closure	24/1/2022
Clause & Category (Critical / Minor)	2.1.2 (Minor)		
Statement of Nonconformity:	System for ensuring legal compliance in place and to track changes to the laws and regulations not effectively implemented.		
Requirement Reference:	A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.		
Objective Evidence:	<p>1. Scheduled Waste Regulation 2005 requires training to be provided 2 years once and Occupational Safety and Health (Noise Exposure) Regulation 2019 requires training to be provided. No training was provided at mill. However, the summary of compliance shows all regulations are 100% compliance.</p> <p>2. As according to the Bukit Cherekah Estate internal audit, an OFI was raised regarding maintaining the e-Swiss was not complying with EQA 1974. However in the Legal Other Requirement Register – Summary of Compliance, it was stated that 100% compliance on EQA 1974 (Scheduled Waste) Regulation 2005.</p>		
Corrections:	RSQM will conduct a training/coaching session with the respective operating unit representative on monitoring legal compliance tentatively on 10th February 2021		
Root Cause Analysis:	No proper training to person in-charge on monitoring and updating legal compliances in the operating unit		
Corrective Actions:	<p>To include training on monitoring of legal compliance and SDP procedure in operating unit training plan every year.</p> <p>RSQM will communicate with the respective PIC as and when there is a new update on legislation.</p>		
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment.		

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

ASA 2_1 Verification:	<p>Verification of evidence confirmed that the CAP implemented effectively to address the nonconformity. Based on Standard Operating manual (SOM) Version 1:2008 defined competence, training and awareness requirements in estate operations. Proses of developing Training Needs and Plan were included and conducted as following:</p> <p>Bukit Kerayong POM:</p> <p>Available a Training Plan for FY2022 for SOU7 Bukit Kerayong POM. Among Training in the plan included among others:</p> <ul style="list-style-type: none"> • OSH Act and Regulations (Feb) • Environmental Quality Act and Regulations 1974 (Feb) • Understanding Group Policy & Authority (GPA 8.4) and COBC. Oct) • Hirarc Aug) • NADOOPOD (Jun) • EHS Functions and Responsibilities (Sep) • Foreign Worker Induction Programme (April) • Safe Driving Technique (July) • Working at Height (Sep) • Training SCCS for RSPO (Nov) • RSPO Training (July) and etc. <p>Bukit Cheraka Estate:</p> <p>Available Training Plan FY 2022 and among included in the plan:</p> <ul style="list-style-type: none"> • Hirarc (Dec) • OSH Committee & Function and Responsibility (Jan, Apr, Jul, Oct) • SOP Training (Nov) • Harvesting Induction Training (Jan-Mac), Aug-Sep) • Chemical & Spraying training (Apr, Sep) • Fire Fighting (may) • RSPO and MSPO Awareness (Nov). • Policy training (Jan, Nov-Dec) • Scheduled Waste management (Dec) • COBC/Whistle Blowing training (Jan, Sep). <p>Hence, Minor NC was closed on 24/1/2022</p>
------------------------------	--

Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement:</p> <p>7.12.4</p> <p>1. The HCV management plan and monitoring could be further improved to ensure consistent implementation:</p> <p>a) Water catchment area water sampling consistency at Bukit Kerayong Estate.</p>

	<p>b) The development of Management Plan at Bukit Kerayong Estate can be further improved especially on the proposed completion date. All of the actions are on-going actions but a propose completion date was identified. Monitoring records of erosion and encroachment at Bukit Cheraka Estate.</p> <p>2. The implementation of biodiversity management plan could be improved to demonstrate consistency across the entire SOU 7. At Bukit Cheraka Estate it was demonstrated that management plan of the CSA is available however it was not available in Bukit Kerayong Estate especially at plot P08C and P08A.</p> <p>Verification / Follow-up actions:</p> <p>Reviewed the implementation of the management plan as follows:</p> <p>Bukit Kerayong Estate</p> <ol style="list-style-type: none"> 1. The estate has conducted briefing and training on HCV area. Reviewed the training records as follows: <ol style="list-style-type: none"> a. HCV training for workers dated 17/05/2021 b. Muster briefing on environmental and HCV area in the estate dated 18/10/2021 2. The estate monitored the HCV area (water catchment) on monthly basis conducted by the AP. Reviewed the monitoring records dated 10/10/2021, 10/11/2021 and 14/12/2021. 3. The estate has identified the CSA area at P08A and P08C. Signage has been erected at the area as sighted during site visit. 4. The estate conducted water sampling for HCV area (water catchment) on quarterly basis. Latest sampling was conducted on 24/01/2022. The results was yet to be received by the estate. <p>Bukit Cheraka Estate</p> <ol style="list-style-type: none"> 1. The estate has identified the CSA area at P13D and P01D. Signboard has been erected at the area. Sighted during site visit at P01D, no evidence of encroachment at the area. 2. The estate has erected signboard at HCV area in P04B and P94A as sighted during site visit. No evidence of encroachment at the area. <p>The estate conducted HCV area monitoring on monthly basis. The monitoring cover on encroachment/trespassing, wildlife issues/conflicts/sightings, pollutions/erosion issues and others complete with picture of the areas. Reviewed the monitoring records dated 11/01/2022, 10/12/2021, 15/11/2021 and 10/10/2021. No recurrence of the issue.</p>
--	---

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1874552-202001-M1	Critical	6.2.3	24/1/2020	10/4/2020
1874552-202001-M2	Critical	3.6.1	24/1/2020	10/4/2020
1874552-202001-N1	Minor	4.2.3	24/1/2020	Closed on 7/1/2021
1874552-202001-N2	Minor	2.2.2	24/1/2020	Escalated to Major NC
1874552-202001-N3	Minor	7.12.7	24/1/2020	Closed on 7/1/2021
1874552-202001-N4	Minor	3.3.2	24/1/2020	Escalated to Major NC
1874552-202001-N5	Minor	6.7.2	24/1/2020	Escalated to Major NC
2007911-202101-M1	Critical	2.2.2	7/1/2021	Closed on 6/4/2021
2007911-202101-M2	Critical	6.7.2	7/1/2021	Closed on 6/4/2021
2007911-202101-M3	Critical	3.3.2	7/1/2021	Closed on 6/4/2021

2007911-202101-M4	Critical	6.7.3	7/1/2021	Closed on 6/4/2021
2007911-202101-N1	Minor	3.4.2	7/1/2021	Closed on 24/1/2022
2007911-202101-N2	Minor	3.5.2	7/1/2021	Closed on 24/1/2022
2007911-202101-N3	Minor	2.1.2	7/1/2021	Closed on 24/1/2022
2156242-202201-M1	Critical	2.1.1	28/1/2022	Closed on 25/4/2022
2156242-202201-M2	Critical	3.4.3	28/1/2022	Closed on 25/4/2022
2156242-202201-M3	Critical	6.2.4	28/1/2022	Closed on 25/4/2022
2156242-202201-N1	Minor	3.7.3	28/1/2022	Open
2156242-202201-N2	Minor	7.3.1	28/1/2022	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 Sime Darby Plantations SOU 7 Bukit Kerayong Palm Oil Mill & 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)
School Headmaster/Representative	SJKT Ladang Jalan Acob	Face to face interview
Estate Supplier	BMSPU Enterprise	Face to face interview
Local Village Representatives	Kampung Simpang 3, Jeram	Face to face interview
Workers’ union (NUPW) representative	NUPW	Face to face interview
Foreign Workers’ (FW) Representatives	All estates and mill FW	Face to face interview
Estate Shop Keeper	- Bukit Kerayong Estate Shop - Bukit Cheraka Estate Shop	Face to face interview
Estate Healthcare Assistant	- Bukit Kerayong Estate Clinic - Bukit Cheraka Estate Clinic	Face to face interview
Gender Committee Representatives	Chief Clerk	Face to face interview

All consulted stakeholders provided positive feedbacks as per sample as following:

Stakeholders comment	
1	<p>Feedbacks: Local workers & foreign workers NUPW representatives No restrictions by management to all mill and estate employees to join union. Almost all local workers associated with NUPW while more than 50% foreign workers become member. Required fees paid by company with no issue.</p> <p>Audit Team verification and response: No further issue.</p>
2	<p>Feedbacks: School Headmaster/Representative Estate management always participated in school events except during Covid-19 Movement Control Orders. A lot of contributions received from estate management including school children’s excellent award</p> <p>Audit Team verification and response: No further issue</p>
3	<p>Feedbacks: Estate supplier & shop keeper 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>
4	<p>Feedbacks: Local Village Representatives Both mill and estate management always helpful and contributed a lot to local villagers. Contributions including food basket to Covid-19 quarantined families and recently house cleaning with foods and clothes to families affected by flood.</p> <p>Audit Team verification and response: No further issue</p>
5	<p>Feedbacks: Estate Medical Assistant (MA) Issue related to Covid-19 pandemic was handled well by management and all personnel. No serious positive case. No other viral case occurred since last audit.</p> <p>Audit Team verification and response: No further issue</p>
6	<p>Feedbacks: Gender committee representatives No new mothers at any of the Estates and Mill within Teluk Sengat Business Unit. In case of any, the committee representative will take actions to address any needs that have been identified.</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 the estates have undergone 2nd cycle of replanting.					



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

3.5 Impartiality and conflict of interest

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

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

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 Sime Darby Plantations SOU 7 Bukit Kerayong Palm Oil Mill & Supply Base has complied with the Malaysia National Interpretation 2019 of the RSPO P&C 2018 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that Sime Darby Plantations SOU 7 Bukit Kerayong Palm Oil Mill & Supply Base is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Hafriazhar Mohd. Mokhtar	Name: NOOR ARIZAN AHMAD
Company Name: BSI Services Malaysia Sdn. Bhd.	Company Name: SIME DARBY PLANTATION BERHAD.
Title: Lead Auditor	Title: SOU CHAIRMAN / SR. MANAGER
Signature: 	<p>Signature:</p> <p><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>Sime Darby Plantation Berhad Bukit Cheraka Estate (647766-V)</p>  <p>NOOR ARIZAN BIN AHMAD Senior Manager</p>
Date: 17/5/2022	Date: 24.05.2022

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> <p>- Critical (Major) compliance -</p>	<p>Based on the Estate Quality Management System; Sub-Section 5.5 Management Responsibility; Appendix 5.5.3.2 Procedure for External Communication; Version 1; Issue date: 1/1/2008, documents specified for mill and all estates within SOU 7 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> <p>- Minor compliance -</p>	<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

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		Bukit Kerayong POM workers morning briefing latest dated 17/1/2022. Bukit Cherakah Estate latest conducted the meeting with External Stakeholders on 20/1/2022 attended by local community representatives among neighboring resident area, schools, mosque, temple, vendors and authorities (PDRM). The minutes of meeting records indicated that most of feedbacks from stakeholders during previous meeting have been addressed and updated to relevant stakeholders.	
1.1.3	(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -	<p>SOU 7 maintained records of request for information and responses as per sample sighted as following:</p> <ul style="list-style-type: none"> - Bukit Kerayong POM: Request by Top Glove R&D to take 1kg palm oil ash dated on 7/10/2021 responded immediately by mill allowing the request. - Bukit Kerayong Estate: Workers housing repair request recorded on 16/8/2021. - Bukit Cherakah Estate: Request by SJKT Ladang Bukit Cheraka for school field grass cutting; Letter ref. # SJKTLBC 400-6/2/1 (18); Date: 21/10/2021 <p>All requests found to be responded within short time by respective recipients.</p>	Complied
1.1.4	(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative. - Critical (Major) compliance -	<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>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<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>Bukit Kerayong POM Procedure as per Flowchart for External Communication. Sample communication as per records of Communication and Complain Logbook by Stakeholder and Workers.</p> <p>Sighted Bukit Kerayong Estate Assistant Manager, Mr. Muhammad Zubari Bin Roslan has been nominated representative as per letter of appointment for person in-charge dated 11/1/2021.</p> <p>BKE Buku Aduan Kerosakan latest dated 20/1/2022.</p>	
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 7 sighted available as updated on July 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
<p>Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.</p>			
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>SOU 7 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 of audited operating units.</p> <p>For example, Bukit Kerayong POM briefing of policies to the workers were latest conducted during workers morning briefing on 17/1/2022.</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</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>compete in an ethical manner, labour & human rights, ethics & management practices.</p> <p>The Vendor Integrity Pledge (VIP) sighted available for sampled Bukit Kerayong POM vendor Teras Integrasi Sdn. Bhd.; Date: 8/11/2021.</p>	
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 including internal audit latest done for Bukit Kerayong POM on 13/10/2021. Internal audit conducted by internal auditors training led by Mohd. Saiful Bari Munir assisted by 4 internal auditors from HQ and regional SQM personnel. Bukit Cherakah Estate Internal Audit conducted on 12/10/2021.</p>	Complied
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>(C) The Unit of Certification complies with legal requirements</p> <p>- Critical (Major) compliance -</p>	<p>Sampled evidence of compliance and found evidence as below: Bukit Kerayong POM</p> <ul style="list-style-type: none"> • MPOB License No 562906004000 for 180,000 MT/Year valid from 01/08/21-31/07/22. • Diesel Permit under KPDKK (B.PGK.SEL/5782) for 15,000 Litres valid from 23/07/21-22/07/22. • Renewal of Fire Certificate (Serial No. 317224) was supposed on 03/09/21 as letter dated 13/08/21 from PgB Ishapari b. Ismail (O/B Asst. Director) JBP Selangor. Not able to come and will propose a new date. Expired 24/02/21. • License for Abstraction of Water from Lembaga Urus Air Selangor (LUAS) License No GWAL: (p9) 000312 dated 16/02/21-15/02/22. • JTK Selangor allowed Overtime under Sect. 60A(4)(a) Employment Act 1955 for 130 Hrs with normal working hour of 7 hour. Workers not allowed to work 5 Hrs continuously daily 	Non-compliance

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>without a 30 minutes break. Kamal Pardi (Director JTK Selangor).</p> <ul style="list-style-type: none"> • JTK license for Deduction of Wages under Section 24 Employment Act 1955 as letter dated 18/12/19 for Life Insurance Contribution from Great Eastern & MCIS from Ahmad Mudi Onn b. Nor (Director JTK Selangor). • Bukit Kerayong POM has DOE License for Prescribed Premise under Section 18(1) EQA 1974. Renewal License as Letter dated 30/06/21 approved and valid from 01/07/21-30/06/22. • Audiometric Test was conducted by PROCOMA Environmental (M) Sdn. Bhd. for 75 paxs tested on 05/04/21. 64 with Normal Audiogram and 11 with Abnormal Audiogram and need OHD Referral. • CHRA was conducted by DOSH Registered Assessor (HQ/09/ASS/00/124) on 04/11/20 for 7 Work Units. • Fume Hood (1 Unit) have Written Approval under Regulations 38 of Clean Air Regulations 1978 dated 13/05/14 and Written Notification under Regulation 5 of Clean Air Regulations 2014 for (1 unit) Fume Hood in Laboratory, dated 26/06/18. • Fume Hood Inspection done by Hygiene Tech (Alam Hijau Integrasi Sdn Bhd done 04/07/21. • Noise Risk Assessment under newly revised OSH (Noise Exposure) Regulations was not conducted yet. <p>Bukit Kerayong Estate</p> <ul style="list-style-type: none"> • CHRA was conducted by DOSH Registered Assessor (HQ/09/ASS/00/124) on 28/04/20 for 10 Work Units. • Noise Risk Assessment was done by Renash Solution (M) Sdn. Bhd on 26-27/10/21. 	
--	--	---	--

**RSPO P&C Public Summary Report
Revision 12 (Jun 2021)**

		<ul style="list-style-type: none"> • Audiometric test was conducted by Procoma Environmental (M) Sdn Bhd on list of Bukit Kerayong Estate Audiometric Screening FY 2022 tested on 20/01/22 for 34 employees (all as process identified in NRE conducted). Report still not received yet. • JTK approval for Overtime under Section 60A(4)(a) Employment Act 1955 dated 27/03/17 Maximum 130 Hours for daily work of 7 Hours. • JTK Approval for Deduction of Wages under Section 24 of Employment Act 1955-Koperasi Pekerja Ladang dated 11/02/19. • JTK Approval for Deduction of Wages under Section 24 of Employment Act 1955 for life Insurance (RM 20 monthly) dated 29/05/20. • Bukit Cheraka Estate • JTK Approval for Deduction under Section 24 of Employment Act 1955 for payment of bill, utility (water, electricity) Life Insurance (Great Eastern and personal loan) dated 05/03/18. • JTK Approval for Deduction of Wages under Section 24 of Employment Act 1955-Koperasi Pekerja Ladang dated 11/02/19. • JTK approval for Overtime under Section 60A(4)(a) Employment Act 1955 dated 27/03/17 Maximum 130 Hours for daily work of 7 Hours. • MPOB License 589377011000 Ladang Bukit Cheraka (lot 2969, Mukim Jeram) valid from 01/10/21-30/09/22. • MPOB License 526188002000 Ladang Bukit Cheraka (Lot 1144-4538 Mukim Jeram) Size 3632.29 Ha. Valid from 01/02/21-31/01/22. • Air Compressor SL PMT 34551 valid till 25/07/22. • License for Abstraction of Water from Lembaga Urus Air Selangor (LUAS) License No GWAL: (P9) 001004 dated 	
--	--	--	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>01/07/21-30/06/22 at Telaga 1, Ladang Bukit Cheraka (Lot 2200).</p> <ul style="list-style-type: none"> • Diesel Permit/Barang kawalan for Ladang Bukit Cheraka under Regulation9(2) No SL/KSL/01/SK for 14,000 Litres of Diesel, valid from 26/08/21-25/08/22. • Diesel Permit/Barang kawalan for Ladang Bukit Cloh under Regulation9(2) No SL/KSL/02/21/SK for 455 Litres of Diesel and 14,000 Litres for diesel valid from 26/08/21-25/08/22. • Noise Risk Assessment was done by Renash Solution (M) Sdn. Bhd on 27/10/21 as Baseline Report sampled. 	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.</p> <p>- Minor compliance -</p>	<p>SOU 26 had documented the Legal & Other Requirements Register (LORR) covering all the necessary regulatory requirements. List of applicable legal and other requirements was made available during the assessment. Documented procedure has been established and implemented; refer to Estate/Mill Quality Management System, Level 2: Standard Operating Manual, Appendix 5.2.4a: Procedure for Legal and Other Requirements dated 1 November 2008. Tracking of changes is by Sime Darby SQM team disseminated to all SOU.</p> <p>Bukit Cheraka Estate has a Legal and Other Requirements Register (LORR). Evaluation of Compliance score card with total compliance score is 100% (satisfactory) as stated in the document approved by Sr. Manager (Noor Arizan b. Ahmad).</p> <p>Update of Legal changes as sighted in the LORR as in Plantation Quality management System (PQSM) Revision History. For FY 2021 included:</p> <ul style="list-style-type: none"> • 30/05/21: Anti Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001 	Complied

		<ul style="list-style-type: none"> • 30/05/21: Malaysian Anti-Corruption Commission Act (Ammended) 2018. • 30/05/21: Whistleblower Protection Act 2010. 	
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>Bukit Kerayong Estate</p> <p>Sampled Bondary marking at Block P10C, P10A at Jalan Akob Division adjacent to Taman Kar Permai where a trenching sighted along the bourder and no over planting beyond it. Another sampled boundary at Block P15C in Jalan Akob Division adjascent to West Coast Expressway (WCE) Highway where a fencing erected along the bourder.</p> <p>Bukit Cherakah Estate</p> <p>The trenching was sighted with boundary clearly demarcated adjacent to Lambourne Estate at Block 17A and no overplanting.</p>	Complied
<p>Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>			
2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>The list of contracted parties at the mill and estates are made available in the List of Stakeholder. The contracted parties included FFB supply and short-term vendors.</p> <p>Bukit Kerayong Estate</p> <p>Available List of Stakeholder for SOU7 Bukit Kerayong Estate FY 2022. Under List of Contractor and Supplier listed:</p> <p>KSG Enterprise Sdn. Bhd. and BMSPV Enterprise.</p>	Complied
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p>	<p>Bukit Kerayong POM maintained Vendor Integrity Pledge with Gan Estate Contractor Sdn Bhd dated 15/08/21 with commitment to comply with legal requirements included labour and human rights, EHS, ethics and management practices.</p> <p>Bukit Kerayong Estate has issued a Reminder and acceptance of received by BMSPV Enterprise dated 20/01/22 contained requirements for contractor of estate and mill of Sime Darby</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>- Minor compliance -</p>	<p>Plantation to ensure no withholding of employee passport, paid with minimum wage (RM 1,100 or RM 1,200). Further sampling on BMSPV Contract on their workers dated 26/11/21 (Loganathan A/L Sankaran). Contains term such as job specification, wages, working hours, holiday and rest day, Requirements to comply with RSPO and policies of clients or workplace included Employment Act 1955.</p>	
<p>2.2.3</p>	<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>Contract with Gan Estate Contractor Sdn Bhd dated 01/01/21 signed Vendor Integrity Pledge on Vendor Code of Business Conduct (VCOBC)) addendum is in place to demonstrate agreement between SDP and vendors had include in clause 5.7 and 5.8 to abolish child labour, forced labour and trafficked labour.</p> <p>Sampled KSG Enterprise Sdn. Bhd dated 01/09/21 Adhoc Contract for land Transportation Services (Contract) with Sime Darby Plantation. Duration of Contract 01/09/21-31/12/21 for FFB. Under para 2 Compliance with laws specifically required contractor to comply with relevant legislation under Employment Act 1955 and related legislation covering disallowing child, forced and trafficked labour and young workers.</p> <p>Found Inter Office Mail on Declaration on Compliance by Contractor-Contract Management dated 12/01/22 to KSG Enterprise Sdn. Bhd and BMSPV Enterprise. A contractor to declare:</p> <ol style="list-style-type: none"> 1. Contractor/vendor and migrant worker informed that passport should be under their possession at all times (Yes). 2. Contractor/vendor informed and assure worker (local/migrant) pain with minimum wage as required (Yes). 3. Contractor/vendor agree to provide copy of employment contract (Yes). 	<p>Complied</p>

		<p>4. Contractor/Vendor agree to provide payslip and all statutory deduction (EPF/SOCSO/Workman Compensation Insurance) on workers (local/migrant) on monthly basis (Yes).</p> <p>5. At all times Contractor/Vendor must check and confirm conformance as agreed. Action to be taken against noncomplying contractor/vendor. (Yes).</p>	
<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 Valid MPOB license <p>- Critical (Major) compliance -</p>	<p>All the directly sourced FFBs are independent estates/out growers. The list of the suppliers with MPOB License and geo-location is available and maintained. From Main Estate:</p> <ul style="list-style-type: none"> Bukit Cheraka Estate Bukit Kerayong Estate OCP Estates (Bakti Mas Bina, Budi Sawit, Clarity Crest, Eng Huat Latex Concrete, Euro-Asia Brand, Gan Estate, Meru Estate, Rasa Dinamis, Selamis Estate, Syarikat Chuan Soon, Timah Jaharah). 	Complied
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator2.3.1.</p> <p>- Minor compliance -</p>	<p>For indirectly sourced FFBs through traders or collection centres, Bukit Kerayong POM has identify plans under the Responsible Sourcing Guidelines to collect data of the smallholders that are supplier to the traders or collection centres.</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 7 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.</p> <p>Annual business plan in the form of annual budget and the projection for 5 years prepared as guidance for future planning.</p>	Complied

		<p>Sighted the annual budget FY 2021 and business plan FY 2021 – FY 2025</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 <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 2025) and well documented upon request.</p>	
--	--	---	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

<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>SOU 7 have long range replanting program until FY 2026. Replanting planned for the palm older than 25 years, non-performance field (yield) and ganoderma infected palm. Observed the replanting program for the next financial year as follows:</p> <table border="1" data-bbox="1137 523 1926 740"> <thead> <tr> <th></th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>Bukit Kerayong</td> <td>89.32</td> <td>0.00</td> <td>97.23</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Bukit Cheraka</td> <td>48.87</td> <td>65.40</td> <td>95.19</td> <td>71.80</td> <td>192.85</td> </tr> </tbody> </table>		2022	2023	2024	2025	2026	Bukit Kerayong	89.32	0.00	97.23	0.00	0.00	Bukit Cheraka	48.87	65.40	95.19	71.80	192.85	<p>Complied</p>
	2022	2023	2024	2025	2026																
Bukit Kerayong	89.32	0.00	97.23	0.00	0.00																
Bukit Cheraka	48.87	65.40	95.19	71.80	192.85																
<p>3.1.3</p>	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake. - 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.</p> <p>Management review was conducted on annually basis by Operating Unit as per SOP established. Among the agenda discussed in the meeting as follows:</p> <ol style="list-style-type: none"> 1. Results of internal audits covering MSPO/RSPO/SCCS 2. Customer feedback 3. Status of preventive and corrective actions 4. Follow up action from management review 5. Changes that could affect the management system 6. Recommendation for improvement 7. Improvement of effectiveness of the management system and process 	<p>Complied</p>																		

		<p>8. Resources needs</p> <p>Latest management review meeting was conducted at each operating units as follows:</p> <table border="1" data-bbox="1144 491 1868 687"> <thead> <tr> <th>Operating Unit</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Bukit Kerayong POM</td> <td>25/10/2021</td> </tr> <tr> <td>Bukit Kerayong Estate</td> <td>09/12/2021 and 14/01/2022</td> </tr> <tr> <td>Bukit Cheraka Estate</td> <td>10/01/2022</td> </tr> </tbody> </table>	Operating Unit	Date	Bukit Kerayong POM	25/10/2021	Bukit Kerayong Estate	09/12/2021 and 14/01/2022	Bukit Cheraka Estate	10/01/2022	
Operating Unit	Date										
Bukit Kerayong POM	25/10/2021										
Bukit Kerayong Estate	09/12/2021 and 14/01/2022										
Bukit Cheraka Estate	10/01/2022										
<p>Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.</p>											
<p>3.2.1</p>	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification. - Critical (Major) compliance -</p>	<p>Continuous improvement is established covering the social, environmental and safety impacts in the operating units. The action plan established based on the SIA, EAI/EIE, Social Dialog, Workers Grievances and etc. Among the plan established such as:</p> <ol style="list-style-type: none"> 1. To continuously brief workers about their benefits, entitlement, salary calculation and ex-gratia payment. 2. EWR members will inspect any damage of the housing quarters and report to the management team to take action 3. Create further awareness on recycling among the through training and recycling campaigns 4. Monitoring by photo with date of terracing in the field 5. Workers housing inspection to ensure no illegal wiring 	<p>Complied</p>								
<p>3.2.2</p>	<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>RSPO metrics template for SOU 7 made available for verification found to be consistent with evidence sighted.</p>	<p>Complied</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>Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.</p>			
<p>3.3.1</p>	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>Sime Darby Plantation has established SOPs for the Palm Oil Mill and the Estates operation. Bukit Kerayong Palm Oil Mill has maintained Sustainability Plantation Management System (MQMS/SOM/08 v.1 dated 1/11/2008) includes Mill SOP and Mill Quality Management Manual v.1 2008/MQMS/QMM/08 as a guidance document to operate the mill. Estates have a separate SOP (Sime Darby SOP issued 2/1/2008 and Agricultural reference Manual) covers land preparation, planting material, upkeep, harvesting, transport etc.</p> <p>Sighted in Bukit Cheraka Estate a new SOP:</p> <ul style="list-style-type: none"> • Emergency Preparedness and Response Procedure (UM/HSE/SP/02) for Sime Darby Plantation Berhad, version 0, date approved 17/11/21 (Superseded Version: Nil), Approved by Roslin Azmy Hassan (CEO Upstream Malaysia). • Safety and Health Committee Procedure (UM/HSE/OCP/08) for Sime Darby Plantation Berhad, Version 0, date approved 17/11/21 (Superseded Version: Nil), Approved by Roslin Azmy Hassan (CEO Upstream Malaysia). • Contractor & Vendor Management Procedures for Sime Darby Plantation Berhad, Version 0, date approved 17/11/21 (Superseded Version: Nil), Approved by Roslin Azmy Hassan (CEO Upstream Malaysia). 	<p>Complied</p>

		<p>Medical Access Procedures (UM/HSE/OCP/09) for Sime Darby Plantation Berhad Version 0, date approved 17/11/21 (Superseded Version: Nil), Approved by Roslin Azmy Hassan (CEO Upstream Malaysia).</p>	
<p>3.3.2</p>	<p>A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -</p>	<p>Sime Darby Plantation has established a system to monitor the mill and estate operation. The Structured Oil Recovery Assessment (SORA) (for Mill) / Structured Crop Recovery Assessment (SCRA) (for estates) and Planning and Monitoring Unit visited the operating units quarterly. Their report covers on all aspect of operation.</p> <p>In addition to estate operation, visit by agronomist was made yearly. The report focusing on rainfall, yield [performing and underperforming], palm nutrition status, field observation agronomic matters and fertilizer recommendation has been included in the report. All the reports of monitoring were available at estate and mill office for references. Plantation Advisory Department, Performance Monitoring Unit, Quality Management Unit (PSQM) inspect and report to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements. Third party visit/inspection was also done as part legal compliance monitoring.</p> <p>Bukt Cheraka Estate</p> <p>Sighted email dated 10/05/21 sent on behalf of Sagathavan Kannan Nambiar from Nurul Liyana Sulaiman (Plantation Advisory Department). Stated the estate has been rated FAIR with score of 78.13 points. It was rated FAIR for previous visit in September 2020 with score of 72.75 points. Among topic cover in Executive Summary included:</p> <ul style="list-style-type: none"> • Overview of estate • Manpower management 	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ul style="list-style-type: none"> • Crop recovery • Performance YPH • EFB Application • Mechanisation • Pest & diseases (Bagworm, cattle intrusion & potential revenue loss) • Replanting & immature area • OER & yield 	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	Monitoring of action and operation implementations as SOPs are conducted accordingly. Sighted sample records included: <ul style="list-style-type: none"> • Plantation Advisor Report dated 07-09 September 2020 • Internal audit conducted on 25/11/2020. • General Manager visit report dated 11/06/2020 • Safety and Health Inspections conducted once in every 4 months. 	Complied
<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>	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.	Complied

<p>3.4.2</p>	<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>No new planting in all estates within SOU 7. For existing operations, the operating unit of SOU 7 documented the continual improvement plan as per Bukit Kerayong POM SOU 7 Management Plan on Social Impact Assessment with areas if concerns/key findings:</p> <p>Working Condition: Understanding of workers benefits entitlement Housing Condition/Living Improvement:</p> <ul style="list-style-type: none"> - Housing complex overall maintenance and cleanliness - Organize more social activities such as family day - Organize meeting with stakeholder <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>Bukit Kerayong POM</p> <p>Latest review was conducted on 06/01/2021 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p> <p>Bukit Kerayong Estate</p> <p>Latest review was conducted on 03/01/2021 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p> <p>Bukit Cheraka Estate</p>	<p>Complied</p>
--------------	---	--	-----------------

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>Latest review was conducted on 02/01/2022 by the OSH Coordinator and approved by the Manager with no changes on made to the EAI and EIE since last review was conducted.</p>	
<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way. - Critical (Major) compliance -</p>	<p>The management plan established base on operation with significant impact to the environment. The management plan was reviewed annually. The management plan stated the environmental issue, mitigation actions, monitoring plan and person responsible for monitoring implementation.</p> <p>The operating units sampled have established the Environmental Management Program base on the significant impacts identified in the EAI/EIE conducted. The plan stated the Environmental issue, mitigating measures and person responsible. The plan was reviewed on annually basis.</p> <p>Reviewed the implementation of the management plan FY 2021 as follows:</p> <p>Bukit Kerayong POM</p> <ol style="list-style-type: none"> 1. The mill has completed the installation of VORSEP system. Reviewed the service report no. 3104 dated 16/11/2021, 3530 dated 05/10/2021, 3052 dated 14/09/2021, and 3523 dated 28/09/2021. 2. The estate has completed the repair and construct new EFB yard wall with strong structure. Reviewed the contract form no. 4300542160 dated 04/05/2021. <p>Sighted during site visit, there was a mini tractor park in front of the scheduled waste store with engine leakage without any appropriate attendance. This was against the Environmental Improvement Plan/Pollution Prevention Plan FY 2021 dated 02/01/2021.</p> <p>Bukit Kerayong Estate</p>	<p>Non-compliance</p>

		<ol style="list-style-type: none"> 1. The estate maintain the inventory and disposal records for empty pesticides container. Latest disposal of empty container was conducted on 22/03/2021 as per official receipt no. CR03/2021-2. 2. The estate conducted scheduled vehicle maintenance to ensure the vehicle running in good conditions and effective energy consumptions. Reviewed the daily inspection and maintenance records for TF015 and TF016 FY 2021 <p>The estate disposed the clinical waste (SW 404) through VMO. The VMO didn't acquired any written permission/approval from DOE to transport the scheduled waste to his facilities.</p> <p>Bukit Cheraka Estate</p> <ol style="list-style-type: none"> 1. The estate maintain the records of scheduled waste generated in the Scheduled Waste Inventory form and notify to DOE through ESWISS. Reviewed the latest inventory records for the month of January 2022. 2. The estate continuously trained the workers on spillage management. Reviewed the training records dated 25/11/2021 3. The estate continuously conducted training on HCV area to ensure awareness among the workers. reviewed the training records dated 11/10/2021 4. The estate planting beneficial plant <i>Pueraria Javanica</i> (pj), <i>Calapogonium Caeruleum</i> (cc) at replanting area to prevent soil erosion. Reviewed the planting records for field 2021A. 5. Latest implementation of Monitoring Oil Palm Pal (OPP) Digital Housing Complaint System Effective from December 2021. 	
<p>Criterion 3.5: A system for managing human resources is in place.</p>			

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 liaison 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> <p>Additionally, there's Bukit Kerayong POM recruitment procedures as per Standard Operating Procedure Title: Hiring of Local Workers; Doc. # 01-12-19; Effective date: 1/12/2019; Rev. # 1</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. Implementation also include induction as per sample Bukit Kerayong POM implemented New Workers Briefing last dated 11/10/2021.</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>Bukit Kerayong POM</p> <p>Hazard identification was conducted as OSH Risk Assessment Register for Boiler Operation, Sterilizer Operation, Kernal Plant Operation amd laboratory Operation dated 21/12/21 approved by Azlan M Kambali.</p> <p>Bukit Kerayong Estate</p> <p>Noise Risk Assessment conducted (Personal Monitoring) by Renash Solution Sdn Bhd between 26-27/10/20. Among High Noise Area detected are Workshop (86.3 dBA-Foreman). Tractor Driver (91.5 dBA), Driver Mechanical Buffolo (90.1 dBA), Driver Exhaust Machine (88.4 dBA). Grasscutter (89.7 dBA). Medical Surveillance. Hazard Identification, Risk Assessment and Control</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>(Hirarc) FY 2022. Acknowledged by Estate Manager dated 05/01/22. Covering Office Operation, Security, Weeding, Pest and Diseases, Boundary Management.</p> <p>Bukit Cheraka Estate</p> <p>Sighted revised Hirarc due to accident in 2021:</p> <ul style="list-style-type: none"> • Cutting and stacking fronds with hazard hit by pole/sickle/axe/hoe and risk score 12 (High). Recommended risk control: Morning muster briefing about PPE usage among worker to avoid any unnecessary incident. PIC Staff/Asst. Manager, Dateline 30/09/21. Reviewed by Bibi Safina (Safety Rep.) dated 30/09/21 • Repair and maintenance with hazard of slip, trip and fall and risk score 9 (Medium), Recommended risk control: Administration team to give SOP's briefing among foreman. PPE for Foreman will be improvised. PIC Staff/Asst. Manager, dateline 26/02/1. Reviewed by Bibi Safina (Safety Reps) dated 24/02/21. • Load FFB and loose fruits into trailer with hazard snapping frond and risk score 12 (High). Recommended risk control: Reminder all tractor driver about accident and important of PPE usage. PIC Staff/Asst. Manager, dated 06/11/21. Reviewed by Bibi Safina (Safety Reps) dated 06/11/21. • Travelling back to home with hazard of slip, trip and fall and risk score 9 (Medium). Recommended risk control: Briefing on Safety Awareness to all workers at morning muster. PIC Staff/Asst. manager, Dateline 20/10/21. Reviewed by Bibi Shafina (Safety Reps) dated 20/10/21. • Cutting Creepers on palm uprooting woody upright with hazard slip, trip and fall and risk score 12 (High). Recommended risk control: Morning muster briefing about PPE usage among 	
--	--	---	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>weeding workers to avoid any unnecessary incident. PIC Staff/Asst. Manager, Dateline 30/09/21. Reviewed by Bibi Shafina (Safety Reps) dated 27/09/21.</p> <p>In Chemical Store the risk of exposure or incidental spill of chemicals to body parts such as eye and skin that required immediate use of water such as emergency shower and eye wash to be further enhanced with adequate facility.</p>	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>Bukit Kerayong POM</p> <p>OSH Plan for FY 2022 established and found included the topic such as Review of Legal Compliance, training on ERP, Review of Documentations, Risk Management, Hazard, Workplace Inspection, PPE Training, Medical Surveillance, First Aid Training, ESH Management System and etc.</p> <p>Bukit Kerayong Estate</p> <p>OSH Plan was established as sighted for FY 2021 and FY 2022 as sampled.</p>	Complied
<p>Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.</p>			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and 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>Sime Darby Plantation established a Standard Operating manual (SOM) Version 1:2008 defined competence, training and awareness requirements in estate operations. Proses of developing Training Needs and Plan were included.</p> <p>Bukit Kerayong POM:</p> <p>Available a Training Plan for FY2022 for SOU7 Bukit Kerayong POM. Among Training in the plan included among others:</p> <ul style="list-style-type: none"> • OSH Act and Regulations (Feb) • Environmental Quality Act and Regulations 1974 (Feb) • Understanding Group Policy & Authority (GPA 8.4) and COBC. Oct) 	Complied

		<ul style="list-style-type: none"> • Hirarc Aug) • NADOOPOD (Jun) • EHS Functions and Responsibilities (Sep) • Foreign Worker Induction Programme (April) • Safe Driving Technique (July) • Working at Height (Sep) • Training SCCS for RSPO (Nov) • RSPO Training (July) and etc. <p>Bukit Cheraka Estate: Available Training Plan FY 2022 and among included in the plan:</p> <ul style="list-style-type: none"> • Hirarc (Dec) • OSH Committee & Function and Responsibility (Jan, Apr, Jul, Oct) • SOP Training (Nov) • Harvesting Induction Training (Jan-Mac), Aug-Sep) • Chemical & Spraying training (Apr, Sep) • Fire Fighting (may) • RSPO and MSPO Awareness (Nov). • Policy training (Jan, Nov-Dec) • Scheduled Waste management (Dec) • COBC/Whistle Blowing training (Jan, Sep). 	
3.7.2	Records of training are maintained. - Minor Compliance -	<p>Schedule Waste and First Training done on 15/01/21 attended 53 employees.</p> <ul style="list-style-type: none"> • Emergency Drill Training done on 17/02/21 attended by 35 employees. 	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ul style="list-style-type: none"> • PPE Training done on 08/01/21 attended by 47 employees. • Morning Briefing sighted on 17/01/22 attended by 37 employees consist of Hirarc, Scheduled waste, policies, complaint, OPP and passport, procedure for going out to seek medical attention and labour issues. <p>Bukit Kerayong Estate</p> <ul style="list-style-type: none"> • Chemicals and Spraying Training conducted on 17/09/21 and attended by 13 employees. • Briefing and Training on Workers Helpline Awareness on 06/09/21 and attended by 29 employees. • Foreign and local Workers Induction Programme, Harvesting Induction Programme (ODP Workers) on 04/01/21 and attended by 12 employees. • First Aid Training was conducted on 23/08/21 and attended by 17 employees. • First Aid Training on Emergency Step to Handle Incident and Basic First Aid Box Item for Staff and Mandore on 15/11/21 and attended by employees. • Safe Operation Procedure (Harvesting) conducted on 25/11/21 and attended by 33 employees. • Social Dialogue Workshop conducted on 15/12/21. • Training on Hirarc to harvester Representatives conducted on 27/12/21 attended by 28 + 30 employees. <p>Bukit Cheraka Estate</p> <ul style="list-style-type: none"> • COBC/Whistle Blowing training & Passport Keeping Briefing conducted on 10/11/21 and attended by 35+29 employees. • First Aid training was conducted on 23/08/21 and attended by 10 employees (mandores). 	
--	--	--	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ul style="list-style-type: none"> • House Inspection Training was conducted 15/02/21 and attended by 12 employees. • eSWISS Training was conducted on 11/02/21 and attended by 13 employees. • Briefing for workers, contractors on Hirarc done on 28/12/21 and attended by 16 employees and contractor (BMSP Ent, KSG Enterprise). 10/02/21 attended by 12 employees. 	
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>A Training Matrix FY2022 for SOU7 Bukit Kerayong POM covering all levels of employees and types of Training Requirements for Operational Unit. Training of RSPO Supply Chain is required by Mill Manager, Mill Sr. Assistant, Mill Assistant, QA, Process Supervisor, Store Clerk, Chargemen. SCCS Training record and evidence not available as requested for for Supply Chain Certification Standard (SCCS) in Bukit Kerayong Palm Oil Mill.</p>	Non-compliance
<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>Bkt Kerayong POM initially under Identity Preserved module where there were only two (2) supplying estates namely Bukit Kerayong and Bukit Cheraka Estate. Starting from August 2020 onwards, mix of uncertified FFB from OCP @ Outside Crop Purchase from direct and indirect suppliers. Bukit Kerayong POM is no longer maintaining the IP module and downgraded to MB module.</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>Bukit Kerayong Palm Oil Mill receives and process both certified and non-certified FFB. Therefore, it uses the Mass Balance supply chain system and module. During the P&C assessment, the audit team verified the volumes and sources of certified and non-certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products.</p>	Complied
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report. The figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in 12-months license period.</p>	Complied
3.8.4	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	<p>The mill license available at PalmTrace as following:</p> <ul style="list-style-type: none"> - Member ID: RSPO_PO1000000155 - 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> <ol 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). 	<p>Available a Procedure under Sime Darby Plantation – Plantation Quality Management System – Sustainable Plantation Management System: Appendix 15; Standard Operating Procedure (SOP) for Sustainability Supply Chain and Traceability; Version 2; Issue no.: 3; Issue date: Feb 2018.</p> <p>This procedure has been established to covers 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>	Complied

	<ul style="list-style-type: none"> 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>3.8.6</p>	<p>Internal Audit</p> <ul style="list-style-type: none"> i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill: <ul style="list-style-type: none"> a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. b. Effectively implements and maintains the standard requirements within its organisation. ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports. 	<p>As sampled, Sime Darby Plantation Berhad has established requirement for Internal Audit in 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. The latest Internal Audit for RSPO SCCS was done on 13/10/2021 conducted by GSM Malaysia & Central East RSQM. 1 major NC and 1 OFI were raised on SCCS requirements. Root causes and Corrective Action were taken accordingly as reported by Group Sustainability Department.</p>	<p>Complied</p>
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents. 	<p>Sime Darby Plantation Berhad has established a Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability, Version 2, Issue No.: 5 dated 04/19. For incoming FFB delivered to mill from the estates, the transporters presented the FFB Consignment Note or Weighbridge Tickets to the mill weighbridge operator in order the FFB to be received by the mill for both certified and noncertified FFB from outside crop purchases (OCP) as per sample tickets as following:</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ol style="list-style-type: none"> 1) Certified Supplier: Bukit Cheraka Estate; FFB received ticket # 49982; Nett weight: 11,490 kg; Date: 9/12/2021 2) Certified Supplier: Bukit Kerayong Estate; FFB received ticket # 1989; Nett weight: 11,550 kg; Date: 10/12/2021 3) OCP Supplier: Euro Asia Brand Holding Company Sdn. Bhd. (Shalimar Estate Ijok); FFB received ticket # 167743; Nett weight: 7,690 kg; Date: 30/8/2021 4) OCP Supplier: Meru Estate; FFB received ticket # 170767; Nett weight: 2,500 kg; Date: 10/12/2021 <p>The weighbridge operator will check the source of FFB before received to ensure they are certified FFB. A copy of the RSPO certificate for the supplying estates is kept. All the incoming of FFBs will be recorded in the Daily Production Summary Report. The SOP under Section 11. Non-Conforming Products and Documents explained the handling of non-conforming products and/ or documents.</p>	
3.8.8	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; 	<p>Information for RSPO certified products is made available in document Shipping Announcement as sampled below:</p> <p>CSPO</p> <ul style="list-style-type: none"> - The name and address of the buyer: ABC - The name and address of the seller: Bukit Kerayong POM - The loading or shipment/ delivery date: 26/03/21 - The date on which the documents were issued: 26/03/21 - RSPO certificate number: RSPO PO100000155 (SC Model: MB) - A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Crude Palm Oil (CPO) - RSPO MB 	Complied

	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> - The quantity of the products delivered: 40.32 MT - Any related transport documentation: Nil - A unique identification number: TR-ed645163-63e7 CSPK - The name and address of the buyer: EFG - The name and address of the seller: Bukit Kerayong POM - The loading or shipment/ delivery date: 20/04/2021 - The date on which the documents were issued: 20/04/21 - RSPO certificate number: RSPO PO100000155 (SC Model: MB) - A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Palm Kernel – RSPO MB - The quantity of the products delivered: 35.20 MT - Any related transport documentation: Nil - A unique identification number: TR-fe877070-7819 	
<p>3.8.9</p>	<p>Outsourcing Activities</p> <ul style="list-style-type: none"> 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 ii) The mill shall ensure the following: <ul style="list-style-type: none"> a) The mill has legal ownership of all input material to be included in outsourced processes 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 	<p>Bukit Kerayong POM did not outsource any of its activities to third party except the transportation of CPO. The transporter of PK is arranged by the customer themselves. Bukit Kerayong POM has legal ownership on the materials. The outsourced party is only physical handle the material as per the instruction from the mill.</p> <p>The CPO transporter, FGV Transport Services Sdn Bhd has signed on Letter of Award (LOA) dated 12/12/2020 which valid for 3 years and will be expiring on 31/10/2023. Under Clause 5 (d) (iii) has mentioned that the transporter shall permit CB to conduct audit on its or its sub-contractors' operation and provide access to all relevant systems, documents and records when requested by the CB.</p>	<p>Complied</p>

	<p>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>Documented control system procedure is incorporated under the LOA and Standard Operating Procedure (SOP) for Sustainable Supply Chain and Traceability, Appendix 15, Version 2, Issue No. 5 dated April 2019 was communicated during contract signing.</p>	
3.8.10	<p>The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.</p>	<p>Stated in the contract agreement between The Sime Darby Plantation Bhd. with FGV Transport Services Sdn Bhd via Letter of Award (LOA) dated 12/12/2020, it was mentioned that the site has legal ownership of all input material to be included in outsourced processes as per Annexure 5, RSPO Supply Chain Certification Standard.</p>	Complied
3.8.11	<p>The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.</p>	<p>The outsource parties remain unchanged since last surveillance assessment.</p>	Complied
3.8.12	<p>Record keeping</p> <p>i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</p> <p>ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p>	<p>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.</p> <p>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 traceability records should be maintained at minimum period of 3 years.</p>	Complied

	<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> <ul style="list-style-type: none"> a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis. b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock). 	<p>iii) Bukit Kerayong POM receives and process both certified and noncertified FFB. Therefore, it uses the Mass Balance supply chain system and module.</p> <p>iv) a. Bukit Kerayong POM 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 Jan 2021 – Dec 2021 and FFB summary Jan 2021 – Dec 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 Bukit Kerayong POM.</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 Jan 2021 – Dec 2021.</p> <p>Volume estimates for next period were based on historical extractions and FFB projection from estates.</p>	<p>Complied</p>

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>Bukit Kerayong POM receives and process both certified and noncertified FFB. Therefore, it uses the Mass Balance 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	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims.	Complied

General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	Not Applicable as no "off-product" claim made by Bukit Kerayong POM in the industry public domain.	Not Applicable
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 Bukit Kerayong POM in the industry public domain.	Not Applicable
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 Bukit Kerayong POM in the industry public domain.	Not Applicable
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 Bukit Kerayong POM in the industry public domain.	Not Applicable
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.	Mill does not use the RSPO Corporate logo.	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

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

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 MB) and RSPO certificate number; RSPO 550181.	Complied
5.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	Bukit Kerayong POM is not under distributor or wholesaler category. Thus, this requirement is not applicable	Not Applicable
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification. For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	Bukit Kerayong POM 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	Not applicable to Bukit Kerayong POM as they do not conduct business to consumer claims.	Not Applicable

	products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.		
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.	Not applicable to Bukit Kerayong POM as they do not conduct business to consumer claims.	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.	Not applicable to Bukit Kerayong POM as no on-pack claims on RSPO-certified sustainable oil palm products are used	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	Not applicable to Bukit Kerayong POM as they do not conduct business to consumer claims.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	Not applicable to Bukit Kerayong POM as they do not conduct business to consumer claims.	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.	There was no use of RSPO Trademark logo.	Complied
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.	There was no use of RSPO Trademark logo.	Complied
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	Not applicable as Bukit Kerayong POM do not fall under the category of retailers or food service companies.	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 B – MASS BALANCE SPECIFIC RULES</p>			
<p>Minimum Mass Balance content</p>			
	<p>95% or above of the oil palm content must be RSPO MB-certified.</p>	<p>Bukit Kerayong 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 non-certified volume must be covered by equivalent volume of RSPO Credits.</p>	<p>Bukit Kerayong POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>
<p>Labelling and trademark (MB)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. 	<p>Bukit Kerayong POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>

	<ul style="list-style-type: none"> Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 	<p>Bukit Kerayong POM is producing crude palm product and does not involved in any labelling of end product.</p>	<p>Complied</p>
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	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and</p>	<p>SOU 7 has implemented the Sime Darby's Human Rights Charter where they committed to recognizing the role of Human Rights</p>	<p>Complied</p>

	<p>communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>Defenders in accordance to the United Nations declaration on Human Rights Defender.</p> <p>Awareness and training to all workers in order for them to understand their responsibility in respect of human rights were conducted by Bukit Kerayong POM on 17/1/2022, Bukit Kerayong Estate on 7/1/2022 and Bukit Cheraka Estate on 11/10/2021.</p>	
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>Based on the interview of internal stakeholders among workers as well relevant external stakeholders, the mill and estates within SOU 7 do not instigate violence or use any form of harassment in their operations.</p>	Complied
<p>Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties</p>			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistle-blowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>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.</p>	Complied
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>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).</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.</p> <p>Under Sime Darby website, there is Whistleblowing e-form provide a mechanism for reporting, investigating and remedying any wrongdoing.</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

4.2.3	The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders. - Minor compliance -	Neither any complaints nor land dispute occurred in the SOU 7 Certification Unit since the last audit.	Complied
4.2.4	The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator. - Minor compliance -	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.	Complied
Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.			
4.3.1	Contributions to community development that are based on the results of consultation with local communities are demonstrated. - Minor compliance -	Contributions made as per sample as following: Bukit Kerayong POM contribution to employees affected by flood; date 13/1/2022: - RM 2,000 for family staying at own house - RM 1,500 for single staying at own house - RM 1,000 for family staying at company's house - RM 500 for single staying at company's house Bukit Kerayong Estate and Bukit Cherakah Estate distribution of new lockers dated 20/11/2021 & briefing of Procedure on Foreign Worker's Individual Passport Safe Keeping.	Complied
Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history	SOU 7 estates were able to demonstrate the evidence of legal ownership if its lands through possession of land titles. The estates has a list of all its land titles which have the information about	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

<p>of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>names of lease, hectare, terms & conditions, lease period and grant numbers. Copies of the land titles were available at the estate's offices while the original were kept at headquarter.</p> <p>Example of land titles checked:</p>			
	Estate	Land title	Land use type	Tenure
	Bukit Cheraka	<p>Sample : GRN45562, lot no. 4503, Mukim Jeram, District: Kuala Selangor title area: 343.70 ha</p> <p>Total titles: 28 (1,633.09 ha)</p> <p>Sample : GRN47691, lot no. 4586, Mukim Jeram, District: Kuala Selangor title area: 273.7694 ha</p> <p>Total titles: 105 (2,104.34 ha)</p>	Agriculture & not categorized/gazetted	Freehold
	Bukit Kerayong	<p>Sample : GRN52712, lot no. 2894, Mukim Jeram, District: Kuala Selangor title area: 11.71 ha</p> <p>Total titles: 21 (3,368.5 ha)</p>	Agriculture & not categorized/gazetted	Freehold

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 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information. 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
4.4.2a	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 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information. 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
4.4.2b	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 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information. 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
4.4.2c	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 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information. 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

4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>Boundary maps available for all estates within SOU 7 clearly demarcating estate area with location and coordinate of boundary stone and pegs as per sample Bukit Cheraka Estate BC, Bk Cloh, Bk Panjong & Braunston Div. GPS Surveyed Map (Boundary Stone Map); Data Source: GPS Surveyed; Projection Universal Transverse Mercator 47N; Datum: WGS 1984; Print Scale: A3; Prepared by: R&D – Precision Agriculture Unit (NHM) May 2019.</p> <p>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.</p>	Complied
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p> <p>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.</p>	Complied
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>	<p>No issues of land dispute issue occurs in all estates within SOU 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p> <p>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.</p>	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>	<p>No issues of land dispute issue occurs in all estates within SOU 7 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied

		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.	
Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
4.5.1	(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available. - Critical (Major) compliance -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable
4.5.2	(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation. - Critical (Major) compliance -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable
4.5.3	Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations. - Minor compliance -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable

4.5.4	<p>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.</p> <p>- Minor compliance -</p>	<p>It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.</p>	Not Applicable
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	<p>It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.</p>	Not Applicable
4.5.6	<p>Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	<p>It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.</p>	Not Applicable
4.5.7	<p>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.</p> <p>- Minor compliance -</p>	<p>It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.</p>	Not Applicable
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are</p>	Complied

		not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	
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 -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable
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 -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable
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 -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable
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 -	It has been verified during documentation review, interviews held with management and field observations, that there is no evidence of any new planting within SOU 7. The estate lands are legally owned by Sime Darby Plantation Berhad. The existing estates are not encumbered by any legal, customary and user rights. Land titles and ownerships of the lands were available.	Not Applicable

<p>Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.</p>			
4.7.1	<p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well. There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
4.7.2	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well. There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
4.7.3	<p>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 -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well. There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
<p>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.</p>			
4.8.1	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well. There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable

4.8.2	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well.</p> <p>There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4)</p> <p>- Minor compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well.</p> <p>There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance -</p>	<p>Sime Darby Plantation Berhad has been established Flowchart and Procedures on Handling Land Disputes dated 1/11/2008. Compensation procedure has been clearly stated in the procedure as well.</p> <p>There have been no issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders.</p>	Not Applicable
Principle 5: Support smallholder inclusion			
Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	<p>Current and previous period prices paid for FFB are publicly available and accessible by smallholders.</p> <p>- Minor compliance -</p>	<p>As sampled Bukit Kerayong POM, does not directly source FFB from smallholders. Mill purchased from outside FFB either from independent estates or dealers or collection centres. The FFB purchasing prices are stated in the FFB purchasing contract. The pricing is calculated following the MPOB price. Then no publicly available FFB pricing is applicable. However Bukit Kerayong POM posting the MPOB Daily FFB Price as sighted at Weight Bridge</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		(October-December 2021 and January 2022). Date 24/01/22 Central RM63.45/1% OER).	
5.1.2	<p>(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).</p> <p>- Critical (Major) compliance -</p>	Bukit Kerayong POM did not directly source FFB from independent smallholders. Mill purchased from outside FFB either from independent estates, dealers or collection centres. The pricing mechanism is available in the FFB purchasing contract. Explanation to independent smallholders on FFB pricing not applicable.	Complied
5.1.3	<p>(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	In Bukit Kerayong POM, the FFB pricing is calculated based MPOB price guidance. Mill does not purchase FFB directly from smallholders, this fair pricing is not necessary to be provided to independent smallholders.	Complied
5.1.4	<p>(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.</p> <p>- Critical (Major) compliance -</p>	Bukit Kerayong POM does not purchase FFB directly from independent smallholders. Hence this indicator is not necessary. However the pricing mechanism for purchasing FFB from independent estates or out growers or collection centre is available in the FFB purchasing contract.	Complied
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	Sampled FFB purchasing Contracts Agreement (P/P/1220/FFB02637L) with independent estates or out growers. Sample of contract with Gan Estate Contractor Sdn. Bhd. dated 01/01/21 was reviewed. The contract is legally binding to Malaysia regulations. Valid till 31/12/21. The contents are fair, legal and transparent and with agreed time frame.	Complied
5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	Sampled FFB Receive Ticket No 170651 dated 07/12/21 from KSHG Enterprise Sdn. Bhd. On the ticket stated: Net weight: 11,950 Kg Deduction: 0	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>Sampled FFB Received Ticket No 170652 dated 07/12/21 from Klangreality. On ticket stated: Net weight: 4,850 Kg Deduction: 0</p> <p>Sampled FFB Received Ticket No 171572 dated 15/01/21 from Timah Jaharah. On ticket stated Net weight 4,940 Kg Deduction: 0</p> <p>Sampled FFB Received from Bukit Cheraka Estate Ticket No 171574 dated 15/01/22. Net Weight: 11,690 Deduction: 0</p> <p>Sampled Payment to Gan Estate Contractor Sdn. Bhd. (Vendor No 1001010936) Document date 11/10/21, Clearing on 14/10/21, Document date 31/10/21, Clearing on 08/11/21. Document sate 30/11/21, Clearing date 10/12/21.</p>	
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). - Minor compliance -</p>	<p>Sampled Annual Stamping & Verification (calibration) for weight bridge (Electronics Computerized Truck Scale System) Metter Toledo IND 246 with capacity of 60,000Kg X 10 Kg as Service Report A-04482 dated 12/10/21 from Teras Integrasi Sdn Bhd. mentioned as Checked, Verified and in Good Working Order. Certificate No. D158648, Sticker No. DE18-000806 (Signed by licensed company De metrology Sdn Bhd) under Regulation 16, 28A & 45 of Peraturan-Peraturan Timbang dan Sukat 1981, Akta Timbang dan Sukat 1972.</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>The FFB sent to Bukit Kerayong Oil Mill are supplied mainly from two own estates namely Bukit Kerayong Estate and Bukit Cheraka Estate. Sime Darby Plantation has also developed responsible</p>	Complied

	<p>system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>sourcing guidelines (RSG) in approaching third party FFB & CPO suppliers to ensure the fruits and CPO are sourced from identified, legal and responsible sources. In case necessary, Outside Crop Purchaser (OCP) upstream are responsible to source potential external suppliers. As part of Sime Darby Plantation Responsible Sourcing Guidelines (RSG), potential supplier will be assessed to ensure no deforestation after 2010, no planting of peat area after 010; have valid land title (valid ownership sample suppliers of dealers) and have valid MPOB license for their oil palm planting, transport and selling of FFB.</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>As verified no direct sourcing from independent smallholders. Bukit Kerayong POM source external FFB from independent out growers and traders/collection centres. Sime Darby Plantation has developed 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) and the Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 explaining and providing process for handling communication including grievances.</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 is no independent smallholders associated to Bukit Kerayong POM and the mill is sourcing FFB from independent estates and traders/collection centres. Currently, Sime Darby Plantation is implementing Responsible Sourcing Guidelines to improve the sourcing of legal FFB.</p> <p>Bukit Kerayong Estate</p> <p>Meeting with Stakeholders SOU7 as Minutes for FY 2022 conducted on 20/01/22 at Dewan Komuniti Ladang Bukit Cheraka. Attended by 36 Stakeholders such as Chairman of taman Sri Kerayong, Reztech, Eng Soon Estate, KSG Enterprise, Kovil, BMSPV Enterprise,</p>	Complied

		Masjid Nurul Hidayah, PDRM Jeram, Ketua Kampung Simpang 3, Jeram, IWK, Rasa Dinamis, Yong Seng and etc. Discussion on complaint and grievances, Briefing on sustainability, quality management, RSPO, MSPO, SCCS certification, Sustainability Policies, Communication Procedure, Fire Prevention, Legal Compliances.	
5.2.2	The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -	Meeting with Stakeholders SOU7 as Minutes for FY 2022 conducted on 20/01/22 at Dewan Komuniti Ladang Bukit Cheraka. Attended by 36 Stakeholders such as Chairman of taman Sri Kerayong, Reztech, Eng Soon Estate, KSG Enterprise, Kovil, BMSPV Enterprise, Masjid Nurul Hidayah, PDRM Jeram, Ketua Kampung Simpang 3, Jeram, IWK, Rasa Dinamis, Yong Seng and etc. Discussion on complaint and grievances, Briefing on sustainability, quality management, RSPO, MSPO, SCCS certification, Sustainability Policies, Communication Procedure, Fire Prevention, Legal Compliances.	Complied
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	Since 2016, Sime Darby Plantation has developed and implement the Responsible Sourcing Guidelines to promote legality FFB production of smallholders which the traders or collection centres source from the work program developed by SDP is to evaluate 10 smallholders attached to the traders or collection centres annual.	Complied
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	There is no independent smallholders associated to SOU 7 Bukit Kerayong.	Complied
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	There is no independent smallholders associated to SOU 7 Bukit Kerayong.	Complied
Principle 6: Respect workers' rights and conditions			

Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	<p>(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 7 has implemented Group Sustainability & Quality Policy Statement signed by Group Managing Director on 2nd 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.</p>	Complied
6.1.2	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>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.</p>	Complied
6.1.3	<p>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.</p> <p>- 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 from job vacancy advertisement and sample recruitment sighted.</p>	Complied
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 7 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 and through Gender Committee Handbook, First Edition</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>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 as per records of Gender Committee SOU 7 Central East Region Meeting; Date: 7/1/2022; Venue: Bukit Kerayong Estate Meeting Room.</p> <p>No sexual harassment case been reported since the last audit.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- 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 and Socso 8A form of March 2021, May 2021 & December 2021 for sample female and male employees as following:</p> <p>Bukit Kerayong POM:</p> <ul style="list-style-type: none"> - Employee ID # 163844; F; Date joined: 24/6/2021 - Employee ID # 163845; F; Date joined: 24/6/2021 - Employee ID # 164748; F; Date joined: 8/8/2021 - Employee ID # 157998; M; Date joined: 17/2/2020 - Employee ID # 154469; M; Date joined: 14/9/2019 - Employee ID # 152134; F; Date joined: 1/7/2019 - Employee ID # 136302; F; Date joined: 29/8/2017 	Complied

		<ul style="list-style-type: none"> - Employee ID # 097974; M; Date joined: 16/12/2013 - Employee ID # 159777; M; Date joined: 10/9/2020 - Employee ID # 141122; M; Date joined: 20/3/2018 Bukit Kerayong Estate: - Employee ID # 160980; F; Date joined: 18/11/2020 - Employee ID # 110432; F; Date joined: 1/9/2002 - Employee ID # 108124; M; Date joined: 26/11/2014 - Employee ID # 151198; M; Date joined: 30/5/2019 - Employee ID # 132130; M; Date joined: 17/3/2017 - Employee ID # 147236; M; Date joined: 4/12/2018 - Employee ID # 009802; M; Date joined: 1/5/2009 - Employee ID # 154984; M; Date joined: 14/9/2019 - Employee ID # 122908; M; Date joined: 18/6/2016 - Employee ID # 088444; F; Date joined: 1/3/2013 Bukit Cherakah Estate: - Employee ID # 3903; F; Date joined: 8/4/1976 - Employee ID # 3914; F; Date joined: 1/7/1983 - Employee ID # 3946; F; Date joined: 2/11/1998 - Employee ID # 3973; M; Date joined: 16/4/2008 - Employee ID # 5399; M; Date joined: 1/1/1999 - Employee ID # 83008; M; Date joined: 1/12/2012 - Employee ID # 142527; M; Date joined: 2/5/2018 - Employee ID # 82282; M; Date joined: 1/8/2012 	
--	--	--	--

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ul style="list-style-type: none"> - Employee ID # 88506; M; Date joined: 1/3/2013 - Employee ID # 141275; M; Date joined: 19/3/2018 - Employee ID # 150948; M; Date joined: 27/5/2019 - Employee ID # 156524; M; Date joined: 20/11/2019 	
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 requirements of available collective agreement i.e. MAPA Circular No. 1/2020; Date: 14/1/2020; Minimum Wages Order 2020 (MWO 2020) for the following:</p> <ul style="list-style-type: none"> I) MAPA/NUPW Agreement on the Wages of Harvesters, Harvesting Kanganies, Loaders and "Other Loaders" on Oil Palm Estates, 2020 II) MAPA/NUPW Palm Oil Mill Employees' Agreement, 2020 III) MAPA/NUPW Rubber Tappers' Wage Agreement, 2020 IV) MAPA/NUPW Field and Other General Employees and Fringe Benefits Agreement, 2020 <p>Work agreements also in compliance with Permit of Salary Deduction under Section 24 Employment Act 1955 for Electricity Bill payment; Ref. # BHG.PU/9/129 JLD 33 (53); Date: 6/7/2017.</p>	Complied
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on</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>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	<p>compensation for all work performed. This includes a form of record for work done by family members.</p> <p>- Critical (Major) compliance -</p>	<p>All workers work agreement were also based on MAPA Circular No. 1/2020; Date: 14/1/2020; 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>	
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 7.</p>	Complied
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>The mill and estates within SOU 7 established the Employee Welfare Committee (EWC) as a team to represent and conduct the housing inspection based on area assigned to designated representative. Sighted sample housing and facilities inspections conducted as following:</p> <ul style="list-style-type: none"> - Bukit Kerayong Estate workers housing complex inspection latest dated 20/1/2022. VMO visit latest dated 6/1/2022. - Bukit Cherakah Estate main division workers housing inspection was latest conducted on 21/1/2022 for house # 61 to # 72, on 12/1/2022 for house # 46 to 60, on 4/1/2022 for house # 31 to 45, on 29/12/2021 for house # 16 to 30 and on 20/12/2021 for house # 1 to 15. Sighted the records of inspection conducted by the person in-charge of accommodation (PIOA) of employee welfare representative (EWR) indicated all occupied houses in good conditions. Additionally, there's also a Housing Complex / Nest / Community Hall Inspections conducted by the estate MA, dated on 21/1/2022 for main and Cloh divisions and on 22/1/2022 for Braunston division. Inspection forms for all 3 division indicated 	Non-compliance

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>the score of 98% for main division, 96% for Cloh division and 100% for Braunston division.</p> <ul style="list-style-type: none"> - These regular weekly and bi-weekly inspections which recorded manually in paper forms requires extensive use of papers, depend on number of houses available in an estate or operating unit. The use of this paper forms which printed on one side only does not really helpful to support the environmentally friendly practice. Furthermore, some of the inspection results as per criteria that were mainly based on the requirements of applicable legal Workers Minimum Housing and Amenities Standard Act did not fully reflective of the actual conditions as per sighted during the visit. This was due to that the paper forms only printed with the criteria with no visual evidence of inspected houses and its areas. <p>However, during housing inspection visit in Bukit Cherakah Estate, it was found that there are rubbish being dumped without proper bin and collection along the fence near house # 53 in Main Division. In Braunston division, it was found that a septic tank near house # 14 cover was broken exposing the tank that also filled with rubbish. Trailing with the records of latest Housing Inspection (EWR) dated 21/12/2022 and the Housing Complex / Nest / Community Hall Inspections checklist dated 22/1/2022 indicated good condition of inspected areas which not reflective of its actual conditions sighted above.</p> <p>This indicated that the area surrounding the workers' housing is not fully maintained in a clean and sanitary condition as per weekly inspection of workers' housing requirements 23.(1)(a) of Workers' Minimum Standards of Housing and Amenities Act.</p> <p>Hence, a Major NC has been raised on the matter.</p>	
6.2.5	The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.	The mill and estates within SOU 7 ensured affordable food for its employee through canteen food price monitoring as part of terms	Complied

	<p>- Minor compliance -</p>	<p>in the Mill Canteen Tenancy/Rental Agreement for sundry shop operators.</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><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO</i></p>	<p>SOU 7 conducted the Prevailing Wage Assessment and calculated individual local and foreign workers current salary including non-monetary benefit given average mill and estate Local Workers RM: 1,769.50; Foreign Workers: RM1,920.41. Prevailing Wage Assessment conducted by Group Sustainability & Quality Manager (GSQM) Sime Darby Plantation.</p>	<p>Complied</p>

	<p>will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</p> <p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>Employment contracts detailing payments and conditions of employment available to the permanent workers employed as per samples sighted in indicator 6.2.2 above. No casual, temporary and day labour employed within all operating units within SOU 7.</p>	Complied
<p>Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>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 	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>employees to join and form organisations of their own choice and to bargain collectively.</p> <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>	
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>The mill and estates within SOU 7 established the Employee Welfare Committee as operating unit level collective bargaining medium. Sighted the records of latest NUPW meeting for Bukit Kerayong POM as per Social Dialogue # 5; Date: 7/10/2021. For Bukit Cherakah Estate, latest meeting between the workers' union/NUPW representatives with management was conducted on 22/3/2021. Meeting was chaired by the estate's Senior Assistant Manager and attended by Assistant Managers, Medical Assistant (MA) and all representatives of NUPW in Bukit Cherakah Estate. The minutes of meeting available upon request.</p>	Complied
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. 	Complied

		<ul style="list-style-type: none"> - 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 a fair wage and access to basic needs for all our employees and workers in our operations. - 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 abolishment of child labour & protecting the rights of children available in the Vendor COBC clause 5.8, 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</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</p>	<p>Complied</p>

	<p>company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p> <p>- Critical (Major) compliance -</p>	<p>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>	
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 7.</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.</p> <p>Records of communication sighted available for communication with Outside Crop Purchase (OCP) provider sample Gan Estate Contractor Sdn. Bhd.; Agreement # P/P/1220/FFB02637L; Effective date: 1/1/2021</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. 	Complied

		The policy was communicated through the Gender Committee meeting conducted quarterly.	
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>	SOU 7 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.	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>	As verified during on-site interview with relevant stakeholders, management of mill and estates within SOU 7 conducted the assessment of new mothers in consultation with new mothers and taken actions to address their needs as per sample for Bukit Kerayong POM new mothers needs assessment dated on 22/10/2021.	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 7 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> <ul style="list-style-type: none"> Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) 	The recruitment cost were declared by the labour agent from source country for the applicable fees. Sampled for Tenaga Kerja Indonesia (TKI) Kepada Agensi (PL) Dan Sponsor (PL) for Indonesia effective date on 01/06/2017 (IDR 6,150,000) and Amoza Travels	Complied

<ul style="list-style-type: none"> • 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>for India (INR 50000) for documents required, medical, insurance, transportation, etc. No other hidden recruitment fees paid to agent. 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. <p>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.</p>	
---	--	--

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 7 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 favourable 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>Bukit Kerayong POM</p> <p>The Safety and Health Committee for Year 2022 where Chairman is Azlan b. Md Kambali, Secretary is Mohd Hafiz Md. Hashim. The meeting was conducted regularly for FY 2021 (Bil 50/2021-1) done on 02/12/21, (Bil 49/2021-2) done on 28/06/21, (Bil 48/2021-1) done on 02/03/21 and 12/12/20. OSH related and welfare issues were discussed as observed.</p> <p>Bukit Kerayong Estate</p> <p>Safety and health Committee established as Organization Chart sighted. The Meeting of Safety and Health Committee were conducted on 28/12/21, 13/10/21, May 2021 (postponed as letter From Estate manager dated 10/05/21 due to Covid-19) and 16/02/21.</p> <p>Bukit Cheraka Estate</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>Available OSH Organization Chart 2022 where Chairman is Noor Arizan b. Ahmad (Sr. Estate Manager), Secretary is Bibi Safina Aman Khan with employer representatives and employees representatives. The regular meeting was done in 2021 as evidence from Minutes of Meeting of Safety and Health Committee dated 24/01/22, 28/10/21, 17/08/21, 12/04/21, 22/01/21.</p>	
<p>6.7.2</p>	<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>During sampling at Laboratory found Fire extinguisher sent out for service. Available outside the lab another unit on standby. In Workshop available list of First Aider as posted name Selvam (01116252427). In Bukit Kerayong Estate as sampled in Chemical Store, Workshop, the fire extinguishers were well-maintained and valid.</p> <p>Bukit Kerayong Estate</p> <p>Sighted A Flowchart for Response to an Environmental an OSH Emergency Includes Accident/Incident, another one Fire, Explosion, Diesel Spillage and Pesticides Spillages. From Safety and Health Committee Minutes of Meeting dated 28/12/21 mentioned from October-December 2021, a total of 6 cases reported in Main Division and 4 cases reported in Jalan Akob Division. (All cases below 4 days MC and First aid cases).</p> <p>Bukit Cheraka Estate</p> <p>Sime Darby Plantation has established a Standard Operating Procedure of Incident, Accident and Non-conformance Management (SDP/GSQM (ESH) 204-OD 16 dated 30/05/19. The contents provide quality and guidance of activity to ensure incident and accident reported, investigated, corrected and prevented from recurring. Accident Classified as the respective procedure:</p> <p>Class 1C Non-Occupational fatality (Accident) Class 1D Non-Occupational fatality (Health)</p>	<p>Complied</p>

		<p>Class 2A Occupational Permanent Disability (Accident) Class 2B Occupational Permanent Disability (Health) Class 3A Occupational Temporary Disability (Accident) Class 3B Occupational Temporary Disability (Health) Class 4A Occupational Minor Accident Class 4B Occupational Minor Health case Class 5A Medical treatment Case (Accident) Class 5B Medical treatment Case (Health) Class 6A First Aid Case (Accident). Class 6B First Aid Case (Health) Class 7 Dangerous Occurrence Class 8 Property Damages Class 9 Near Miss Accident Class 10 Non-Occupational Accident/Health Class 11 Environmental Incident. Class 12 Business Interruption Class 13 Legal Non-compliance Class 14 Social Cases (Human Rights)</p>	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing. - Critical (Major) compliance -</p>	<p>Bukit Kerayong POM Sampled a Bin Card for Safety Vest, Safety Helmet, Safety Helmet (Chain Guard), Safety Helmet (Trip). Sighted Safety Shoes Book 2021 (Oct) to 60 Operators, Crop Checker (Amri, Babu, Jamal, Azli), Maintenance team (Selvam, Suresh, Kumar), Lab Team (Bala, Shima, Sundary, Hari, Rakesh), Electrical team (Rasis, Adim), AP Team (Sheda, Jati, Azuri, Afifi, Hairi, Aiman, Arasu, Shift (Khairol, Shamsuriah, Kunalan, Mohan Raj, Ari Armada, Ainul Fikri, Bijaya,</p>	Complied

		<p>Juniar, Mahir, Sabri, Kusnadi, Salimin, Chandran, Ari Azman, Septian Hadi, Muniswaran and etc).</p> <p>Bukit Kerayong Estate</p> <p>Available PPE Record Book for distribution for PPE to all employees. Among types of PPE included Rubber Boots, Safety Boots, Vest, Apron, Mask, Cotton Gloves, Nitrile Gloves and etc. Name of receiver, quantity and date of received stated clearly in the record book. Observed at Chemical Mixing Area requirements of PPE such as apron, nitrile gloves, boots and cartridge mask. Workers not to bring back PPE after washing and taking bath after applying pesticides. Last spraying was conducted 4 months ago.</p> <p>Bukit Cheraka Estate</p> <p>Sampled in Bukit Cloh Division at Block 14 B harvester with Helmet, safety boots, gloves, safety glass, vest and sickles and A20B Sprayers with Safety glass, cartridge mask, apron, nitrile gloves and safety boots.</p>	
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>As required by Malaysian legal requirement, local and foreign workers required to be covered by SOCSO for any medical care and accident at workplace. SOU7 as sampled found evidence of monthly contribution paid to SOCSO as below:</p> <p>Bukit Kerayong POM</p> <p>Sighted Form 8A (SOCSO) for contribution of Month of September 2021 covering insurance and beneficial coverage for workplace accident for 78 employees with amount of RM 3,122.70. October 2021 for 83 employees with amount of RM 3,139.10, November 2021 for 84 employees with amount of RM 3,499.30 and December 2021 for 86 employees with amount of RM 4,029.20.</p> <p>Bukit Cheraka Estate</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		Sighted Form 8A (SOCSO) for contribution of Month of April 2021 covering insurance and beneficial coverage for workplace accident for 288 employees with amount of RM 9,848.20.. October 2021 for 263 employees with amount of RM 8,426.50, November 2021 for 84 employees with amount of RM 3,499.30 and Disember 2021 for 255 employees with amount of RM 10,829.60.	
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	Bukit Kerayong POM has established accident statistic for year 2021 and notified to DOSH using JKPP dated 21/01/22. 2 accident reported on Kunalan A/L Nagappan (I/C: 900807105449) and Therumasundry A/P Kuppam@Madhavan (I/C: 741027105426). A total of 71 lost of working mandays. Total Working hours in 2021 is 219864.32. Bukit Kerayong Estate Has not submitted yet to DOSH as according to HA the 2021 data and statistics was given to Estate manager for submission before end of January 2022.	Complied
Principle 7: Protect, conserve and enhance ecosystems and the environment			
Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.			
7.1.1	(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -	IPM is documented in Agriculture Reference Manual. The estates continue to implement biological control for the oil palm pest in the plantation such as leaf eating pest and rat. IPM techniques applied at the estates include monitoring of pest numbers and the use of triggers for initiation of control measures. Although there have been no outbreaks of leaf eating pests, beneficial plants are being established along roadsides to attract natural predators. The estate has established IPM program. The plan was reviewed on annually basis. Reviewed the sampled implementation of the plan as follows:	Complied

		<p>Bukit Kerayong Estate</p> <ol style="list-style-type: none"> 1. Latest bagworm census was conducted on September and December 2021. The census records the date of census, total palm census, total Larvae found per frond, mean cocoon per frond, threshold level >10. Infestation hectare, and treatment. 2. Latest barn owl census was conducted in August 2021. <p>Bukit Cheraka Estate</p> <ol style="list-style-type: none"> 1. Latest bagworm census was conducted from June to October 2021. The census recorded census/treatment date, affected point, ha treatment, next census and census date. The census was conducted in 3 rounds. <p>Latest rat baiting campaign was conducted in July to September 2021 with average of 3 rounds. The baiting was stopped when the acceptance level were below 20%.</p>	
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>This is not practiced in the estates visited. None of species were referenced in the Global Invasive Species Database and CABI.org are used in the management of IPM.</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 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>	Complied

		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."				
Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.						
7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>The 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. Refer 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 are:</p> <p>Immature planting (sample)</p> <ul style="list-style-type: none"> - General weeds : Glyphosate - Pennisetum polystachion : Metsulfuron Methyl - Stenochlaena palustris : Sodium chlorate <p>Mature planting</p> <ul style="list-style-type: none"> - 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>- Critical (Major) compliance -</p>	<p>Records of pesticides 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 and kept by the estate.</p> <p>Sighted the sampled records of pesticides usage per ha FY 2021 at estate visited as follows:</p> <table border="1" data-bbox="1137 1305 1937 1372"> <tr> <td>Month</td> <td>Bukit Cheraka Estate</td> <td>Bukit Kerayong Estate</td> </tr> </table>	Month	Bukit Cheraka Estate	Bukit Kerayong Estate	Complied
Month	Bukit Cheraka Estate	Bukit Kerayong Estate				

		<table border="1"> <tbody> <tr><td>January</td><td>0.08</td><td>1.19</td></tr> <tr><td>February</td><td>0.25</td><td>1.09</td></tr> <tr><td>March</td><td>0.20</td><td>1.77</td></tr> <tr><td>April</td><td>0.21</td><td>1.20</td></tr> <tr><td>May</td><td>0.13</td><td>1.24</td></tr> <tr><td>June</td><td>0.18</td><td>1.61</td></tr> <tr><td>July</td><td>0.40</td><td>1.24</td></tr> <tr><td>August</td><td>0.27</td><td>1.00</td></tr> <tr><td>September</td><td>0.26</td><td>1.53</td></tr> <tr><td>October</td><td>0.21</td><td>1.73</td></tr> <tr><td>November</td><td>0.12</td><td>1.41</td></tr> <tr><td>December</td><td>0.15</td><td>1.22</td></tr> </tbody> </table>	January	0.08	1.19	February	0.25	1.09	March	0.20	1.77	April	0.21	1.20	May	0.13	1.24	June	0.18	1.61	July	0.40	1.24	August	0.27	1.00	September	0.26	1.53	October	0.21	1.73	November	0.12	1.41	December	0.15	1.22	
January	0.08	1.19																																					
February	0.25	1.09																																					
March	0.20	1.77																																					
April	0.21	1.20																																					
May	0.13	1.24																																					
June	0.18	1.61																																					
July	0.40	1.24																																					
August	0.27	1.00																																					
September	0.26	1.53																																					
October	0.21	1.73																																					
November	0.12	1.41																																					
December	0.15	1.22																																					
7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -</p>	The quantity of agrochemicals required for various field conditions are documented and justified in Sime Darby Plantation Agriculture Reference Manual Section 16.5. The implementation in the field is consistent with the Agriculture Reference Manual Section 16.5.	Complied																																				
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines. - Minor compliance -</p>	No prophylactic use of pesticide were identified in the estates.	Complied																																				
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated</p>	<p>Bukit Kerayong Estate Sampled pesticides used from Chemicals Store and keeping pesticides categorised as World Health Organisation Class 1A or 1B,</p>	Complied																																				

	<p>by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ol style="list-style-type: none"> Judgment of the threat and verify why this is a major threat Why there is no other alternative which can be used Which process was applied to verify why there is no other less hazardous alternative What is the process to limit the negative impacts of the application Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used and kept as verified in Chemicals Store.</p> <p>An Approval from Lembaga Racun dan MakhluK Perosak No. SEL/2022/ACP/0026(GL) to purchase Acephate from Ben Meyer Agriculture (M) Sdn. Bhd from 19/01/22-08/02/22 for quantity of 600 Kg to outbreak of bag worm attack.</p> <p>Bukit Cheraka Estate</p> <p>Sampled pesticides used from Chemicals Store and keeping pesticides categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used and kept as verified in Chemicals Store.</p> <p>An Approval from Lembaga Racun dan MakhluK Perosak No. SEL/2021/ACP/0025(GL) to purchase Acephate from Ben Meyer Agriculture (M) Sdn. Bhd from 19/01/22-08/02/22 for quantity of 500 Kg to deal outbreak of bag worm attack.</p>	
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Bukit Kerayong Estate</p> <ul style="list-style-type: none"> Site visit and training on IPM of bagworm Control conducted on 16/12/21 attended by 12 employees as attendance list sampled. Trunk Injection training conducted on 13/09/21 and attended by 13 employees. Chemicals & Spraying Safe Operation Procedure Training was conducted on 17/09/21 and attended by 13 employees. 	Complied
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>The operating units comply with Regulation 9 of the Pesticides Act 1974 requiring balance of remaining solution to be kept under lock and key. During visit it was noted that all the remaining pesticides are kept in the store and securely locked and comply with regulation as following:</p> <p>Bukit Kerayong Estate</p>	Complied

		<p>The Chemicals Store found having chemical pictogram, signages as required with category of pesticides. Emergency shower allocated outside the store with spill kit and first aid box properly kept and in standby mode. SDS kept in the store and latest version maintained.</p> <p>Bukit Cheraka Estate</p> <p>The Chemicals Store found having chemical pictogram, signages as required with category of pesticides. Emergency shower allocated outside the store with spill kit and first aid box properly kept and in standby mode. SDS kept in the store and latest version maintained.</p>	
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>Empty pesticides container were identified as recycle waste. All empty pesticides containers were triple rinse, puncture and stored at designated stored before disposed to licensed contractors, SS Setia Technology Enterprise. Refer approval letter from DOE no AS (B) J 91/110/619/069 Jld 3(37) dated 24/10/2018. Sighted the implementation of the triple rinse during site visit at the storage area.</p> <p>Bukit Kerayong Estate</p> <p>The estates maintain the inventory and disposal records for empty pesticides container. Latest disposal of empty container was conducted on 22/03/2021 as per official receipt no. CR03/2021-2.</p> <p>Bukit Cheraka Estate</p> <p>The estate maintain the inventory records for empty pesticides container waste inventory form. The empty containers were disposed as recycle waste through approved DOA contractors, S.S Setia Technology Sdn. Bhd. the estate maintain the disposal records for empty containers. Reviewed the disposal records as per official receipt no. 2100 dated 01/11/2021, 1904 dated 26/05/2021 and 09/01/2021.</p>	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

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>	<p>No aerial spray conducted at all operating units in SOU 7 as per sample observed group of sprayers at Block A20B Cloh Division was spraying pesticide (Tarang) and no aerial spraying applied as observed.</p>	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 Kerayong Estate Medical Surveillance was conducted in FY 2021 by Klinik Faridah (HQ/17/DOC/00/00042) for 17 workers from estate (Pesticides) and 4 from Workshop (Welding Fume) and with normal result and no abnormal issued stated in the report. Among involved Store Clerk, Mandore Sprayer, Chemical Mixer, Trunk Injector, Sprayer, Foreman, Workshop Attendant.</p> <p>Bukit Cheraka Estate Found evidence of medical surveillance done in 2021, in 2022received a Quotation from Dr. Nik Mohd Azharuddin b. Nik Mohd Azman dated 2/11/2022 for 30 employees consist of Store Clerk, Foreman, Sprayers and mandores, Trunk Injector and mandore. Medical Surveillance 2021 was conducted by Klinik Faridah for 28 workers (All Fit) for Pesticides/Organophosphate and 2 workers (All Fit) for workshop exposure to welding fume.</p>	Complied
7.2.11	<p>(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>- Critical (Major) compliance -</p>	<p>Bukit Kerayong Estate, all sprayers are male and no underaged or below 18 years old. except 2 upkeep mandores (Lalitha and Saroh A/P Thanggavello), both age above 35 years old and not pregnant or breastfeed babies.</p> <p>In Bukit Cheraka Estate, sprayers in Cloh Division are man as verified and sighted during site visit. The same team will be operating for other division in spraying activity in Bukit Cheraka Estate.</p>	Complied

Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.																															
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	<p>The mill and estates has identified the waste products and source pollution generated. The waste are categorized as follows:</p> <p>Palm Oil Mill</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Item Description</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Scheduled Waste</td> <td>Used lubricant</td> <td>Workshop</td> </tr> <tr> <td>Used batteries</td> <td>Workshop</td> </tr> <tr> <td>Used chemicals</td> <td>Laboratory</td> </tr> <tr> <td>Domestic waste</td> <td>Rubbish</td> <td>Workers housing complex, office, workshop, store</td> </tr> <tr> <td rowspan="2">Recycle waste</td> <td>POME</td> <td>Mill effluent pond</td> </tr> <tr> <td>EFB</td> <td>Mill</td> </tr> </tbody> </table> <p>Estates</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Item Description</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Domestic waste</td> <td>Rubbish</td> <td>Workers housing complex, office, workshop, store</td> </tr> <tr> <td>Sewage</td> <td>Workers housing</td> </tr> <tr> <td>Industrial Waste</td> <td>Scrap Metal</td> <td></td> </tr> </tbody> </table>	Type	Item Description	Location	Scheduled Waste	Used lubricant	Workshop	Used batteries	Workshop	Used chemicals	Laboratory	Domestic waste	Rubbish	Workers housing complex, office, workshop, store	Recycle waste	POME	Mill effluent pond	EFB	Mill	Type	Item Description	Location	Domestic waste	Rubbish	Workers housing complex, office, workshop, store	Sewage	Workers housing	Industrial Waste	Scrap Metal	
Type	Item Description	Location																													
Scheduled Waste	Used lubricant	Workshop																													
	Used batteries	Workshop																													
	Used chemicals	Laboratory																													
Domestic waste	Rubbish	Workers housing complex, office, workshop, store																													
Recycle waste	POME	Mill effluent pond																													
	EFB	Mill																													
Type	Item Description	Location																													
Domestic waste	Rubbish	Workers housing complex, office, workshop, store																													
	Sewage	Workers housing																													
Industrial Waste	Scrap Metal																														
		Non-compliance																													

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<table border="1"> <tr> <td data-bbox="1131 359 1400 478">Recycle waste</td> <td data-bbox="1400 359 1657 478">Empty pesticide containers, re-use empty container</td> <td data-bbox="1657 359 1937 478">Chemical stores</td> </tr> <tr> <td></td> <td data-bbox="1400 478 1657 526">POME</td> <td data-bbox="1657 478 1937 526">Mill effluent pond</td> </tr> <tr> <td></td> <td data-bbox="1400 526 1657 574">EFB</td> <td data-bbox="1657 526 1937 574">Mill</td> </tr> </table>	Recycle waste	Empty pesticide containers, re-use empty container	Chemical stores		POME	Mill effluent pond		EFB	Mill				
Recycle waste	Empty pesticide containers, re-use empty container	Chemical stores													
	POME	Mill effluent pond													
	EFB	Mill													
		<p>The waste identifications was not covering all waste generated in the estate. The waste such as spent lubricant/hydraulic oil, contaminated rags, contaminated PPE, contaminated spill kit, used batteries, used tyre and others were not identified in the waste identification.</p> <p>OUs sampled has established management Plan base on the identification and source of pollutions and the documented in Waste management Plan FY 2021 and were available for review. In the management plan stated the type of waste, description, source of pollution, action to be taken and person responsible.</p> <p>Reviewed the implementation of the management plan as follows:</p> <p>Bukit Kerayong POM</p> <p>1. The mill disposed EFB by send to neighboring sister estate as nutrient recycle program. Reviewed the EFB disposal records FY 2021 as follows:</p>													
		<table border="1"> <thead> <tr> <th data-bbox="1131 1157 1332 1204">Month</th> <th data-bbox="1332 1157 1668 1204">Bukit Cheraka Estate</th> <th data-bbox="1668 1157 1937 1204">Bukit Kerayong Estate</th> </tr> </thead> <tbody> <tr> <td data-bbox="1131 1204 1332 1252">January</td> <td data-bbox="1332 1204 1668 1252">1168.30</td> <td data-bbox="1668 1204 1937 1252">864.57</td> </tr> <tr> <td data-bbox="1131 1252 1332 1300">February</td> <td data-bbox="1332 1252 1668 1300">854.35</td> <td data-bbox="1668 1252 1937 1300">953.75</td> </tr> <tr> <td data-bbox="1131 1300 1332 1356">March</td> <td data-bbox="1332 1300 1668 1356">1730.39</td> <td data-bbox="1668 1300 1937 1356">1154.61</td> </tr> </tbody> </table>	Month	Bukit Cheraka Estate	Bukit Kerayong Estate	January	1168.30	864.57	February	854.35	953.75	March	1730.39	1154.61	
Month	Bukit Cheraka Estate	Bukit Kerayong Estate													
January	1168.30	864.57													
February	854.35	953.75													
March	1730.39	1154.61													

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	April	1770.29	1123.06	
	May	1630.47	1212.55	
	June	1475.42	1372.58	
	July	868.80	1572.65	
	August	1788.70	906.33	
	September	1079.22	1050.00	
	October	509.59	1675.74	
	November	679.62	1083.55	
	December	916.85	674.45	
	<p>2. The mill has appointed a contractors to collect and send the domestic waste to municipal landfill for disposal. Reviewed the invoice no.11926 dated 01/10/2021 for rubbish collection for the month of September 2021</p> <p>3. The Scheduled Waste was disposed through licensed contractors, Pentas Flora Sdn. Bhd. Reviewed the consignment note as follows:</p> <ul style="list-style-type: none"> a. Disposal of SW 305, SW 322, SW, 409 and SW 417, Consignment Note no. 35579 dated 10/11/2020 b. Disposal of SW 305, SW 322, SW, 409 and SW 410, Consignment Note no. 40069 dated 02/05/2021 c. Disposal of SW 305, SW 322, SW, 409 and SW 410, Consignment Note no. 43210 dated 23/10/2021 <p>Bukit Kerayong Estate</p>			

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<ol style="list-style-type: none"> 1. The municipal contractors collected the domestic waste on weekly basis and send the domestic waste to municipal landfill for disposal. 2. The estate vehicle maintenance was conducted by Sime Darby Industrial. The waste generated was disposed by SDI. Reviewed the maintenance and used oil collection records dated 04/01/2022 and 03/06/2021 <p>Bukit Cheraka Estate</p> <ol style="list-style-type: none"> 1. The estate vehicle maintenance was conducted by Sime Darby Industrial. The waste generated was disposed by SDI. Reviewed the maintenance and used oil collection records dated 23/12/2021, 04/10/2021 and 02/07/2021. 2. The estate maintain the inventory records for empty pesticides container waste inventory form. The empty containers were disposed as recycle waste through approved DOA contractors, S.S Setia Technology Sdn. Bhd. the estate maintain the disposal records for empty containers. Reviewed the disposal records as per official receipt no. 2100 dated 01/11/2021, 1904 dated 26/05/2021 and 09/01/2021. <p>The estate disposed the clinical waste through licensed contractors, Future NRG Sdn. Bhd. Reviewed the latest disposal records dated 25/01/2021 with consignment note no. 2022012511L2NY53.</p>	
7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>Proper disposal of waste material was conducted as per waste management plan established. Noted during interview with the workers, the understanding on waste management were satisfactory.</p> <p>Sighted during site visit, the domestic waste were placed in dustbin before collected by the municipal, MPKS and disposed at municipal landfill.</p>	Complied

		No evidence of fire used for waste disposal.	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	There was no evidence of fire used for waste disposal in all estates visited. Domestic waste was collected by municipal, MPKS and disposed at the municipal landfill.	Complied
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	Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts. - Minor compliance -	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 as per SOP bellows: The sustaining of the soil fertility is guided by the organization SOPs content among others as stated in sections of the following documents; a) EQMS chapter B8 - Leguminous Cover Crops b) EQMS chapter B14 – Manuring c) ARM Section 8 – Manuring	Complied
7.4.2	Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health. - Minor compliance -	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. As per company SOP, the soil sampling analysis carried at 5 years interval. The leaf analysis and soil analysis report was made available for review. Noted the sample analysis report for estate visited as follows: Bukit Kerayong Estate	Complied

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>Latest foliar sampling was conducted on 05/01/2021 – 31/01/2021 as per Bukit Kerayong Estate – 2022 Agronomic and Fertiliser recommendations report – oil palm dated 16/07/2021 by Agronomist, Plant nutrient and protection unit.</p> <p>Latest soil sampling was conducted in April 2018 as per analysis report no. S33/2018 dated 11/06/2018.</p> <p>Bukit Cheraka Estate</p> <p>Latest foliar sampling was conducted on 18/05/2021 – 28/06/2021 as per Bukit Cheraka Estate – 2022 Agronomic and Fertiliser recommendations report – oil palm dated 05/11/2021 by Agronomist, Plant nutrient and protection unit.</p> <p>Latest soil sampling was conducted in August 2018 as per analysis report no. S68/2018 dated 25/09/2018.</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>The mill disposed EFB by send to neighboring sister estate as nutrient recycle program. Reviewed the EFB disposal records FY 2021 as follows:</p> <table border="1" data-bbox="1142 954 1937 1399"> <thead> <tr> <th>Month</th> <th>Bukit Cheraka Estate</th> <th>Bukit Kerayong Estat</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1168.30</td> <td>864.57</td> </tr> <tr> <td>February</td> <td>854.35</td> <td>953.75</td> </tr> <tr> <td>March</td> <td>1730.39</td> <td>1154.61</td> </tr> <tr> <td>April</td> <td>1770.29</td> <td>1123.06</td> </tr> <tr> <td>May</td> <td>1630.47</td> <td>1212.55</td> </tr> <tr> <td>June</td> <td>1475.42</td> <td>1372.58</td> </tr> <tr> <td>July</td> <td>868.80</td> <td>1572.65</td> </tr> <tr> <td>August</td> <td>1788.70</td> <td>906.33</td> </tr> </tbody> </table>	Month	Bukit Cheraka Estate	Bukit Kerayong Estat	January	1168.30	864.57	February	854.35	953.75	March	1730.39	1154.61	April	1770.29	1123.06	May	1630.47	1212.55	June	1475.42	1372.58	July	868.80	1572.65	August	1788.70	906.33	Complied
Month	Bukit Cheraka Estate	Bukit Kerayong Estat																												
January	1168.30	864.57																												
February	854.35	953.75																												
March	1730.39	1154.61																												
April	1770.29	1123.06																												
May	1630.47	1212.55																												
June	1475.42	1372.58																												
July	868.80	1572.65																												
August	1788.70	906.33																												

**RSPO P&C Public Summary Report
Revision 12 (Jun 2021)**

		September	1079.22	1050.00					
		October	509.59	1675.74					
		November	679.62	1083.55					
		December	916.85	674.45					
7.4.4	Records of fertiliser inputs are maintained. - Minor compliance -	<p>The estate maintain the records of manuring application as per recommendation by the agronomist. Reviewed the sample application records as per agronomist recommendation FY 2021 as follows: Bukit Kerayong Estate</p> <table border="1"> <tr> <td>Month Program: Feb - Mar 2021 Field: 2012C Type: AC (25%N) Month completed: June 2021</td> <td>Month program: May 2021 Field: 2016A Type: RP (28% P₂O₅) Month completed: August 2021</td> </tr> </table> <p>Bukit Cheraka Estate</p> <table border="1"> <tr> <td>Month Program: Feb 2021 Field: 2018B Type: AS Month completed: March 2021</td> <td>Month program: June 2021 Field: 2002B Type: RP Month completed: August 2021</td> </tr> </table>			Month Program: Feb - Mar 2021 Field: 2012C Type: AC (25%N) Month completed: June 2021	Month program: May 2021 Field: 2016A Type: RP (28% P ₂ O ₅) Month completed: August 2021	Month Program: Feb 2021 Field: 2018B Type: AS Month completed: March 2021	Month program: June 2021 Field: 2002B Type: RP Month completed: August 2021	Complied
Month Program: Feb - Mar 2021 Field: 2012C Type: AC (25%N) Month completed: June 2021	Month program: May 2021 Field: 2016A Type: RP (28% P ₂ O ₅) Month completed: August 2021								
Month Program: Feb 2021 Field: 2018B Type: AS Month completed: March 2021	Month program: June 2021 Field: 2002B Type: RP Month completed: August 2021								
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 map was available at the estates for review prepared by the R&D – Precision Agriculture Unit. Reviewed the soil maps as follows:</p> <table border="1" data-bbox="1144 475 1924 916"> <thead> <tr> <th data-bbox="1144 475 1375 523">Estate</th> <th data-bbox="1386 475 1924 523">Soil Series</th> </tr> </thead> <tbody> <tr> <td data-bbox="1144 531 1375 671">Bukit Kerayong Estate</td> <td data-bbox="1386 531 1924 671">Bernam (28.43%), Bria (38.59%), Jawa (2.45%), Kangkong (2.21%), Sedu (6.97%), Selangor (7.37%), Serdang (0.67%), Tongkang (7.62%), Unclassified (5.69%).9</td> </tr> <tr> <td data-bbox="1144 679 1375 916">Bukit Cheraka Estate</td> <td data-bbox="1386 679 1924 916">Bernam (28.87%), Bungor (0.16%), Colluvium (1.55%), Jawa (13.56%), Local alluvium (3.56%), Malacca (1.12%), Munchong (0.19%), Organic Clay (7.32%), Sedu (1.45%), Selangor (5.09%), Serdang (1.77%), Tongkang (9.64%), Unclassified (25.72%).</td> </tr> </tbody> </table>	Estate	Soil Series	Bukit Kerayong Estate	Bernam (28.43%), Bria (38.59%), Jawa (2.45%), Kangkong (2.21%), Sedu (6.97%), Selangor (7.37%), Serdang (0.67%), Tongkang (7.62%), Unclassified (5.69%).9	Bukit Cheraka Estate	Bernam (28.87%), Bungor (0.16%), Colluvium (1.55%), Jawa (13.56%), Local alluvium (3.56%), Malacca (1.12%), Munchong (0.19%), Organic Clay (7.32%), Sedu (1.45%), Selangor (5.09%), Serdang (1.77%), Tongkang (9.64%), Unclassified (25.72%).	Complied
Estate	Soil Series								
Bukit Kerayong Estate	Bernam (28.43%), Bria (38.59%), Jawa (2.45%), Kangkong (2.21%), Sedu (6.97%), Selangor (7.37%), Serdang (0.67%), Tongkang (7.62%), Unclassified (5.69%).9								
Bukit Cheraka Estate	Bernam (28.87%), Bungor (0.16%), Colluvium (1.55%), Jawa (13.56%), Local alluvium (3.56%), Malacca (1.12%), Munchong (0.19%), Organic Clay (7.32%), Sedu (1.45%), Selangor (5.09%), Serdang (1.77%), Tongkang (9.64%), Unclassified (25.72%).								
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>Sime Darby has established policy on slope protection and documented in Slope and River Protection Policy signed by the Managing Director in January 2015.</p> <p>The policy stated for slope more than 25 degree must be exclude from any new plantation development and replanting program. All the existing crop and vegetation shall be maintain accordingly.</p>	Complied						
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.</p>	Complied						
<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>No new planting conducted at all estates visited.</p> <p>Soil series map available for both estates visited. No fragile soil categorized in the estates visited as per soil map issued by R&D Precision Agriculture Unit.</p> <p>As sighted in estates visited, the estate have taken into account the land terrain, drainage and road systems in planning the long range replanting program (LRRP).</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>No new planting conducted at all estates visited.</p> <p>Addressed in the Sime Darby Planation Group Sustainability and Quality Policy Statement signed by the Group Managing Director on 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>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>No new planting conducted at all estates visited.</p> <p>The R&D Precision Agriculture Unit conducted assessment and provided the estates with topography maps.</p> <p>Topographic contour (water movement) map for Bukit Cheraka Estate were also available which are both used to manage the drainage and road works in the estates.</p>	Complied
<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>- Critical (Major) compliance -</p>	<p>No peat soil identified at all estates visited in SOU 7. Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	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 7. 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 7. 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 7. 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>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>	<p>No peat soil identified at all estates visited in SOU 7. Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable

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 7. Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable
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 7. Verified there is no new planting activity in the estate visited. Hence, the criteria is not applicable.</p>	Not Applicable
Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.			
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>The mill has established Water Management Plan and reviewed on annually basis. The Plan focusing on management of waste water and contingency plan during water shortage.</p> <p>The estate has established Water Management Plan and reviewed on annually basis. The Plan focusing on management of water quality of main water inlet/outlet for pollutants for estate operation, monitor the usage of fresh water, reuse/recycle of waste water, and contingency plan during water shortage</p> <p>Noted during the interview with workers in all operating units sampled, access to clean water is adequately provided to workers for household consumption. Water supply is by government @ SYABAS.</p>	Complied

<p>7.8.2</p>	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) 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>Management of riparian zone is guided by River Reserve Management (Management of River Reserve in Sime Darby Plantation; dated April 2014).</p> <p>The widths of the buffer zones are guided by the following measurements:</p> <table border="1" data-bbox="1137 555 1926 853"> <thead> <tr> <th>River width</th> <th>Buffer zone</th> </tr> </thead> <tbody> <tr> <td>> 40 meters</td> <td>50 meters</td> </tr> <tr> <td>20 to 40 meters</td> <td>40 meters</td> </tr> <tr> <td>10 to 20 meters</td> <td>20 meters</td> </tr> <tr> <td>5 to 10 meters</td> <td>10 meters</td> </tr> <tr> <td>< 5 meters</td> <td>5 meters</td> </tr> </tbody> </table> <p>Bukit Kerayong Estate Sighted the river bufferzone for Sg. Tambak Jawa in field P09B and Sg. Sembilang in field P12A. No evidence of chemical applications along the buffer zone. The river were desilt on annual basis by the Department Irrigation and Drainage.</p> <p>The estate conducted river water sampling on annually basis. FY 2021, the water sampling was conducted on 19/01/2021. Reviewed the test report no. PL49/2021 dated 05/02/2021.</p> <p>Bukit Cheraka Estate No natural water course flow through the estate</p>	River width	Buffer zone	> 40 meters	50 meters	20 to 40 meters	40 meters	10 to 20 meters	20 meters	5 to 10 meters	10 meters	< 5 meters	5 meters	<p>Complied</p>
River width	Buffer zone														
> 40 meters	50 meters														
20 to 40 meters	40 meters														
10 to 20 meters	20 meters														
5 to 10 meters	10 meters														
< 5 meters	5 meters														
<p>7.8.3</p>	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>Mill effluent is treated through biological anaerobic treatment. Regular monitoring was conducted as per requirement. Monthly and quarterly report was submitted to DOE accordingly. Sighted the Quarterly Return Form to DOE FY 2021 as follows:</p>	<p>Complied</p>												

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>3rd quarter:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Parameter</th> <th>Results</th> </tr> </thead> <tbody> <tr> <td rowspan="2">July 30/07/2021</td> <td>BOD</td> <td>933.00</td> </tr> <tr> <td>pH</td> <td>7.30</td> </tr> <tr> <td rowspan="2">August 31/08/2021</td> <td>BOD</td> <td>310.00</td> </tr> <tr> <td>pH</td> <td>7.70</td> </tr> <tr> <td rowspan="2">September 30/09/2021</td> <td>BOD</td> <td>235.00</td> </tr> <tr> <td>pH</td> <td>7.60</td> </tr> </tbody> </table> <p>4th quarter:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Parameter</th> <th>Results</th> </tr> </thead> <tbody> <tr> <td rowspan="2">October 21/10/2021</td> <td>BOD</td> <td>235.00</td> </tr> <tr> <td>pH</td> <td>7.60</td> </tr> <tr> <td rowspan="2">November 12/11/2021</td> <td>BOD</td> <td>254.00</td> </tr> <tr> <td>pH</td> <td>7.80</td> </tr> <tr> <td rowspan="2">December 16/12/2021</td> <td>BOD</td> <td>136.00</td> </tr> <tr> <td>pH</td> <td>7.80</td> </tr> </tbody> </table>	Month	Parameter	Results	July 30/07/2021	BOD	933.00	pH	7.30	August 31/08/2021	BOD	310.00	pH	7.70	September 30/09/2021	BOD	235.00	pH	7.60	Month	Parameter	Results	October 21/10/2021	BOD	235.00	pH	7.60	November 12/11/2021	BOD	254.00	pH	7.80	December 16/12/2021	BOD	136.00	pH	7.80	
Month	Parameter	Results																																					
July 30/07/2021	BOD	933.00																																					
	pH	7.30																																					
August 31/08/2021	BOD	310.00																																					
	pH	7.70																																					
September 30/09/2021	BOD	235.00																																					
	pH	7.60																																					
Month	Parameter	Results																																					
October 21/10/2021	BOD	235.00																																					
	pH	7.60																																					
November 12/11/2021	BOD	254.00																																					
	pH	7.80																																					
December 16/12/2021	BOD	136.00																																					
	pH	7.80																																					

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

	Bukit Kerayong POM	Bukit Kerayong Estate	Bukit Cheraka Estate
January	0.13	1.52	2.15
February	0.08	1.53	1.91
March	0.07	0.99	1.65
April	0.06	0.91	1.24
May	0.07	0.94	1.42
June	0.03	1.22	1.59
July	0.09	1.26	1.35
August	0.05	1.61	1.59
September	0.07	1.33	1.46
October	0.11	1.08	1.95
November	0.01	1.17	1.87
December	0.07	1.40	2.05

The operating units has established plan to optimise the usage of fossil fuel. Among the implementation of the management plan established as follows:

1. The estates visited was using biodiesel for vehicle fuel.
2. The estate conducted scheduled vehicle maintenance to ensure the vehicle running in good conditions and effective energy consumptions. Reviewed the daily inspection and maintenance records for TF015 and TF016 FY 2021 in Bukit Kerayong Estate and TF013, TM TM036 and TM037 for Bukit Cheraka Estate.

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.			
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>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 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>	Complied
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>No development within Bukit Kerayong 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 was conducted during Environmental Aspect Identification and Environmental Impact Evaluation conducted. Environmental management plan were documented under Environmental Improvement Plan/Pollution Prevention Plan for FY 2021. Implementation of plan is being monitored by appointed person in charge with target of time frame for completion.</p>	Complied
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area			

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	Addressed in Zero open burning policy as per SOP Section B2 - Felling/Land Clearing & Land Preparation dated November 2008. Management complying with the Malaysian environmental law – EQA and Regulations 1974. No open burning noted based on the records on the land clearing and felling for the replanting at visited estates. Method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction.	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 -	Emergency Preparedness and Response Procedures. Refer document no. UM/HSE/SP/02	Complied
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	The operating units communicates the fire prevention plan and control measures to all stakeholders during meeting. Reviewed the minutes for Stakeholders Meeting for SOU 7 dated 20/01/2022.	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 -	There is no land clearing that damaged primary forest or any area required to protect or enhance HCV observed since November 2005 in SOU 7.	Complied
7.12.2	(C) HCVs, HCS forests and other conservation areas are identified as follows: 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.	As per Addendum Report to HCV Re-Assessment for Selangor Central Zone: Strategic Operating Unit (SOU) 7 Bukit Kerayong, Final Report ver. III dated December 2015 by Plantation Sustainability Quality Management (PSQM) Department, dated January 2020.	Complied

	<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>	<table border="1"> <thead> <tr> <th>Estate</th> <th>Area</th> <th>Ha</th> <th>HCV Status</th> </tr> </thead> <tbody> <tr> <td>Bukit Kerayong</td> <td>Water Catchment</td> <td>3.00</td> <td>4</td> </tr> <tr> <td>Bukit Cheraka</td> <td>Slope</td> <td>55.52</td> <td>4</td> </tr> </tbody> </table>	Estate	Area	Ha	HCV Status	Bukit Kerayong	Water Catchment	3.00	4	Bukit Cheraka	Slope	55.52	4	
Estate	Area	Ha	HCV Status												
Bukit Kerayong	Water Catchment	3.00	4												
Bukit Cheraka	Slope	55.52	4												
7.12.3	<i>Indicator is not applicable in Malaysia context</i>		Not Applicable												
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 estate has established HCV management plan base on the HCV identified in the report and Conservation Set Aside area identified by the estate and documented in the Environmental Management Plan under section High Conservation Value Area/Biodiversity.</p> <p>Reviewed the implementation of the management plan as follows: Bukit Kerayong Estate</p> <ol style="list-style-type: none"> The estate has conducted briefing and training on HCV area. Reviewed the training records as follows: <ol style="list-style-type: none"> HCV training for workers dated 17/05/2021 Muster briefing on environmental and HCV area in the estate dated 18/10/2021 The estate monitored the HCV area (water catchment) on monthly basis conducted by the AP. Reviewed the monitoring records dated 10/10/2021, 10/11/2021 and 14/12/2021. The estate has identified the CSA area at P08A and P08C. Signage has been erected at the area as sighted during site visit. 	Complied												

RSPO P&C Public Summary Report
Revision 12 (Jun 2021)

		<p>4. The estate conducted water sampling for HCV area (water catchment) on quarterly basis. Latest sampling was conducted on 24/01/2022. The results was yet to be received by the estate.</p> <p>Bukit Cheraka Estate</p> <ol style="list-style-type: none"> 1. The estate has identified the CSA area at P13D and P01D. Signboard has been erected at the area. Sighted during site visit at P01D, no evidence of encroachment at the area. 2. The estate has erected signboard at HCV area in P04B and P94A as sighted during site visit. No evidence of encroachment at the area. <p>The estate conducted HCV area monitoring on monthly basis. The monitoring cover on encroachment/trespassing, wildlife issues/conflicts/sightings, pollutions/erosion issues and others complete with picture of the areas. Reviewed the monitoring records dated 11/01/2022, 10/12/2021, 15/11/2021 and 10/10/2021.</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 with existing rights of local communities was identified that needs to be set aside.</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</p>	<p>No RTE species were identified in the assessment conducted as per Addendum Report to HCV Re-Assessment for Selangor Central Zone: Strategic Operating Unit (SOU) 7 Bukit Kerayong, Final Report ver III dated December 2015 by Plantation Sustainability Quality Management (PSQM) Department, dated January 2020.</p>	Complied

	for the company is found to capture, harm, collect, trade, possess or kill these species. - Minor compliance -		
7.12.7	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. - Minor compliance -	No RTE species were identified in the assessment conducted as per Addendum Report to HCV Re-Assessment for Selangor Central Zone: Strategic Operating Unit (SOU) 7 Bukit Kerayong, Final Report ver III dated December 2015 by Plantation Sustainability Quality Management (PSQM) Department, dated January 2020.	Complied
7.12.8	(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies. - Critical (Major) compliance -	No land clearing since without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018.	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in 2021 for Bukit Kerayong Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 4.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in 2020 for Bukit Kerayong Palm Oil Mill and supply base are as following:

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

Extraction	%
OER	20.72
KER	5.35

Production	t/yr
FFB Process	147,600.87
CPO Produced	30,578.06
PKO Produced	7,903.69

Land Use	Ha
OP Planted Area	9,815.20
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	0.00
Total	9,815.20

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	87079.30	0.59	0.00	0.00	0.00	0.00	87079.30	0.59
CO ₂ Emission from fertilizer	2045.88	0.11	0.00	0.00	0.00	0.00	2045.88	0.11
NO ₂ Emission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fuel Consumption	1377.56	0.14	0.00	0.00	0.00	0.00	1377.56	0.14
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-80750.80	-0.55	0.00	0.00	0.00	0.00	-80750.80	-0.55
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	10955.34	0.07	0.00	0.00	0.00	0.00	10955.34	0.07

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	28932.27	0.20
Fuel Consumption	95.71	0.00
Grid Electricity Utilization	575.66	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	29603.64	0.20

Summary of Kernel Crusher Emission and Credit (if applicable)

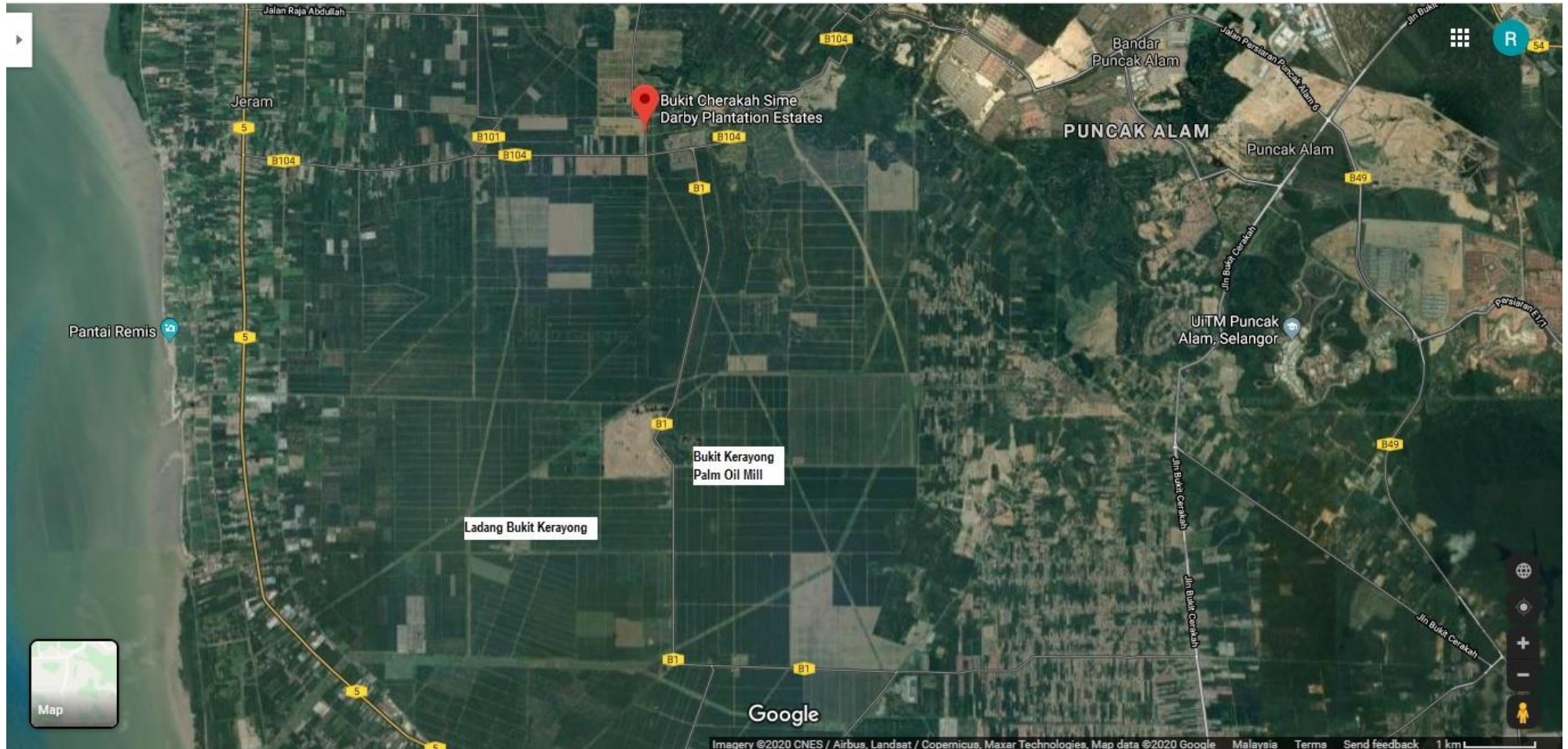
Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

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

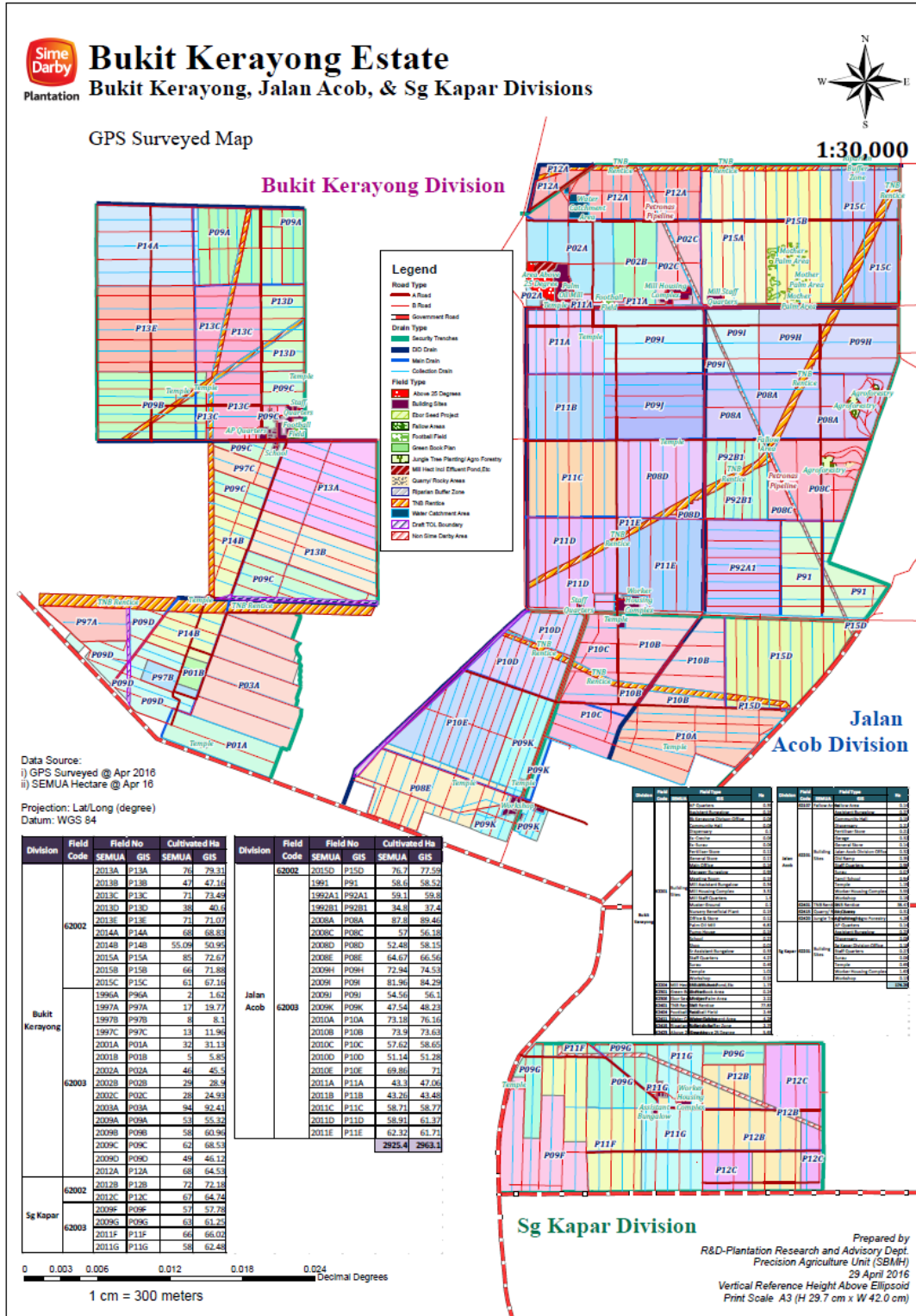
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

Appendix C: Location Map of Certification Unit and Supply bases

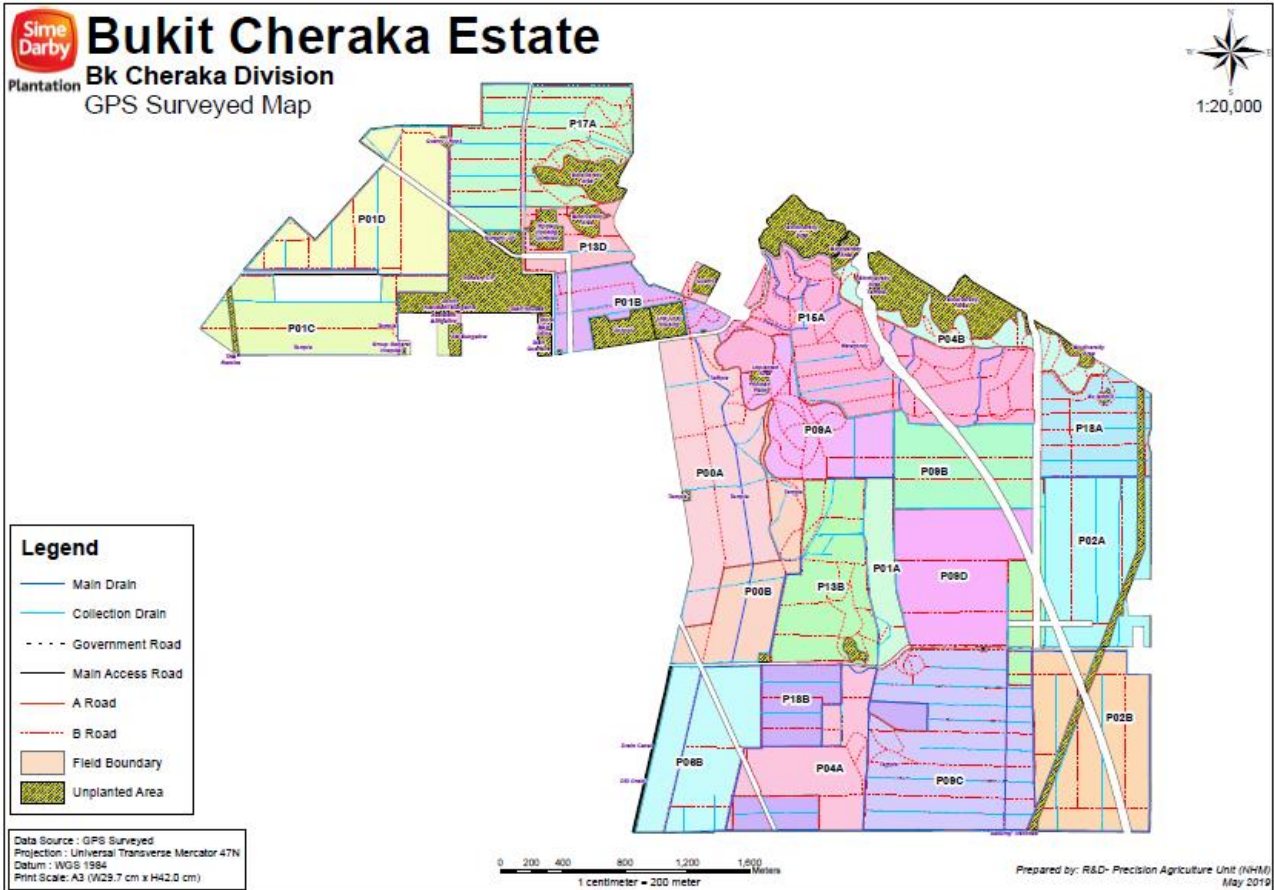


Appendix D: Estate Field Map

Bukit Kerayong Estate



Bukit Cheraka Estate



Appendix F: List of Abbreviations

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