

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT** **Initial Assessment** **Annual Surveillance Assessment** (Choose an item.) **Recertification Assessment** (Choose an item.) **Extension of Scope**

Client Company Name / Parent Company: Koperasi Jasa Usaha Tani Sejahtera
Client Company / Parent Company Address: Jalan Tongkol Rt. 013, Desa Wanasari, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75655, Indonesia
Certification Unit: Koperasi Jasa Usaha Tani Sejahtera
Location of Certification Unit: Jalan Tongkol Rt. 013, Desa Wanasari, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75655, Indonesia
Date of Final Report: 07/02/2023

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Koperasi Jasa Usaha Tani Sejahtera		
RSPO Membership Number	1-0398-22-000-00	Membership Approval Date	14 July 2022
Address	Jalan Tongkol Rt. 013, Desa Wanasari, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75655, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Koperasi Jasa Usaha Tani Sejahtera		
Location / Address	Jalan Tongkol Rt. 013, Desa Wanasari, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75655, Indonesia		
Website	-		
Management Representative	Sumitra Hidayat	E-mail	koperasiusahatanisejahterauts@gmail.com
Telephone	+62-82231435825	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 777889	Certificate Start Date	07/02/2023
Date of First Certification	07/02/2023	Certificate Expiry Date	06/02/2028
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
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 checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <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 checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019 <input type="checkbox"/> Indonesia National Interpretation 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	N/A
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
Nil			

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Jasa Usaha Tani Sejahtera (169 smallholder members)	Desa Wanasari, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Provinsi Kalimantan Timur	1°05' 17.62" N	116° 53' 54.07" E
Note: -			

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 + HCS (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Jasa Usaha Tani Sejahtera	444.55	0	0	444.55	100
Total	444.55	0	0	444.55	100
Note: -					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) – ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Koperasi Jasa Usaha Tani Sejahtera	0	218.31	226.24	0	444.55	0
Total (ha)					444.55	0
Note: **Only Mature area is considered as production area						

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (N/A)	Actual (N/A)		Forecast (Jan – Dec 2023)
		Previous license period (N/A)	Current license period (N/A)	
Koperasi Jasa Usaha Tani Sejahtera	N/A	N/A	N/A	10,145.16*
Total	N/A	N/A		10,145.16

Note: *the FFB forecast is based on the trend of FFB production. In 2022, the actual FFB production was 9,932.29 MT. The 2023 forecast production estimated to increase by 2.14%. This is possible due to soil fertility and suitability (almost mineral soil and no fragile soil like sand, peat or swamp). The estates management also accompanied and coach by company DSN Group. The fertilizing application has following the recommendation according to Good Agricultural Practices. Harvesting round is average 3 times in a month. Average bunch weight is 20 – 30 kg (according to age of oil palm, mostly planting in 2004 – 2009). The oil palm seeds planted also come from excellent certified seeds namely Marihat and Lonsum.

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (N/A)	Actual (N/A)		Forecast (N/A)
		Previous license period (N/A)	Current license period (N/A)	
N/A		N/A	N/A	
Total		N/A		

Note: Not applicable to ISH

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

Note: Not applicable to ISH

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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	N/A	N/A	N/A	N/A
TOTAL		N/A	N/A	N/A

Note: Not applicable to ISH

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (N/A)	Actual (N/A)		Forecast (N/A)
	Previous license period (N/A)	Current license period (N/A)	
FFB	FFB		FFB
N/A	N/A	N/A	N/A
	TOTAL	N/A	
CPO (OER: %)	CPO (OER: %)		CPO (OER: %)
N/A	N/A	N/A	N/A
	TOTAL	N/A	
PK (KER: %)	PK (KER: %)		PK (KER: %)
N/A	N/A	N/A	N/A
	TOTAL	N/A	

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	N/A	N/A	N/A
TOTAL		N/A	N/A

Note: Not applicable to ISH

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11. Summary of Actual Volume sold					
Current License period (N/A)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
Previous License period (N/A)					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
Note: Not applicable to ISH					

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)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note: Not applicable to ISH				

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note: Not applicable to ISH				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
	N/A	N/A	N/A
TOTAL		N/A	N/A
Note: Not applicable to ISH			

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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
	N/A	N/A	N/A
TOTAL			N/A

Note: Not applicable to ISH

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (N/A)			Actual (N/A)			Forecast (N/A)		
	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			10,145.16
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	
CSPK	N/A	N/A		N/A	N/A		N/A	N/A	

Note: No production as this is Intial Audit

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

Note: No production as this is Intial Audit

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

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

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
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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 **3 – 5 October 2022**. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on 27 August 2022.

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 Critical NC close out on-site assessment was conducted on **1 January 2022**. The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Indonesia National Interpretation 2020 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment. While, the sampling of smallholders were based on the formula $(\sqrt{y}) \times (z)$; where y is total number of group member and where z is the multiplier defined by the risk assessment. A total of 26 smallholders were sampled and the sampled smallholder listed in Appendix E.

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

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

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Koperasi Jasa Usaha Tani Sejahtera	X	X	X	X	X

Tentative Date of Next Visit: October 9, 2023 - October 11, 2023

Total Number of Mandays: 10 mandays

2.2 BSI Assessment Team

Name	Role	Competency
Mujinius Jalaraya	Team Leader	<p>Education: Holds a Bachelor Degree majoring in Forest Resources Conservation and Ecotourism, Bogor Agricultural University (IPB).</p> <p>Work Experience: 6 years working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk and Sustainability Supervisor at Teladan Prima Group. 8 years working experience as RSPO Auditor / Lead Auditor.</p> <p>Training attended: Completed ISO 9001 Lead Auditor course, ISPO Lead Auditor course, Endorsed RSPO P&C Lead Auditor course, Endorsed RSPO SCCS Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 14001 Internal Auditor Training, ISO 45001 Lead Auditor course, OHS Expert Training, SMETA Requirements Training</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of OHS, Environmental, HCV management and monitoring, Group Manager.</p>
Edy Widodo	Team Member	<p>Education: Holds a Bachelor Degree majoring Agricultural Technology from University of Padjadjaran, Bandung.</p> <p>Work Experience: 8 years working experience in palm oil industry as Agronomist and Assistant Manager in various companies. 9 year working experience as RSPO/ISPO auditor.</p> <p>Training attended: Completed ISO 9001 Lead Auditor Course, ISPO endorsed auditor course, Understanding ISO 14001 training, Auditing ISO 14001: 2004 training, Endorsed RSPO Supply Chain Certification Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, SMETA Requirements</p>

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		<p>Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this assessment, he assessed on Policy and commitment, Social requirements, contract agreement, Stakeholder Consultation, Legal Requirements, land & Legal issue.</p>
Nanang Rusmana	Team Member	<p>Education: Holds a Bachelor Degree of Forestry, Bogor Agricultural University (IPB)</p> <p>Work Experience: 5 years working experience in palm oil industry as SHE Assistant at PT. Astra Agro Lestari Tbk. 3 years working experience in mining industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 6 years working experience as RSPO/ISPO auditor</p> <p>Training attended: Completed ISO 9001:2015 Lead Auditor Course, ISPO Auditor Course, ISO 14001:2015 Lead Auditor Course, ISO 45001:2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO Supply Chain Certification Lead Auditor Course, SMK3 Auditor Course, HCV Assessor Course, General OHS Expert Course, SMETA Requirements training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this assessment he assessed on the aspects of Agronomy best management practices, smallholder policy, and Group Manager.</p>
Eko Prastio Ramadhan	Team Member	<p>Education: Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p>Work Experience: Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&C Certification Program Manager and auditor covering standard such as RSPO P&C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p>Training attended: Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p>Language proficiency: He is fluent in English and Bahasa Indonesia</p> <p>Aspect covered in this audit: In this audit, he assessed the aspects of legal, Agronomy best management practices and ICS.</p>
Dr. Suhaili Bin Sahari	Peer Reviewer	<p>Education: Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p>Work Experience: Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his</p>

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		<p>career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. Occupation Health & Safety 3. ISO 14001:2015 Standard 4. RSPO Standards: RSPO P&C 2018 MY-NI 2019 5. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4 6. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS 7. HACCP MS 1480:2019 8. GAP Standard: Global GAP, Euro GAP 9. ASI Peer Reviewer training
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Accompanying Persons:

Name	Role
Nil	Nil

2.3 Assessment Plan

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

RSPO Initial Assessment Plan

Date	Time	Subjects	EPR	MJ	NR	EW
Monday/ Senin, 03/10/2022	08.00 – 08.30	<p>Opening Meeting Pertemuan Pembuka</p> <ul style="list-style-type: none"> - Presentation by Lead Auditor Presentasi Pembuka oleh Ketua Tim Audit. - Ensuring audit scope, requirements, document access permission and clarifying audit plan Konfirmasi ruang lingkup penilaian, syarat dan ketentuan, akses dokumen dan memastikan rencana audit. 	√	√	√	√

Date	Time	Subjects	EPR	MJ	NR	EW
	08.30 – 12.00	Document and records verification; Interview with Group Manager and ICS Verifikasi dokumen dan rekaman; Wawancara dengan Group Manager dan ICS Koperasi Jasa Mutiara Kongbeng <ul style="list-style-type: none"> A – SKI: Persyaratan entitas kelompok dan pengelolaan kelompok <i>A – ICS: Group entity and group management requirements.</i> B – SKI: Kebijakan dan Pengelolaan <i>B – ICS: Policies and management.</i> C – SKI: Perencanaan Usaha Kelompok <i>C – ICS: Group Business planning.</i> D – SKI: Sistem Perdagangan Kelompok untuk Volume TBS Bersertifikat <i>D – ICS: Group trading system for certified volumes.</i> 	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 16.00	Document and records verification; Interview with Group Manager and ICS continued Verifikasi dokumen dan rekaman; Wawancara dengan Group Manager dan ICS Koperasi Jasa Mutiara Kongbeng	√	√	√	√
	16.00 – 17.00	Reporting	√	√	√	√
Tuesday/ Selasa, 04/10/2022	08.00 – 12.00	Onsite visit Kunjungan lapangan: Field observation to sample plots Verifikasi lapangan ke sampel plot/kapling petani terkait implementasi persyaratan Standar Pekebun Swadaya RSPO. Sample of farmers Sampel petani anggota 14 members .	√	√	√	
		Stakeholder consultation Konsultasi dengan pemangku kepentingan (Stakeholder): <ul style="list-style-type: none"> - Government Agencies Dinas Pertanian/Perkebunan, dan Kantor Pertanahan/BPN); - Villages Wakil Masyarakat Desa. - FFB collector/agent Penampung TBS. - FFB Transporter/Contractor Kontraktor Angkut TBS - Previous Land Owner 				√
	12.00 – 14.00	Lunch Break Istirahat dan Makan Siang	√	√	√	√
	14.00 – 16.00	Onsite visit continued Kunjungan lapangan (lanjutan) Sample of existing farmers Sampel petani anggota 12 members (lanjutan)	√	√	√	√

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		Stakeholder Consultation continued Konsultasi para pihak (lanjutan) Previous Land Owner consultation/interview				√
	16.00 – 17.00	Reporting	√	√	√	√
Wednesday / Rabu, 09/02/2022	08.00 – 10.00	Document and records verification Verifikasi dokumen dan rekaman terkait penerapan Standar Pekebun Swadaya RSPO, 2019. <ul style="list-style-type: none"> • Principle 1 Prinsip 1: Mengoptimalkan produktivitas, efisiensi, dampak positif dan ketahanan. • Principle 2 Prinsip 2: Legalitas, penghormatan terhadap hak atas tanah dan kesejahteraan masyarakat. • Principle 3 Prinsip 3: Penghormatan terhadap HAM, termasuk hak dan kondisi pekerja. • Principle 4 Prinsip 4: Melindungi, mengkonservasikan dan meningkatkan ekosistem dan lingkungan. 	√	√	√	√
	10.00 – 10.30	Report Preparation Persiapan laporan	√	√	√	√
	10.30 – 12.00	Closing Meeting Rapat Penutupan	√	√	√	√

Note: EPR (Eko Prastio Ramadhan), MJ (Mujinius Jalaraya), NR (Nanang Rusmana), EW (Edy Widodo)

NCR Close Out Assessment Plan

Date	Time	Subjects	NR
Sunday, 01/01/2023	08.00 – 08.30	Opening Meeting	√
	08.30 – 12.00	Field Visit to Koperasi Jasa Usaha Tani Sejahtera - Verify NC RSPO No. 2229007-202207-M1, indicator 7.2.7 (C) - Verify NC RSPO No. 2229007-202207-M2, indicator 6.7.3 (C) - Interview with relevant auditee Document Review	√
	12.00 – 14.00	Break	
	14.00 – 16.00	Document Review	√
	16.00 – 16.30	Report preparation	√
	16.30 – 17.00	Closing meeting	√

Note: NR (Nanang Rusmana)

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	The certificate holder is a single member. Not Applicable	Not Applicable
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	Not Applicable	Not Applicable
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	Not Applicable	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not Applicable	Not Applicable
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?	Not Applicable	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Not Applicable	Not Applicable
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	Not Applicable	Not Applicable
Un-Certified Units or Holdings		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	Not Applicable	Not Applicable
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Not Applicable	Not Applicable
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.	Not Applicable	Not Applicable

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Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Not Applicable	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not Applicable	Not Applicable
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.	Not Applicable	Not Applicable
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?	Not Applicable	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not Applicable	Not Applicable

3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.	Not Applicable	Not Applicable

Approved Time Bound Plan

Not Applicable for Independent Smallholder.

3.3 Details of Nonconformities

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

During this Assessment there were four (4) Major nonconformities raised. The Koperasi Jasa Usaha Tani Sejahtera Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-conformity			
NCR Ref #	2258090-202210-M1	Issued Date	05/10/2022
Due Date	04/10/2023	Closure Date	01/01/2023
Indicator & Category (Critical / Minor)	Indicator 1.3 - MSB (Critical)		
Statement of Nonconformity:	Not all smallholder members have adopted the Good Agriculture Practice (GAP) procedure properly in their farms, particularly in upkeep procedure.		
Requirement Reference:	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		
Objective Evidence:	Koperasi Jasa Usaha Tani Sejahtera has had upkeep procedure No. SOP/UTS/029/2021 that approved by ICS Manager since 6 February 2021. However, during field visit to smallholder plots sampled it was found in the several plots that the weed condition is out of control, such as: Plot UTS073 M.Syukur, plot UTS081 M.Yusuf, UTS148 Sutari, Kusmana UTS.050, Slamet UTS.126, Miswan UTS.072.		
Corrections:	<ol style="list-style-type: none"> 1. Immediately conduct the weeds control in the plots which uncontrol condition. There is an evidence of weeds control carried out by member farmers, evidence are available in the form of Minutes of activities, and photos. Verified documents for example: <ul style="list-style-type: none"> - M Sukur, weeds control was carried out on November 15th, 2022 - M. Yusuf, weeds control was carried out on October 12th, 2022 - Sutari, weeds control was carried out on October 4th, 2022 - Kusmana, weeds control was carried out on December 8th, 2022 - Slamet, weeds control was carried out on December 7th, 2022 - Miswan, weeds control was carried out on December 7th, 2022 During field visit to above sampled plots, can be shown that the weeds condition was in controlled condition and well maintain by smallholder members. 2. Koperasi and ICS to conduct the GAP training and socialization regarding upkeep procedure No. SOP/UTS/029/2021. Koperasi and ICS has conduct the GAP training and socialization of upkeep procedure on 13 October 2022 (attend by 95 members), 14 October 2022 (attend by 30 members) and 16 October 2022 (attend by 55 members). Evidence of training can be shown in the form of minutes of training and socialization, attendance list and photo 		

	documentation. Interview with smallholder sampled during audit confirmed that they have understand on upkeep procedure and Good Agriculture Practices.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. There is no monitoring of upkeep implementation by ICS. 2. Smallholder members do not fully understand the GAP implementation.
Corrective Actions:	<ol style="list-style-type: none"> 1. Koperasi and ICS to conduct regular monitoring and evaluation (once a year) regarding GAP and Upkeep procedure implementation in the field. There is evidence that the Cooperative and the ICS Team have conducted monitoring and evaluation regarding the implementation of SOPs, and socialization to plantation owners (smallholder members) and workers. Documents that have been verified are: "Rekap hasil monitoring perbaikan kebun petani sampel" dated 8 December 2022 (26 smallholder members), the status of plantation upkeep: weeds condition are under control. 2. Koperasi and ICS to conduct regular GAP training (once a year). Koperasi and ICS has conduct the GAP training and socialization of upkeep procedure on 13 October 2022 (attend by 95 members), 14 October 2022 (attend by 30 members) and 16 October 2022 (attend by 55 members). Evidence of training can be shown in the form of minutes of training and socialization, attendance list and photo documentation. Interview with smallholder sampled during audit confirmed that they have understand on upkeep procedure and Good Agriculture Practices.
Assessment Conclusion:	<p>Based on NCR Close Out Verification on 1 January 2023, Cooperative has shown the CAP's evidence as above.</p> <p>Based on that evidence, this Major NC's has been closed satisfactory.</p>

Non-conformity			
NCR Ref #	2258090-202210-M2	Issued Date	05/10/2022
Due Date	04/10/2023	Closure Date	01/01/2023
Indicator & Category (Critical / Minor)	Indicator 2.3 Eligibility, MSB (Critical)		
Statement of Nonconformity:	Not all History of Land Tenure and Conflict Disclosure form has been signed by the smallholder and available.		
Requirement Reference:	<p>Eligibility : Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to indicator 1.1E / Appendix 1).</p> <p>MS -A : There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.</p>		
Objective Evidence:	<p>Based on document review, Section 3 in Annex 3 about "Pernyataan Pekebun Swadaya Terkait Sejarah Penguasaan dan Pemanfaatan Lahan" not signed by smallholder, for example :</p> <ol style="list-style-type: none"> a) History of Land Tenure and Conflict Disclosure form on behalf of Warhadi b) History of Land Tenure and Conflict Disclosure form on behalf of Sakini 		

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	<p>c) History of Land Tenure and Conflict Disclosure form on behalf of Sugito d) History of Land Tenure and Conflict Disclosure form on behalf of Supangi e) History of Land Tenure and Conflict Disclosure form on behalf of Sulistyowati f) History of Land Tenure and Conflict Disclosure form on behalf of Jumanta g) History of Land Tenure and Conflict Disclosure form on behalf of Muhtadi h) History of Land Tenure and Conflict Disclosure form on behalf of Slamet Turyono</p> <p>In addition, not all farmers have signed the Land Tenure History and Conflict Disclosure forms. At the time of the audit, it was found that only 26 smallholders had filled out the Land Tenure History and Conflict Disclosure forms.</p>
<p>Corrections:</p>	<ol style="list-style-type: none"> 1. Koperasi and ICS to conduct socialization regarding the new requirements of RSPO ISH Standard Indonesia National Interpretation 14 February 2022 related to History of Land Tenure and Conflict Disclosure form. There is an evidence that the ICS Team and the Cooperative have conducted socialization regarding the Latest RSPO ISH Standard Indonesia National Interpretation 14 February 2022 to smallholder members, the verified documents are: Minutes of socialization "Berita Acara sosialisasi SOP pengisian lampiran 3 RSPO ISH standar", the activity was carried out on 5 November 2022 attended by 65 members, 7 November 2022 was attended by 40 members, and 9 November 2022 was attended by 65 members. Other documentation is in the form of an invitation letter for the socialization on 5, 7 and 9 November 2022, the invitation was signed by the Head of the Cooperative. Interview with smallholder member sampled during audit confirmed that they have aware and understand the requirements of RSPO ISH Standard 14 February 2022, particularly regarding the Land Tenure History and Conflict Disclosure forms. 2. Smallholder member immediately completed the Land Tenure History and Conflict Disclosure forms. There is a Conflict Disclosure Form that has been signed by the smallholder members, documents that have been verified, for example: on behalf Aryana, Warhadi, Sakini, Sugito, Supangi, Sulistyowati, Jumanta, Muhtadi, and Slamet Turyono.
<p>Root Cause Analysis:</p>	<p>Smallholder member do not aware/understand regarding the new requirements of RSPO ISH Standard Indonesia National Interpretation 14 February 2022 related to History of Land Tenure and Conflict Disclosure form; no monitoring by Cooperative and ICS regarding the new requirements of RSPO ISH Standard.</p>
<p>Corrective Actions:</p>	<p>The Cooperative and the ICS Team will carry out monitoring and evaluation regarding the latest RSPO Standard information. There is evidence that the Cooperative and the ICS Team have conducted monitoring and evaluation related to the latest RSPO Standard information on 13 November 2022, the results of the monitoring are that member farmers have filled out the attachment 3 form, the monitoring results indicate that there are no land conflicts.</p> <p>Other evidence of monitoring evaluation in the form of attendance list for the ICS team to monitor documentation on 11 October 2022 which was attended by 12 ICS Team members and 16 October 2022 was attended by 8 ICS Team members.</p>
<p>Assessment Conclusion:</p>	<p>Based on NCR Close Out Verification on 1 January 2023, Cooperative has shown the CAP's evidence as above.</p> <p>Based on that evidence, this Major NC's has been closed satisfactory.</p>

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Non-conformity			
NCR Ref #	2258090-202210-M3	Issued Date	05/10/2022
Due Date	04/10/2023	Closure Date	01/01/2023
Indicator & Category (Critical / Minor)	Indicator B.1.1 – MSB (Critical)		
Statement of Nonconformity:	SOP for Internal audits are not implemented consistently by ICS Koperasi Jasa Usaha Tani Sejahtera.		
Requirement Reference:	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.		
Objective Evidence:	<p>Koperasi Jasa Usaha Tani Sejahtera has "Standard Operating Procedures regarding Implementation of Internal Audit No.SOP/UTS/007/2021" dated January 28, 2021. However, based on document verification and interviews with ICS, the Cooperative has not yet determined the criteria for finding discrepancies in the internal audit process.</p> <p>Then, based on the document review, it was found that the internal audit records were not in accordance with the procedures, for example:</p> <ul style="list-style-type: none"> a) Member name : Supangi, Auditor : Sadirin, Date : 19 January 2022. Findings based on "Form Pertanyaan Audit Internal": 12 findings; "Form laporan hasil audit internal" recorded only 3 findings (BPJS Ketenagakerjaan not available, Hazardous waste not collected in Koperasi's warehouse and worker's contract not available). Findings that not recorded are operational activities not recorded (harvesting, fertilizer and spraying – this count as 3 findings), no evidence of worker payment and etc. Evidences of corrective action and date of follow up were not available. b) Member name : Kusmana, Auditor : Juhana Sesa, Date : 5 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 2 findings (PPEs and BPJS Ketenagakerjaan) ; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, worker's contract and not using PPEs). "Form laporan hasil audit internal" not in accordance with "Form Pertanyaan Audit Internal". Evidences of corrective action and date of follow up were not available. c) Member name : M. Yusuf, Auditor : Sadirin, Date : 10 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 8 findings; "Form laporan hasil audit internal" recorded only 4 findings (BPJS Ketenagakerjaan not available, plot boundary pole not available, total spraying and workers payment not available). Findings that not recorded are operational activities not recorded (harvesting, fertilizer and spraying – this count as 3 findings), no evidence of worker payment and etc. Evidences of corrective action and date of follow up were not available d) Member name : Sugito, Auditor : Yan Supriatna, Date : 15 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 1 findings about no contract with worker; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, fronds stacking not in circle u and not 		

	<p>knowing about wage). Evidences of corrective action and date of follow up were not available</p> <p>e) Member name : Marsum, Auditor : Yan Supriatna ; Date : 24 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 2 findings about payment record and BPJS Ketenagakerjaan; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, PPEs not available and operational activities record not available). Evidences of corrective action and date of follow up were not available</p> <p>f) Member name : Sulistyowati, Auditor : Wiwit Z ; Date : 15 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 6 findings about operational activities records (harvesting, fertilizer and spraying), payment record, worker contract and BPJS Ketenagakerjaan; "Form laporan hasil audit internal" recorded 4 findings (BPJS Ketenagakerjaan not available, PPEs not available, NPWP not available and operational activities record not available). Evidences of corrective action and date of follow up were not available.</p>
Corrections:	<ul style="list-style-type: none"> - ICS and internal audit team immediately amend and completed the internal audit report. Evidence of corrective actions in the audit report and complete evidence of corrective actions are available, for example: on behalf of Aryana, Ceceng, Gupuh Hariyanto, Jumanta, Kusmana, M. Sukur, Myusu, and Marsum. Based on document verification confirmed that audit report and corrective action evidence are sufficient and in accordance with procedure.
Root Cause Analysis:	<p>Internal audit team does not aware regarding the reporting for internal audit according to procedure.</p> <p>There is lack of information in SOP of internal audit regarding the scoring of assessment for smallholder members.</p>
Corrective Actions:	<ul style="list-style-type: none"> - ICS and Cooperative made the revision of Internal Audit Procedure. There is a revision of SOP for Internal audit, namely SOP No. SOP/UTS/007/2021 revision 1 dated 17/10/2022 which has added a score of assessment at point 5.c. Evidence of socialization of SOP revision 1 to members are available, verified documents, namely: Minutes of socialization of SOP revision 1, activities carried out on 5 November 2022 attended by 65 members, 7 November 2022 attended by 40 members, and 9 November 2022 attended by 65 members. - ICS and Cooperative has made the internal audit programe 2023. There is an internal audit schedule available for 2023, which will be conducted in January - October 2023 for all member farmers.
Assessment Conclusion:	<p>Based on NCR Close Out Verification on 1 January 2023, Cooperative has shown the CAP's evidence as above.</p> <p>Based on that evidence, this Major NC's has been closed satisfactory.</p>

Non-conformity			
NCR Ref #	2258090-202210-M4	Issued Date	05/10/2022
Due Date	04/10/2023	Closure Date	01/01/2023

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Indicator & Category (Critical / Minor)	Indicator 3.5 – MSB (Critical)
Statement of Nonconformity:	During field visit and interview with smallholder member confirmed that there are workers whose not using PPE according to Procedure determined by Koperasi Jasa Usaha Tani Sejahtera.
Requirement Reference:	Workers, including smallholder family members, have access to safe working conditions and amenities that include: <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets
Objective Evidence:	<ul style="list-style-type: none"> • During a visit to the plot of Mr. Saelan, Gupuh Haryadi and Wardi, during the FFB transport activity, it was found that there were 2 workers of FFB Loader (Krani Bpk. Herman's) was not use proper PPE as required in SOP for Resiko dan Mitigasi Kecelakaan Kerja No. SOP.ICS/KOP-UTS/020/2021 dated February 4, 2021. According to SOP Resiko dan Mitigasi Kecelakaan Kerja No. SOP.ICS/KOP-UTS/020/2021 dated February 4, 2021: Loading and Unloading and Selling of FFB: Using PPE Helmets and Boots, • Based on interview with smallholder member sampled: ID UTS040, UTS.082, UTS.112, UTS.138 and UTS.161, confirmed that spraying workers are not equipped with PPE during working. According to SOP/SR/042/2021 dated 15/2/2021, that the appropriate use of PPE for sprayers are: Helmet/cotton, Mask, Gloves, Long sleeve shirt/cuffs, Apron shirt and Boot shoes.
Corrections:	<ol style="list-style-type: none"> 1. Cooperative and ICS immediately identify all smallholder members and workers for the owning of appropriate PPE and provide the PPE for smallholder members who do not yet have PPE. The cooperative has provided and distributed PPE to farmers and workers, evidence of the distribution of PPE to farmers/workers are available in the minutes of PPE handover November 24, 2022 and December 12, 2022. PPE provide are: safety helmet, boots, Apron for sprayer workers. 2. Cooperative and ICS commit to provide PPE for smallholder members. There is a Cooperative commitment regarding the provision of PPE for smallholder members, which is contained in the Statement of Commitment to Provision of PPE signed by the Cooperative Chairperson on December 14, 2022. Smallholder members also has signed the commitment to use the appropriate PPE during working, commitment are available in "Surat pernyataan" dated 26 November 2022.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Smallholder members and workers do not understand the importance of using PPE and some of smallholder members do not have appropriate PPE. 2. Lack of ICS monitoring to ensure the use of PPE according to SOP.

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Corrective Actions:	<ol style="list-style-type: none"> 1. Cooperative and ICS conduct the socialization regarding the importance of PPE for smallholder members and workers. There is evidence that the Cooperative and the ICS Team conducted socialization regarding the importance of using PPE to member farmers, on 24 November 2022 and 11 December 2022 attended by all smallholder members. During interview with smallholder sampled confirmed that they have aware and understand the importance of PPE usage during working. 2. Cooperative and ICS conduct monitoring of PPE usage by smallholder members and workers. There is evidence that the Cooperative has monitored and evaluated the implementation of the SOP, the available documents are in the form of a "OHS Unit Monitoring Schedule 2023", one of which is related to monitoring the use of PPE, the document was signed by the ICS Manager on 15 December 2022. There is evidence that the ICS Team monitors the ownership and use of PPE every 6 months, the verified document is the document of "Monitoring Penggunaan dan Kepemilikan APD petani " dated 1, 2, 3, 4, 5 December 2022, "Monitoring Penggunaan dan Kepemilikan APD pekerja" dated 10, 12 December 2022.
Assessment Conclusion:	<p>Based on NCR Close Out Verification on 1 January 2023, Cooperative has shown the CAP's evidence as above.</p> <p>Based on that evidence, this Major NC's has been closed satisfactory.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Nil

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	Nil	Issued Date	Nil
Due Date	Nil	Closure Date	Nil
Indicator & Category (Critical / Minor)	Nil		
Statement of Nonconformity:	Nil		
Requirement Reference:	Nil		
Objective Evidence:	Nil		
Corrections:	Nil		

Root Cause Analysis:	Nil
Corrective Actions:	Nil
Assessment Conclusion:	Nil
Effectiveness Closure (for previous audit closed Critical NC):	Nil

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

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2258090-202210-M1	Critical	1.3 – MSB	05/10/2022	Closed on 01/01/2023
2258090-202210-M2	Critical	2.3 – Eligibility, MSA	05/10/2022	Closed on 01/01/2023
2258090-202210-M3	Critical	B.1.1 - MSB	05/10/2022	Closed on 01/01/2023
2258090-202210-M4	Critical	3.5 - MSB	05/10/2022	Closed on 01/01/2023

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 Koperasi Jasa Usaha Tani Sejahtera 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.

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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)
Communities	Wanasari Village Head Karya Bhakti Village Head Head of Dusun II Sumber Jaya Wahau Baru Village Head Nehas Liah Bing Village Head Head of Dusun Long Bau	Face to face interview
Contractor	FFB Transporter (Yocky Saputra & Herman)	Face to face interview
Governmental	Camat (Sub-District Head) of Muara Wahau Kabupaten Kutai Timur	Face to face interview
Governmental	Kepala Dinas Tenaga Kerja Kabupaten Kutai Timur	Phone interview
Governmental	Kepala Dinas Perkebunan Kabupaten Kutai Timur	Phone interview
Governmental	Kepala Dinas Lingkungan Hidup Kabupaten Kutai Timur	Phone interview
Governmental	Kepala Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur	Phone interview
Governmental	Kepala Badan Pertanahan Nasional Kabupaten Kutai Timur	Phone interview
External (company)	Manager Kemitraan PT Swakarsa Sinar Sentosa	Phone interview
Communities	UPT P4 (Penyuluh Pertanian, Peternakan dan Perkebunan) Muara Wahau Sub District	Phone interview
NGO	PESSAT	Face to face interview

Stakeholders comment	
	<p>Feedbacks:</p> <p>Head of Village in Muara Wahau Sub-district:</p> <p>Bpk. Slamet Suwito (Village Head of Karya Bhakti Village)</p> <p>Bpk. Mulyadi (Governmental head of Wanasari Village)</p> <p>Bpk. Ahmad Misdarto (Kadus II Sumber Jaya, Wanasari Village)</p> <p>Bpk. Ari Irawan (BPD Wanasari Village)</p> <p>Bpk. Slamet (Head of Wahau Baru Village)</p> <p>Bpk. Kristian Hasmadi (Head of Nehas Liah Bing Village)</p>

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Bpk. Sandi Jumri (Head of Dusun Long Bau, Nehas Liah Bing Village)

- Village in Muara Wahau District started as a transmigration village in 1986. Became the definitive village in 1997.
- Expansion in 2000 became 3 Sub-district, namely: Sub District Wahau, Kongbeng and Telen
- Before palm oil plantation exist, the first crop is hybrid coconut.
- Comparative study to Lampung in 2000 to see oil palm plantations, and finally in 2001 started to plant oil palm with seeds from government assistance.
- Provision of superior seeds/"Bibiut Unggul" through the Limited Saprodi Program (providing seeds) from PT DSN, consisting of 2 programs, namely:
 - Program C-1: seed supply program
 - Program C-5: program for providing seeds and managing immature plantations.
- The signing of the MOU took place on April 13, 2022 in Muara Wahau. Five cooperatives are represented by each Cooperative Management (*Koperasi Pertanian Sumber Rejeki, Koperasi Jasa Usaha Tani Sejahtera, Koperasi Serba Usaha Karya Indah, Koperasi Jasa Usaha Tani Sejahtera and Koperasi Serba Usaha Kel'ean Blom Kejah*). DSN Group was represented by Mulyadi, Plantation Head of East Kalimantan Area. UPT P4 Muara Wahau and Kongbeng Subdistricts were represented by the UPT Chair, respectively. Meanwhile, GIZ was represented by the East Kalimantan Project Leader, Ade Cahyat
- Cooperatives in the previous management did not run well because there were internal problems.
- Pioneer of plasma palm oil plantation development in collaboration with PT Swakarsa Sinarsentosa and PT Dewata Sawit Nusantara.
- Farmers employ harvesters/sprayers/fertilizers who are villagers so they can help each other with people who need work.
- The management of oil palm plantations has been improved and understood by farmers and the institutional management of cooperatives is carried out better. RAT was carried out in every year on schedule.
- Village road maintenance has been carried out properly in collaboration with PT Swakarsa Sinar sentosa, as stated in the Agreement on The Sale and Purchase of Farmer FFB Products.
- There were no land dispute or conflict occur in the last 5 years.
- The Village Apparatus/official is always involved in the process of buying and selling land for member farmers and non-members of the Koperasi Jasa Usaha Tani Sejahtera.
- There are no issues related to the negative impacts of the management of oil palm plantations of the Koperasi Jasa Usaha Tani Sejahtera. The existence of the Koperasi Jasa Usaha Tani Sejahtera, which manages independent smallholder oil palm plantations, has a positive impact with the increasing economy of Karya Bhakti Village.

Audit Team verification and response:

There is no negative issue to be followed up. Document of land legality, year crops and others have been reviewed during the audit.

Several documents were verified, such as: Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi Jasa Usaha Tani Sejahtera and PT Swakarsa Sinarsentosa.

Maintenance of village roads that are passed by transportation is carried out continuously in collaboration with PT Swakarsa Sinar Sentosa through the Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi and PT Swakarsa Sinarsentosa.

Related to the transfer of land rights, the audit team verify land conflicts, including by conducting interviews with previous land owners.

	<p>Feedbacks: Sub-District Head (Camat) of Muara Wahau, Kabupaten Kutai Timur Mrs. Miranti Yanuar (District Secretary)</p> <ul style="list-style-type: none"> • The process of acquiring community land in Muara Wahau District in general is land that has been passed down from one generation to another from previous parents, the Transmigration program, and also some buying and selling of land between communities. • In general, the people in Muara Wahau District have livelihoods in Agriculture: Paddy fields, dry land rice, secondary crops, vegetables, Fishery: river and lake fishing, Livestock: pigs, cows, and Plantation: Rubber, pepper, coffee, coconut, cocoa, palm oil. • Particularly in the oil palm plantation Cooperative in Muara Wahau (Prosperous Farming Services Cooperative; Koperasi Jasa Usaha Tani Sejahtera, Koperasi Pertanian Sumber Rejeki; Prosperous Farming Oil Palm Cooperative; Koperasi Sawit Usaha Tani Sejahtera, Koperasi Serba Usaha Karya Indah; Koperasi Serba Usaha Karya Indah, Koperasi Serba Usaha Kel'ean Blom Kejah), that until now there have been no issues related to land conflicts and social issues as well. • After 2019 there have been no forest fires, and the community has understood land clearing without burning. • Cooperatives are required to hold an Annual Member Meeting (RAT) and all cooperatives in Muara Wahau have conducted the RAT.
	<p>Audit Team verification and response: It was a positive response from the Head of Muara Wahau Sub-district. No further comments. Several documents were verified related to the conflict:</p> <ul style="list-style-type: none"> - Letter of Statement of No Dispute from the Wanasari Village Office - Certificate of No Disputed Land from Muara Wahau Village Office - Minutes of Farmers' Land Ownership Statement issued by Nehas Liah Bing Village (which stated that there was no dispute over the land). - Certificate of No Dispute from Wahau Baru Village
	<p>Feedbacks: Kepala Dinas Tenaga Kerja Kabupaten Kutai Timur Mr. Sudirman Latief</p> <ul style="list-style-type: none"> • There are no issues related to employment between the Company and cooperatives • The Department of Manpower conducts monitoring of companies that partner with cooperatives • Cooperatives in Muara Wahau District (Sumber Rejeki Agricultural Cooperative, Kel'ean Blom Kejah Multi-Business Cooperative, Prosperous Farming Services Cooperative and Karya Indah Multi-Business Cooperative) are institutions/business entities in the form of cooperatives that have created jobs, especially for the surrounding village community. • Until now, there are no issues related to industrial relations that have occurred between Cooperatives in Muara Wahau District (Sumber Rejeki Agricultural Cooperative, Kel'ean Blom Kejah Multi-Business Cooperative, Prosperous Farming Services Cooperative and Karya Indah Multi-Business Cooperative), PT Swakarsa Sinarsentosa and PT Dewata Sawit Nusantara, FFB Transporters and their workers. • Cooperatives in Muara Wahau District (Koperasi Pertanian Sumber Rejeki, Koperasi Jasa Usaha Tani Sejahtera, Koperasi Sawit Usaha Tani Sejahtera, Koperasi Serba Usaha Kel'ean Blom Kejah, Koperasi Serba Usaha Karya Indah) have a policy regarding the participation of their employees in the Social Security program (BPJS-Tenagakerja)

	<p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up</p> <p>Verification of cooperation documents with other parties is carried out, including:</p> <ul style="list-style-type: none"> - Work Agreement - Naskah Kesepakatan Kerjasama No. 014/SWA/PKS1/2021 dated 28 June 2021. - Agreement between <i>UPT Penyuluhan Pertanian Peternakan & Perkebunan (PPPP) Kecamatan Muara Wahau dengan Koperasi dan GIZ GmbH</i> regarding Implementation of cooperation to support sustainable smallholder oil palm plantations in Kongbeng district and Muara Wahau district. - Working Agreement between farmer namely Kusneli with worker (harvester) namely Supriono dated 30 June 2022. - Letter of Employment Agreement No. 013/KSR-MW-TBS/I/2020 dated 13 Januari 2020 regarding FFB transport on behalf of Muhisyam (transporter).
	<p>Feedbacks:</p> <p>Kepala Dinas Perkebunan Kabupaten Kutai Timur Didik Prayitno (Kabid Perlindungan)</p> <ul style="list-style-type: none"> • The communication between cooperative officials and government is good; • The lands were initially came from Transmigration program set by government. Therefore since the beginning has had land title in the form of SHM (Sertifikat Hak Milik – personal land right), which is the highest personal land rights based on government regulation. All members of the organizations have been registered as a Letter of Plantation Cultivation List (STDB: Surat Tanda Daftar Perkebunan) • Farmer of the organizations is located in other areas of use Area/APL: <i>Area Penggunaan Lain</i> and there is no overlap in the production forest area and/or protected area. • The area owned by the farmers does not overlap with the area that has been under the rights of business/HGU and/or mining power. • There were no complaint report related to land and / or environmental pollution that occurred in the area of Koperasi in Muara Wahau Sub-district (Including: Koperasi Pertanian Sumber Rejeki, Koperasi Serba Usaha Kel’ean Blom Kejah Koperasi Jasa usaha Tani Sejahtera and Koperasi Serba Usaha Karya Indah). • External issue that faced by cooperative is about fertilizer availability due to its high price. • There was no negative issue about the cooperative. • The seeds in farmers plot were from Dinas Perkebunan or government program • The sale of FFB was carried out by Koperasi in Muara Wahau Sub-district (Including: Koperasi Pertanian Sumber Rejeki, Koperasi Serba Usaha Kel’ean Blom Kejah Koperasi Jasa usaha Tani Sejahtera and Koperasi Serba Usaha Karya Indah) in collaboration with PT Swakarsa Sinarsentosa. • Pricing of FFB using the decree of Governor of East Kalimantan, updated every 2 weeks (2 times per month) through the Pricing Meeting for the Purchase of Fresh Fruit Bunches (RBS) palm oil produced by smallholders who partner in Prov. East Kalimantan. <p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up. Based on document review and interview with smallholders, all smallholders have had SHM since the beginning, where SPPL (<i>Surat Pernyataan Pengelolaan Lingkungan</i> – commitment letter of environmental management) and STDB (<i>Surat Tanda Daftar Budidaya</i> – farm permit) already set before RSPO Certification.</p> <p>Auditor Tim has conducted document verification, for example:</p>

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	<ul style="list-style-type: none"> - All of farmers members of Koperasi Jasa Usaha Tani Sejahtera has registered their plantation to the Dinas Perkebunan Kabupaten Kutai Timur and obtained certificate of STDB (Surat Tanda Daftar Perkebunan). STDB document-Cultivation Registration Certificate for each farmer has been verified. - Circular Letter (SE) of the Governor of East Kalimantan signed by Governor Isran Noor, dated 28 April 2022, numbered 065/3794/Disbun/2022 regarding the application of the price of FFB for oil palm produced by partnered planters. - Related to the FFB pricing, Koperasi Jasa Usaha Tani Sejahtera has refer to the Decree of Governor of East Kalimantan in every 2 weeks through the Meeting to Determine the Purchase Price of Fresh Fruit Bunches (RBS) of Oil Palm Production of Partnered Smallholders in Prov. East Kalimantan. Memorandum of Understanding for Sale and Purchase of FFB from the People's Palm Oil Plantation between PT Swakarsa Sinarsentosa and Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya. 014/SWA/PKS1/2021 dated June 1, 2021, valid until 30 June 2031. - Minutes - Berita Acara No. 525/4100/BU dated 15 July 2022 regarding Price Meeting on The Purchase of Fresh Fruit Bunches (RBS) for Palm Oil Produced by Smallholders Who Partnered in Prov. East Kalimantan period I (1 – 15 July 2022); planting year 3-9 years with FFB price IDR 1,614.20 – Rp 1,809.77 per Kg and for planting year ≥ 10 year IDR 1,831.16 per Kg. - Payment of FFB receipt of Sawit Koperasi Pertanian Sumber Rejeki, on period dated 1 – 31 July 2022, Contract at PKS 1 No. 1144001230 and at PKS 7 No. 1044002291, FFB as much as 95.061 kg FFB price IDR 1.831,16 per kg, FFB as much as 164.847 kg with FFB price IDR 1.769,76 per kg, FFB as much as 1.433.179 kg with FFB price IDR 1.831,16 and FFB as much as 1.898.538 kg with FFB price IDR 1.769,76 per kg. - Payment of crops to farmers of Koperasi Jasa Usaha Tani Sejahtera for the period of March 2022 per farmer members.
	<p>Feedbacks:</p> <p>Kepala Dinas Lingkungan Hidup (DLH) Kabupaten Kutai Timur Mr. Anto</p> <ul style="list-style-type: none"> • All of Members of cooperative have document of Environmental management and monitoring (SPPL: <i>Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan</i>) statements • The organizations has supplementing the administrative requirements of land legality documents and other requirements (map of the farmer's plantation location, the coordinates of each Persil, plant description, planting year, etc.). • Six monthly report (Environmental Management Report for Semester I/2022) environmental management to the Environmental Agency of East Kutai Regency: <ol style="list-style-type: none"> 1. Koperasi Jasa Usaha Tani Sejahtera; Haven't submitted a report for the period SM II/2021 • The Environment Department of Kutai Timur has reviewing the social and environmental impact aspects of the farmers. Environmental aspects such as erosion, water pollution, soil pollution, waste management, forest fires and land have been included in the statement letter. • The Environment Agency never received reports of land related complaints and/or environmental pollution that occurred in the area of farmers members of the organizations • The organizations have submit their quarterly report to the Agency • There was no negative issue about the cooperative. <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> • There is no negative issue to be followed up. Based on document review and interview with smallholders, all smallholders have had SHM since the beginning, where SPPL (Surat Pernyataan

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	<p>Pengelolaan Lingkungan – commitment letter of environmental management) and STDB (Surat Tanda Daftar Budidaya – farm permit) already set before RSPO Certification.</p> <ul style="list-style-type: none"> • Verification of environmental management reports (SPPL) for each Cooperative: Report on Implementation of SPPL for Independent Smallholders Koperasi Jasa usaha Tani Sejahtera for SM II/2021 Period. • Koperasi Jasa Usaha Tani Sejahtera has a storage for chemicals and chemical waste, even though the Koperasi don't have a temporary storage for hazardous waste.
	<p>Feedbacks: Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur Mr. Iskak (Kepala Bidang Usaha Koperasi)</p> <ul style="list-style-type: none"> • All Cooperatives in Muara Wahau Sub-district (including: JUTS Cooperative, Sumber Rejeki Cooperative, SUTS Cooperative, SUKI Cooperative, and KBK Cooperative) have their own Anggaran Dasar Rumah Tangga-AD-ART and organizational structure. As well as the cooperative establishment deed which was ratified by the Minister of Law and Human Rights through the Director General of General Legal Administration • All cooperatives have carried out their obligations, namely conducting RAT for the 2021 period • In general, the oil palm farmers in the 5 cooperatives still need guidance and direction in the management of oil palm plantations. With the guidance from GIZ, it is hoped that the guidance/assistance for farmers will be optimal and the management of oil palm plantations will be better. • The agency conducts monitoring activities once a year for each cooperative • There are no significant problems between cooperatives, even if there are, they will be resolved through deliberation within the cooperative • There was no negative issue about the cooperative. <p>Audit Team verification and response: There is no negative issue to be followed up Several documents related to the Cooperative have been verified, including:</p> <ul style="list-style-type: none"> - AD-ART documents of each cooperative - Decree of the Ratification of Cooperatives from the Ministry of Law and Human Rights. Although there are still 2 cooperatives that have not yet received approval from the Ministry of Law and Human Rights. However, there are still 2 cooperatives that are still in the process of being approved by the Ministry of Law and Human Rights, namely Koperasi Sawit Usaha Tani Sejahtera and Koperasi Serba Usaha Kel'an Blom Kejah. - Document of the result of <i>Rapat Anggota Tahunan</i> for period 2021.
	<p>Feedbacks: Manager Kemitraan PT Swakarsa Sinar Sentosa Bpk. Ali Setiawan</p> <ul style="list-style-type: none"> • The company has cooperated with the cooperative for the delivery of FFB to the factory and there has been an SPK between the cooperative and the company • FFB deliveries are made on the 1 -30/31 of every month, then invoices are issued by the company on the 4-7th of every month and invoice disbursement is on the 15th of every month • The company allocates a Partnership Assistant to help manage smallholders • If there are obstacles encountered, they will be resolved through deliberation, for example related to FFB sorting and requests for assistance for fertilizers. Regarding the sorting of FFB. PT Suakarsa has implemented of 3.5% flat.

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	<ul style="list-style-type: none"> The Company is applying FFB purchase price as per "Aturan Penetapan Harga Beli TBS Petani" from Plantation Agency that updated in monthly basis
	<p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up. Contract, FFB delivery ticket and invoicing documents has been reviewed during audit.</p> <p>Several documents were verified, such as:</p> <ul style="list-style-type: none"> Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi Jasa Usaha Tani Sejahtera and PT Swakarsa Sinarsentosa. Maintenance of village roads that are passed by transportation is carried out continuously in collaboration with PT Swakarsa Sinar Sentosa through the Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi and PT Swakarsa Sinarsentosa. Circular Letter (SE) of the Governor of East Kalimantan signed by Governor Isran Noor, dated 28 April 2022, numbered 065/3794/Disbun/2022 regarding the application of the price of FFB for oil palm produced by partnered planters.
	<p>Feedbacks:</p> <p>UPT P4 (UPT Penyuluh Pertanian, Peternakan dan Perkebunan) Muara Wahau Sub District</p> <p>Mr. Abu Naim</p> <ul style="list-style-type: none"> UPT has been established since 1990 Handling coaching, mentoring and counseling activities to increase farmers' production PPL staff assist the mediation process if there are land problems Relations with cooperatives are going well. In general, the oil palm farmers in the 5 cooperatives still need guidance and direction in the management of oil palm plantations. With the guidance from GIZ, it is hoped that the guidance/assistance for farmers will be optimal and the management of oil palm plantations will be better. The agency conducts monitoring activities once a year for each cooperative There are no significant problems between cooperatives, even if there are, they will be resolved through deliberation within the cooperative In the Muara Wahau sub-district, there have been attacks by several pests and diseases, including: caterpillars in spots and attacks by ganoderma. However, control has been carried out and training for farmers on its control has been carried out
	<p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up</p> <p>Verification against pests and diseases of oil palm:</p> <ul style="list-style-type: none"> Record of pest and disease monitoring can be shown during audit in document "Form Sensus Hama dan Penyakit Tanaman Kelapa Sawit Koperasi Usaha Tani Sejahtera, Desa Wanasari". Pest and disease monitor including rats, Oryctes, Catterpillar, termite, Ganoderma (fungi). According to census result on June and July 2022, confirmed that there is no significant pest attack that need to control by chemical application. Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. To prevent the caterpillar attack, Koperasi Jasa Usaha Tani Sejahtera also planting the beneficial plant <i>Turnera subulate</i> along of the main road (500 plant) and <i>Antigonon leptopus</i> as per "Berita Acara Penanaman Trunera Koperasi Usaha Tani Sejahtera" dated 2 February 2022.

	<p>Feedbacks: FFB Transporter Bpk. Yocky Saputra and Bpk Herman</p> <ul style="list-style-type: none"> • Have a cooperation document signed by the chairman of the cooperative and the coordinator • Payment is made after the invoice is issued every month and never late payment. FFB transport To PKS 11 or PKS 7 to PT Swakarsa Sinarsentosa amount IDR 130,000 per tons. • Has attended training activities on technical loading of FFB and the use of PPE in collaboration with companies and cooperatives • If there are problems, they are discussed with the cooperative and resolved together. For example, there is damage to the fleet, transporters sometimes borrow funds from the cooperative for repairs or the purchase of spare parts and it is repaid by direct deduction at the end of the month at the time of payment. <p>Audit Team verification and response: There is no negative issue to be followed up. The contractual has been made and describe the working condition including price. All organization's procedures and policies have been disseminated such as no forced labour, no child labour, and the way to submit a grievance. The payments have been conducted on time and transparently.</p>
	<p>Feedbacks: NGOs/ Yayasan Pendamping Sertifikasi Sawit Rakyat - PESSAT Bpk. Dharu Prasto</p> <ul style="list-style-type: none"> • Smallholder oil palm plantations in East Kutai Regency are still relatively new, starting in 2008-2009, so they still need attention, direction and assistance from related agencies. For this reason, the PESSAT Foundation strives to be able to took a place in assisting the community of oil palm farmers. • Several cooperatives in Muara Wahau sub-district have started oil palm plantation businesses that have taken into account environmental, social, cultural and occupational health and safety principles. Some cooperatives have even participated in oil palm plantation certification programs in the form of ISPO and RSPO. • The PESSAT Foundation will go directly to be able to provide assistance to the community of oil palm farmers who have participated in the certification program. • The community of oil palm farmers has also received assistance from the GIZ diary to be able to participate in RSPO and ISPO certification and there have been positive changes from the Cooperative. • Based on general observations that the area of oil palm farmers in Muara Wahau sub-district, there is no indication of overlap with the rights of other land users and is also not included in the forest area. <p>Audit Team verification and response: There is no negative issue to be followed up.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Koswara	2017	3	Yes	Yes	Complied
Suciono	1992	2	Yes	Yes	Complied

Note: Based on interview and document verification of land ownership with sampled members, the previous land owner identify only 3 person of previous land owner, only 2 person are available to be interview.

Previous land owner / user comment	
	<p>Feedbacks:</p> <p>Bpk. Koswara (3 ha)</p> <p>Bpk. Suciono (2 Ha)</p> <ul style="list-style-type: none"> • In 2017 the land belonged to Bpk. Koswara of 1 ha located in Wanasari village has been sold to Bpk. Sarija (RSPO/ISPO Certification member of Koperasi Jasa Usaha Tani Sejahtera). • In 1992 the land belonged to Bpk. Suciono of 2 ha located in Wanasari village has been sold to Bpk. Sukarso (RSPO/ISPO Certification member of Koperasi Jasa Usaha Tani Sejahtera). • The sale of land was witnessed by the village apparatus (Development Officer) of Wanasari Village and from the village side issued a No Dispute Statement. • In the process of buying and selling land there was no coercion or intimidation and threats from any party, the sale was carried out voluntarily and agreed, and witnessed by several witnesses (area around the location, village officials and closest family). • Several documents at the time of the sale and purchase of land, including: sales and purchase receipts, ID cards and Family Cards. • Up to now there have been no conflicts in the process of buying and selling land. <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> - Certificate of Ownership (SHM) in the name of Koswara No. 16.03.0.01.00271 year 1992 for a land area of 1.0 Ha located in Wanasari Village. - Statement Letter to Relinquish Land Rights dated July 10, 2017 in the name of Koswara for a 1.0 Ha land located in Wanasari Village which was handed over by a buying and selling process to Mr. Sarija. - Letter of Statement of No Dispute dated 10 February 2022 known to the Head of Wanasari Village on behalf of Sarija - Until now there has been no conflict related to land ownership.


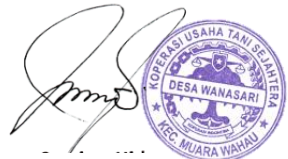
3.5 Impartiality and conflict of interest

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

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Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that Koperasi Jasa Usaha Tani Sejahtera has complied with the Independent Smallholder Standard 2019 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 Koperasi Jasa Usaha Tani Sejahtera is certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Mujinius Jalaraya	Name: Sumitra Hidayat
Company Name: On behalf of BSI Services Malaysia Sdn. Bhd.	Company Name: Koperasi Jasa Usaha Tani Sejahtera
Title: Client Manager	Title: Group Manager
Signature: 	Signature:  <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i>
Date: 01/01/2023	Date: 02/01/2023

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p>Criteria 1.1: Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
<p>Eligibility</p>	<p>Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration). 	<p>Koperasi Jasa Usaha Tani Sejahtera has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment No. 319/BH/DKKT/II/2005 dated February 22, 2005. The Articles of Association and Bylaws are stated in the Deed of Establishment.</p> <p>In 2021, the Cooperative has made changes to the management structure and it has been stated in the Deed No. Concerning Nurleila, SH., M.Kn Statement of Decisions of the Meeting of the Prosperous Farming Agricultural Cooperatives Meeting Number. 31 dated September 17, 2021. This amendment has been recorded and approved by the Ministry of Law and Human Rights of the Republic of Indonesia Number: AHU-0004466.AH.01.28 YEAR 2021 regarding ACCEPTANCE OF CHANGES TO DATA CHANGES FOR PROSPEROUS TANI BUSINESS COOPERATIVES dated September 20, 2021.</p> <p>The cooperative has obtained an NIB or Risk-Based Business Licensing with a Business Identification Number (NIB: 0511210024294) which was issued on November 5, 2021.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KOP-UTS/I/2021 Tentang Pembentukan Struktur Pengurus Internal Control System (ICS)" dated 9 January 2021 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KOP-</p>	<p>Complied</p>

		<p>UTS/I/2021 tentang Penunjukan Manager ICS (Internal Control System) " dated 7 January 2021.</p> <p>Fair and transparent decision making:</p> <p>"Rapat Anggota Tahunan Periode 2021" was conducted on 13 March 2022. Records was sighted an reviewd such as booklet of "Rapat Anggota Tahunan – Laporan Pertanggung Jawaban Pengurus dan Pengawas Tahun Buku 2021 Koperasi Jasa Usaha Tani Sejahtera", attendance list and documentation.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting "Rapat Anggota Tahunan" was held on 13 March 2022. The meeting reported financial statement for fiscal year 2021, financial balance from loan business units; sales of agriculture, supplies, sales of FFB, prices of FFB and suggestion for improvement</p> <p>All member signed declaration form: Based on interview with sampled smallholder member, they confirmed signing the member declaration.</p>	
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KOP-UTS/I/2021 Tentang Pembentukan Struktur Pengurus Internal Control System (ICS)" dated 9 January 2021 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KOP-UTS/I/2021 tentang Penunjukan Manager ICS (Internal Control System) " dated 7 January 2021.</p> <p>Training carried out related to oil palm pricing, financial management, BMP for the ICS team</p> <ul style="list-style-type: none"> • Good Agriculture Practice of Palm Oil, attended by Ike Nur Hikmah on 10 – 15 February 2021. Training was conducted by Widya Erti Indonesia, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material are : 	<p>Complied</p>

		<ul style="list-style-type: none"> ➤ <i>Analisa Ekosistem Kebun Sawit dan Morfologi Pertumbuhan</i> ➤ <i>Simulasi Perencanaan Pembangunan Kebun Sawit</i> ➤ <i>Fisiologi Pertumbuhan dan Teknis Pemeliharaan</i> ➤ <i>Diagnosa Tanaman Sawit</i> ➤ <i>Pencegahan Penyakit, Strategi Panen dan replanting</i> ➤ <i>Cara Penggunaan Modul Sekolah Lapang</i> • Training of Facilitator, attended by Ike Nur Hikmah on 2-3 February 2021. Training was conducted by FORTASBI, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material about ICS, Procedure and Internal Audit. • Training of Facilitator, attended by Ike Nur Hikmah on 8-9 February 2021. Training was conducted by FORTASBI, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material about HCV, NDPE, Global Warming and Hazardous Waste Management • Training about Social Impact on 5 March 2021 attended by 17 members of ICS team • Training about Plantation management without fire on 19 February 2021 attended by 17 members of ICS team • Limited Pesticide Training on 16 June 2021, attended by 13 members of ICS Team • Training about Fire Response Emergency with Damkar Kecamatan Kongbeng and GIZ dated 20 March 2021, attended by 6 members of ICS Team • First Aid Kit Training by UPT Puskesmas Muara Wahau II dated 24 February 2022, attended by 4 members of ICS Team • Training conducted by FORTASBI on 15 January 2021 – 5 March 2021 to all members of ICS team. Training materials about : 	
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		<ul style="list-style-type: none"> ➤ Master Trainer : Guntur Cahyo; <i>Mengenal tentang RSPO, Standar, Prinsip dan Kriteria RISS 2019</i> ➤ Master Trainer : Bagus Rahman (Kementerian Koperasi dan UMKM); <i>Kelembagaan Koperasi</i> ➤ Master Trainer : Rukaiyah Rafik; <i>Sertifikasi RSPO dan ISPO, Administrasi dan pencatatan aktifitas budidaya petani</i> ➤ Master trainer : Nanang Budiyanto; <i>Perencanaan Bisnis, Literasi Keuangan untuk Koperasi, Pengelolaan Keuangan Koperasi</i> ➤ Master trainer : Nanang Budiyanto; <i>Pengelolaan Kebun Tanpa Api, Peta untuk Analisa Perubahan Penggunaan Lahan (LUCA), Identifikasi dan Pengelolaan Area Bernilai Konservasi Tinggi</i> <p>All member trained before audit: See relevant criterion C-ICS C.2 Who provided training: See relevant criterion C-ICS C.2 Training attendance record: See relevant criterion C-ICS C.2</p>	
<p>Milestone B</p>	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> • Fair and transparent decision-making and governance • Sustainable financial management 	<p>Governance process set up: Cooperative has a set of statute in "Anggaran Dasar – Anggaran Rumah Tangga".</p> <p>Awareness about governance process: Based on interview with sampled smallholder, the cooperative has implemented a fair and transparent business, including the FFB sales process, deduction and management fee.</p> <p>Decision making process in smallholder as per AD/ART was through annual member meeting.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan Nomor : 026/KOP-UTS/KB/VIII/2022 Tentang Rencana Anggaran Biaya Premi Sertifikasi RSPO" dated 20 August 2022. Details of the budget plan are:</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> • 24.81% for Surveillance Audit (RSPO and ISPO) • 0,78% for RSPO membership • 9.19% for savings • 35.29% for ICS Operational • 4.41% for travel duty represent Koperasi Jasa Usaha Tani Sejahtera • 22.1% for Members (BPJS Ketenagakerjaan, training, medical check up, PPEs and agrochemical) • 0.99% for office stationary • 0.92% for warning sign and information sign • 1.10% for ICS monthly meeting • 0.42% for Social and Environment <p>This budget plan has been disseminated to members on 27 September 2022, were attended by 155 members out of 169 members.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting "Rapat Anggota Tahunan" was held on 13 March 2022. The meeting reported financial statement for fiscal year 2021, financial balance from loan business units; sales of agriculture, supplies, sales of FFB, prices of FFB and suggestion for improvement</p> <p>The report explains working plan including planning for social donation, and infrastructure development plan. This report has been reviewed by Governing body of the cooperative. Cooperative had planned in order to be sustainable; Better communication between <i>Pengurus Koperasi</i> and members regarding FFB transaction.</p>	
<p>Criteria 1.2: Smallholders have the capacity to effectively manage their farm.</p>			

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Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<p>Koperasi Jasa Usaha Tani Sejahtera has showed the evidence of training related to RSPO implementation that held within 2021 such as best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record, sales and stock). Sighted the record of training as follows:</p> <p>Smallholders</p> <p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 29 March 2021 was attended by 52 members, 30 March 2021 was attended by 25 members, 31 March 2021 was attended by 43 members, 1 April 2021 was attended by 49 members. • Material 2; Cooperative Institutions (Cooperative and ICS) on 12 April 2021 was attended by 37 members, 13 April 2021 was attended by 25 members, 14 April 2021 was attended by 49 members, 15 April 2021 was attended by 47 members. • Material 3: Regulatory Compliance Training on 5 April 2021 was attended by 38 members, 6 April 2021 was attended by 28 members, 7 April 2021 was attended by 43 members, 8 April 2021 was attended by 48 members. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 20 April 2021 was attended by 26 members, 21 	Complied

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		<p>April 2021 was attended by 42 members, 22 April 2021 was attended by 48 members,</p> <ul style="list-style-type: none"> • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 26 April 2021 was attended by 35 members, 27 April 2021 was attended by 25 members, 28 April 2021 was attended by 48 members, 29 April 2021 was attended by 46 members. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 3 May 2021 was attended by 40 members, 4 May 2021 was attended by 27 members, 6 May 2021 was attended by 88 members. • Material 7: Teknik of Oil Palm Maintenance Training on 24 May 2021 was attended by 39 members, 29 May 2021 was attended by 28 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 50 members. • Material 8: Impact Analysis of Pesticides Use Training (Training Material No. 9) on 24 May 2021 was attended by 40 members, 29 May 2021 was attended by 23 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 49 members. • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 5 June 2021 was attended by 36 members, 1 June 2021 was attended by 26 members, 2 June 2021 was attended by 48 members, 3 June 2021 was attended by 45 members. • Material 10; Pest and Disease of Palm Oil (Training Material No. 10) dated 7 June 2021 was attended by 39 members, 8 June 2021 was attended by 26 members, 9 June 2021 was attended by 44 members, 10 June 2021 was attended by 46 members. • Material 11; Harvesting Procedure Training including record keeping for production, inputs and yields, transactions, and 	
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		<p>variety on 14 June 2021 was attended by 38 members, 15 June 2021 was attended by 27 members, 16 June 2021 was attended by 44 members, 12 June 2021 was attended by 46 members.</p> <ul style="list-style-type: none"> • Material 12; Replanting Training on 21 June 2021 was attended by 36 members, 22 June 2021 was attended by 25 members, 23 June 2021 was attended by 47 members, 24 June 2021 was attended by 46 members. • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 24 members, 6 July 2021 was attended by 40 members, 15 July 2021 was attended by 43 members. • Material 17; Farmers Finance training on 4 August 2021 was attended by 40 members, 29 July 2021 was attended by 43 members, 2 August 2021 was attended by 40 members, 3 August 2021 was attended by 24 members. • Material 21; Internal Audit training on 2 August 2021 was attended by 40 members, 25 August 2021 was attended by 25 members, 25 August 2021 was attended by 40 members, 26 August 2021 was attended by 43 members, • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 38 members, 7 September 2021 was attended by 24 members, 8 September 2021 was attended by 42 members, 9 September 2021 was attended by 38 members. <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 19 July 2021 was attended by 42 members, 21 July 2021 was attended by 64 members, 22 July 2021 was attended by 44 members. 	
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		<ul style="list-style-type: none"> • Material 19; Work Insurances on 10 August 2021 was attended by 41 members, 11 August 2021 was attended by 24 members, 11 August 2021 was attended by 40 members, 19 August 2021 was attended by 43 members. <p>c. HCV and HCS Training</p> <ul style="list-style-type: none"> • Material 14; HCV, HCS Training on 5 July 2021 was attended by 40 members, 5 July 2021 was attended by 24 members, 14 July 2021 was attended by 40 members, 8 July 2021 was attended by 44 members. • Limited Pesticides Use training, dated 16 June 2021 attended by 55 members. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> • First Aid Training on behalf Sumitra, Taslim, Lisyanto on 24 February 2022 by UPT Puskesmas Muara Wahau. • Internal Audit ISPO attended by Juhana Sesa and Sumitra Hidayat, dated 26-28 January 2022 by Kompas Enviro. • Internal Audit RSPO, was attended by Sutisna, Idat Mulyadi, Wiwit Zaitun, Juhana Sesa on 19-21 June 2021 by TUV Rheinland. • Basic Training / Loklatih (Basic safety, occupational illness, venomous and dangerous animals, handling poisoning and first aid, emergency preparedness) attended by Juhana Sesa, Supadi, Sumitra Hidayat, Lisyanto, Bambang Sukarno, Wiwit, Yan Supriatna, Sadirin, Sutrisna, Darwin, Sukarso, Ahmad Misdarto, Taslih and Ahmad Rijal Jamani dated 15 January 2021 – 5 March 2021 by FORTASBI. • Basic Safety / K3, Fire training dated 20 March 2021 attended by ICS Team for example: ICS Team, Bambang Sukarno, Sumitra Hidayat, Suharso and Lisyanto. <p>ICS Manager;</p>	
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		<ul style="list-style-type: none"> • Internal Audit RSPO, dated 19-21 June 2021 by TUV Rheinland. • Internal Audit ISPO attended by Sumitra Hidayat, dated 26-28 January 2022 by Kompas Enviro. • Basic Training / Loklatih (RSPO ISPO standards, Cooperative Institutions, ICS, manage the land without fire, SEIA, SIA, LUCA), dated 15 January 2021 – 5 March 2021 by FORTASBI. 	
<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has conducted Good Agricultural Practices (GAP) training for all their member (see detail in indicator 1.2 milestone A). In addition, Koperasi also provide smallholder guidance in "Buku Aktifitas Kebun Sawit Swadaya" that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has conducted soil sampling and leaf sampling facilitated by GIZ on 1 March 2020 has conduct soil and leaf sampling and sent the sample to PT Mitra Agro Servindo. The recommended types of fertilizers are N, P, K and Mg. Each smallholder has his own fertilizer recommendation. Verified document: Soil Analysis Certificate, No.1.051.1.1/03/20 dated 19 March 2020.</p> <p>Based on field observation and interview with smallholder sampling of obtained information that all member has following the fertilizer recommendation especially on right dosage. Previously the smallholder only uses the fertilizer based on other smallholder advice.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has provided GAP Hand Book namely "Buku Aktifitas Kebun Sawit Swadaya" that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>During the audit, auditor also check the recapitulation of manuring, chemical weeding and pruning period 2022. Based on that document obtained information related to activity each smallholder, for example:</p>	<p>Complied</p>

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		<p>Manuring records:</p> <ul style="list-style-type: none"> • Muhamad Sukur – UTS 073 has applied fertilizer such as NPK in December 2021, qty 174 Kg and April 2022, qty 300 Kg and in August 2021, qty 636 Kg; urea in October 2021 qty 75 Kg, and June 2022, qty 75Kg. • Marsum – UTS 068 has applied fertilizer such as NPK in October 2021 qty 174 Kg, February 2022 qty 300 Kg, and June 2022 qty 291 Kg; urea in August 2021 qty 75Kg and August 2022 qty 75Kg. • Sutari – UTS 148 has applied fertilizer such as Urea in December 2021 qty 150 Kg and March 2022 qty 150 Kg; NPK in Mei 2021 qty 582 Kg, September 2021 qty 348 Kg, January 2022 qty 610 Kg. <p>Spraying records:</p> <ul style="list-style-type: none"> • Muhamad Sukur – UTS 073 has applied pesticides such as Round Up in July 2021 qty 1 liter and February 2022 qty 1 liter. • Marsum – UTS 068 has applied pesticides such as Round Up in April 2021 qty 1 liter, in September 2021 qty 1 liter and April 2022 qty 1 liter. • Sutari – UTS 148 has applied pesticides such as Round Up in April 2021 qty 1 liter, November 2021 qty 2 liter and February 2022 qty 1 liter. <p>Sample seen of transaction data of FFB sale: Period June 2022</p> <ul style="list-style-type: none"> • Transaction to Mill (PKS 7 and PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period June 2022 – Koperasi Jasa Usaha Tani Sejahtera, received by PKS-11 total FFB 830,192 kg, received by PKS-7 total FFB 830,192kg. • Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit 	
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		<p>Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order/DO to DSN Group) to Koperasi Jasa Usaha Tani Sejahtera, verified document: Kwitansi Pembayaran TBS Sawit Desa Karya Bhakti period 01 – 30 June 2022 dated 20 July 2022: total bunches 45,100, total quantity 830,192kg, IDR 2,773,523,387.45.</p> <ul style="list-style-type: none"> • Payment Slip from Koperasi Jasa Usaha Tani Sejahtera to members, verified document: UTS043 on behalf of Kamijan, transfer via Bank BRI, dated 21 July 2022 IDR 14,269,694; UTS024 on behalf Ester transfer via Bank BRI dated 21 July 2022 IDR 20,006,811; UTS141 on behalf Sunarsih, transfer via Bank BRI dated 21 July 2022 IDR 33,448,252. <p>Period July 2022</p> <ul style="list-style-type: none"> • Transaction to Mill (PKS 7 and PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period July 2022 – Koperasi Jasa Usaha Tani Sejahtera received by PKS-7 total FFB 1,037,897 kg. • Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order (DO) to DSN Group) to Koperasi Jasa Usaha Tani Sejahtera, verified document: Kwitansi Pembayaran TBS Sawit Desa Karya Bhakti period 01 – 31 July 2022 dated 22 August 2022: Total bunches 59,730, total quantity 1,037,897kg, IDR 1,759,469,304.03. • Payment Slip from Koperasi Jasa Usaha Tani Sejahtera to members, verified document: UTS004 on behalf Ade Mahbub Lamri, transfer via Bank BRI, dated 22 August 2022 IDR 23,142,613; UTS069 on behalf Masudi, transfer via Bank BRI, dated 22 August 2022 IDR 22,304,250; UTS086 on behalf Mukadi, transfer via Bank BRI, dated 22 August 2022 IDR 9,898,982. 	
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		<p>Period August 2022</p> <ul style="list-style-type: none"> Transaction to Mill (PKS-1 and PKS-11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period July 2022 – Koperasi Jasa Usaha Tani Sejahtera received by PKS-1 total FFB 1,111,961kg. Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order/DO to DSN Group) to Koperasi Jasa Usaha Tani Sejahtera, verified document: Kwitansi Pembayaran TBS Sawit Desa Karya Bhakti period 01 – 31 August 2022 dated 22 September 2022: Total bunches 63,880, total quantity 1,111,961 kg, IDR 1,878,307,713.49. Payment Slip from Koperasi Jasa Usaha Tani Sejahtera to members, verified document: UTS069 on behalf Masudi, transfer via Bank BRI, dated 22 September 2022 IDR 7,994,053; UTS086 on behalf Mukadi, transfer via Bank BRI, dated 22 September 2022 IDR 8,331,215; UTS004 on behalf Ade Mahbub Lamri, transfer via Bank BRI, dated 22 September 2022 IDR 14,541,374. <p>To monitor operational activity in each farmer plot, Koperasi Jasa Usaha Tani Sejahtera has been shared the personal information form where all farmer recorded their operational activity regarding the production record, fertilization record and upkeep schedule.</p> <p>Each member can also access the FFB prices or records of production and transaction data of all FFB sale in Cooperative office.</p>	
<p>Criteria 1.3: Smallholders implement good agricultural practices (GAP) on their farms.</p>			
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E, Annex 2).	Smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment to to implementing good agricultural practices on their farms according to "Formulir Pernyataan Komitmen Petani	Complied

		<p>Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". Stated in point D:</p> <ol style="list-style-type: none"> 11. No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation) 13. No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion. 14. Use of best management practices for oil palm on peat 15. No burning for preparing land or pest control 16. Minimizing and controlling erosion. <p>Sample seen for Smallholder commitment declaration:</p> <ul style="list-style-type: none"> • RSPO Certification Commitment on behalf of Marsum UTS-068 dated 06 December 2020. • RSPO Certification Commitment on behalf of Muhammad Sukur UTS-073 dated 08 December 2020. • RSPO Certification Commitment on behalf of Muhamad Yusuf UTS-081 dated 06 December 2020. • RSPO Certification Commitment on behalf of Sudarmi UTS-130 dated 05 December 2020. • RSPO Certification Commitment on behalf of Sutari UTS-148 dated 9 December 2020. <p>Group Manager of Koperasi Jasa Usaha Tani Sejahtera has prepared the procedure on BMP for agronomy under name "Standar Operasional Prosedur".</p> <p>The procedure covers:</p> <ul style="list-style-type: none"> • Oil Palm Planting and Land Clearing Procedure – SOP Penanaman Baru dan Pembukaan Lahan No.SOP.ICS/KOP.UTS/044/2021 dated 25 February 2021. 	
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		<ul style="list-style-type: none"> • Nursery Procedure – SOP Pembibitan Kelapa Sawit No.SOP.ICS/KOP.UTS/046/2021 dated 13 March 2021. • Pest and disease control Procedure - SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit No.SOP.ICS/KOP-UTS/028/2021 dated 6 February 2021. • Manuring/Fertilizing Procedure – SOP Pemupukan Tanaman Kelapa Sawit No.SOP.ICS/KOP SUTS/027/2021 dated 6 February 2021 • Harvesting practice Procedure – under name SOP Panen No.SOP.ICS/KOP.UTS/030/2021 dated 10 February 2021, described the harvesting practice, criteria of harvesting, FFB quality, frond pruning. • Pesticides Handling – SOP Penanganan Wadah Bekas Kimia No. SOP.ICS/KOP.UTS/036/2021 dated 15 February 2021, described the pesticide usage instruction, emergency procedure to avoid intoxication. <p>During this audit, the auditor teams has taken 26 smallholder sample from each farmer group. Based on field visit and interview with respective smallholder obtained information that the smallholders have following the smallholder’s declaration above such us zero burning, using proper PPE during agrochemical.</p>	
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	<p>Koperasi Jasa Mutiara Kongbeng has showed the evidence of training related to RSPO implementation that held within 2020 such as best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record). Sighted the record of training as follows:</p> <p>Smallholders</p>	Complied

		<p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> - Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 7 December 2020 was attended by 41 members and 11 December 2020 was attended by 46 members, - Anatomy of Oil Palm Fruit, Diagnosis of healthy seeds and abnormal seeds on 14 December 2020 was attended by 42 members and 16 Decembers 2020 was attended by 46 members. - Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 21 December 2020 was attended by 35 members and 23 December 2020 was attended by 40 members. - Growth Physiology and Maintenance Technique of Oil Palm on 4 January 2021 was attended by 36 members and 6 January 2021 was attended by 38 members. - Impact Analysis of Pesticides Use training on 11 January 2021 was attended by 35 members and 13 January 2021 was attended by 41 members. - Analysis of Soil Physical Condition and Manuring Procedures on 18 January 2021 was attended by 36 members and 20 January 2021 was attended by 28 members. - Oil Palm Diagnose, Pest Cycle and Control Training on 25 January 2021 was attended by 28 members and 27 January 2021 was attended by 50 members. - Harvesting Training on 1 February 2021 was attended by 35 members and 3 February 2021 was attended by 47 members. - Replanting Training on 8 February 2021 was attended by 33 members, and 10 February 2021 was attended by 48 members. 	
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		<ul style="list-style-type: none"> - Handling of pesticides dated 15 June 2021 was attended by 28 members. <li style="padding-left: 20px;">b. Firefighting and alternative for using fire conducted per farmers group - Fire Management and Fire Emergency on 29 March 2021 was attended by 23 members and 31 March 2021 was attended by 23 members. - Work Insurances on 12 April 2021 was attended by 18 members. - Occupational health and safety on 27 October 2021 was attended by 106 members and 29 March 2021 was attended by 23 members. <li style="padding-left: 20px;">c. HCV and HCS training - Animal Conflict training on 12 April 2021 was attended by 18 members. - HCV training on 24 February 2021 was attended by 31 members. - HCS training on 3 March 2021 was attended by 24 members. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> - RSPO training on 15 January 2021 was attended by 20 persons, instructor by Pak Guntur Prabowo from RSPO Secretariat. - ISPO training on 15 January 2021 was attended by 21 persons, instructor by Pak Prasetyo Djati from Ditjenbun RI. - ISPO RSPO Sustainability certification, RSPO certification credit sales mechanism and credit distribution on 16 January 2021 was attended by 17 members. - Cooperative institutions on 22 January 2021 attended by 13 members, 12 January 2021 was attended by 20 members and 23 January 2021 was attended by 11 members. - Cooperative Financial literacy on 29 January 2021 was attended by 	
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		<p>9 members.</p> <ul style="list-style-type: none"> - Stage of the Certification Process on 29 January 2021 was attended by 10 members instructor by FORTASBI (Ibu Rukaiyah Rafik). - Internal Control System Training on 5 February 2021 was attended by 20 members, instructor by FORTASBI (Ibu Rukaiyah Rafik). - Cooperative internal policy on 5 February 2021 was attended by 15 members instructor by FORTASBI (Ibu Rukaiyah Rafik). - OHS Training on 27 February 2021 was attended by 12 members, instructor by FORTASBI (Haris Silalahi). - Fire Fighter Training on 20 March 2021 was attended by 5 members, instructor by Fire Fighter Tim Kecamatan Kongbeng (Ibu Mersiana Nage). - Training of Facilitator on 27 July – 2 November 2020 was attended by 1 member, instructor by FORTASBI "Forum Petani Kelapa Sawit Berkelanjutan Indonesia" (Ibu Feybe EN Lumuru, Rukaiyah Rafik). - Pesticide Training on 15 June 2021 was attended by 7 members, instructor by Singenta. 	
<p>Milestone B</p>	<p>Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.</p>	<p>Based on field observation to smallholder member area, it was observed that smallholders are managing their farm effectively and maintain records of production and transaction data.</p> <p>Sample seen:</p> <p>Harvesting records:</p> <p>Muhamad Yusuf UTS-081:</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 6 June 2022, qty 2,314 Kg; 2nd rotation on 17 June 2022, qty 1,526 Kg. • Period July 2022: 1st rotation on 6 July 2022, qty 2,311 kg, 2nd rotation on 17 July 2022, qty 1,928 kg. 	<p>Non-compliance</p>

		<ul style="list-style-type: none"> • Period August 2022: 1st rotation on 6 August 2022, qty 1596 kg, 2nd rotation on 17 August 2022, qty 2776 kg. <p>Sutari UTS148:</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 6 June 2022, qty 2,679 Kg; 2nd rotation on 17 June 2022, qty 1,845 Kg. • Period July 2022: 1st rotation on 6 July 2022, qty 1,069 kg, 2nd rotation on 17 July 2022, qty 1,400 kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1,887 kg, 2nd rotation on 17 August 2022, qty 2,080 kg. <p>Marsun – UTS 068</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 2,324 Kg; 2nd rotation on 18 June 2022, qty 1,281 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,146 Kg; 2nd rotation on 18 July 2022, qty 1,898 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,626 Kg; 2nd rotation on 18 August 2022, qty 1,184 Kg. <p>Sudarmi – UTS 130</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 2,095 Kg; 2nd rotation on 18 June 2022, qty 2,307 Kg. • Period July 2022: 1st rotation on 06 July 2022, qty 1,479 Kg; 2nd rotation on 18 July 2022, qty 1,147 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,272 Kg; 2nd rotation on 18 August 2022, qty 1,943 Kg. <p>Muhamad Sukur – UTS 073</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,001 Kg; 2nd rotation on 18 June 2022, qty 1,050 Kg. • Period July 2022: 1st rotation on 06 July 2022, qty 1,125 Kg; 2nd rotation on 18 July 2022, qty 985 Kg. 	
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		<ul style="list-style-type: none"> • Period August 2022: 1st rotation on 2 August 2022, qty 661 Kg; 2nd rotation on 18 August 2022, qty 813 Kg. <p>Manuring records:</p> <ul style="list-style-type: none"> • Muhamad Sukur – UTS 073 has applied fertilizer such as NPK in December 2021, qty 174 Kg and April 2022, qty 300 Kg and in August 2021, qty 636 Kg; urea in October 2021 qty 75 Kg, and June 2022, qty 75Kg. • Marsum – UTS 068 has applied fertilizer such as NPK in October 2021 qty 174 Kg, February 2022 qty 300 Kg, and June 2022 qty 291 Kg; urea in August 2021 qty 75Kg and August 2022 qty 75Kg. • Sutari – UTS 148 has applied fertilizer such as Urea in December 2021 qty 150 Kg and March 2022 qty 150 Kg; NPK in Mei 2021 qty 582 Kg, September 2021 qty 348 Kg, January 2022 qty 610 Kg. <p>Spraying records:</p> <ul style="list-style-type: none"> • Muhamad Sukur – UTS 073 has applied pesticides such as Round Up in July 2021 qty 1 liter, February 2022 qty 1 liter • Marsum – UTS 068 has applied pesticides such as Round Up in April 2021 qty 1 liter, in September 2021 qty 1 liter, and April 2022 qty 1 liter. • Sutari – UTS 148 has applied pesticides such as Round Up in April 2021 qty 1 liter, November 2021 qty 2 liter, and February 2022 qty 1 liter. <p>Non-conformance: Not all smallholder members have adopted the Good Agriculture Practice (GAP) procedure properly in their farms, particularly in upkeep and plant disease pest procedure.</p> <p>Objective Evidence:</p>	
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		Koperasi Jasa Usaha Tani Sejahtera has had upkeep procedure No. SOP/UTS/029/2021 that approved by ICS Manager since 6 February 2021. However, during field visit to smallholder plots sampled it was found in the several plots that the weed condition is out of control, such as Plot UTS073 M.Sy*k*r, plot UTS081 M.Y*s*f, UTS148 S*t*r*.	
Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing			
Comply with the law and respect communities' rights			
Criteria 2.1: Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	<p>Koperasi Jasa Usaha Tani Sejahtera provides member list and the oil palm plantation blocks map, scale 1:7,500. This map was prepared from legal ownership of land and satellite imagery. All the land under Koperasi Jasa Usaha Tani Sejahtera was originated from government's transmigration program.</p> <p>Koperasi Jasa Usaha Tani Sejahtera also had conducted map overlapping between smallholder blocks map and "Peta Rencana Tata Ruang Wilayah Kabupaten Kutai Timur Tahun 2015-2035" scale 1:100,000. Areal where Koperasi Jasa Usaha Tani Sejahtera located classified as "Pertanian Tanaman Pangan".</p> <p>Koperasi Jasa Usaha Tani Sejahtera listed and checked the smallholder member's legal ownership of the land: 169 smallholder members with 320 land parcels consist of 282 land parcels demonstrates land certificates; 38 land parcels demonstrates "Surat Keterangan Tanah" or other form of legal ownership of land from village authorities.</p>	Complied
Milestone A	Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.	All of smallholders have land title in the form of Land Certificate (SHM – <i>Sertifikat Hak Milik</i>) which is issued by Agrarian Agency and Decree of Land Ownership History (SKT – <i>Surat Keterangan Tanah</i>) whis is issued by Village Head. During Initial Certification visit, smallholders can demonstrate these documents.	Complied

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The sample of smallholders at Initial Certification are:

No	Smallholder	Smallholder ID	Land Title	Ha
01	Marsum b	068	SHM.681	2.00
02	Muhammad Sukur	073	SHM.505	1.00
03	Muhammad Yusuf b	081	SHM.725	2.00
04	Sudarmi a	130	SHM.669	2.00
05	Sutari	148	SHM.738	2.00
06	Ukim a	157	SHM.676	2.00
07	Aryana a	015	SHM.442	1.00
08	Ceceng a	020	SHM.448	1.00
09	Gupuh Hariyanto a	026	SHM.447	1.00
10	Rohaeni a	105	SHM.467	1.00
11	Saelan	109	SHM.411	2.00
12	Syamsul a	151	SHM.462	1.00
13	Wardi a	160	SHM.455	1.00
14	Jumanta	040	SHM.373	2.00
15	Muhtadi	082	SHM.033	2.00
16	Sakini a	112	SHM.398	2.00
17	Sugito c	131	SHM.432	2.00
18	Sulistyowati	138	SHM.035	2.00
19	Supangi	145	SHM.477	2.00
20	Warhadi a	161	SHM.026	2.00

	21	Kusmana c	050	SHM.305	1.00
	22	Samidah a	113	SHM.304	1.00
	23	Sarija a	118	SHM.271	1.00
	24	Slamet Turyono	126	SHM.291	1.00
	25	Sukarno a	133	SHM.302	1.00
	26	Miswan	072	SHM.296	1.00
	<p>Note: SHM: <i>Sertifikat Hak Milik</i> – individual land title signed by Agrarian Agency in Regency level. SHM is the highest individual land title in Indonesia.</p>				

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<p>Milestone B</p>	<p>Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has a procedure regarding parcels boundary demarcation in "Surat Keputusan Nomor 017/KOP-SR/KB/III/2021 tentang Patok Batas Lahan" dated 2 March 2021. In the procedure stated that "Patok Batas bisa saja terbuat dari patok permanen, jajaran pohon seperti pinang atau parit batas dan lain-lain yang nampak dengan jelas".</p> <p>Based on site visit to sampled smallholder, audit team sighted the land demarcation in form of red-white poles and/or red-white wood poles are clearly located on the ground. The planting of oil palm only within the boundary.</p> <p>Based on site visit to sampled smallholder and stakeholder consultation to interested parties, there is no boundary overlapping with other landowner.</p> <table border="1" data-bbox="1133 815 1953 1391"> <thead> <tr> <th>No</th> <th>Smallholder name</th> <th colspan="2">GPS Coordinates Boundary Pole sampled #1</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Marsum b</td> <td>1° 7' 03.06" N</td> <td>116° 53' 27.91" E</td> </tr> <tr> <td>02</td> <td>Muhammad Sukur</td> <td>1° 6' 53.80" N</td> <td>116° 54' 22.10" E</td> </tr> <tr> <td>03</td> <td>Muhammad Yusuf b</td> <td>1° 7' 02.61" N</td> <td>116° 53' 57.12" E</td> </tr> <tr> <td>04</td> <td>Sudarmi a</td> <td>1° 7' 02.83" N</td> <td>116° 53' 44.15" E</td> </tr> <tr> <td>05</td> <td>Sutari</td> <td>1° 7' 02.09" N</td> <td>116° 54' 16.50" E</td> </tr> <tr> <td>06</td> <td>Ukim a</td> <td>1° 7' 02.60" N</td> <td>116° 53' 47.40" E</td> </tr> <tr> <td>07</td> <td>Aryana a</td> <td>1° 6' 08.60" N</td> <td>116° 53' 53.60" E</td> </tr> <tr> <td>08</td> <td>Ceceng a</td> <td>1° 6' 21.10" N</td> <td>116° 53' 45.90" E</td> </tr> <tr> <td>09</td> <td>Gupuh Hariyanto a</td> <td>1° 6' 00.90" N</td> <td>116° 54' 04.10" E</td> </tr> <tr> <td>10</td> <td>Rohaeni a</td> <td>1° 6' 24.60" N</td> <td>116° 53' 57.10" E</td> </tr> <tr> <td>11</td> <td>Saelan</td> <td>1° 6' 34.90" N</td> <td>116° 53' 30.40" E</td> </tr> </tbody> </table>	No	Smallholder name	GPS Coordinates Boundary Pole sampled #1		01	Marsum b	1° 7' 03.06" N	116° 53' 27.91" E	02	Muhammad Sukur	1° 6' 53.80" N	116° 54' 22.10" E	03	Muhammad Yusuf b	1° 7' 02.61" N	116° 53' 57.12" E	04	Sudarmi a	1° 7' 02.83" N	116° 53' 44.15" E	05	Sutari	1° 7' 02.09" N	116° 54' 16.50" E	06	Ukim a	1° 7' 02.60" N	116° 53' 47.40" E	07	Aryana a	1° 6' 08.60" N	116° 53' 53.60" E	08	Ceceng a	1° 6' 21.10" N	116° 53' 45.90" E	09	Gupuh Hariyanto a	1° 6' 00.90" N	116° 54' 04.10" E	10	Rohaeni a	1° 6' 24.60" N	116° 53' 57.10" E	11	Saelan	1° 6' 34.90" N	116° 53' 30.40" E	<p>Complied</p>
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		12	Syamsul a	1° 6' 19.90" N	116° 54' 01.40" E	
		13	Wardi a	1° 6' 22.50" N	116° 53' 54.50" E	
		14	Jumanta	1° 4' 48.80" N	116° 54' 31.00" E	
		15	Muhtadi	1° 4' 33.90" N	116° 54' 39.20" E	
		16	Sakini a	1° 4' 40.50" N	116° 54' 29.40" E	
		17	Sugito c	1° 4' 34.90" N	116° 54' 32.30" E	
		18	Sulistyowati	1° 4' 28.10" N	116° 54' 38.30" E	
		19	Supangi	1° 4' 18.70" N	116° 54' 37.1" E	
		20	Warhadi a	1° 4' 48.70" N	116° 54' 37.4" E	
		21	Kusmana c	1° 5' 09.90" N	116° 53' 26.5" E	
		22	Samidah a	1° 5' 09.90" N	116° 53' 26.5" E	
		23	Sarija a	1° 5' 23.30" N	116° 53' 27.5" E	
		24	Slamet Turyono	1° 5' 10.00" N	116° 53' 23.3" E	
		25	Sukarno a	1° 5' 04.00" N	116° 53' 19.4" E	
		26	Miswan	1° 5' 06.80" N	116° 53' 23.0" E	
Criteria 2.2: Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.						
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Koperasi Jasa Usaha Tani Sejahtera has a procedure related to FPIC as per "SOP FPIC Sebelum Menjalankan Program No: SOP/UTS/014/2021" dated 1 February 2021. In the procedure explain about :				Complied
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	1) Collect all information about palm poil land/plots management and impact to environment and indigeneous rights				Complied

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<p>Milestone B</p>	<p>For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).</p>	<ol style="list-style-type: none"> 2) Conduct meeting with all stakeholder for Socialization about palm oil management 3) Information shall be clear and well informed especially about positive and negative impact 4) Further socialization about assessment result and final mapping 5) Give time to everyone that effected to discuss 6) Negotiation (agree or not agree) 7) Finalization of Agreement 8) Implementation of agreement <p>This procedure has been disseminated to all smallholder on 16 – 18 August 2021.</p> <p>Stakeholder consultation result with village authorities, smallholder members and Lands Office, information: the smallholder members of Koperasi Jasa Usaha Tani Sejahtera was originated from government project for transmigration. The initial crop was coconut.</p> <p>All the land under Koperasi Jasa Usaha Tani Sejahtera was originated from government’s transmigration program and no land acquired from indigenous people’s land.</p> <p>For existing plot under Koperasi Jasa Usaha Tani Sejahtera, transfer of ownership through land sales/purchases among smallholder member does occurred and recorded. These land sales/purchase being witnessed by village authorities to avoid any coercion, pressure and preventing double-claim (asking more compensation). Sampled land sales/purchases:</p> <ul style="list-style-type: none"> - Statement letter from village authority “Surat Pernyataan Tidak Sengketa” dated 26 June 2013 stated that there are no land conflict in Ibu Sulistyowati’s land. Letter signed by Kepala Desa Wanasari, Kepala Dusun Purwodadi, Ketua RT 006 Jl. Baung and Ibu Sulistyowati. 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Statement letter on behalf of Marji and Sulistyowati dated 26 June 2013 for land transaction "Surat Perjanjian Jual Beli" between Marji and Sulistyowati. This transaction witnessed by Kepala Desa Wanasari, Kepala Dusun Purwodadi and Ketua RT 006 Jl. Baung. - "Berita Acara Jual Beli" dated 28 September 1994 between Rajimin to Jumanta, plots with total area 2 Ha. This transaction were witnessed by Kepala Desa Wanasari, Ketua Kelompok Tani and Ketua RT 05. - "Surat Perjanjian Jual Beli" dated 4 June 1999 between Kartijo and Kusmana, plots with total area 2 Ha. This transaction were witnessed by Kepala Desa Wanasari, Camat Muara Wahau and Ketua RT 01. - "Surat Perjanjian Jual Beli" dated 10 July 2017 between Koswara and Sarija for land 1 Ha in Jln Pesut RT 01; "Surat Pernyataan Tidak Sengketa" dated 10 July 2017 signed by Koswara and witnessed by Kepala Desa Wanasari, Kepala Dusun and Ketua RT 01, for land 1 Ha in Jln. Pesut RT 01. 	
Criteria 2.3: The right to use the land is not disputed by indigenous peoples, local communities or other users			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	<p>Based on stakeholder consultation to village head Wanasari village, there was no land dispute over lands in smallholder member of Koperasi Jasa Usaha Tani Sejahtera.</p> <p>The smallholder members signed statement letter "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". The statement letter consists commitment of each member to:</p> <ul style="list-style-type: none"> - Not clearing or acquiring land from indigenous people, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified FPIC approach; - Resolving any existing disputes; 	Non-compliance

		<p>Sample was seen for Annex 3 and 4 Form such as :</p> <p>1) Warhadi,</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Warhadi <ul style="list-style-type: none"> - Section 3 page 133 not signed by Warhadi - Section 6 page 135 not signed by Warhadi - Section 7 "Pernyataan Manager Kelompok" signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Warhadi <ul style="list-style-type: none"> - Bagian 4a page 138 not signed by Warhadi - Bagian 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>2) Sakini</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sakini <ul style="list-style-type: none"> - Section 3 page 133 not signed by Sakini - Section 6 page 135 signed by Sakini dated 30 September 2022 - Section 7 "Pernyataan Manager Kelompok" signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sakini <ul style="list-style-type: none"> - Section 4a page 138 signed by Sakini dated 30 September 2022 	
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		<ul style="list-style-type: none"> - Section 6 "Pernyataan Manager Kelompok" signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>3) Supangi</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Supangi <ul style="list-style-type: none"> - Section 3 page 133 not signed by Supangi - Section 6 page 135 not signed by Supangi - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sulistyowati <ul style="list-style-type: none"> - Section 4a page 138 not signed by Supangi - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>4) Sugito</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sugito <ul style="list-style-type: none"> - Section 3 page 133 not signed by Sugito - Section 6 page 135 not signed by Sugito - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sugito <ul style="list-style-type: none"> - Section 4a page 138 not signed by Sugito 	
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		<ul style="list-style-type: none"> - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>5) Sulistyowati</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sulistyowati <ul style="list-style-type: none"> - Section 3 page 133 not signed by Ibu Sulistyowati - Section 6 page 135 signed by Ibu Sulistyowati dated 30 September 2022 - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sulistyowati <ul style="list-style-type: none"> - Section 4a page 138 signed by Ibu Sulistyowati dated 30 September 2022 - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>6) Jumanta</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Jumanta <ul style="list-style-type: none"> - Section 3 page 133 not signed by Jumanta - Section 6 page 135 signed by Jumanta dated 30 September 2022 - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 	
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		<ul style="list-style-type: none"> • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Jumanta <ul style="list-style-type: none"> - Section 4a page 138 signed by Jumanta dated 30 September 2022 - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>7) Muhtadi</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Muhtadi <ul style="list-style-type: none"> - Section 3 page 133 not signed by Muhtadi - Section 6 page 135 not signed by Muhtadi - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sulistyowati <ul style="list-style-type: none"> - Section 4a page 138 not signed by Muhtadi - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>8) Kusmana</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Kusmana <ul style="list-style-type: none"> - Section 3 page 133 not signed by Kusmana - Section 6 page 135 signed by Kusmana dated 30 September 2022 	
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		<ul style="list-style-type: none"> - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Kusmana <ul style="list-style-type: none"> - Section 4a page 138 signed by Kusmana dated 30 September 2022 - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>9) Sarija</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sarija <ul style="list-style-type: none"> - Section 3 page 133 not signed by Sarija - Section 6 page 135 signed by Sarija but no date information - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Sulistyowati <ul style="list-style-type: none"> - Section 4a page 138 not signed by Sarija - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>10) Slamet Turyono</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Slamet Turyono <ul style="list-style-type: none"> - Section 3 page 133 not signed by Slamet Turyono 	
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		<ul style="list-style-type: none"> - Section 6 page 135 not signed by Slamet Turyono - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 • Annex 4 Pekebun Swadaya Anggota RSPO on behalf of Slamet Turyono <ul style="list-style-type: none"> - Section 4a page 138 not signed - Section 6 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 30 September 2022 <p>Documents for others sampled smallholder was reviewed.</p> <p>The sampled smallholder understands there was no past dispute over their land. This was supported by the statement letter from village authorities " Surat Pernyataan Tidak Sengketa Nomor : B-32.7/437/WNS/VI/2022" dated 8 June 2022. In this letter stated that there are no land conflict or land dispute for smallholder who join in RSPO and ISPO Certification - Koperasi Jasa Usaha Tani Sejahtera.</p> <p>Non conformity during audit:</p> <p>Not all History of Land Tenure and Conflict Disclosure form has been signed by the smallholder and available</p> <p>Objective evidences :</p> <p>Based on document review, Section 3 in Annex 3 about "Pernyataan Pekebun Swadaya Terkait Sejarah Penguasaan dan Pemanfaatan Lahan" not signed by all smallholder, example :</p> <ul style="list-style-type: none"> a) History of Land Tenure and Conflict Disclosure form on behalf of Warhadi b) History of Land Tenure and Conflict Disclosure form on behalf of Sakini 	
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		<p>c) History of Land Tenure and Conflict Disclosure form on behalf of Sugito</p> <p>d) History of Land Tenure and Conflict Disclosure form on behalf of Supangi</p> <p>e) History of Land Tenure and Conflict Disclosure form on behalf of Sulistyowati</p> <p>f) History of Land Tenure and Conflict Disclosure form on behalf of Jumanta</p> <p>g) History of Land Tenure and Conflict Disclosure form on behalf of Muhtadi</p> <p>h) History of Land Tenure and Conflict Disclosure form on behalf of Slamet Turyono</p> <p>In addition, not all farmers have signed the Land Tenure History and Conflict Disclosure forms. At the time of the audit, it was found that only 26 smallholders had filled out the Land Tenure History and Conflict Disclosure forms.</p>	
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	<p>Based on stakeholder consultation to village head Wanasari village, there was no land dispute over lands in smallholder member of Koperasi Jasa Usaha Tani Sejahtera.</p> <p>The smallholder members signed statement letter "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". The statement letter consists commitment of each member to:</p> <ul style="list-style-type: none"> - Not clearing or acquiring land from indigenous people, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified FPIC approach; - Resolving any existing disputes; 	Complied
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve		Complied

Criteria 2.4: Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Koperasi Jasa Usaha Tani Sejahtera provides member list and the oil palm plantation blocks map, scale 1:16,000. This map was prepared from legal ownership of land and satellite imagery. All the land under Koperasi Jasa Usaha Tani Sejahtera was originated from government's transmigration program.	Complied
Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Koperasi Jasa Usaha Tani Sejahtera listed and checked the smallholder member's legal ownership of the land: 169 smallholder members with 320 land parcels consist of 282 land parcels demonstrates land certificates; 38 land parcels demonstrates "Surat Keterangan Tanah" or other form of legal ownership of land from village authorities.	Complied
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	<p>Koperasi Jasa Usaha Tani Sejahtera demonstrate plantation map overlaid with Kutai Timur Regency spatial planning map; forest area map; and river map; Scale of map 1 : 200,000. The source of map indicating the forest area, water body, peat area, spatial planning designation as per:</p> <ul style="list-style-type: none"> - Decree on moratorium for permit issuance in forest area "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No.SK.7099/MENLHK-PKTL/IPSDH/PLA.1/8/2019 tentang Penetapan Peta Indikatif Penghentian Pemberian Izin Baru Hutan Alam Primer dan Lahan Gambut tahun 2019". - Decree on moratorium for permit issuance in forest area "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No.SK.666/MENLHK-PKTL/IPSDH/PLA. 1/2/2021 tentang Penetapan Peta Indikatif Penghentian Pemberian Perizinan Berusaha, Persetujuan Penggunaan Kawasan Hutan, atau Persetujuan Perubahan Peruntukan Kawasan Hutan Baru pada Hutan Alam Primer dan Lahan Gambut Tahun 2021, Periode I". 	Complied

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		<ul style="list-style-type: none"> - Decree on forest area in Kalimantan Timur province "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No. SK.8109/MENLHK-PKTL/KUH/PLA.2/11/2018 tentang Peta Perkembangan Pengukuhan Kawasan Hutan Provinsi Kalimantan Timur". - Decree on spatial planning "Peraturan Daerah Provinsi Kalimantan Timur No.1 Tahun 2016 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Timur Tahun 2016-2036". <p>From the overlaid plantation map it was understood that the smallholder member's oil palm plantation located outside national park or forest area or other area not designated for plantation development.</p>	
<p>Criteria 2.5: For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.</p>			
<p>Eligibility</p>	<p>For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).</p>	<p>The oil palm planting year based on disclosure to RSPO was 2003, 2004, 2009, 2010, 2011 and 2017. Based on interview with Koperasi Jasa Usaha Tani Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting.</p> <p>Koperasi Jasa Usaha Tani Sejahtera demonstrate plantation map overlaid with Kutai Timur Regency spatial planning map; forest area map; and river map; Scale of map 1 : 100,000. From the overlaid plantation map it was understood that the smallholder member's oil palm plantation cannot be expanded. Because expansion of oil palm plantation will invade other village territories.</p> <p>No new planting.</p> <p>According to data of smallholder palm oil year planting, there are 169 plots of smallholder with total area 224.57 ha (belong to 113 members) planting after November 2005 (2008 – 2017). Koperasi Jasa Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report</p>	<p>Complied</p>

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		<p>of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Jasa Usaha Tani Sejahtera" dated 8 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 169 - Total area to be certified: 444.55 ha - Total smallholding area analyzed: 224.57 ha 	
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	<p>The oil palm planting year based on disclosure to RSPO was 2003, 2004, 2009, 2010, 2011 and 2017. Based on interview with Koperasi Jasa Usaha Tani Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a training activity delivered for smallholder member 16 – 18 August 2021 covering principles of FPIC.</p> <p>No new planting.</p>	Complied
Milestone B	Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.	<p>The oil palm planting year based on disclosure to RSPO was 2003, 2004, 2009, 2010, 2011 and 2017. Based on interview with Koperasi Jasa Usaha Tani Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting.</p> <p>No new planting.</p>	Complied
<p>Principle 3: Respect human rights, including workers' rights and conditions Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.</p>			
<p>Criteria 3.1: There is no use of forced labour.</p>			

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<p>Eligibility</p>	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).</p>	<p>Head of Koperasi Jasa Usaha Tani Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number 006/SKICS/KOP-UTS/I/2021 dated 25 January 2021, stated :</p> <ul style="list-style-type: none"> a. Every cooperative members prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation) b. Prohibited to do or conduct forced labour to workers or someone else in every situation. c. Prohibited to do human trafficking in every form and also no using illegal worker. <p>Regarding employment, farmers who are members of the Koperasi Jasa Usaha Tani Sejahtera have received training held by the ICS Team and GIZ cooperation with the title compliance to the regulation including employment regulation:</p> <ul style="list-style-type: none"> - On April 5, 2021 with 38 farmers participants (Class code: UTS 1) - On April 6, 2021 with 28 farmers participants (Class code: UTS 2) - On April 7, 2021 with 43 farmers participants (Class code: UTS 3) - On April 8, 2021 with 48 farmers participants (Class code: UTS 2) <p>This training also explains related to employment which includes:</p> <ul style="list-style-type: none"> - Wages is based on local regulation per year (UMK Kutai Timur Regency) - Prohibition of employing children with the exception of children aged between 13 years to 15 years to do light work as long as it does not interfere with physical, mental and social development and health or must be under supervision. - Working pregnant and lactating women - Work contract - Labor social security 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Occupational safety and health (K3) aspects, including the use of PPE <p>This statement is also stated in the RSPO Certification Commitment in the form of "Formulir Pernyataan Komitmen" of members on number D.3; that "Ensure that there are no forced labour in operational and stop forced labour practice if they are still existing". Samples was seen for:</p> <ol style="list-style-type: none"> a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gupuh Hariyanto dated 8 December 2020. b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saelan dated 7 December 2020. c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Rohaeni dated 7 December 2020. <p>Based on interview with the farmer's sample, that the workers for harvesting, manuring and spraying are hired directly by the members. Most of the workers used are the Wanasari Village community and some of the workers are farmers' families. So basically there are no contract workers. However, there is also work to transport FFB from the site to the factory using a work contract.</p> <p>The organizations have a work agreement template explaining type of work, working conditions, wages, right and obligation and compliance to national/local regulations, missal:</p> <p>Surat Perjanjian Kerja No. 003/KOP-UTS-WNS/I/2020 dated January 1, 2020 regarding FFB Transportation on behalf of Indra (Village Apparatus) is located at Jl. Pesut Desa Wanasari, Muara Wahau district.</p> <p>Koperasi has determined the price/wages for the transportation of FFB based on the Minutes dated May 31, 2022 regarding the increase in the transportation price of FFB for oil palm plantations Koperasi jasa</p>	
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		Usaha Tani Sejahtera in Wanasari Village, that unanimously set the FFB transportation price of IDR 120 per kg effective as of June 1, 2022.	
Milestone A	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages 	<p>Please refer to 3.1 Eligibility for training records</p> <p>Regarding employment, farmers who are members of the Koperasi Jasa Usaha Tani Sejahtera have received training held by the ICS Team and GIZ cooperation with the title compliance to the regulation including employment regulation:</p> <ul style="list-style-type: none"> - On April 5, 2021 with 38 farmers participants (Class code: UTS 1) - On April 6, 2021 with 28 farmers participants (Class code: UTS 2) - On April 7, 2021 with 43 farmers participants (Class code: UTS 3) - On April 8, 2021 with 48 farmers participants (Class code: UTS 2) <p>The material provided at the training includes:</p> <ol style="list-style-type: none"> a. Fair employment practices: <ul style="list-style-type: none"> • There is no identity holder (KTP-Identity Card) • No recruitment fees • No voluntary overtime • Members' freedom to resign • There are no penalties for resigning • No bonded work • There is no withholding wages b. Compliance with the minimum age of workers as regulated by regional, provincial or national regulations (Law No. 13 of 2003) c. Not placing children in hazardous work d. Placing adult supervision of child laborers working in the field e. Ensure that children's rights to education are respected and are not restricted. 	Complied

		<p>f. Jaminan Sosial Tenaga Kerja - Social Security of Workers g. Employment contract h. Pregnant and lactating mothers</p> <p>Based on interviews with sample smallholders, the ICS has given training concerning the principal of anti-force labor and there is no evidence in the field of forced labor.</p> <p>Providers of the training materials was ICS of Koperasi Jasa Usaha Tani Sejahtera, namely: Bpk. Sumitra Hidayat, and facilitator form GIZ namely Hendra Saputra, Ike Nur Hikmah and Nurdin Besu Bidi), where they have the competence and experience, including:</p> <ul style="list-style-type: none"> • Training of Facilitators of RSPO Certification on 10-15 February 2021 about Good Agriculture Practice of Palm Oil provided by Kepala UPT P4 Muara Wahau. • Training of Facilitators on 8-9 February 2021 related to NKT & SKT, No Deforestasi, Peat & Exploitation, Lingkungan dan Pemanasan Global, Erosi Eutrofikasi dan Penanganan Limbah B3 provided by Kepala UPT P4 Muara Wahau. • Training of Facilitators on 2-3 February 2021 related to Internal Control System (ICS), Penyusunan Kerja dan SOP Koperasi and Onternal Audit provided by Kepala UPT P4 Muara Wahau. • Training of Facilitators on 2-3 February 2021 related to Pemenuhan Standard Regulasi Sertifikasi Pekebun Swadaya, Kepemimpinann dan Dinamika Kelompok dan FPIC dan Resolusi Konflik provided by Kepala UPT P4 Muara Wahau. • Training of Facilitators of ISPO Certification on 16 February 2021 related to ISPO basic Concept, ISPO Certiication Process, ISPO Requirements Based on Regulation of Miniters of Agriculture No. 38/2020, ISPO Certiication Scheeme Based on Presidential Decree 	
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		<p>No. 44/2020 and Regulation of the Minister of Agriculture No. 38/2020 provided by TUV Rheinland Indonesia.</p> <ul style="list-style-type: none"> • Training of Facilitators of RSPO Certification on 19-21 February 2021 related to Internal Auditor Training of RSPO for Independent Smallholders provided by TUV Rheinland Indonesia. 	
<p>Milestone B</p>	<p>Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.</p>	<p>Organization already has procedures related to Work in Oil Palm Plantations No. SOP/SR/041/2021 dated February 15, 2021, explaining the guidelines for work in related independent oil palm plantations, payment of wages and administrative processes that must be carried out.</p> <p>The workers for harvesting, manuring and spraying are hired directly by the members. The organizations have a work agreement template explaining type of work, working conditions, wages, right and obligation and compliance to national/local regulations.</p> <p>Based on the document of the Letter of Employment Agreement between workers and planters, it explains related to: type of work, location of work, workers' wages, Labor Social Security, means and means of work and prohibitions in the form of: discrimination, violence, employment of children (minors), pregnant women and abuse.</p> <p>Based on interviews with workers (Harvester namely: Bpk.Jumirin, Mr. Mistar and Mismun) in the plot of Mr. Pak Saelan. They can freely follow the harvest and resign or there is no compulsion to work. There is also no withholding of their documents by cooperatives or farmers (including ID cards and salary/wage slips).</p>	<p>Complied</p>
<p>Criteria 3.2: Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.</p>			

<p>Eligibility</p>	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> 1. Compliance with the minimum age of workers and as defined by local, state, or national law, 2. Not exposing children to hazardous work. 3. Providing adult supervision of young people working on the farm. 4. Ensuring the practice of children’s rights to education is unrestricted and respected. <p>(Refer to appendix 1).</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has a policy regarding prohibition of child labour set under Decree No. 008/SK.ICS/KOP-UTS/I/2021, dated 30 January 2021 stating:</p> <ul style="list-style-type: none"> - For Cooperative members not to employ children under 18 years of age. - And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia and international such as :</p> <ol style="list-style-type: none"> a. Law No. 13 of 2013 concerning the prohibition of using child labour b. Law No.1 of 2000 <i>Ratifikasi Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak</i> c. Law No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja</i> <p>Please refer to 3.1 Eligibility for training records</p> <p>All smallholder members have signed statements/declarations that the farmers are committed to not using child labour. This statement is stated in the “RSPO Certification Commitment” on number D.8; that "Ensure that there are no child labour practices in plantation operations and stop the practice of child labour that is still running". Samples was seen for :</p> <ol style="list-style-type: none"> a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gupuh Hariyanto dated 8 December 2020. b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saelan dated 7 December 2020. 	<p>Complied</p>
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		<p>c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Rohaeni dated 7 December 2020.</p>	
<p>Milestone A</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>Koperasi Jasa Usaha Tani Sejahtera has a policy regarding prohibition of child labour set under Decree No. 008/SK.ICS/KOP-UTS/I/2021, dated 30 January 2021 stating:</p> <ul style="list-style-type: none"> - For Cooperative members not to employ children under 18 years of age. - And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia and international such as :</p> <ol style="list-style-type: none"> a. Law No. 13 of 2013 concerning the prohibition of using child labour b. Law No.1 of 2000 <i>Ratifikasi Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak</i> c. Law No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja</i> <p>Related to the training, Please refer to 3.1 Eligibility for training records</p> <p>The topics covered :</p> <ol style="list-style-type: none"> a. Compliance with the minimum age of workers and as defined by local, state, or national law, b. Not exposing children to hazardous work. c. Providing adult supervision of young people working on the farm. d. Ensuring the practice of children’s rights to education is unrestricted and respected 	<p>Complied</p>

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<p>Milestone B</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>Please refer to 3.2 MSA above related to organization policy and refer to 3.1 Eligibility for training records</p> <p>Based on field visit and interview with members, obtained information that there was no children workers and the smallholder members can explain that child labour is prohibited. In addition to that, interview was conducted also to ICS team, ICS Group Manager and Head of Koperasi regarding child protection.</p>	<p>Complied</p>
<p>Criteria 3.3: Workers’ pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p>			
<p>Eligibility</p>	<p>Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has committed to pay workers with a minimum wage in accordance with regulation, set in Group Manager Decree No. 016/SK.ICS/KOP-UTS/IV/2021 dated 3 April 2021 concerning Wage Payments, mentioned that Koperasi Jasa Usaha Tani Sejahtera will pay worker’s wages referring to applicable government regulation. If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation.</p> <p>Related to the training, Please refer to 3.1 Eligibility for training records</p> <p>In the training, it is also explained related to the calculation of the conversion of salaries derived from the District Minimum Wage.</p> <p>Based on SK Governor of East Kalimantan No. KEP. Gub. East Kalimantan No. 561/k.599/2021, November 30, 2021 about the determination of the minimum wage Kabupaten/Kota of East Kalimantan Province of IDR 3,175,427.</p>	<p>Complied</p>

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The cooperative has carried out wage conversion based on the Decree of the Governor of East Kalimantan No. 561/k.599/2021 dated November 30, 2021, as follows:

Minimum Wage of Kutai Timur Regency on period 2022

Minimum wage	Monthly (IDR)	Rate per Day (IDR) *	Rate per Hours (IDR) **)
2022	IDR 3.175.427	IDR 127.017	IDR 18.145

*) Total 6 days per week (Monday - Saturday)

***) 7 Hours Worked per day

All workers are hired directly by the smallholder and their wages follow the rules set by the organization in Procedure No: SOP/SR/041/2021 dated 15 February 2021 regarding "Pekerjaan di Kebun Kelapa Sawit".

Payment rate for workers :

Workers	Wages (IDR)	Indicator
Harvester	250,000	per ton FFB
Prunning	600,000	per ha
Spraying	500,000	per ha
Fertilizer	25,000	per sack/bag
IPM	150,000	per day
Weighing wages There is a subsidy of IDR 2 per kg	20,000	Per ton

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		Transport FFB to PKS 11 Swakarsa *) Based on Berita Acara dated 31 May 2022	120,000	per ton FFB	
Milestone A Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums)		<p>Payment of wages to workers (harvesters, sprayers, pruning etc.) is made using payment receipts that are directly paid by farmers to workers. Sample receipts for payment of workers' wages are taken:-</p> <ul style="list-style-type: none"> - Weigher's salary slip for the period of August 2022, a tonnage of 774,763 kg (@IDR 22,000) the wages received are IDR 17,044,786. - Honor Krani period August 2022; on behalf of Sahwan in the amount of IDR 3,500,000 and on behalf of Suherman in the amount of IDR 3,500,000. - Payment Receipt on behalf of Khoirun for harvesting activities on Ceceng's plot (ID: UTS.020) in August 2022, harvesting 5,445 kg (@ IDR 250.00/kg) wages of IDR 1,361,250. - Payment Receipt on behalf of Ekko N.G. for harvesting activities on Syamsul's plot (ID: UTS.151) in August 2022, harvesting 5,601 kg (@ IDR 250.00/kg) wages of IDR 1,400.250. - Payment Receipt on behalf of Yudi Alfian for harvesting activities on Aryana's plot (ID: UTS.015) in August 2022, harvesting 2,295 kg (@ IDR 250.00/kg) wages of IDR 703,800. <p>Based on the verification of salary script documents and interviews with several workers, that the wages given are still above the 2022 MSE that has been determined by the Governor of East Kalimantan.</p>			Complied

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	and without discrimination against vulnerable groups, including women.	During field observation and interview with the smallholder, they paid the workers follow the rules set by the organization (refer to 3.3 E), example:	
Milestone B	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.	<ul style="list-style-type: none"> - Weigher's salary slip for the period of August 2022, a tonnage of 774,763 kg (@IDR 22,000) the wages received are IDR 17,044,786. - Honor Krani period August 2022; on behalf of Sahwan in the amount of IDR 3,500,000 and on behalf of Suherman in the amount of IDR 3,500,000. - Payment Receipt on behalf of Khoirun for harvesting activities on Ceceng's plot (ID: UTS.020) in August 2022, harvesting 5,445 kg (@ IDR 250.00/kg) wages of IDR 1,361,250. - Payment Receipt on behalf of Ekko N.G. for harvesting activities on Syamsul's plot (ID: UTS.151) in August 2022, harvesting 5,601 kg (@ IDR 250.00/kg) wages of IDR 1,400.250. - Payment Receipt on behalf of Yudi Alfian for harvesting activities on Aryana's plot (ID: UTS.015) in August 2022, harvesting 2,295 kg (@ IDR 250.00/kg) wages of IDR 703,800. <p>The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employed female worker.</p>	Complied
Criteria 3.4: Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).	All smallholder members has signed statements/declarations commitment that the smallholder member are committed to respect the rights of workers to file a complaint/grievance. This statement is stated in the "RSPO Certification Commitment" on number D.5; that "Respect the rights of workers to file a complaint/grievance". Samples was seen for :	Complied

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		<p>a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gupuh Hariyanto dated 8 December 2020.</p> <p>b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saelan dated 7 December 2020.</p> <p>c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Rohaeni dated 7 December 2020.</p> <p>This statement is also stated in the RSPO Certification Commitment in the form of "RSPO Certification Commitment" of members on number D.3; that "Ensure that there are no forced labour in operational and stop forced labour practice if they are still existing".</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a procedure for Grievance Submission of Smallholder No. SOP.ICS/KOP-UTS/037/2021 dated 15 February 2021, explaining that:</p> <ol style="list-style-type: none"> 1. Members can submit their suggestions or complaints (public) to the complaint box or directly to the Cooperative Management 2. If the complaint goes through the Group Leader (<i>Ketua KT</i>), then the group leader must submit it to the Cooperative Management, then the officer appointed by the cooperative management will record the complaint in the Member's Suggestion/Complaints Book. 3. If the complaint is an important matter and needs to be kept confidential, then the report or complaint from the member will be recorded in the Unpublished Member's Important Complaints Book, where the issues are cover about : <ul style="list-style-type: none"> • Everything that concern about race, tribe, religion • Domestic violence • Sexual harassment • Human Rights Violation 	
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		<ul style="list-style-type: none"> • The identity of the Whistleblower/complainant will be kept confidential. Cooperative management or appointed officers are prohibited from revealing the identity of the whistleblower/complainant to the public or other parties, except to the authorized party (Police) • Complaints from members will be discussed in the Cooperative Management meeting and will be responded to at least within 2 weeks. • For complaints that are suggestions, complaints and criticisms, if a decision is obtained, the reporting party will be explained about the meeting and the results of the decision, the explanation can be done verbally or in writing. • If there are things that are considered unsatisfactory, a deliberations will be carried out again • Complaints as mentioned in point number 3, will be identified and investigated by the Cooperative Management. If the problem can be resolved amicably and through deliberation, the management will hold a meeting inviting the reported party. And, if the problem is still not resolved, the Cooperative Management will submit the problem to the competent authorities for follow-up. <p>Complaints from members or from stakeholders can be submitted that are general in nature or can be published biased directly to the ICS management.</p> <p>The confidentiality of the Reporting Person is guaranteed as mentions in point 4 above. The subject of the complaints which is confidential, if it cannot be resolved internally in the Koperasi Jasa Usaha Tani Sejahtera, the Koperasi Jasa Usaha Tani Sejahtera management will submit the matter to the competent authority for further action.</p> <p>Please refer to 3.1 Eligibility for training records</p>	
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		<p>Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Jasa Usaha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in KUD office and form of grievance submission. There is no official complaint submitted to Koperasi Jasa Usaha Tani Sejahtera official based on interview and logbook review.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has a procedure for Grievance Submission of Smallholder No. SOP.ICS/KOP-UTS/037/2021 dated 15 February 2021.</p> <p>Please refer to 3.1 Eligibility for training records</p> <p>Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Jasa Usaha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in KUD office and form of grievance submission. There is no official complaint submitted to Koperasi Jasa Usaha Tani Sejahtera official based on interview and logbook review.</p> <p>Based on interviews with workers, farmers and cooperative staff that complaints from workers will be conveyed directly to farmers, then farmers will submit complaints through the log book (Buku Daftar keluhan), for example:</p> <p>Complaint on dated 2 May 2022 from farmer on behalf of Sudarko (UTS.129) regarding road condition need to hoarding, this complaint has been responded immediately by ICS on 3 May 2022 and the road maintenance has been implemented by Cooperative on 18 June 2022.</p>	<p>Complied</p>

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<p>Milestone B</p>	<p>Workers are aware of and have access to an effective means for filing a complaint/grievance.</p>	<p>Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Jasa Usaha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in KUD office and form of grievance submission. There is no official complaint submitted to Koperasi Jasa Usaha Tani Sejahtera official based on interview and logbook review.</p> <p>Based on interviews with workers, farmers and cooperative staff that complaints from workers will be conveyed directly to farmers, then farmers will submit complaints through the log book (Buku Daftar keluhan), for example:</p> <p>Complaint on dated 2 May 2022 from farmer on behalf of Sudarko (UTS.129) regarding road condition need to hoarding, this complaint has been responded immediately by ICS on 3 May 2022 and the road maintenance has been implemented by Cooperative on 18 June 2022.</p>	<p>Complied</p>
<p>Criteria 3.5: Working conditions and facilities are safe and meet minimum legal requirements.</p>			
<p>Eligibility</p>	<p>Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).</p>	<p>The smallholder members have signed statements/declarations that the farmers are committed to provide safe working condition and facilities. This statement is stated in the "Formulir Pernyataan Komitmen – Commitment Statement Form" on number D.6; that "Providing a safe working condition and facilities". Sample was seen for:</p> <ul style="list-style-type: none"> a. Commitment Statement of Kusmana (ID No. UTS.050) dated 6 December 2020 b. Commitment Statement of Sukarno (ID No. UTS.133) dated 4 December 2020 	<p>Complied</p>

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		<ul style="list-style-type: none"> c. Commitment Statement of Miswan (ID No. UTS.072) dated 7 December 2020 d. Commitment Statement of Samidah (ID No. UTS.113) dated 6 December 2020 e. Commitment Statement of Slamet Turyono (ID No. UTS.126) dated 4 January 2021 f. Commitment Statement of Sarija (ID No. UTS.118) dated 5 December 2020 	
<p>Milestone A</p>	<p>Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has identify the OHS risk and analysis as per "Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja" No. SOP/SUTS/020/2021 dated 4 February 2021. OHS risk analysis covering office activity, fertilizer and agrochemical warehouse, harvesting, pruning, FFB transportation, manuring and upkeeping, hazardous waste handling, waste management. OHS risk analysis planning for evaluation annually by ICS.</p> <p>Training for OHS and safety risk associated with farm work (including that of pesticide use) and how to mitigate them has been conducted regularly by ICS Koperasi Jasa Usaha Tani Sejahtera, training has been conducted in 4 series of training on 19 July – 22 July 2021, training attend by 147 members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Group Manager and ICS has ensure all smallholder members has follow the training required. Evidence of training were available as per "Laporan Kegiatan pelatihan Penanganan Konflik Satwa, Kebakaran dan K3". Minutes of training and attendance list are available.</p> <p>Training for pesticide use was conducted on 24 – 29 May 2021 cooperated with GIZ and Sygenta. Records was reviewed such as "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida". Training attend by 155 members, ICS conducted another training on 16 August 2021 for members who can not join the training in Sekolah lapang.</p>	<p>Complied</p>

		<p>OHS and First Aid training for ICS has been conducted on 23 February by Puskesmas Muara Wahau (Supriyadi) as per "Manajemen Keselamatan dan Kesehatan Kerja". Training material and attendance list including certificate are available. Training attend by Unit K3, Darurat Api dan PHT.</p> <p>Fire mitigation and handling training has been conducted on 19 – 22 July 2022. Training conducted in 4 series of training in 4 location and attend by 147 smallholder members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Evidence of training can be shown as per "Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3".</p> <p>During interview with smallholder confirmed that smallholder member are aware with health and safety risk in their activity of farm work.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has provide PPE for smallholder members including workers:</p> <ul style="list-style-type: none"> • Harvester: Safety helmet, Safety boots • Spraying workers: Apron, Masker, Rubber Handgloves, Safety glasses • APAR is available in Koperasi office as an emergency tool in case of fire. • First aid kit are available in office and field. <p>First aid equipment was provide by Koperasi Jasa Usaha Tani Sejahtera to field supervisor (Kerani) and at office (2 first aid kit). There are 19 kerani has receive first aid kit as per "Berita Acara Serah terima APAR dan Kotak P3K" dated 29 July 2022.</p> <p>Guidance for first aid handling stated in "Prosedur Penggunaan dan Monitoring Kotak P3K" No. SOP/UTS/012/2021 dated 1 February 2021.</p>	
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<p>Milestone B</p>	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	<p>Workers including smallholder family member have access to safe working conditions and amenities. Each workers and smallholder has their own housing.</p> <p>During field visit to smallholder housing shown that the housing condition is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place. Adequate drinking water and access to toilet are available in their own housing based on field visit to smallholder and workers housing.</p> <p>First aid equipment was provide by Koperasi Jasa Usaha Tani Sejahtera to field supervisor (Kerani) and at office (1 unit first aid kit). There are 20 field supervisor/kerani has receive first aid kit as per "Berita Acara Serah terima APAR dan Kotak P3K" dated 29 July 2022.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has provide the PPE in Koperasi Office such as: Boots shoes, sickle cover, masker, apron, safety glasses, helm. Smallholder member have an access to buy the PPE in Koperasi office. Koperasi Jasa Usaha Tani Sejahtera also provide PPE for smallholder members as seen in "Bukti Tanda Terima APD" dated 2 June 2022, there were 28 safety helmet provide for workers/members.</p> <p>During field visit to smallholder plots and interview with smallholder member confirmed that all smallholder member including their workers are have an PPE for their working.</p> <p>Guidance for first aid handling stated in "Prosedur Penggunaan dan Monitoring Kotak P3K" No. SOP/UTS/012/2021 dated 1 February 2021.</p>	<p>Complied</p>
<p>Criteria 3.6: There is no discrimination, harassment, or abuse on the farm.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).</p>	<p>Head of Koperasi Jasa Usaha Tani Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human</p>	<p>Complied</p>

		<p>Trafficking in Decree Number 006/SKICS/KOP-UTS/I/2021 dated 25 January 2021,, stated :</p> <ol style="list-style-type: none"> a. Every cooperative members prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation) b. Prohibited to do or conduct forced labour to workers or someone else in every situation. c. Prohibited to do human trafficking in every form and also no using illegal worker. <p>For harassment, ruled out in Decree Human Rights No. 005/SK-ICS/KOP-UTS/I/2021 dated 20 January 2021 stated that :</p> <p>Every member of the Koperasi Jasa Usaha Tani Sejahtera is prohibited from taking actions that violate human rights, some of which include human rights are:</p> <p>Right to Life, defend life and improve standard of living.</p> <ul style="list-style-type: none"> • The right to have a family and to continue offspring according to the law in force. • The right not to be tortured, enslaved and abused • The right to equal treatment before the law without discrimination <p>Please refer to 3.1 Eligibility for training records</p> <p>All smallholder members have signed statements/declarations that the farmers are committed to not using child labour. This statement is stated in the "RSPO Certification Commitment" on number 5; that "No discrimination, harassment or violence in plantation". Samples was seen for:</p> <ol style="list-style-type: none"> a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gupuh Hariyanto dated 8 December 2020. b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saelan dated 7 December 2020. 	
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		<p>c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Rohaeni dated 7 December 2020.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to Koperasi based on applicable procedure.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.</p>	<p>Head of Koperasi Jasa Usaha Tani Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number 006/SK.ICS/KOP-UTS/I/2021 dated 25 January 2021. For harassment, ruled out in Decree Human Rights No. 005/SK-ICS/KOP-UTS/I/2021 dated 20 January 2021.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti-discrimination in any form, no harassment and abuse in the farm.</p> <p>Smallholder member has been complete the training provided by ICS on workplace discrimination, harassment and abuse and are aware of need for a safe workspace. Training has been conducted in 4 series of training on 19 July – 22 July 2021, training attend by 147 members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti-discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future,</p>	<p>Complied</p>

		workers can submit grievance/complaint to Koperasi based on applicable procedure.	
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	<p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti-discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti-discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to Koperasi based on applicable procedure</p>	Complied

Principle 4: Protect, conserve and enhance ecosystems and the environment

Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

Preamble

High Conservation Value (HCVs) and High Carbon Stock (HCS) forests

This Independent Smallholder Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices which also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting (see here).

Aligned with the new HCS requirements in the RSPO 2018 P&Cs, the RSPO, in consultation with the HCSA Steering Group, intends to develop a simplified combined HCV-HCS approach to identify and protect HCS forests. The simplified and combined HCV-HCS approach for independent smallholders will be open to public consultation and will be published no later than November 2020.

In the meantime, independent smallholders are not allowed to clear any primary forests or any areas required to protect or enhance HCVs and HCS forests, as committed by signing the Smallholder Declaration. Until the simplified combined HCV-HCS approach and tool for independent smallholders is available, new plantings will only be permitted in low risk areas. The definition and procedure for identification of low risk areas will be defined by a Smallholder No Deforestation Task Force.

Remediation and Compensation Procedure (RaCP)

Remediation and compensation are required for any clearance since November 2005 without prior HCV assessment (see criterion 4.2) and any clearance since November 2019 without prior HCS assessment.

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The requirements as outlined in the RaCP (2015) is not fully applicable for independent smallholders. For independent smallholders, this RSPO ISH Standard is focused on developing an appropriate RaCP mechanism such as on-site remediation (with funding mechanisms to be determined) as this is contextually appropriate to the scale of independent smallholder production and enables independent smallholders to maximise positive environmental impact on-site. The requirement means that quantified liability is disclosed and assessed through a land use change analysis (LUCA) supported by the RSPO Secretariat.

Criteria 4.1: High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach, are managed to ensure that they are maintained and/or enhanced.

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	<p>Koperasi Jasa Usaha Tani Sejahtera and all smallholder members have committed to protect HCV area and maintain HCV area as present in "Formulir Pernyataan Komitmen – Commitment Statement Form" Point D.12 "Melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian – Protect HCV and HCS through the precautionary practices approach", signed and witnessed by Group Manager Koperasi Jasa Usaha Tani Sejahtera. Sample seen for smallholder commitment:</p> <ul style="list-style-type: none"> a. Commitment Statement of Kusmana (ID No. UTS.050) dated 6 December 2020 b. Commitment Statement of Sukarno (ID No. UTS.133) dated 4 December 2020 c. Commitment Statement of Miswan (ID No. UTS.072) dated 7 December 2020 d. Commitment Statement of Samidah (ID No. UTS.113) dated 6 December 2020 e. Commitment Statement of Slamet Turyono (ID No. UTS.126) dated 4 January 2021 f. Commitment Statement of Sarija (ID No. UTS.118) dated 5 December 2020 <p>HCV assessment has been conducted in December 2021 by internal assessor from ICS Koperasi Jasa Usaha Tani Sejahtera and Facilitator GIZ. Internal assessor has been trained by facilitator from GIZ.</p>	Complied
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		<p>The HCV assessment report “Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya” dated 20 December 2021. According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wana Sari, Kec. Muara Wahau categorized as HCV 4: water course (2 water pond in Wanasari Village) and HCV 6: public cemetery.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • The importance of maintaining and conserving HCVs and HCS forests • Human-wildlife conflict; and • Rare, threatened and endangered species and important ecosystems. 	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted by Penyuluh lapangan (fasilitator from GIZ) on 5 – 8 July 2022. The training delivered in series of training in 4 series in 4 location, attend by all smallholder member (148 members). The rest of members who can not join during that period, ICS conducted another training on 27 September 2021. Group Manager and ICS has ensure all smallholder members has follow the training required.</p> <p>Evidence of training can be demonstrated during audit as per “Laporan Sekolah Lapang Materi Mengenal Nilai Konservasi Tinggi” containing training material, minutes training and attendance list. Training deliver by ICS team and facilitator from GIZ.</p> <p>Another training to manage and maintain rare, threatened and endangered species has been conducted by ICS and facilitator GIZ in 4 series of training on 19 July – 22 July 2021, training attend by 147 members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Group Manager and ICS has ensure all smallholder members has follow the training required. Evidence of training can be demonstrated during audit as per</p>	<p>Complied</p>

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		<p>"Laporan Sekolah Lapang Materi Penanganan Konflik Satwa, Kebakaran dan K3"</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and facilitator and they have aware the importance of maintaining HCV, RTE species and mitigation conflict between human and animal.</p>	
<p>Milestone B</p>	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable</p>	<p>Based on interview with smallholder member during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibit by the policy of Koperasi Jasa Usaha Tani Sejahtera and also regulation.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has establish the procedure for animal protection and conflict prevention between human and animal as per "Prosedur Penanganan Konflik Satwa No: SOP/UTS/017/2021" Dated 4 February 2021 and "Prosedur Perlindungan Satwa No: SOP/UTS/016/2021" Dated 4 February 2021.</p> <p>According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wanasari, Kec. Muara Wahau categorized as HCV 4: watercourse (2 water pond) and HCV 6: public cemetery.</p> <p>Potential RTE species that might be in Wanasari Village according to history before palm oil plantation also noted in HCV assessment report, such as: <i>Prionailurus bengalensis</i>, <i>Pongo pygmaeus</i>, <i>Manis javanica</i>, <i>Gallus sp</i>, <i>Spilornis cheela</i>, <i>Dogania subplana</i>, <i>Buceros rhinoceros</i>, <i>Tragulus sp</i>, <i>Muntiacus muntjak</i>. However in current condition mostly in palm oil plantation there is very rare to found the RTE species.</p> <p>Smallholders implemented precautionary practices and manage and maintain rare, threatened and endangered species. Koperasi Jasa Usaha Tani Sejahtera has a policy to prohibit animal hunting in area</p>	<p>Complied</p>

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		of smallholder plantation and surrounding area. Warning sign to campaign the animal protection and HCV conservation has been installed in the strategic place.	
Criteria 4.2: Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).			
Eligibility	Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).	<p>According to data of smallholder palm oil year planting, there are 169 plots of smallholder with total area 444.55 ha. From the total of area planting, there are 224.57 ha belong to 113 members planting after November 2005 (2008 – 2017). Koperasi Jasa Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Jasa Usaha Tani Sejahtera" dated 8 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 169 - Total area to be certified: 444.55 ha - Total smallholding area analyzed: 224.57 ha - Date of HCV assessment completed: 20 December 2021 - Date when data completely received: 3 May 2022 - Date when report was prepared: 13 June 2022 	Complied
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.	According to data of smallholder palm oil year planting, there are 169 plots of smallholder with total area 444.55 ha. From the total of area planting, there are 224.57 ha belong to 113 members planting after November 2005 (2008 – 2017). Koperasi Jasa Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis	Complied

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		<p>has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Jasa Usaha Tani Sejahtera" dated 8 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 169 - Total area to be certified: 444.55 ha - Total smallholding area analyzed: 224.57 ha - Date of HCV assessment completed: 20 December 2021 - Date when data completely received: 3 May 2022 - Date when report was prepared: 13 June 2022 <p>According to report of Land Use Change Analysis by RSPO, there is no conservation liability and no environmental remediation area in Koperasi Jasa Usaha Tani Sejahtera.</p> <p>It was also confirmed by email from RSPO dated 14 June 2022 which stated that "LUCA status is Pass, with final conservation liability 0 ha and environmental remediation area 0 ha".</p>	
<p>Milestone B</p>	<p>An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.</p>	<p>According to data of smallholder palm oil year planting, there are 169 plots of smallholder with total area 224.57 ha (belong to 113 members) planting after November 2005 (2008 – 2017). Koperasi Jasa Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Jasa Usaha Tani Sejahtera" dated 8 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 169 - Total area to be certified: 444.55 ha - Total smallholding area analyzed: 224.57 ha - Date of HCV assessment completed: 20 December 2021 - Date when data completely received: 3 May 2022 - Date when report was prepared: 13 June 2022 <p>According to report of Land Use Change Analysis by RSPO, there is no conservation liability and no environmental remediation area in Koperasi Jasa Usaha Tani Sejahtera.</p> <p>It was also confirmed by email from RSPO dated 14 June 2022 which stated that "LUCA status is Pass, with final conservation liability 0 ha and environmental remediation area 0 ha".</p>	
<p>Criteria 4.3 New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> • Do not replace any HCVs • Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach • Are not on steep slopes (more than 25 degrees or as in the National Interpretation) • Are not on peat areas of any depth. 			
Eligibility	Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).	Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation. All member plantation are existing palm oil plantation. Smallholder member has signed the commitment in "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV	Complied

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		<p>areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p> <p>Smallholder also commit to provide information to group manager among others:</p> <ul style="list-style-type: none"> - Location (coordinates) of all plots currently planted with oil palm - Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders) - Any plots located on steep slopes - Details on plans for replanting and expansion of oil palm 	
Milestone A	<p>Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences</p>	<p>Based on data of palm oil planting Koperasi Jasa Usaha Tani Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2000 – 2017. This also confirmed with liability disclosure form submit to RSPO.</p> <p>Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation.</p>	Not Applicable
Milestone B	<p>Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.</p>	<p>Based on data of palm oil planting Koperasi Jasa Usaha Tani Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2000 – 2017. This also confirmed with liability disclosure form submit to RSPO.</p> <p>Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation.</p>	Not Applicable
<p>Criteria 4.4: Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.</p>			
Eligibility	<p>Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to sil maps overlay indicated that there is no peat soil in</p>	Complied

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	soils (Refer to appendix 1).	area of smallholder plantation. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Jasa Usaha Tani Sejahtera consist of Typic hapludults (subordo).	
Milestone A	Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.	<p>Koperasi Jasa Usaha tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to sil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Jasa Usaha Tani Sejahtera consist of Typic hapludults (subordo).</p> <p>Fire mitigation and handling training has been conducted on 19 – 22 July 2022. Training conducted in 4 series of training in 4 location and attend by 147 smallholder members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Evidence of training can be shown as per "Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3".</p>	Not Applicable
Milestone B	Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.	<p>No peat soil in area of Koperasi Jasa Usaha Tani Sejahtera. Soil type in plantation of Koperasi Jasa Usaha Tani Sejahtera categorized as Typic hapludults.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022.</p>	Not Applicable

Criteria 4.5: Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.			
Eligibility	Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).	<p>Koperasi Jasa Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Jasa Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Jasa Usaha Tani Sejahtera was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of Koperasi Jasa Usaha Tani Sejahtera.</p> <p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p>	Not Applicable
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	<p>Koperasi Jasa Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Jasa Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Jasa Usaha Tani Sejahtera was far from the river or sea and</p>	Not Applicable

		<p>there is no risk of flooding, in addition there is no peat soil in area of Koperasi Jasa Usaha Tani Sejahtera.</p> <p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p>	
Milestone B	<p>Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Jasa Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Wanasari Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Jasa Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Jasa Usaha Tani Sejahtera was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of Koperasi Jasa Usaha Tani Sejahtera.</p> <p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p>	Not Applicable
<p>Criteria 4.6: Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.</p>			
Eligibility	<p>Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).</p>	<p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control". Based on interview with head of Koperasi Jasa Usaha Tani Sejahtera, there is no land preparing</p>	Complied

		by burning on 2000 – 2017. Land preparation conducted mechanically with method “zero burning”.	
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • Alternatives to fire for land preparation and farm waste management (where appropriate possible). • Alternatives to fire for pest control. • Fire prevention and how to respond to and manage fires in their plots. 	<p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.15 that “No burning for preparing land or pest control”. Based on interview with head of Koperasi Jasa Usaha Tani Sejahtera, there is no land preparing by burning on 2000 – 2017. Land preparation conducted mechanically without burning. This also confirmed with smallholder member sampled (26 members) during field visit and interview.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a procedure for land preparation as per “SOP Pembukaan Lahan Tanpa Bakar No: SOP/UTS/043/2021 dated 25 February 2021. According to procedure, the land preparation conducted mechanically (with heavy equipment bulldozer and excavator) without burning and implementing method “Zero burning”. This also in accordance with PP No. 28 Tahun 1995.</p> <p>Training for Fire handling on palm oil plantation has been conducted by facilitator dan ICS to smallholder member. Sample seen: Fire mitigation and handling training has been conducted on 19 – 22 July 2022. Training conducted in 4 series of training in 4 location and attend by 147 smallholder members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Evidence of training can be shown as per “Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3”.</p>	Complied
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.15 that “No burning for preparing land or pest control”. Based on interview with head of Koperasi Jasa Usaha Tani Sejahtera, there is no land preparing by burning on 2000 – 2017. Land preparation conducted mechanically with method “zero burning”.</p>	Complied

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		<p>Koperasi Jasa Usaha Tani Sejahtera has a procedure for land preparation as per "SOP Pembukaan Lahan Tanpa Bakar No: SOP/UTS/043/2021 dated 25 February 2021. According to procedure, the land preparation conducted mechanically (with heavy equipment bulldozer and excavator) without burning and implementing method "Zero burning". This also in accordance with PP No. 28 Tahun 1995.</p> <p>Koperasi Jasa Usaha Tani Sejahtera also has a procedure for waste management as per "SOP Pengendalian Limbah Rumah Tangga No. SOP/UTS/032/2021" dated 10 February 2021 and "Prosedur Penanganan Wadah Bekas Kimia No. SOP/UTS/018/2021" dated 4 February 2021. Based on procedure stated that domestic waste and ex chemical container (pesticide) are prohibit to burning.</p> <p>Training for Fire handling on palm oil plantation has been conducted by facilitator dan ICS to smallholder member. Sample seen: Fire mitigation and handling training has been conducted on 19 – 22 July 2022. Training conducted in 4 series of training in 4 location and attend by 147 smallholder members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Evidence of training can be shown as per "Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3".</p> <p>During interview with smallholder member (26 member) confirmed that they have aware regarding the prohibition of use fire or practice burning for land preparation, waste management or pest control on their farm.</p>	
<p>Criteria 4.7: Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
<p>Eligibility</p>	<p>Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).</p>	<p>Group manager has identifies the riparian buffer zone through HCV Assessment, confirmed that there were riparian buffer zone identified in Koperasi Jasa Usaha Tani Sejahtera HCV assessment has been conducted since December 2021 by ICS Koperasi Jasa Usaha Tani Sejahtera under supervise GIZ.</p>	<p>Complied</p>

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		<p>The HCV assessment report "Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya" dated 20 December 2021. According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wanasari, Kec. Muara Wahau categorized as HCV 4: water course (2 water pond) and HCV 6: public cemetery.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a policy and mechanism to conserve and protect the waterways/watercourse by marking the boundary of riparian 20m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per "SOP Menjaga Nilai NKT No. SOP/UTS/015/2021" dated 4 February 2021. However there is no river near to plantation of Koperasi Jasa Usaha Tani Sejahtera, only watercourse/waterpond in surrounding of smallholder plots, Desa Wanasari.</p> <p>Koperasi Jasa Usaha Tani Sejahtera also has overlay the plantation maps of all smallholder member with river maps of Kutai Timur Regency, Kalimantan Province. According to maps overlay with scale 1:100,000 confirmed that there is no river near to Koperasi Jasa Usaha Tani Sejahtera area, the nearest river is telen River with distance > 5 km from the plantation. There is only watercourse/waterpond in surrounding of smallholder plots, Desa Wanasari.</p> <p>All smallholder member of watercourse/waterpond in surrounding of smallholder plots, Desa Wanasari has signed the commitment letter which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	
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<p>Milestone A</p>	<p>Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.</p>	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted by Penyuluh lapangan (fasilitator from GIZ) on 5 – 8 July 2022. The training delivered in series of training in 4 series in 4 location, attend by all smallholder member (148 members). The rest of members who can not join during that period, ICS conducted another training on 27 September 2021. Group Manager and ICS has ensure all smallholder members has follow the training required.</p> <p>Evidence of training can be demonstrated during audit as per “Laporan Sekolah Lapang Materi Mengenal Nilai Konservasi Tinggi” containing training material, minutes training and attendance list. Training deliver by ICS team and fasilitator from GIZ.</p> <p>Another training to manage and maintain rare, threatened and endangered species has been conducted by ICS and fasilitator GIZ in 4 series of training on 19 July – 22 July 2021, training attend by 147 members. The rest of members who can not join during that period, ICS conducted another training on 3 October 2021. Group Manager and ICS has ensure all smallholder members has follow the training required. Evidence of training can be demonstrated during audit as per “Laporan Sekolah Lapang Materi Penanganan Konflik Satwa, Kebakaran dan K3”</p> <p>During interview with smallholder member (26 member) confirmed that they have aware the riparian buffer zone management by not apply pesticide/herbicide in 20 m from river.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>Smallholders maintain and/or enhance riparian buffer zone areas.</p>	<p>There is no riparian or buffer zone identified in area of plantation Koperasi Jasa Usaha Tani Sejahtera. Koperasi also has overlay the plantation maps of all smallholder member with river maps of Kutai Timur Regency, Kalimantan Province. According to maps overlay with scale 1:100,000 confirmed that there is no river near to Koperasi Jasa</p>	<p>Complied</p>

		<p>Usaha Tani Sejahtera area, the nearest river is Telen River and Wahau River with distance > 5 km from the plantation.</p> <p>According to HCV assessment conclusion noted that there were no riparian or bufferzone areas identified at smallholder plot, however there are water course (waterpond) and waterway areas identified in surrounding of smallholder plots in area of Desa Wanasari, Kec. Muara Wahau categorized. Smallholder member conserve and protect the waterways/watersource by marking the boundary of riparian 20m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per procedure of Cooperative.</p> <p>All smallholder member of Koperasi Jasa Usaha Tani Sejahtera has signed the commitment letter which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	
<p>Criteria 4.8: Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> • Immediately stopping purchasing of these pesticides • Phasing out use of remaining stock by MS A • Providing information for the group manager to keep record of pesticide purchase and use. <p>(Refer to appendix 1)</p>	<p>Smallholder member has a commitment not to use paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No. SOP/UTS/040/2021" dated 15 February 2021. Smallholder member also has follow the training of pesticide, deliver by Koperasi Jasa Usaha Tani Sejahtera on 24 – 29 May 2021 and 16 August 2021. Training material are available, the training also cover the list of pesticide which is prohibit to use including paraquat and pesticide class 1A and 1B WHO.</p>	<p>Complied</p>

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		<p>During interview with smallholder member (26 member) confirmed that they have aware regarding the prohibition of use of pesticide paraquat and categorized as Class 1A and 1B WHO.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No. SOP/UTS/040/2021" dated 15 February 2021. During interview and field visit to smallholder plots sampled (26 members) confirmed that smallholder member did not using/apply paraquat for weeds control.</p>	
Milestone A	<p>Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>	<p>Smallholder has complete the training on BMP for pesticide on 24 – 29 May 2021 and 16 August 2021 (attend by all members). Training conducted in 4 series of training in 4 location. Evidence of training can be shown as per "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida".</p> <p>During field visit and interview with smallholder member confirmed that they have aware regarding the pesticide handling and best management practices.</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a policy to prohibit pregnant and breastfeeding woman and young workers for pesticide handling as per "Surat Keputusan Nomor: 012/SK.ICS/KOP-UTS/III/2021 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui" dated 6 March 2021. The policy has been disseminated to all smallholder member on 13 – 16 December 2021.</p>	Complied
Milestone B	<p>Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.</p>	<p>Smallholder member implement BMP for all pesticide use: using PPE during pesticide spraying (handgloves, masker, apron and face shield).</p> <p>Koperasi Jasa Usaha Tani Sejahtera has a policy to prohibit pregnant and breastfeeding woman and young workers for pesticide handling as per "Surat Keputusan Nomor: 014/KOP-SR/KB/II/2021 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui" dated 17 February 2021. The policy has been disseminated to all smallholder</p>	Complied

		member on 16 – 19 August 2021, evidence of training and socialization present in “Laporan Kegiatan Pelatihan Sosialisasi SOP dan Surat Keputusan Koperasi Usaha Tani Sejahtera”.	
Criteria 4.9: The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable	Not applicable.	Not Applicable
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	<p>Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on 24 – 29 May 2021 cooperated with GIZ and Sygenta. Records was reviewed such as “Laporan Sekolah Lapang Materi Dampak Analisa Pesticida”. Training attend by 155 members, ICS conducted another training on 16 August 2021 for members who can not join the training in Sekolah lapang.</p> <p>Training IPM also has been conducted on 7 – 10 June 2021. Training conducted in 4 series of training in 4 location and attend by 155 smallholder members. Members who can not join on the scheduled training, ICS also conducted another training on 30 August 2021. Evidence of training can be shown as per “Laporan Sekolah Lapang Materi Hama dan Penyakit Tanaman Kelapa Sawit”.</p> <p>Training deliver by Facilitator GIZ (deutsce Gesselschaft fur Internationale Zussammenarbeit).</p> <p>During field visit and interview with smallholder member confirmed that they of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.</p>	Complied
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	Koperasi Jasa Usaha Tani Sejahtera has establish “SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit No: SOP/UTS/028/2021, dated 10 February 2021.	Complied

		<p>Integrated pest management has been developed by Koperasi Jasa Usaha Tani Sejahtera as per Procedure. According to procedure, type of pest and disease in plantation consist of:</p> <ul style="list-style-type: none"> - Catterpillar (ulat api, ulat bulu, ulat kantong) - Oryctes rhinoceros - Coptotermes curvignathus - Rats - Ganodermaboninense <p>Hierarchy of control to prevent and mitigate the pest and disease attack using method:</p> <ul style="list-style-type: none"> - Physicall control - Biological control - Chemical control <p>Koperasi Jasa Usaha Tani Sejahtera maximize the physical and biological control to minimize the pesticide/herbicide usage for pest and disease control.</p> <p>Record of pest and disease monitoring can be shown during audit in document "Form Sensus Hama dan Penyakit Tanaman Kelapa Sawit Koperasi Usaha Tani Sejahtera, Desa Wanasari". Pest and disease monitor including rats, Oryctes, Catterpillar, termite, Ganoderma (fungi). According to census result on June and July 2022, confirmed that there is no significant pest attack that need to control by chemical application.</p> <p>Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. To prevent the caterpillar attack, Koperasi Jasa Usaha Tani Sejahtera also planting the beneficial plant <i>Turnera subulate</i> along of the main</p>	
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		road (500 plant) and <i>Antigonon leptopus</i> as per "Berita Acara Penanaman Trunera Koperasi Usaha Tani Sejahtera" dated 2 February 2022. To reduce herbicide usage smallholder member using mechanics way to control the weeds and reduce the herbicide usage.	
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	Koperasi Jasa Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KOP-UTS/I/2021 Tentang Pembentukan Struktur Pengurus Internal Control System (ICS)" dated 9 January 2021 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KOP-UTS/I/2021 tentang Penunjukan Manager ICS (Internal Control System) " dated 7 January 2021. ICS Structure are : a. Group Manager : Sumitra Hidayat b. Approval Committee : Sukarso and Achmad Misdarto c. Counseling and Registration Unit : - Rejo, Solo Mantana, Wahyudi and Darwin d. Internal Audit Unit : - Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna and Sadirin e. Data, Documentation, Gender Committee and Sales Unit - Ahmad Rizal Jamani dan Ervina Heni f. OHS, HCV, Fire Response and IPM Unit	Complied
Milestone A	The Group has appointed a group manager		Complied
Milestone B	The Group has appointed a group manager		Complied

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		<ul style="list-style-type: none"> - Bambang Sukarno, Lisyanto, Taslim dan Herman <p>In 2022, there are revision of ICS Structure as per "Surat Keputusan No : 025/SK.ICS/KOP-UTS/VIII/2022 Tentang Perubahan Struktur Pengurus ICS" dated 20 August 2022. ICS Structure are :</p> <ul style="list-style-type: none"> a. Group Manager : Sumitra Hidayat b. Approval Committee : Sukarso and Achmad Misdarto c. Counseling and Registration Unit : <ul style="list-style-type: none"> - Wahyudi and Darwin d. Internal Audit Unit : <ul style="list-style-type: none"> - Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna and Sadirin e. Data, Documentation, Gender Committee and Sales Unit <ul style="list-style-type: none"> - Ahmad Rizal Jamani f. OHS, HCV, Fire Response and IPM Unit <ul style="list-style-type: none"> - Bambang Sukarno, Lisyanto, Taslim dan Herman <p>ICS job descriptions stated in Procedure "Pengambilan Keputusan, Tugas dan Tanggung Jawab Pengurus No : SOP/UTS/025/2021" dated 6 February 2021, such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Lead and coordinate all ICS operational activities - Appraise <i>Koperasi</i> members to become RSPO certification member - Coordinate and harmonized all unit in ICS - Presenting ICS accountability report in <i>Rapat Anggota Tahunan</i> - Accepting grievance and complaint from member and respond it <p><u>Approval Committee (Komite persetujuan)</u></p> <ul style="list-style-type: none"> - Help the ICS Group Manager 	
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		<ul style="list-style-type: none"> - Establish a procedures about membership requirements - Conduct verification of member data and their land - Make a verification and recommendation letter - Ensure the internal audit conducted in accordance to procedure - Accept appeal from members if there are member who not agree with internal audit result <p><u>Internal Audit Unit</u></p> <ul style="list-style-type: none"> - Coordinator for conducting internal audit - Prepare and establish Annual Internal program - Prepare and establish internal audit plan - Prepare question/checklist for internal audit in designated format. - Ensure follow up upon internal audit findings prior to external audits. <p><u>Counseling and Registration Unit (<i>Unit Penyuluhan dan Pendaftaran</i>)</u></p> <ul style="list-style-type: none"> - Make training report and training evidences - Training about RSPO and ISPO also everything related to ICS - Training about all regulation and procedure to member - Prepare the training materials - Establish the procedures related to GAP - Conduct membership selection and registration <p><u>Data, Documentation and Sales Unit</u></p> <ul style="list-style-type: none"> - Prepare membership database - Prepare for ICS Committee meeting agenda - Make a member card for each smallholder - Conduct recapitulation of FFB production, fertilizer and pesticides 	
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		<ul style="list-style-type: none"> - Documentation of ICS activities - Responsible as Gender Committee <p><u>OHS, HCV, Fire Response and IPM Unit</u></p> <ul style="list-style-type: none"> - As PIC for HCV, OHS and IPM operational management - Conduct first aid kit monitoring - Communication and consultation with related stakeholder - Conduct training to smallholder about HCV, OHS, Emergency Responses and IPM - Make and install warning board about HCV, OHS and IPM - Conduct soil and leaves sampling <p>Confirmation with cooperative manager and group manager, its confirmed that no changes in the group manager organization to date.</p>	
A.1.2			
Eligibility	The group manager has evidence of legal identity.	<p>Koperasi Jasa Usaha Tani Sejahtera has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment No. 319/BH/DKKT/II/2005 dated February 22, 2005. The Articles of Association and Bylaws are stated in the Deed of Establishment.</p> <p>In 2021, the Cooperative has made changes to the management structure and it has been stated in the Deed No. 31 dated September 17, 2021 issued by Nurleila, SH., M.Kn. This amendment has been recorded and approved by the Ministry of Law and Human Rights of the Republic of Indonesia Number: AHU-0004466.AH.01.28 YEAR 2021 regarding ACCEPTANCE OF CHANGES TO DATA CHANGES FOR Koperasi Jasa Usaha Tani Sejahtera dated September 20, 2021.</p> <p>The cooperative has obtained an NIB or Risk-Based Business Licensing with a Business Identification Number (NIB: 0511210024294) which was issued on November 5, 2021.</p>	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied

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		The office and land of Koperasi Jasa Usaha Tani Sejahtera was "hibah"/grant from the village authority as per letter from Wanasari village "Surat Keterangan Pinjam Pakai Tanah Desa" dated 2 August 2021. The letter stated Wanasari village Head grant the land of 2,000 m ² in address Jalan Tongkol RT 013 Dusun Purwodadi – witnessed by "Ketua BPD, Kepala Dusun Purwodadi and Ketua RT 13.	
A1.3			
Eligibility	The group has membership requirements.	Koperasi Jasa Usaha Tani Sejahtera established membership requirement as documented in "Standar Operasional Prosedur tentang Kriteria dan Syarat Menjadi Anggota Sertifikasi No.SOP/UTS/001/2021" dated 26 January 2021. The membership requirement are : Criteria for Candidates for ISPO and RSPO Certification Members a. The farmer is a member of the Prosperous Farming Services Cooperative <ul style="list-style-type: none"> • Have an oil palm plantation of at least 0.25 Ha and a maximum of 25 Ha located in the area of Karya Bhakti Village, Muara Wahau District, East Kutai Regency • Have clear land legality as evidenced by land ownership certificate • Land may not be in the area of protected area, production forest, company HGU, rest area (land R), peat moratorium area and not in dispute b. Register with ICS Pengurus Administrator c. Signing a letter of commitment d. Fill out the certification member registration form <ul style="list-style-type: none"> • Complete the requirements: • Copy of ID card 	Complied
Milestone A	The group has membership requirements.		Complied
Milestone B	The group has membership requirements.		Complied

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		<ul style="list-style-type: none"> • Copy of KK • Passport 3x4 • Copy of land certificate • Attach a photocopy of NPWP and proof of payment of PBB, BPJS Health and Employment if you already have one <p>e. The Approval Committee will check the suitability of the data and land suitability or carry out a preliminary assessment to see conformity to the RSPO standard</p> <ul style="list-style-type: none"> • Initial assessment • The approval committee conducts an initial gap assessment for prospective members, including seeing the location of the plantations of prospective Certification members, verifying the legality of the land, conducting interviews with prospective members regarding RSPO and ISPO Certification commitments and mapping the plantations of prospective Certification members. • After data and location verification is complete, the approval committee issues a letter of recommendation to become a member of Certification • The results of the assessment will be discussed in the management meeting to determine whether the prospective member is eligible to become a member of the Certification • If the member does not meet the requirements to become a member of the Certification, then 2 months are given to fulfill • If the prospective member is not eligible then the file will be returned • Prospective members will become members if approved by the Cooperative Chair and ICS Manager with the signing of the 	
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		<p>member form and the name of the member in the Membership Decree.</p> <ul style="list-style-type: none"> • If the prospective member is declared eligible to become a member of the Certification, then the next step is to take care of the STDB and SPPL files to the relevant office <p>Koperasi also have a procedure regarding in and out of member and Sanctions :</p> <ul style="list-style-type: none"> • "SOP Keluar Masuk Anggota Sertifikasi No. SOP/UTS/002/2021" dated 26 January 2021. There are three (3) ways members can resign from membership which is : <ul style="list-style-type: none"> - Voluntary resignation - Resignation due to the land has been sold (<i>Keluar karena proses jual beli atau pengalihan hak</i>) - Resignation due to sanctions or violations • "SOP Peringatan dan Sanksi No. SOP/UTS/003/2021" dated 26 January 2021. <p>Records of membership registration was reviewed for sampled smallholder, such as :</p> <p>1) Warhadi,</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 3 land parcels dated 18 May 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 19 May 2021; 	
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		<ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/161/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>2) Sakini</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 20 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 22 April 2021; • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/112/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 	
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		<ul style="list-style-type: none"> • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>3) Supangi</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. • "Formulir Anggota", 1 land parcels dated 25 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 27 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/145/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>4) Sugito</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. 	
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		<ul style="list-style-type: none"> • "Formulir Anggota", 1 land parcels dated 25 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 24 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/131/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>5) Sulistyowati</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 1 land parcels dated 18 May 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 20 May 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 	
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		<ul style="list-style-type: none"> • "STDB Nomor 525/138/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>6) Jumanta</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 6 December 2020. • "Formulir Anggota", 3 land parcels dated 31 March 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 2 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/040/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>7) Muhtadi</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" 	
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		<ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 7 December 2020. • "Formulir Anggota", 1 land parcels dated 25 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 27 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/082/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>8) Kusmana</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 6 December 2020. • "Formulir Anggota", 6 land parcels dated 23 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 26 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 	
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		<ul style="list-style-type: none"> • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/050/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>9) Sarija</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. • "Formulir Anggota", 2 land parcels dated 18 May 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 20 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/118/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>10) Slamet Turyono</p>	
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		<ul style="list-style-type: none"> • "Kartu Anggota Koperasi Jasa Usaha Tani Sejahtera" • "Pendaftaran ke Pengurus ICS" based on "Kartu Anggota" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 January 2021. • "Formulir Anggota", 1 land parcels dated 17 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 19 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Usaha Tani Sejahtera" dated 1 June 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 1 June 2021 • "Surat Keputusan No : 020/SK.ICS/KOP-UTS/VI/2021 Tentang Daftar Anggota Sertifikasi" dated 1 June 2021 • "STDB Nomor 525/138/DISBUN-KT/STD-B/WNS-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 <p>Documents for others sampled smallholder was reviewed and complied to the procedure and RSPO ISH Standard.</p>	
A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	<p>Details of membership requirements can be seen on indicator A.1.3</p> <p>Verification of all smallholder member upon registration carried out by ICS team, approved by "Komite Persetujuan"/Approval Committee. Recorded under minute/"Berita Acara Verifikasi Lahan Pekebun Sertifikasi".</p> <p>Upon successful verification, the smallholder member signed statement letter "Formulir Pernyataan Komitmen Petani Swadaya</p>	Complied

		<p>dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". The statement letter consists commitment of each member to:</p> <ul style="list-style-type: none"> a. Committed to the importance sustainable production b. To follow RSPO principle, criteria and indicator c. Committed to provide all information to ICS Group Manager : <ul style="list-style-type: none"> 1) All land holdings 2) Location (coordinates) of all plots currently planted with oil palm 3) Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders) 4) Any plots located on steep slopes 5) Any plots located on peat 6) Details on plans for replanting and expansion of oil palm 7) Any existing land disputes 8) Ownership and land use status 9) Source of farm labour. d. Committed to: <ul style="list-style-type: none"> 1) Continue to progress along the standard and meet required milestones for progress; 2) Participate in trainings as required and actively participate in the group; 3) Ensuring no forced labour on farm operations and ending any existing forced labour; 4) Pay of national level minimum wage; 5) Respecting the rights of workers to file a complaint; 6) Providing safe working conditions and facilities; 	
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		<ol style="list-style-type: none"> 7) No discrimination, harassment or abuse on the farm; 8) Ensuring no child labour on farm operations and ending any existing child labour; 9) Not clearing or acquiring land from indigenous people, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified FPIC approach; 10) Resolving any existing disputes; 11) No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation); 12) Protect HCVs and HCS forests through the precautionary practices approach; 13) No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion; 14) Use of best management practices for oil palm on peat; 15) No burning for preparing land or pest control; 16) Minimising and controlling erosion; <p>Sampled smallholder commitment:</p> <ol style="list-style-type: none"> 1) Warhadi, <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 3 land parcels dated 18 May 2021 2) Sakini 	
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		<ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 20 April 2021 <p>3) Supangi</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. • "Formulir Anggota", 1 land parcels dated 25 April 2021 <p>4) Sugito</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. • "Formulir Anggota", 1 land parcels dated 25 April 2021 <p>5) Sulistyowati</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 1 land parcels dated 18 May 2021 <p>6) Jumanta</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 6 December 2020. • "Formulir Anggota", 3 land parcels dated 31 March 2021 <p>7) Muhtadi</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 7 December 2020. 	
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		<ul style="list-style-type: none"> • "Formulir Anggota", 1 land parcels dated 25 April 2021 <p>8) Kusmana</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 6 December 2020. • "Formulir Anggota", 6 land parcels dated 23 April 2021 <p>9) Sarija</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 December 2020. • "Formulir Anggota", 2 land parcels dated 18 May 2021 <p>10) Slamet Turyono</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 5 January 2021. • "Formulir Anggota", 1 land parcels dated 17 April 2021 <p>Documents for others sampled smallholder was reviewed and complied to the procedure and RSPO ISH Standard.</p>	
Milestone A	All members can demonstrate understanding of membership requirements.	There is no new member joined the cooperative since Group Manager and ICS Team established.	Complied
Milestone B	All members can demonstrate understanding of membership requirements.	Based on interview with sampled smallholder, they understood the rights and obligation lined out in membership requirement.	Complied
A.2 The Group Manager is responsible for managing the Group for certification.			
A.2.1			
Eligibility	The group manager has planned for the implementation of the ICS.	The Group Manager have established plan for the implementation of ICS on the form of "Work Plan 2021/2022". The implementation of work plan can be shown in "Realisasi Kerja Tahun 2021 Koperasi Jasa	Complied

		<p>Usaha Tani Sejahtera”. Evidence of implementation program among others:</p> <ul style="list-style-type: none"> - ICS Regular meeting: twice a month in week 2 and week 4. - ICS training: January – March 2021 - SHP and Polygon maps development: March – Dec 2021 - Maps overlay (10 maps): April – May 2021 - Soil and Leaf analysis/sampling unit: January 2021 - Member admission: Jan - Jun 2021 - STDB and SPPL process: Jan - Oct 2021 - Training (Field School) for all members, consist of; <ul style="list-style-type: none"> ✓ Module 1 –ISPO and RSPO certification introduction ✓ Module 2 – Regulation compliance ✓ Module 3 – ICS and Smallholder Institutional ✓ Module 4 – Ecosystem analysis, morphology, fisiology palm oil plantation ✓ Module 5 – FFB anatomy & diagnosis of healthy and abnormal seedlings ✓ Module 6 - Oil palm plantation planning simulation ✓ Module 7 - Plant maintenance techniques ✓ Module 8 – Pesticide Impact Analysis ✓ Module 9 - Soil physical analysis and fertilization techniques ✓ Module 10 – Oil palm pest and disease ✓ Module 11 – Harvesting procedure ✓ Module 12 – Replanting techniques ✓ Module 13 - Environmental degradation and recognize the phenomenon of global warming 	
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		<ul style="list-style-type: none"> ✓ Module 14 – Introduction of high conservation value ✓ Module 15 - Simulation of erosion, eutrophication and hazardous waste ✓ Module 16 - Handling animal conflicts, fires and OHS ✓ Module 17 - Entrepreneurship and household finance ✓ Module 18 - Farmer financial management ✓ Module 19 - Employment contracts, BPJS employment and minimum wage conversion ✓ Module 20 – SOP and Decree ✓ Module 21 – Internal audit and Filing system ✓ Module 22 - Mechanism for selling rsपो certificates and distribution of premiums <p>Evidence of training: attendance list, minutes of training, training material and picture documentation.</p> <ul style="list-style-type: none"> - ICS team socialization, Week 1 December 2021 - Provision of "Buku Aktivitas Kebun Petani", Week 4 July - December 2021 - Harvesting monitoring, January – December 2021 - FFB sales, January – December 2021 - Hazrdous waste storage development, Week 2 - 4 Dec 2021 - Hostplant nursery and planting, Sept - Dec 2021 - Oil Palm Pest and disease monitoring, December 2021 - PPE provision, June 2022 - Internal Audit, December 2021 – February 2022 	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	Available documentary evidence to demonstrate that group members have formally joined the group under "Formulir Anggota Sertifikasi	Complied

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<p>Milestone B</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>RSPO". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original Contract agreement letter at the office. Contract agreement are covering agreement of smallholder member to comply with RSPO Independent Smallholder certification standard and fulfil the requirement of Koperasi Jasa Usaha Tani Sejahtera term and condition. Smallholder member also signed the statement of commitment to implement the sustainable plantation as per "Formulir Pernyataan Komitmen".</p> <p>Compliance of the ICS by smallholder member are assess through annual internal inspection. Latest annual inspection conducted in December 2021 – February 2022. Evidence of internal audit are available, such as internal audit checklist and NCR report. Compliance status against requirement of RSPO Independent Smallholder Standard are available. Any findings in the report have been followed up. The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>Complied</p>
<p>A.2.2</p>			
<p>Eligibility</p>	<p>The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.</p>	<p>Group manager has demonstrates understanding of the ISH standard, group certification and related topics of RSPO certification. It was confirmed during interview with Group Manager. Relevant training for RSPO certification has been followed on 15 January – 5 march 2021: Internal auditor training of RSPO for Independent smallholder, RSPO P&C for smallholder, ISPO P & C, Cooperative institutional/organisation, Good agriculture practices for palm oil plantation, HCV assessment management and monitoring, Environmental management and monitoring, hazardous waste handling, OHS, Social impact management and monitoring.</p> <p>Group manager ICS have managed sufficient resources to manage Koperasi Jasa Usaha Tani Sejahtera. The Group Manager and Internal Control System has been established as per "Perubahan Struktur</p>	<p>Complied</p>

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		<p>Pengurus Internal Control System (ICS) Koperasi Usaha Tani Sejahtera Desa Wanasari". ICS establishment based on "Surat keputusan Nomor: 025/SK.ICS/KOP-UTS/VIII/2022 Tentang Perubahan Struktur Pengurus Internal Control System (ICS) Koperasi Usaha Tani Sejahtera Desa Wanasari" dated 20 August 2022. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> - Group Manager: Sumitra Hidayat - <i>Komite Persetujuan</i> – Approval Committee: Sukarso & Achmad Sudarto - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Wahyudi & Darwin - <i>Unit Penilaian Internal</i> – Internal Assessment Unit: Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna & Sadirin - <i>Unit Data, Dokumentasi dan Penjualan</i> – Data, Documentation and Marketing Unit: Ahmad Rizal Jamani - <i>Unit K3, Darurat Api dan PHT</i>– OHS, Fire emergency and IPM Unit: Bambang Sukarno, Lisyanto, Taslim & Herman <p>Furthermore, Koperasi Jasa Usaha Tani Sejahtera are divided into 2 area management unit of farmer groups and assigned 2 field supervisor (kerani) to control and manage the smallholder members. To manage programs and activities Koperasi Jasa Usaha Tani Sejahtera also establish Job description for each function in ICS structure as per "Pengambilan Keputusan, Tugas dan Tanggung Jawab pengurus" No. SOP/UTS/025/2021 dated 6 February 2021.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group manager have managed sufficient resources to manage Koperasi Jasa Usaha Tani Sejahtera.	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group manager ICS have managed sufficient resources to manage Koperasi Jasa Usaha Tani Sejahtera. The Group Manager and Internal Control System has been established as per "Surat keputusan Nomor:	Complied

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		<p>025/SK.ICS/KOP-UTS/VIII/2022 Tentang Perubahan Struktur Pengurus Internal Control System (ICS) Koperasi Usaha Tani Sejahtera Desa Wanasari" dated 20 August 2022. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> - Group Manager: Sumitra Hidayat - <i>Komite Persetujuan</i> – Approval Committee: Sukarso & Achmad Sudarto - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Wahyudi & Darwin - <i>Unit Penilaian Internal</i> – Internal Assessment Unit: Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna & Sadirin - <i>Unit Data, Dokumentasi dan Penjualan</i> – Data, Documentation and Marketing Unit: Ahmad Rizal Jamani - <i>Unit K3, Darurat Api dan PHT</i> – OHS, Fire emergency and IPM Unit: Bambang Sukarno, Lisyanto, Taslim & Herman <p>To manage programs and activities Koperasi Jasa Usaha Tani Sejahtera also establish Job description for each function in ICS structure as per "Pengambilan Keputusan, Tugas dan Tanggung Jawab pengurus" No. SOP/UTS/025/2021 dated 6 February 2021.</p> <p>The Group Manager of the Koperasi Jasa Usaha Tani Sejahtera has the competence and experience in managing an organization as evidenced by several trainings that have been followed and the experience he has.</p> <p>Some certificates from training ever followed by the group manager - Mr. Sumitra Hidayat has competence and experience, including:</p> <ul style="list-style-type: none"> - Training Lokalatih terbaik dated 15 January – 5 March 2021. The training are covering: RSPO P&C for smallholder, ISPO P & C, Cooperative institutional/organisation, Good agriculture practices for palm oil plantation, HCV assessment management and 	
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		<p>monitoring, Environmental management and monitoring, hazardous waste handling, OHS, Social impact management and monitoring. Training delivered in series of training by Fortasbi, Ministry of Agriculture, RSPO Indonesia (RILO), SNV trainer, Social and legal expert.</p> <ul style="list-style-type: none"> - Pesticide handling training by Komisi Pestisida Dinas Pertanian Kabupaten Kutai Timur on 16 June 2021. - Basic OHS, Fire emergency plan and response by Posko Damkar Kec. Kongbeng & GIZ on 20 March 2021. - First Aid Training & OHS by UPT Puskesmas Muara Wahau, dated 24 February 2022. - Based on interview with Group manager, observation to the field and group office, demonstrated sufficient resources in term of human capital, financial, buildings and other infrastructure such as working tools, PPE, emergency response equipment, hazardous waste storage. 	
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>Koperasi Jasa Usaha Tani Sejahtera has develop annual training plan as documented in "Work Plan 2021/2022". Training plan are covering RSPO ISH Standard, among others:</p> <ul style="list-style-type: none"> ✓ Module 1 –ISPO and RSPO certification introduction ✓ Module 2 – Regulation compliance ✓ Module 3 – ICS and Smallholder Institutional ✓ Module 4 – Ecosystem analysis, morphology, fisiology palm oil plantation ✓ Module 5 – FFB anatomy & diagnosis of healthy and abnormal seedlings ✓ Module 6 - Oil palm plantation planning simulation 	Complied

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		<ul style="list-style-type: none"> ✓ Module 7 - Plant maintenance techniques ✓ Module 8 – Pesticide Impact Analysis ✓ Module 9 - Soil physical analysis and fertilization techniques ✓ Module 10 – Oil palm pest and disease ✓ Module 11 – Harvesting procedure ✓ Module 12 – Replanting techniques ✓ Module 13 - Environmental degradation and recognize the phenomenon of global warming ✓ Module 14 – Introduction of high conservation value ✓ Module 15 - Simulation of erosion, eutrophication and hazardous waste ✓ Module 16 - Handling animal conflicts, fires and hazardous waste ✓ Module 17 - Entrepreneurship and household finance ✓ Module 18 - Farmer financial management ✓ Module 19 - Employment contracts, BPJS employment and minimum wage conversion ✓ Module 20 – SOP and Decree ✓ Module 21 – Internal audit and Filling system ✓ Module 22 - Mechanism for selling RSPO certificates and distribution of premiums <p>Evidence of training: attendance list, minutes of training, training material and picture documentation.</p> <p>The training plan 2021 has been implemented accordingly.</p>	
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	Group Manager has implement a phased approach to ensure members have progressively attended training on the ISH Standard.	Complied

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		<p>Group Manager has develop field school class in 4 location to ensure all smallholkder member are easy to access the field school:</p> <ul style="list-style-type: none"> - UTS 1 Class – located in Persil Bapak Ade Mahbub - UTS 2 Class – located in Persil Bapak Kasiyanto - UTS 3 Class – located in Persil Bapak Sutisna - UTS 4 Class – located in Persil Bapak Sahwan <p>Each field school class has Whatsapp group for communication and coordination between members and ICS.</p> <p>Group Manager and ICS ensure that all members shall be attend the training accordingly. The person who cant attend the training, Koperasi provide the follow up training and training material to share with the smallholder member. All module training are shared to all members as well.</p>	
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>Smallholder member has attend the training and has understanding of the ISH standard group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations. Evidence of training attendance can be shown in “Laporan Sekolah Lapang” for each module training, there are 21 module/topics of training covering all aspect of RSPO ISH standard. It was confirmed during field visit to smallholder plots and interview with smallholder member sampled (39 members).</p> <p>Below are the evidence of training that has been conducted:</p> <p>Smallholders</p> <p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 29 March 2021 was attended by 52 members, 30 March 2021 was 	<p>Complied</p>

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		<p>attended by 25 members, 31 March 2021 was attended by 43 members, 1 April 2021 was attended by 49 members.</p> <ul style="list-style-type: none"> • Material 2; Cooperative Institutions (Cooperative and ICS) on 12 April 2021 was attended by 37 members, 13 April 2021 was attended by 25 members, 14 April 2021 was attended by 49 members, 15 April 2021 was attended by 47 members. • Material 3: Regulatory Compliance Training on 5 April 2021 was attended by 38 members, 6 April 2021 was attended by 28 members, 7 April 2021 was attended by 43 members, 8 April 2021 was attended by 48 members. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 20 April 2021 was attended by 26 members, 21 April 2021 was attended by 42 members, 22 April 2021 was attended by 48 members, • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 26 April 2021 was attended by 35 members, 27 Aril 2021 was attended by 25 members, 28 April 2021 was attended by 48 members, 29 April 2021 was attended by 46 members. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 3 May 2021 was attended by 40 members, 4 May 2021 was attended by 27 members, 6 May 2021 was attended by 88 members. • Material 7: Teknic of Oil Palm Maintenance Training on 24 May 2021 was attended by 39 members, 29 May 2021 was attended by 28 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 50 members. • Material 8: Impact Analysis of Pesticides Use Training (Training Material No. 9) on 24 May 2021 was attended by 40 members, 29 	
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		<p>May 2021 was attended by 23 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 49 members.</p> <ul style="list-style-type: none"> • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on , 5 June 2021 was attended by 36 members, 1 June 2021 was attended by 26 members, 2 June 2021 was attended by 48 members, 3 June 2021 was attended by 45 members. • Material 10; Pest and Disease of Palm Oil (Training Material No. 10) dated 7 June 2021 was attended by 39 members, 8 June 2021 was attended by 26 members, 9 June 2021 was attended by 44 members, 10 June 2021 was attended by 46 members. • Material 11; Harvesting Procedure Training on 14 June 2021 was attended by 38 members, 15 June 2021 was attended by 27 members, 16 June 2021 was attended by 44 members, 12 June 2021 was attended by 46 members. • Material 12; Replanting Training on 21 June 2021 was attended by 36 members, 22 June 2021 was attended by 25 members, 23 June 2021 was attended by 47 members, 24 June 2021 was attended by 46 members. • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 24 members, 6 July 2021 was attended by 40 members, 15 July 2021 was attended by 43 members. • Material 17; Farmers Finance training on 4 August 2021 was attended by 40 members, 29 July 2021 was attended by 43 members, 2 August 2021 was attended by 40 members, 3 August 2021 was attended by 24 members. • Material 21; Internal Audit training on 2 August 2021 was attended by 40 members, 25 August 2021 was attended by 25 	
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		<p>members, 25 August 2021 was attended by 40 members, 26 August 2021 was attended by 43 members,</p> <ul style="list-style-type: none"> • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 38 members, 7 September 2021 was attended by 24 members, 8 September 2021 was attended by 42 members, 9 September 2021 was attended by 38 members. <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 19 July 2021 was attended by 42 members, 21 July 2021 was attended by 64 members, 22 July 2021 was attended by 44 members. • Material 19; Work Insurances on 10 August 2021 was attended by 41 members, 11 August 2021 was attended by 24 members, 11 August 2021 was attended by 40 members, 19 August 2021 was attended by 43 members. <p>c. HCV and HCS Training</p> <ul style="list-style-type: none"> • Material 14; HCV, HCS Training on 5 July 2021 was attended by 40 members, 5 July 2021 was attended by 24 members, 14 July 2021 was attended by 40 members, 8 July 2021 was attended by 44 members. • Limited Pesticides Use training, dated 16 June 2021 attended by 55 member. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> • First Aid Training on behalf Sumitra, Taslim, Lisyanto 24 February 2022 by UPT Puskesmas Muara Wahau. • Internal Audit ISPO attended by Juhana Sesa and Sumitra Hidayat, dated 26-28 January 2022 by Kompas Enviro. 	
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		<ul style="list-style-type: none"> • Internal Audit RSPO, was attended by Sutisna, Idat Mulyadi, Wiwit Zaitun, Juhana Sesa on 19-21 June 2021 by TUV Rheinland. • Basic Training / Lokalatih (Basic safety, occupational illness, venomous and dangerous animals, handling poisoning and first aid, emergency preparedness) attended by Juhana Sesa, Supadi, Sumitra Hidayat, Lisyanto, Bambang Sukarno, Wiwit, Yan Supriatna, Sadirin, Sutrisna, Darwin, Sukarso, Ahmad Misdarto, Taslih and Ahmad Rijal Jamani dated 15 January 2021 – 5 March 2021 by FORTASBI. • Basic Safety / K3, Fire training dated 20 March 2021 attended by ICS Team for example: ICS Team, Bambang Sukarno, Sumitra Hidayat, Suharso and Lisyanto. 	
B – ICS: Policies and management			
B.1 The group Internal Control System contains documented policies and procedures for operational management.			
B.1.1			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	Koperasi Jasa Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KOP-UTS/I/2021 Tentang Pembentukan Struktur Pengurus Internal Control System (ICS)" dated 9 January 2021 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KOP-UTS/I/2021 tentang Penunjukan Manager ICS (Internal Control System) " dated 7 January 2021. ICS Structure are : <ul style="list-style-type: none"> a. Group Manager : Sumitra Hidayat b. Approval Committee : Sukarso and Achmad Misdarto c. Counseling and Registration Unit : <ul style="list-style-type: none"> - Rejo, Solo Mantana, Wahyudi and Darwin d. Internal Audit Unit : 	Complied

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		<ul style="list-style-type: none"> - Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna and Sadirin <p>e. Data, Documentation, Gender Committee and Sales Unit</p> <ul style="list-style-type: none"> - Ahmad Rizal Jamani dan Ervina Heni <p>f. OHS, HCV, Fire Response and IPM Unit</p> <ul style="list-style-type: none"> - Bambang Sukarno, Lisyanto, Taslim dan Herman <p>In 2022, there are revision of ICS Structrue as per "Surat Keputusan No : 025/SK.ICS/KOP-UTS/VIII/2022 Tentang Perubahan Struktur Pengurus ICS" dated 20 August 2022. ICS Structure are :</p> <p>a. Group Manager : Sumitra Hidayat</p> <p>b. Approval Committee : Sukarso and Achmad Misdarto</p> <p>c. Counseling and Registration Unit :</p> <ul style="list-style-type: none"> - Wahyudi and Darwin <p>d. Internal Audit Unit :</p> <ul style="list-style-type: none"> - Juhana Sesa, Idad Mulyadi, Wiwit Zaitun, Sutisna, Yan Supriatna and Sadirin <p>e. Data, Documentation, Gender Committee and Sales Unit</p> <ul style="list-style-type: none"> - Ahmad Rizal Jamani <p>f. OHS, HCV, Fire Response and IPM Unit</p> <ul style="list-style-type: none"> - Bambang Sukarno, Lisyanto, Taslim dan Herman <p>ICS job descriptions stated in Procedure "Pengambilan Keputusan, Tugas dan Tanggung Jawab Pengurus No : SOP/UTS/025/2021" dated 6 February 2021, such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Lead and coordinate all ICS operational activities - Appraise <i>Koperasi</i> members to become RSPO certification member - Coordinate and harmonized all unit in ICS 	
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		<ul style="list-style-type: none"> - Presenting ICS accountability report in <i>Rapat Anggota Tahunan</i> - Accepting grievance and complaint from member and respond it <p><u>Approval Committee (Komite persetujuan)</u></p> <ul style="list-style-type: none"> - Help the ICS Group Manager - Establish a procedures about membership requirements - Conduct verification of member data and their land - Make a verification and recommendation letter - Ensure the internal audit conducted in accordance to procedure - Accept appeal from members if there are member who not agree with internal audit result <p><u>Internal Audit Unit</u></p> <ul style="list-style-type: none"> - Coordinator for conducting internal audit - Prepare and establish Annual Internal program - Prepare and establish internal audit plan - Prepare question/checklist for internal audit in designated format. - Ensure follow up upon internal audit findings prior to external audits. <p><u>Counseling and Registration Unit (Unit Penyuluhan dan Pendaftaran)</u></p> <ul style="list-style-type: none"> - Make training report and training evidences - Training about RSPO and ISPO also everything related to ICS - Training about all regulation and procedure to member - Prepare the training materials - Establish the procedures related to GAP - Conduct membership selection and registration <p><u>Data, Documentation and Sales Unit</u></p>	
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		<ul style="list-style-type: none"> - Prepare membership database - Prepare for ICS Committee meeting agenda - Make a member card for each smallholder - Conduct recapitulation of FFB production, fertilizer and pesticides - Documentation of ICS activities - Responsible as Gender Committee <p><u>OHS, HCV, Fire Response and IPM Unit</u></p> <ul style="list-style-type: none"> - As PIC for HCV, OHS and IPM operational management - Conduct first aid kit monitoring - Communication and consultation with related stakeholder - Conduct training to smallholder about HCV, OHS, Emergency Responses and IPM - Make and install warning board about HCV, OHS and IPM - Conduct soil and leaves sampling <p><u>Internal Audit</u></p> <p>ICS has an internal auditor who has been trained by TUV Rheinland :</p> <ol style="list-style-type: none"> a. Juhana Sesa, Certificate Registration No. ZID1/246118867/14 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. b. Wiwit Zaitun, Certificate Registration No. ZID1/246118867/35 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. c. Idad Mulyadi, Certificate Registration No. ZID1/246118867/09 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. d. Sutisna, Certificate Registration No. ZID1/246118867/22 dated 31 July 2021. Training was conducted on 19 – 21 June 2021. e. Sadirin, Training Certificate from FORTASBI "Loklatih" dated 15 January – 5 March 2021 about ICS and Audit Internal 	
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		<p>f. Yan Supriatna, Training Certificate from FORTASBI "Lokalatih" dated 15 January – 5 March 2021 about ICS and Audit Internal Koperasi Jasa Usaha Tani Sejahtera has "Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No.SOP/UTS/007/2021" dated 28 January 2021. In the procedure stated about :</p> <ul style="list-style-type: none"> • Section 3 "Metodologi – Frekuensi Audit Internal dilakukan paling sedikit 1 kali dalam 1 tahun untuk setiap petani, sesuai dengan rencana kerja tahunan" – Internal audit frequency carried out minimum once in 1 year for each smallholder farmer, in accordance to yearly work plan. <p>Methodology:</p> <ul style="list-style-type: none"> - Internal audit conducted before External Audit - Evaluation point: audit based on individual smallholder member (not based on land), all cooperative committee shall be audited by internal audit; Internal auditor will audit smallholder member doing replanting; Internal auditor will audit smallholder member doing oil palm plantation expansion; Internal auditor will audit new smallholder member; Internal auditor will audit smallholder with history of non-conformity; • Section 4 explains the competence requirement in "Kompetensi Internal Audit – tidak memiliki konflik kepentingan, harus memiliki sumber daya yang profesional, berkapasitas, bisa bersikap objektif, mempunyai keinginan memperbaiki serta loyalitas yang tinggi, dapat bekerjasama dengan semua pihak" – Internal Auditor competence; does not have conflict of interest, has professional resources, have the capacity for internal audit, objective, continuous improvement and loyalty, cooperate with all parties. • Section 5 explain the internal audit risk management – There are 12 point in internal auditor evaluation, 112 point in checklist to be 	
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		<p>verified; if the result below 50%, the internal auditor will re-conduct internal audit with time of compliance within 3 months. If this condition applied, then the internal audit will be conducted 2 times in a year; If the results above 50% then the audit only one time per year.</p> <ul style="list-style-type: none"> • Section 8 explains the finding report "Penulisan dan Pelaporan Hasil Audit – Auditor melaporkan hasil temuannya ke dalam "Formulir Laporan Ketidaksesuaian" dan diberikan kepada Auditee dan Kepala Audit Internal. Merekap hasil temuan dan perbaikan di form yang sudah tersedia dan dilaporkan kepada Kepala Audit Internal selambatnya 30 hari pasca audit" – Internal Audit Report Writing – Auditor reporting the finding into "Formulir Laporan Ketidaksesuaian" and reported to Auditee and Internal Audit Manager, the findings and report submitted within 30 days post audit. • Section 9 explains the sanction "Tindak Lanjut Audit – Unit Audit Internal bersama auditee menentukan kapan rencana perbaikan dilakukan. Masa perbaikan dilakukan selambatnya 90 hari setelah disampaikan hasil audit. Tindak lanjut bisa dilakukan saat audit berikutnya sesuai program audit atau adanya audit tambahan di luar program audit" – Audit Follow Up – Internal Audit Unit with auditee will determine when the follow up audit/NC verification audit carried out. Timeframe for NC verification audit max. 90 days after audit result communicated. Follow up carried out on subsequent audit or additional audit outside audit program. <p>Koperasi Jasa Usaha Tani Sejahtera also has "Standar Operasional Prosedur tentang Perbaikan Hasil Audit No.SOP/UTS/009/021" dated 28 January 2021. Sanction if findings not followed up :</p>	
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		<ul style="list-style-type: none"> • In point 4 stated that internal audit shall informed internal audit result to member and its correction time (finding within 90 days after internal audit). • In point 6 stated that ICS Group Manager have rights to issued warning (verbal) if members do not correct the finding • In point 7 stated that ICS Group Manager have rights to give Surat Peringatan 1 dan Surat Peringatan 2, also dismissed the member membership if they not make a correction of finding. - Koperasi also have an appeal procedure "SOP Banding Anggota No: SOP/UTS/008/2021" dated 28 January 2021. In procedure explaint that member can appeal the internal audit in written to Approval Committee attached with internal audit result. Approval Committee will verified within 7 days. 	
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	Procedure related to Internal audit and its follow up can be seen in B.1.1 Eligibility above.	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	<p>Internal audit was conducted to 169 members on December 2021 – March 2022. Records was seen and reviewed, such as :</p> <ul style="list-style-type: none"> • "Program Kerja Tahunan Unit Penilaian Internal Koperasi Jasa Usaha Tani Sejahtera tahun 2021-2022" dated 15 September 2021 • "Jadwal Kesiediaan Audit Internal", consist of name of smallholder and when they can be audited by internal auditor, example : Muhammad Yusuf willing to be audited on 10 December 2021; Supangi willing to be audited on 22 December 2021; Sulistyowati willing to be audited on 15 December 2021; Sugito willing to be audited on 13 January 2022; and, Kusmana willing to be audited on 5 December 2021. • Records : <ul style="list-style-type: none"> ➤ Member name : Supangi, Auditor : Sadirin, Date : 19 January 2022. Findings based on "Form Pertanyaan Audit Internal": 12 	Complied

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		<p>findings; "Form laporan hasil audit internal" recorded only 3 findings (BPJS Ketenagakerjaan not available, Hazardous waste not collected in Koperasi's warehouse and worker's contract not available). Findings that not recorded are operational activities not recorded (harvesting, fertilizer and spraying – this count as 3 findings), no evidence of worker payment and etc. Evidences of corrective action and date of follow up were not available</p> <ul style="list-style-type: none"> ➤ Member name : Kusmana, Auditor : Juhana Sesa, Date : 5 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 2 findings (PPEs and BPJS Ketenagakerjaan) ; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, worker's contract and not using PPEs). "Form laporan hasil audit internal" not in accordance with "Form Pertanyaan Audit Internal". Evidences of corrective action and date of follow up were not available ➤ Member name : M. Yusuf, Auditor : Sadirin, Date : 10 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 8 findings; "Form laporan hasil audit internal" recorded only 4 findings (BPJS Ketenagakerjaan not available, plot boundary pole not available, total spraying and workers payment not available). Findings that not recorded are operational activities not recorded (harvesting, fertilizer and spraying – this count as 3 findings), no evidence of worker payment and etc. Evidences of corrective action and date of follow up were not available ➤ Member name : Sugito, Auditor : Yan Supriatna, Date : 15 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 1 findings about no contract with worker; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, fronds stacking not in circle u 	
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		<p>and not knowing about wage). Evidences of corrective action and date of follow up were not available</p> <ul style="list-style-type: none"> ➤ Member name : Marsum, Auditor : Yan Supriatna ; Date : 24 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 2 findings about payment record and BPJS Ketenagakerjaan; "Form laporan hasil audit internal" recorded 3 findings (BPJS Ketenagakerjaan not available, PPEs not available and operational activities record not available). Evidences of corrective action and date of follow up were not available ➤ Member name : Sulistyowati, Auditor : Wiwit Z ; Date : 15 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 6 findings about operational activities records (harvesting, fertilizer and spraying), payment record, worker contract and BPJS Ketenagakerjaan; "Form laporan hasil audit internal" recorded 4 findings (BPJS Ketenagakerjaan not available, PPEs not available, NPWP not available and operational activities record not available). Evidences of corrective action and date of follow up were not available <ul style="list-style-type: none"> • "Absensi Audit Internal Koperasi Jasa Usaha Tani Sejahtera", attended by 169 members out of 362 members • "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 14 December 2021, 7 February 2022, 18 February 2022 and 14 January 2022. • "Daftar Identifikasi Peluang Perbaikan Hasil Audit Internal", there are 12 findings such as : <ul style="list-style-type: none"> a) Workers contract not available b) PPEs availability c) No BPJS Ketenagakerjaan 	
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		<ul style="list-style-type: none"> d) No NPWP e) Hazardous waste not collectd to warehouse f) Fronds stacking without letter U g) No beneficial plant h) Total spraying i) No evidence of payment to worker j) Operational activities not written k) Not knowing about procedure <p>Not knowing about conversion of minimum wage per days</p>	
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Group Manager can be shown the availability of basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations. The document were kept in Koperasi office.</p> <p>The basic information, farm information, legal documentation for land hectarage was found consistent.</p> <ul style="list-style-type: none"> 1) Legal documentation of group member see Criterion 2.1 2) Production data see Indicator D.1.1 and D.2.1 3) Signed smallholder declarations see Indicator A.1.4 	Complied
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Complied
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Complied
C – ICS: Group Business planning			
C.1 The group has a Business Plan prepared with the participation and contributions of all group members			
C.1.1			
Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> • Production and income forecasting based on historical records • Plans for expansion 	<p>Koperasi Jasa Usaha Tani Sejahtera has set the annual business plan. That document informed of estimate of FFB production, replanting</p>	Complied

		area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next year ahead.	
Milestone A	The group business plan is implemented and reviewed at least annually.	Koperasi Jasa Usaha Tani Sejahtera has established the annual group business plan year 2022-2025 and has reviewed at least annually, the last review has conducted on 13 March 2022.	Complied
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	Koperasi Jasa Usaha Tani Sejahtera has demonstrated financial stability and growth, and is able to support itself financially, for examples: Continuity of ICS program, e.g.: Install of signboard sampling at kavling’s member, install of owl cage, OHS socialization, drainage maintenance, training for ICS and members, road maintenance and Temporary Storage for Hazardous Waste.	Complied
C.2 The ICS of the group is integrated with the group’s management plan.			
C.2.1			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	<p>Koperasi Jasa Usaha Tani Sejahtera has prepared a group management plan to improve productivity of group members, a management plans have included training/capacity building plans and an approach to strengthen links within supply chain.</p> <p>Organization has showed the relevant training program to improve productivity of group members as mentioned in “Rencana Pelatihan Koperasi Jasa Usaha Tani Sejahtera” including best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record). Sighted the record of training as follows:</p> <p>Smallholders</p> <p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p>	Complied

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		<ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 29 March 2021 was attended by 52 members, 30 March 2021 was attended by 25 members, 31 March 2021 was attended by 43 members, 1 April 2021 was attended by 49 members. • Material 2; Cooperative Institutions (Cooperative and ICS) on 12 April 2021 was attended by 37 members, 13 April 2021 was attended by 25 members, 14 April 2021 was attended by 49 members, 15 April 2021 was attended by 47 members. • Material 3: Regulatory Compliance Training on 5 April 2021 was attended by 38 members, 6 April 2021 was attended by 28 members, 7 April 2021 was attended by 43 members, 8 April 2021 was attended by 48 members. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 20 April 2021 was attended by 26 members, 21 April 2021 was attended by 42 members, 22 April 2021 was attended by 48 members, • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 26 April 2021 was attended by 35 members, 27 Aril 2021 was attended by 25 members, 28 April 2021 was attended by 48 members, 29 April 2021 was attended by 46 members. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 3 May 2021 was attended by 40 members, 4 May 2021 was attended by 27 members, 6 May 2021 was attended by 88 members. • Material 7: Teknic of Oil Palm Maintenance Training on 24 May 2021 was attended by 39 members, 29 May 2021 was attended by 28 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 50 members. 	
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		<ul style="list-style-type: none"> • Material 8: Impact Analysis of Pesticides Use Training (Training Material No. 9) on 24 May 2021 was attended by 40 members, 29 May 2021 was attended by 23 members, 26 May 2021 was attended by 43 members, 28 May 2021 was attended by 49 members. • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 5 June 2021 was attended by 36 members, 1 June 2021 was attended by 26 members, 2 June 2021 was attended by 48 members, 3 June 2021 was attended by 45 members. • Material 10; Pest and Disease of Palm Oil (Training Material No. 10) dated 7 June 2021 was attended by 39 members, 8 June 2021 was attended by 26 members, 9 June 2021 was attended by 44 members, 10 June 2021 was attended by 46 members. • Material 11; Harvesting Procedure Training on 14 June 2021 was attended by 38 members, 15 June 2021 was attended by 27 members, 16 June 2021 was attended by 44 members, 12 June 2021 was attended by 46 members. • Material 12; Replanting Training on 21 June 2021 was attended by 36 members, 22 June 2021 was attended by 25 members, 23 June 2021 was attended by 47 members, 24 June 2021 was attended by 46 members. • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 24 members, 6 July 2021 was attended by 40 members, 15 July 2021 was attended by 43 members. • Material 17; Farmers Finance training on 4 August 2021 was attended by 40 members, 29 July 2021 was attended by 43 members, 2 August 2021 was attended by 40 members, 3 August 2021 was attended by 24 members. 	
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		<ul style="list-style-type: none"> • Material 21; Internal Audit training on 2 August 2021 was attended by 40 members, 25 August 2021 was attended by 25 members, 25 August 2021 was attended by 40 members, 26 August 2021 was attended by 43 members, • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 38 members, 7 September 2021 was attended by 24 members, 8 September 2021 was attended by 42 members, 9 September 2021 was attended by 38 members. <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 19 July 2021 was attended by 42 members, 21 July 2021 was attended by 64 members, 22 July 2021 was attended by 44 members. • Material 19; Work Insurances on 10 August 2021 was attended by 41 members, 11 August 2021 was attended by 24 members, 11 August 2021 was attended by 40 members, 19 August 2021 was attended by 43 members. <p>c. HCV and HCS Training</p> <ul style="list-style-type: none"> • Material 14; HCV, HCS Training on 5 July 2021 was attended by 40 members, 5 July 2021 was attended by 24 members, 14 July 2021 was attended by 40 members, 8 July 2021 was attended by 44 members. • Limited Pesticides Use training, dated 16 June 2021 attended by 55 member. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> • First Aid Training on behalf Sumitra, Taslim, Lisyanto 24 February 2022 by UPT Puskesmas Muara Wahau. 	
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		<ul style="list-style-type: none"> • Internal Audit ISPO attended by Juhana Sesa and Sumitra Hidayat, dated 26-28 January 2022 by Kompasias Enviro. • Internal Audit RSPO, was attended by Sutisna, Idat Mulyadi, Wiwit Zaitun, Juhana Sesa on 19-21 June 2021 by TUV Rheinland. • Basic Training / Loklatih (Basic safety, occupational illness, venomous and dangerous animals, handling poisoning and first aid, emergency preparedness) attended by Juhana Sesa, Supadi, Sumitra Hidayat, Lisyanto, Bambang Sukarno, Wiwit, Yan Supriatna, Sadirin, Sutrisna, Darwin, Sukarso, Ahmad Misdarto, Taslih and Ahmad Rijal Jamani dated 15 January 2021 – 5 March 2021 by FORTASBI. • Basic Safety / K3, Fire training dated 20 March 2021 attended by ICS Team for example: ICS Team, Bambang Sukarno, Sumitra Hidayat, Suharso and Lisyanto. <p>ICS Manager;</p> <ul style="list-style-type: none"> • Internal Audit RSPO, dated 19-21 June 2021 by TUV Rheinland. • Internal Audit ISPO attended by Sumitra Hidayat, dated 26-28 January 2022 by Kompasias Enviro. • Basic Training / Loklatih (RSPO ISPO standards, Cooperative Institutions, ICS, manage the land without fire, SEIA, SIA, LUCA), dated 15 January 2021 – 5 March 2021 by FORTASBI. <p>Organization has an approach to strengthen links within the supply chain, the approach is to coordinate continuously with PT Dharma Satya Nusantara (DSN Group) PKS 11 in further improving the quality of the FFB of groups members as mentioned in the Agreement Letter regarding "Pelaksanaan Kerjasama Mendukung Perkebunan Sawit Rakyat Berkelanjutan Kecamatan Muara Wahau" dated 13 April 2022 regarding the quality of FFB grading has mentioned in the Agreement at point D – "Metode Panen Terkendali Grading Rendah".</p>	
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<p>Milestone A</p>	<p>The group management plan is implemented and reviewed at least annually.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has appointed 6 internal ICS auditors on behalf of Juhana Sesa, Idad Mulyadi, Sadirin, Yan Supriatna, Sustisna and Wiwit Zaitun as mentioned in the Surat Keputusan No. 025/SK.ICS/KOP-UTS/VIII/2022 "Penunjukan Manager dan Pengurus ICS Koperasi Jasa Usaha Tani Sejahtera. The internal auditor has been appointed to check the implementation of the group management plan through internal audit, internal auditors also coordinate to the Supervisory Agency/<i>Badan Pengawas</i>. This internal audit team has participated in RSPO Smallholder Training which was facilitated by the TUV Rheinland on 19-21 June 2021, for example certificate registration for Juhana Sesa Certificate No. ZID1/246118867/14, Wiwit Zaitun ZID1/246118867/35, Idad Mulyadi No. ZID1/246118867/09, Idad Mulyadi No. ZID1/246118867/09 . Audit activities are carried out by Internal Auditor within 2 months until all members are audited. Based on the records of the results of the audit in 2021 and 2022 (December 2021 – February 2022), there are records of audit findings as follows no boundary for pesticides application and the implementation of BMP has not been maximal (delay in weeding, pruning and so on).</p> <p>Koperasi Jasa Usaha Tani Sejahtera has held an annual review meeting/Rapat Anggota Tahunan schedule to review the group management plan on 13 March 2022. Annual Review Meeting has discussed the following:</p> <ul style="list-style-type: none"> • Develop Koperasi Jasa Usaha Tani Sejahtera Production in 2022. • Plan of Certification of RSPO and ISPO standards. • Installing of warning board related HCV, and zero burning. <p>Koperasi Jasa Usaha Tani Sejahtera also has a Supervisory Agency/<i>Badan Pengawas</i> (Ahmad Abu Bakar, Juhana Sesa and</p>	<p>Complied</p>
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		Wahyudi) which functions to supervise the operational and financial activities of cooperatives.																	
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	<p>Koperasi Jasa Usaha Tani Sejahtera has appointed Wahyudi and Darwin (Unit Penyuluhan dan Pendaftaran) as the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards as mentioned in the job desk of ICS Structure.</p> <p>Based on interview with person in charge of ICS Manager stated that have the program for Internal Inspection to ensure compliance with ISH standard. Also, Koperasi Jasa Usaha Tani Sejahtera has prepared the annual training program to refresh the understanding of ISH requirement. The ICS Manager demonstrates compliance of Koperasi Jasa Usaha Tani Sejahtera with this Independent Smallholder Standard.</p>	Complied																
D – ICS: Group trading system for certified volumes																			
D.1 The group has a procedure and system in place for the tracking of FFB.																			
D.1.1																			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p> <p>Data of Production in 2021</p> <table border="1"> <thead> <tr> <th>Month</th> <th>MT*</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>974.49</td> </tr> <tr> <td>February</td> <td>964.02</td> </tr> <tr> <td>March</td> <td>941.76</td> </tr> <tr> <td>April</td> <td>1,048.89</td> </tr> <tr> <td>May</td> <td>973.44</td> </tr> <tr> <td>June</td> <td>947.30</td> </tr> <tr> <td>July</td> <td>839.88</td> </tr> </tbody> </table>	Month	MT*	January	974.49	February	964.02	March	941.76	April	1,048.89	May	973.44	June	947.30	July	839.88	Complied
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Milestone A	Group manager maintains annual production records and sales of certified volumes.	<p>Koperasi Jasa Usaha Tani Sejahtera has established document related to roles and responsibilities of "Unit Penjualan" as per SOP/UTS/025/2021 dated 6 February 2021, point k stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Jasa Usaha Tani Sejahtera RSPO_PO1000014563.</p> <p>ICS manager and Unit Penjualan maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes</p>	Complied																																

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		<p>through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>The organization Koperasi Jasa Usaha Tani Sejahtera using record FFB production per smallholder member per month. This monthly FFB production data collected by “Krani”. The monthly FFB production data from Krani summarized by Group Manager team.</p> <p>Sampled Harvest Notes:</p> <p>Muhamad Yusuf UTS-081:</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 6 June 2022, qty 2,314 Kg; 2nd rotation on 17 June 2022, qty 1,526 Kg. • Period July 2022: 1st rotation on 6 July 2022, qty 2,311 kg, 2nd rotation on 17 July 2022, qty 1,928 kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1596 kg, 2nd rotation on 17 August 2022, qty 2776 kg. <p>Sutari UTS148:</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 6 June 2022, qty 2,679 Kg; 2nd rotation on 17 June 2022, qty 1,845 Kg. • Period July 2022: 1st rotation on 6 July 2022, qty 1,069 kg, 2nd rotation on 17 July 2022, qty 1,400 kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1,887 kg, 2nd rotation on 17 August 2022, qty 2,080 kg. <p>Marsun – UTS 068</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 2,324 Kg; 2nd rotation on 18 June 2022, qty 1,281 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,146 Kg; 2nd rotation on 18 July 2022, qty 1,898 Kg. 	Complied

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		<ul style="list-style-type: none"> • Period August 2022: 1st rotation on 2 August 2022, qty 1,626 Kg; 2nd rotation on 18 August 2022, qty 1,184 Kg. <p>Sudarmi – UTS 130</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 2,095 Kg; 2nd rotation on 18 June 2022, qty 2,307 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,479 Kg; 2nd rotation on 18 July 2022, qty 1,147 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,272 Kg; 2nd rotation on 18 August 2022, qty 1,943 Kg. <p>Muhamad Sukur – UTS 073</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,001 Kg; 2nd rotation on 18 June 2022, qty 1,050 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,125 Kg; 2nd rotation on 18 July 2022, qty 985 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 661 Kg; 2nd rotation on 18 August 2022, qty 813 Kg. <p>Koperasi Jasa Usaha Tani Sejahtera was prepared a record of FFB production from some group member selling their FFB to PT. Dharma Satya Nusantara – DSN Group, the organization has input the form of delivery through program “ DSN WB Transport”, in the program must input the time, plat no, name of driver, quantity of bunches and block. The program installed in the handphone of operator/driver, the organization also input the Delivery Order, samples seen as follows:</p> <ul style="list-style-type: none"> • Delivery Order No. SP.TBS: 7220012758 dated 7 June 2022 qty 475 bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0502859 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 9,170kg, Driver Rohman, Plat No. KT8482RS. • Delivery Order No. SP.TBS: 7220012790 dated 24 June 2022 	
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		<p>qty 500 bunches, Block II – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0490942 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty8,300kg, Driver Ridwan, Plat No. KT8505NC.</p> <ul style="list-style-type: none"> • Delivery Order No. SP.TBS: 7210000005 dated 30 June 2022 qty 450 bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0023634 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,921kg, Driver Agus, Plat No. KT8130RF. • Delivery Order No. SP.TBS:7220019118 dated 16 August 2022 qty 699 bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0004757 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 9,795kg, Driver Ridwan, Plat No. KT8505NC • Delivery Order No. SP.TBS:722006861 dated 03 August 2022 qty 699 bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 00023394 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 8,608kg, Driver Ridwan, Plat No. KT8482RS. • Delivery Order No. SP.TBS:7220013205 dated 01 August 2022 qty 400 bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0009894 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,749kg, Driver Agus, Plat No. KT8130RF. • Delivery Order No. SP.TBS:7210000057 dated 1 July 2022 qty bunches, Block I – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0023394 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 8,600kg, Driver Rohman, Plat No. KT8042RS. 	
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		The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.	
D.2 The group documents and implements a system for the tracking of FFB			
D.2.1			
Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	<p>Koperasi Jasa Usaha Tani Sejahtera has established document related to roles and responsibilities of “Unit Penjualan” as per SOP/UTS/025/2021 dated 6 February 2021, point 15 stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Jasa Usaha Tani Sejahtera RSPO_PO1000014563.</p> <p>ICS manager and “Unit Penjualan” maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	Complied
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	<p>Koperasi Jasa Usaha Tani Sejahtera has established document related to roles and responsibilities of “Unit Penjualan” as per SOP/UTS/025/2021 dated 6 February 2021, point k stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Jasa Usaha Tani Sejahtera RSPO_PO1000014563.</p>	Complied

		<p>ICS manager and "Unit Penjualan" maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	
<p>D.3 The group has a procedure and system for premium distribution.</p>			
<p>D.3.1</p>			
<p>Eligibility</p>	<p>The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.</p>	<p>Koperasi Jasa Usaha Tani Sejahtera has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan No. 026/SK.ICS/KOP UTS/VIII/2022 "Rencana Anggaran Biaya Premi Sertifikasi RSPO" dated 20 August 2022, distribution of premium as follows:</p> <ul style="list-style-type: none"> • 24.81% for Surveillance audit (RSPO). • 0.78% for membership. • 9.19% reserved fund "laba disisihkan". • 35.29% for ICS • 4.41% internal audit and comparative study • Member: <ul style="list-style-type: none"> - 6.48% BPJS program (work accident insurance) - 3.68% training for members - 1.84% medical check up for members. - 4.66% PPE - 5.44% pesticide procurement • 0.99% operational of certification, stationery, sign board, routine meeting". 	<p>Complied</p>

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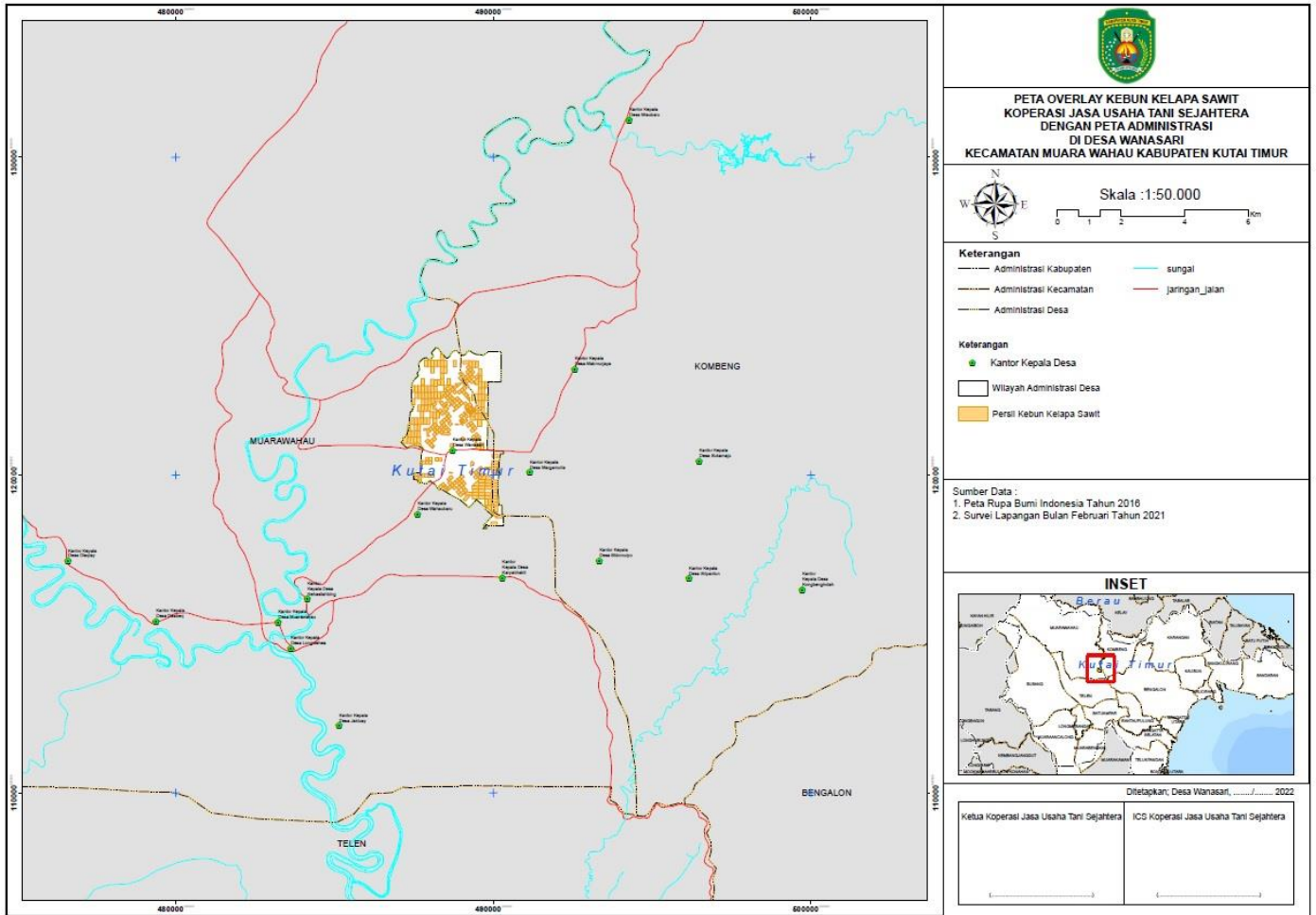
		<ul style="list-style-type: none"> • 0.92% sign of board for awareness • 1.10% monthly meeting • 35.29% operational of ICS team • 0.99% business travel operational cost • 0.42% for social and environmental funds. <p>The plan of distribution of premium has socialization to the members on 26 September 2022 was attended by 95 members, 27 September 2022 was attended by 27 members, 28 September 2022 was attended by 55 members, 29 September 2022 was attended by 18 members and 4 October 2022 was attended by 14 members.</p>	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	The organization Koperasi Jasa Usaha Tani Sejahtera has not certified, hence has not received premiums.	Not Applicable
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Not applicable	Not Applicable

Appendix B: GHG Reporting Executive Summary

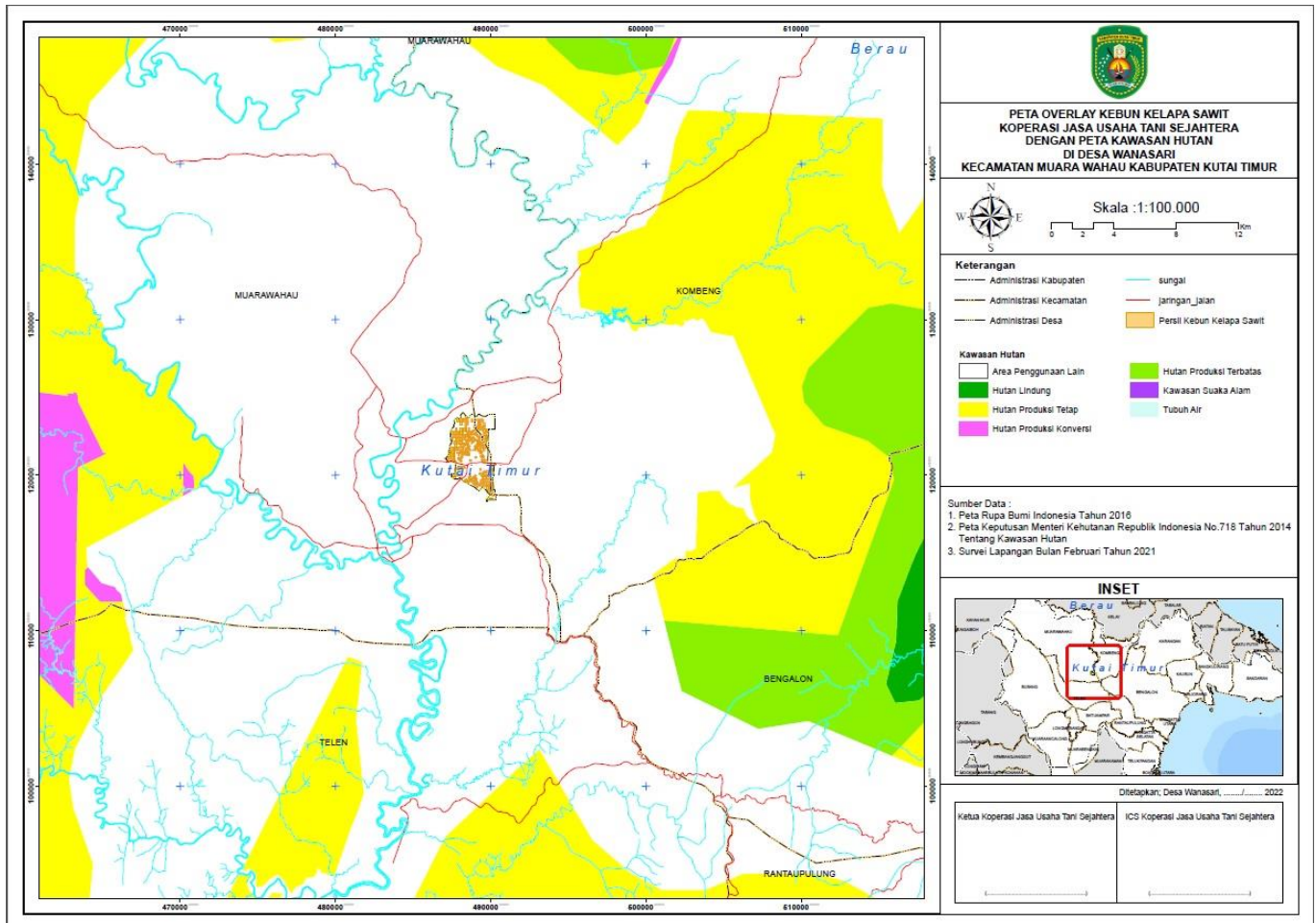
Not Applicable for Independent Smallholder.

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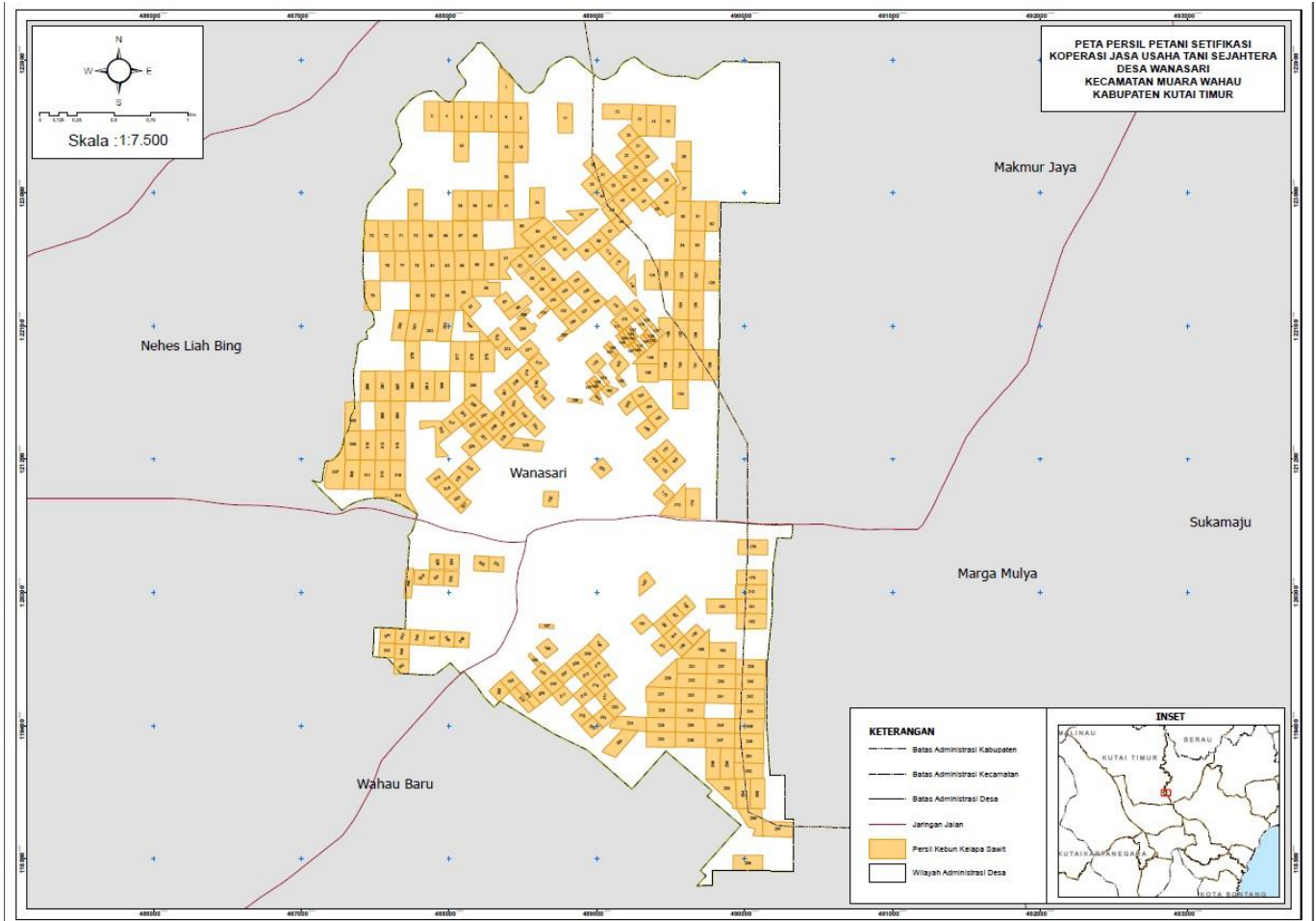
Appendix C: Location Map of Certification Unit and Supply bases



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Appendix D: Estate Field Map



Appendix E: List of Smallholder Registered and/or sampled

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
1	A. JUMADIL AFANDI a	Desa Wanasari	1° 4' 56.45"	116° 53' 42.76"	1.00	1.00	16.76	01/06/2021	UTS.001
	A. JUMADIL AFANDI b	Desa Wanasari	1° 5' 01.84"	116° 54' 37.75"	2.00	2.00	40.08	01/06/2021	UTS.001
2	ABDUL HARIS	Desa Wanasari	1° 4' 59.44"	116° 54' 19.35"	2.00	2.00	40.06	01/06/2021	UTS.002
3	ACHMAD MISDARTO	Desa Wanasari	1° 5' 45.58"	116° 53' 36.36"	1.00	1.00	22.53	01/06/2021	UTS.003
4	ADE MAHBUB LAMRI a	Desa Wanasari	1° 6' 22.13"	116° 54' 3.86"	1.00	1.00	22.53	01/06/2021	UTS.004
	ADE MAHBUB LAMRI b	Desa Wanasari	1° 6' 20.12"	116° 53' 56.64"	1.00	1.00	22.19	01/06/2021	UTS.004
	ADE MAHBUB LAMRI c	Desa Wanasari	1° 6' 24.45"	116° 54' 01.72"	1.00	1.00	24.26	01/06/2021	UTS.004
	ADE MAHBUB LAMRI d	Desa Wanasari	1° 6' 36.80"	116° 53' 27.68"	2.00	2.00	46.88	01/06/2021	UTS.004
5	AHMAD ABU BAKAR	Desa Wanasari	1° 6' 03.61"	116° 53' 30.20"	2.00	2.00	43.95	01/06/2021	UTS.005
6	AMINAH	Desa Wanasari	1° 5' 13.11"	116° 54' 21.10"	1.00	1.00	22.58	01/06/2021	UTS.006
7	ANA QUITTE BE a	Desa Wanasari	1° 4' 50.68"	116° 54' 05.52"	1.00	1.00	17.87	01/06/2021	UTS.007
	ANA QUITTE BE b	Desa Wanasari	1° 5' 11.89"	116° 54' 37.89"	2.00	2.00	38.43	01/06/2021	UTS.007
8	ANANG	Desa Wanasari	1° 6' 24.50"	116° 53' 34.47"	2.00	2.00	46.59	01/06/2021	UTS.008
9	ANIS PURWATI	Desa Wanasari	1° 6' 43.42"	116° 53' 34.12"	2.00	2.00	42.32	01/06/2021	UTS.009
10	ANITA ROSIHANA	Desa Wanasari	1° 5' 5.35"	116° 54' 31.54"	2.00	2.00	45.55	01/06/2021	UTS.010
11	ANWARUDIN	Desa Wanasari	1° 6' 10.33"	116° 54' 15.65"	1.48	1.48	34.26	01/06/2021	UTS.011
12	ARPAN	Desa Wanasari	1° 6' 43.40"	116° 53' 40.80"	2.00	2.00	45.72	01/06/2021	UTS.012
13	ARIF NUGRAHA a	Desa Wanasari	1° 6' 15.20"	116° 54' 11.46"	0.25	0.25	5.61	01/06/2021	UTS.013
	ARIF NUGRAHA b	Desa Wanasari	1° 6' 29.49"	116° 53' 52.32"	1.00	1.00	23.55	01/06/2021	UTS.013
14	ARNIAH	Desa Wanasari	1° 6' 01.73"	116° 54' 22.37"	2.00	2.00	40.39	01/06/2021	UTS.014
15	ARYANA a*	Desa Wanasari	1° 6' 08.70"	116° 53' 51.29"	1.00	1.00	22.90	01/06/2021	UTS.015
	ARYANA b	Desa Wanasari	1° 5' 28.18"	116° 54' 38.20"	2.00	2.00	48.60	01/06/2021	UTS.015
16	BAKRI SANI TANJUNG	Desa Wanasari	1° 4' 48.54"	116° 54' 03.05"	1.00	1.00	21.15	01/06/2021	UTS.016
17	BAMBANG SUKARNO a	Desa Wanasari	1° 5' 54.99"	116° 53' 36.83"	1.00	1.00	23.76	01/06/2021	UTS.017
	BAMBANG SUKARNO b	Desa Wanasari	1° 6' 14.66"	116° 54' 10.84"	0.25	0.25	4.71	01/06/2021	UTS.017
18	BEJO HARIYANTO a	Desa Wanasari	1° 5' 57.12"	116° 53' 39.14"	1.00	1.00	24.25	01/06/2021	UTS.018
	BEJO HARIYANTO b	Desa Wanasari	1° 5' 59.64"	116° 53' 36.94"	1.00	1.00	23.31	01/06/2021	UTS.018
19	BUDI MULYO a	Desa Wanasari	1° 6' 47.93"	116° 54' 22.96"	2.00	2.00	43.11	01/06/2021	UTS.019
	BUDI MULYO b	Desa Wanasari	1° 5' 50.60"	116° 53' 13.93"	2.00	2.00	47.04	01/06/2021	UTS.019
20	CECENG a*	Desa Wanasari	1° 6' 22.13"	116° 53' 43.91"	1.00	1.00	23.06	01/06/2021	UTS.020
	CECENG b	Desa Wanasari	1° 6' 23.54"	116° 53' 14.97"	2.00	2.00	44.07	01/06/2021	UTS.020
21	DEDEH	Desa Wanasari	1° 6' 03.34"	116° 54' 02.99"	0.25	0.25	6.08	01/06/2021	UTS.021
22	DIDIN CHAERUDIN a	Desa Wanasari	1° 5' 07.93"	116° 53' 31.25"	1.00	1.00	24.31	01/06/2021	UTS.022
	DIDIN CHAERUDIN b	Desa Wanasari	1° 5' 50.62"	116° 53' 10.59"	2.00	2.00	39.35	01/06/2021	UTS.022
	DIDIN CHAERUDIN c	Desa Wanasari	1° 5' 44.77"	116° 53' 06.99"	2.90	2.90	66.86	01/06/2021	UTS.022
	DIDIN CHAERUDIN d	Desa Wanasari	1° 6' 15.69"	116° 54' 11.93"	0.15	0.15	3.23	01/06/2021	UTS.022
23	ENDUT SUKANDI	Desa Wanasari	1° 6' 03.88"	116° 54' 03.62"	0.25	0.25	4.40	01/06/2021	UTS.023
24	ESTER a	Desa Wanasari	1° 4' 51.01"	116° 54' 00.87"	1.00	1.00	23.88	01/06/2021	UTS.024

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	ESTER b	Desa Wanasari	1° 4' 58.57"	116° 54' 37.68"	2.00	2.00	46.16	01/06/2021	UTS.024
	ESTER c	Desa Wanasari	1° 5' 02.52"	116° 53' 59.54"	1.00	1.00	23.58	01/06/2021	UTS.024
25	GARIMO a	Desa Wanasari	1° 6' 33.10"	116° 54' 06.56"	1.00	1.00	24.36	01/06/2021	UTS.025
	GARIMO b	Desa Wanasari	1° 6' 11.88"	116° 54' 12.89"	0.25	0.25	5.86	01/06/2021	UTS.025
	GARIMO c	Desa Wanasari	1° 6' 39.80"	116° 54' 9.44"	1.00	1.00	23.74	01/06/2021	UTS.025
	GARIMO d	Desa Wanasari	1° 6' 30.12"	116° 53' 18.18"	2.00	2.00	47.83	01/06/2021	UTS.025
26	GUPUH HARIYANTO a	Desa Wanasari	1° 6' 00.88"	116° 54' 04.14"	0.37	0.37	7.60	01/06/2021	UTS.026
	GUPUH HARIYANTO b	Desa Wanasari	1° 6' 30.76"	116° 54' 08.81"	1.00	1.00	23.73	01/06/2021	UTS.026
	GUPUH HARIYANTO c*	Desa Wanasari	1° 6' 27.40"	116° 53' 49.82"	1.00	1.00	24.20	01/06/2021	UTS.026
27	HADI	Desa Wanasari	1° 6' 48.92"	116° 54' 19.22"	1.00	1.00	24.18	01/06/2021	UTS.027
28	HANIF AZHAR	Desa Wanasari	1° 6' 10.05"	116° 53' 40.01"	2.00	2.00	45.42	01/06/2021	UTS.028
29	HARTONO	Desa Wanasari	1° 6' 06.57"	116° 54' 15.22"	1.78	1.78	42.96	01/06/2021	UTS.029
30	HERMAN	Desa Wanasari	1° 6' 44.74"	116° 54' 09.76"	1.00	1.00	23.69	01/06/2021	UTS.030
31	HIMAWAN ARI a	Desa Wanasari	1° 6' 02.61"	116° 54' 06.83"	0.50	0.50	9.56	01/06/2021	UTS.031
	HIMAWAN ARI b	Desa Wanasari	1° 6' 04.41"	116° 54' 04.23"	0.25	0.25	4.69	01/06/2021	UTS.031
32	INDRA GUNAWAN	Desa Wanasari	1° 6' 36.79"	116° 53' 34.18"	2.00	2.00	45.50	01/06/2021	UTS.032
33	SITI JUBAIDAH a	Desa Wanasari	1° 6' 11.76"	116° 53' 44.44"	1.00	1.00	21.64	01/06/2021	UTS.033
	SITI JUBAIDAH b	Desa Wanasari	1° 6' 05.42"	116° 54' 05.50"	0.25	0.25	5.99	01/06/2021	UTS.033
	SITI JUBAIDAH c	Desa Wanasari	1° 6' 04.72"	116° 54' 09.32"	0.22	0.22	4.63	01/06/2021	UTS.033
34	JADI a	Desa Wanasari	1° 6' 52.50"	116° 54' 03.30"	1.00	1.00	24.24	01/06/2021	UTS.034
	JADI b	Desa Wanasari	1° 6' 33.58"	116° 54' 01.88"	1.00	1.00	23.85	01/06/2021	UTS.034
	JADI c	Desa Wanasari	1° 6' 50.12"	116° 54' 05.39"	1.00	1.00	23.57	01/06/2021	UTS.034
	JADI d	Desa Wanasari	1° 6' 51.95"	116° 54' 12.61"	1.00	1.00	23.82	01/06/2021	UTS.034
	JADI e	Desa Wanasari	1° 6' 28.09"	116° 54' 22.64"	2.00	2.00	44.17	01/06/2021	UTS.034
35	JAILANI KAPITAN	Desa Wanasari	1° 7' 03.02"	116° 53' 31.16"	2.00	2.00	48.30	01/06/2021	UTS.035
36	JAYUS	Desa Wanasari	1° 6' 10.16"	116° 53' 33.57"	2.00	2.00	46.71	01/06/2021	UTS.036
37	JOKO a	Desa Wanasari	1° 6' 14.12"	116° 54' 15.46"	0.17	0.17	3.08	01/06/2021	UTS.037
	JOKO b	Desa Wanasari	1° 5' 56.45"	116° 54' 17.57"	1.00	1.00	24.39	01/06/2021	UTS.037
	JOKO c	Desa Wanasari	1° 6' 13.54"	116° 54' 14.77"	0.25	0.25	4.28	01/06/2021	UTS.037
38	JUHANA SESA	Desa Wanasari	1° 6' 30.30"	116° 53' 41.08	2.00	2.00	46.15	01/06/2021	UTS.038
39	JULAIIDI a	Desa Wanasari	1° 6' 36.79"	116° 53' 37.43"	2.00	2.00	46.65	01/06/2021	UTS.039
	JULAIIDI b	Desa Wanasari	1° 6' 04.11"	116° 53' 50.89"	1.00	1.00	22.41	01/06/2021	UTS.039
	JULAIIDI c	Desa Wanasari	1° 6' 56.40"	116° 53' 34.40"	2.00	2.00	41.90	01/06/2021	UTS.039
	JULAIIDI d	Desa Wanasari	1° 6' 24.89"	116° 53' 52.12"	1.00	1.00	24.14	01/06/2021	UTS.039
40	JUMANTA a	Desa Wanasari	1° 5' 47.16"	116° 54' 21.26"	1.00	1.00	23.83	01/06/2021	UTS.040
	JUMANTA b*	Desa Wanasari	1° 4' 48.88"	116° 54' 31.07"	2.00	2.00	46.56	01/06/2021	UTS.040
	JUMANTA c	Desa Wanasari	1° 5' 02.00"	116° 54' 24.84"	2.00	2.00	44.85	01/06/2021	UTS.040
41	JURNAM a	Desa Wanasari	1° 5' 11.25"	116° 54' 13.96"	1.00	1.00	22.94	01/06/2021	UTS.041
	JURNAM b	Desa Wanasari	1° 7' 02.88"	116° 53' 40.91"	2.00	2.00	46.15	01/06/2021	UTS.041
42	K. EDI SAYUGO a	Desa Wanasari	1° 5' 21.52"	116° 53' 25.70"	1.00	1.00	22.74	01/06/2021	UTS.042

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	K. EDI SAYUGO b	Desa Wanasari	1° 6' 17.00"	116° 53' 24.26"	2.00	2.00	42.34	01/06/2021	UTS.042
43	KAMIJAN a	Desa Wanasari	1° 4' 55.70"	116° 54' 18.12"	2.00	2.00	47.27	01/06/2021	UTS.043
	KAMIJAN b	Desa Wanasari	1° 4' 49.59"	116° 54' 11.54"	2.00	2.00	48.35	01/06/2021	UTS.043
44	KANDAR a	Desa Wanasari	1° 6' 28.12"	116° 54' 19.38"	2.00	2.00	46.79	01/06/2021	UTS.044
	KANDAR b	Desa Wanasari	1° 6' 47.69"	116° 54' 7.65"	1.00	1.00	23.46	01/06/2021	UTS.044
45	KASIRAN a	Desa Wanasari	1° 6' 21.49"	116° 54' 22.51"	2.00	2.00	45.75	01/06/2021	UTS.045
	KASIRAN b	Desa Wanasari	1° 6' 42.36"	116° 54' 7.31"	1.00	1.00	24.37	01/06/2021	UTS.045
46	KASIYANTO a	Desa Wanasari	1° 5' 56.97"	116° 53' 10.61"	2.00	2.00	46.86	01/06/2021	UTS.046
	KASIYANTO b	Desa Wanasari	1° 5' 21.39"	116° 53' 28.96"	1.00	1.00	22.00	01/06/2021	UTS.046
	KASIYANTO c	Desa Wanasari	1° 5' 20.24"	116° 53' 22.87"	1.00	1.00	23.86	01/06/2021	UTS.046
47	KASMIN	Desa Wanasari	1° 6' 56.20"	116° 53' 47.40"	2.00	2.00	46.92	01/06/2021	UTS.047
48	KASNUR HASIM	Desa Wanasari	1° 6' 14.90"	116° 54' 25.72"	2.00	2.00	45.32	01/06/2021	UTS.048
49	KASTURI	Desa Wanasari	1° 6' 8.28"	116° 54' 28.98"	2.00	2.00	47.69	01/06/2021	UTS.049
50	KUSMANA a	Desa Wanasari	1° 6' 3.65"	116° 53' 26.96"	2.00	2.00	46.07	01/06/2021	UTS.050
	KUSMANA b	Desa Wanasari	1° 5' 44.16"	116° 53' 10.48"	2.00	2.00	47.50	01/06/2021	UTS.050
	KUSMANA c*	Desa Wanasari	1° 5' 08.11"	116° 53' 27.98"	1.00	1.00	24.31	01/06/2021	UTS.050
	KUSMANA d	Desa Wanasari	1° 6' 03.69"	116° 53' 23.75"	2.00	2.00	46.49	01/06/2021	UTS.050
	KUSMANA e	Desa Wanasari	1° 5' 24.89"	116° 53' 32.30"	1.00	1.00	24.01	01/06/2021	UTS.050
	KUSMANA f	Desa Wanasari	1° 5' 52.96"	116° 53' 29.14"	2.00	2.00	41.20	01/06/2021	UTS.050
51	KUSNI a	Desa Wanasari	1° 6' 06.59"	116° 53' 48.81"	1.00	1.00	23.68	01/06/2021	UTS.051
	KUSNI b	Desa Wanasari	1° 5' 55.01"	116° 53' 45.76"	1.00	1.00	23.03	01/06/2021	UTS.051
	KUSNI c	Desa Wanasari	1° 5' 54.76"	116° 53' 50.52"	1.00	1.00	23.08	01/06/2021	UTS.051
52	LAEMAN	Desa Wanasari	1° 5' 45.53"	116° 54' 05.15"	1.00	1.00	23.51	01/06/2021	UTS.052
53	LAMIDI a	Desa Wanasari	1° 6' 18.33"	116° 54' 10.00"	1.00	1.00	21.63	01/06/2021	UTS.053
	LAMIDI b	Desa Wanasari	1° 5' 38.77"	116° 53' 33.36"	1.00	1.00	23.54	01/06/2021	UTS.053
	LAMIDI c	Desa Wanasari	1° 6' 08.31"	116° 54' 19.14"	2.00	2.00	44.59	01/06/2021	UTS.053
	LAMIDI d	Desa Wanasari	1° 5' 43.32"	116° 53' 33.78"	1.00	1.00	21.08	01/06/2021	UTS.053
54	LASMIN a	Desa Wanasari	1° 4' 55.95"	116° 53' 51.97"	1.00	1.00	24.03	01/06/2021	UTS.054
	LASMIN b	Desa Wanasari	1° 4' 58.66"	116° 54' 31.21"	2.00	2.00	43.98	01/06/2021	UTS.054
55	LATIP a	Desa Wanasari	1° 5' 40.95"	116° 53' 30.97"	1.00	1.00	23.53	01/06/2021	UTS.055
	LATIP b	Desa Wanasari	1° 6' 12.01"	116° 54' 07.46"	0.25	0.25	5.90	01/06/2021	UTS.055
	LATIP c	Desa Wanasari	1° 6' 14.95"	116° 54' 22.44"	2.00	2.00	46.02	01/06/2021	UTS.055
56	LAWING SUPARYO	Desa Wanasari	1° 6' 30.19"	116° 53' 31.27"	2.00	2.00	47.98	01/06/2021	UTS.056
57	LENI PURNAMA MAHARANI	Desa Wanasari	1° 5' 52.39"	116° 53' 39.15"	1.00	1.00	24.25	01/06/2021	UTS.057
58	LILIK ABDUL KOHAR	Desa Wanasari	1° 7' 04.00"	116° 54' 08.51"	2.00	2.00	39.23	01/06/2021	UTS.058
59	LUSIYANTO	Desa Wanasari	1° 6' 40.18"	116° 53' 59.20"	2.00	2.00	46.55	01/06/2021	UTS.059
60	M. AMINUDIN a	Desa Wanasari	1° 6' 19.89"	116° 53' 52.42"	0.25	0.25	5.30	01/06/2021	UTS.060
	M. AMINUDIN b	Desa Wanasari	1° 6' 14.64"	116° 54' 15.90"	0.25	0.25	5.90	01/06/2021	UTS.060
61	M. SANUSI	Desa Wanasari	1° 6' 01.53"	116° 54' 13.67"	1.00	1.00	24.03	01/06/2021	UTS.061

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62	M. SOFIYAN EKO a	Desa Wanasari	1° 4' 58.75"	116° 54' 24.75"	2.00	2.00	44.64	01/06/2021	UTS.062
	M. SOFIYAN EKO b	Desa Wanasari	1° 5' 37.23"	116° 53' 35.03"	0.39	0.39	6.30	01/06/2021	UTS.062
63	MAJI a	Desa Wanasari	1° 4' 57.72"	116° 54' 03.79"	1.00	1.00	24.11	01/06/2021	UTS.063
	MAJI b	Desa Wanasari	1° 4' 49.09"	116° 54' 18.10"	2.00	2.00	46.61	01/06/2021	UTS.063
64	MAMIK SALIM	Desa Wanasari	1° 4' 54.87"	116° 53' 45.78"	1.00	1.00	21.49	01/06/2021	UTS.064
65	MANSYUR	Desa Wanasari	1° 6' 30.26"	116° 53' 34.55"	2.00	2.00	48.39	01/06/2021	UTS.065
66	MARDIYAH a	Desa Wanasari	1° 6' 14.15"	116° 54' 10.17"	0.25	0.25	5.89	01/06/2021	UTS.066
	MARDIYAH b	Desa Wanasari	1° 5' 55.60"	116° 53' 32.25"	1.00	1.00	24.08	01/06/2021	UTS.066
67	MARNI	Desa Wanasari	1° 5' 06.39"	116° 54' 22.84"	1.00	1.00	22.80	01/06/2021	UTS.067
68	MARSUM a	Desa Wanasari	1° 5' 15.27"	116° 54' 23.47"	1.00	1.00	22.81	01/06/2021	UTS.068
	MARSUM b*	Desa Wanasari	1° 7' 03.06"	116° 53' 27.91"	2.00	2.00	46.05	01/06/2021	UTS.068
69	MASUDI a	Desa Wanasari	1° 6' 34.53"	116° 54' 26.08"	2.00	2.00	40.59	01/06/2021	UTS.069
	MASUDI b	Desa Wanasari	1° 6' 46.84"	116° 54' 12.13"	1.00	1.00	24.14	01/06/2021	UTS.069
70	MIALI	Desa Wanasari	1° 6' 32.22"	116° 53' 49.67"	1.00	1.00	22.80	01/06/2021	UTS.070
71	MIRAN	Desa Wanasari	1° 4' 38.92"	116° 54' 37.31"	2.00	2.00	45.67	01/06/2021	UTS.071
72	MISWAN*	Desa Wanasari	1° 5' 05.20"	116° 53' 21.38"	1.00	1.00	23.58	01/06/2021	UTS.072
73	MUHAMMAD SUKUR*	Desa Wanasari	1° 6' 56.48"	116° 54' 13.10"	1.00	1.00	24.05	01/06/2021	UTS.073
74	MOHAMMAD RIADI a	Desa Wanasari	1° 6' 16.63"	116° 53' 36.86"	1.15	1.15	26.28	01/06/2021	UTS.074
	MOHAMMAD RIADI b	Desa Wanasari	1° 6' 43.36"	116° 53' 37.36"	2.00	2.00	42.99	01/06/2021	UTS.074
75	MU'ALIM a	Desa Wanasari	1° 6' 13.60"	116° 54' 09.43"	0.25	0.25	4.87	01/06/2021	UTS.075
	MU'ALIM b	Desa Wanasari	1° 7' 01.93"	116° 54' 19.68"	2.00	2.00	46.42	01/06/2021	UTS.075
	MU'ALIM c	Desa Wanasari	1° 5' 52.29"	116° 53' 43.68"	1.00	1.00	23.30	01/06/2021	UTS.075
76	MUDA'I a	Desa Wanasari	1° 5' 10.71"	116° 53' 53.11"	0.25	0.25	4.13	01/06/2021	UTS.076
	MUDA'I b	Desa Wanasari	1° 5' 15.18"	116° 54' 38.00"	2.00	2.00	45.62	01/06/2021	UTS.076
	MUDA'I c	Desa Wanasari	1° 5' 15.24"	116° 54' 31.55"	2.00	2.00	44.75	01/06/2021	UTS.076
	MUDA'I d	Desa Wanasari	1° 5' 18.35"	116° 54' 38.02"	2.00	2.00	44.20	01/06/2021	UTS.076
77	MUHAMAD MUSLIM	Desa Wanasari	1° 5' 57.22"	116° 53' 48.18"	1.00	1.00	23.84	01/06/2021	UTS.077
78	MUHAMAD NUR	Desa Wanasari	1° 7' 09.34"	116° 53' 44.04"	1.96	1.96	42.35	01/06/2021	UTS.078
79	MUHAMMAD SHOLEH	Desa Wanasari	1° 6' 23.62"	116° 53' 31.45"	2.00	2.00	47.96	01/06/2021	UTS.079
80	MUHAMMAD TANG a	Desa Wanasari	1° 6' 21.11"	116° 53' 46.64"	1.20	1.20	28.72	01/06/2021	UTS.080
	MUHAMMAD TANG b	Desa Wanasari	1° 6' 30.33"	116° 53' 37.81"	2.00	2.00	43.85	01/06/2021	UTS.080
	MUHAMMAD TANG c	Desa Wanasari	1° 6' 19.45"	116° 53' 48.03"	0.25	0.25	5.84	01/06/2021	UTS.080
81	MUHAMMAD YUSUF a	Desa Wanasari	1° 5' 57.62"	116° 53' 34.72"	1.00	1.00	24.31	01/06/2021	UTS.081
	MUHAMMAD YUSUF b*	Desa Wanasari	1° 7' 02.61"	116° 53' 57.12"	2.00	2.00	43.84	01/06/2021	UTS.081
82	MUHTADI*	Desa Wanasari	1° 4' 33.94"	116° 54' 39.29"	2.00	2.00	46.72	01/06/2021	UTS.082
83	MUJAHID a	Desa Wanasari	1° 5' 57.56"	116° 53' 43.52"	1.00	1.00	23.65	01/06/2021	UTS.083
	MUJAHID b	Desa Wanasari	1° 5' 21.56"	116° 54' 38.03"	2.00	2.00	47.34	01/06/2021	UTS.083
	MUJAHID c	Desa Wanasari	1° 6' 18.24"	116° 54' 14.98"	0.25	0.25	3.91	01/06/2021	UTS.083
84	MUJIONO a	Desa Wanasari	1° 6' 11.44"	116° 54' 06.95"	0.25	0.25	4.74	01/06/2021	UTS.084
	MUJIONO b	Desa Wanasari	1° 6' 33.61"	116° 53' 57.12"	1.00	1.00	23.60	01/06/2021	UTS.084

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	MUJIONO c	Desa Wanasari	1° 6' 36.78"	116° 53' 21.17"	2.00	2.00	45.50	01/06/2021	UTS.084
85	MUJIONO	Desa Wanasari	1° 4' 55.26"	116° 54' 05.91"	1.00	1.00	21.46	01/06/2021	UTS.085
86	MUKADI a	Desa Wanasari	1° 6' 49.80"	116° 54' 10.13"	1.00	1.00	24.12	01/06/2021	UTS.086
	MUKADI b	Desa Wanasari	1° 6' 54.14"	116° 54' 23.10"	2.00	2.00	44.37	01/06/2021	UTS.086
	MUKADI d	Desa Wanasari	1° 6' 58.93"	116° 54' 10.97"	1.00	1.00	23.86	01/06/2021	UTS.086
87	MUKTAR ABDUL GHOFAR a	Desa Wanasari	1° 6' 44.43"	116° 54' 14.31"	1.00	1.00	23.90	01/06/2021	UTS.087
	MUKTAR ABDUL GHOFAR b	Desa Wanasari	1° 6' 21.41"	116° 54' 25.77"	2.00	2.00	45.94	01/06/2021	UTS.087
	MUKTAR ABDUL GHOFAR c	Desa Wanasari	1° 6' 21.44"	116° 54' 08.06"	0.94	0.94	22.22	01/06/2021	UTS.087
88	MULYANI a	Desa Wanasari	1° 5' 58.94"	116° 54' 15.47"	1.00	1.00	23.10	01/06/2021	UTS.088
	MULYANI b	Desa Wanasari	1° 6' 17.04"	116° 53' 21.03"	2.00	2.00	46.24	01/06/2021	UTS.088
89	MULYONO	Desa Wanasari	1° 6' 25.14"	116° 53' 38.88"	1.90	1.90	43.37	01/06/2021	UTS.089
90	MUNA'AH a	Desa Wanasari	1° 5' 10.99"	116° 54' 18.69"	1.00	1.00	24.27	01/06/2021	UTS.090
	MUNA'AH b	Desa Wanasari	1° 7' 02.97"	116° 53' 34.41"	2.00	2.00	44.80	01/06/2021	UTS.090
91	MURYANTO	Desa Wanasari	1° 6' 16.91"	116° 53' 27.63"	2.00	2.00	45.88	01/06/2021	UTS.091
92	NASRUDIN	Desa Wanasari	1° 4' 45.73"	116° 54' 24.56"	2.00	2.00	46.61	01/06/2021	UTS.092
93	NGADIMIN	Desa Wanasari	1° 5' 44.10"	116° 53' 20.46"	2.00	2.00	44.35	01/06/2021	UTS.093
94	NUR CHOIRIL MUTIYAH	Desa Wanasari	1° 6' 04.39"	116° 53' 46.38"	1.00	1.00	23.94	01/06/2021	UTS.094
95	NUR HAYANI	Desa Wanasari	1° 4' 58.67"	116° 53' 45.14"	0.96	0.96	21.46	01/06/2021	UTS.095
96	NUR KHOTIMAH	Desa Wanasari	1° 6' 26.92"	116° 53' 54.54"	1.00	1.00	24.37	01/06/2021	UTS.096
97	PANTIP a	Desa Wanasari	1° 5' 44.13"	116° 53' 13.79"	2.00	2.00	46.22	01/06/2021	UTS.097
	PANTIP b	Desa Wanasari	1° 5' 01.93"	116° 54' 31.26"	2.00	2.00	46.32	01/06/2021	UTS.097
98	PURNOMO SIDIQ a	Desa Wanasari	1° 6' 27.90"	116° 54' 29.23"	2.00	2.00	46.14	01/06/2021	UTS.098
	PURNOMO SIDIQ b	Desa Wanasari	1° 6' 08.40"	116° 54' 08.94"	1.00	1.00	23.59	01/06/2021	UTS.098
99	RADEN SUMITRO SIMORANGKIR a	Desa Wanasari	1° 7' 02.92"	116° 53' 37.66"	2.00	2.00	46.91	01/06/2021	UTS.099
	RADEN SUMITRO SIMORANGKIR b	Desa Wanasari	1° 6' 30.18"	116° 53' 27.99"	1.00	1.00	23.63	01/06/2021	UTS.099
	RADEN SUMITRO SIMORANGKIR c	Desa Wanasari	1° 4' 55.58"	116° 54' 01.23"	2.00	2.00	44.34	01/06/2021	UTS.099
100	RAHNI	Desa Wanasari	1° 5' 08.22"	116° 54' 25.41"	1.00	1.00	23.51	01/06/2021	UTS.100
101	RASIBAN a	Desa Wanasari	1° 5' 08.51"	116° 54' 20.83"	1.00	1.00	23.46	01/06/2021	UTS.101
	RASIBAN b	Desa Wanasari	1° 5' 38.77"	116° 53' 54.00"	1.00	1.00	23.50	01/06/2021	UTS.101
102	RATIMAH	Desa Wanasari	1° 6' 45.07"	116° 53' 44.23"	2.00	2.00	42.83	01/06/2021	UTS.102
103	REJO a	Desa Wanasari	1° 6' 41.00"	116° 54' 29.24"	1.75	1.75	41.79	01/06/2021	UTS.103
	REJO b	Desa Wanasari	1° 6' 41.03"	116° 54' 26.19"	2.00	2.00	45.88	01/06/2021	UTS.103
	REJO c	Desa Wanasari	1° 6' 54.07"	116° 54' 15.16"	1.00	1.00	23.83	01/06/2021	UTS.103
	REJO d	Desa Wanasari	1° 6' 26.94"	116° 54' 11.31"	1.02	1.02	24.43	01/06/2021	UTS.103
104	RIADI	Desa Wanasari	1° 4' 55.64"	116° 53' 56.58"	1.00	1.00	24.03	01/06/2021	UTS.104
105	ROHAENI a*	Desa Wanasari	1° 6' 24.59"	116° 53' 57.06"	1.00	1.00	24.23	01/06/2021	UTS.105

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	ROHAENI b	Desa Wanasari	1° 6' 30.04"	116° 53' 24.69"	2.00	2.00	45.54	01/06/2021	UTS.105
	ROHAENI c	Desa Wanasari	1° 6' 17.72"	116° 53' 58.78"	1.00	1.00	23.54	01/06/2021	UTS.105
106	ROHIDIN	Desa Wanasari	1° 6' 16.91"	116° 54' 08.42"	0.25	0.25	5.88	01/06/2021	UTS.106
107	SADIRAN	Desa Wanasari	1° 4' 45.84"	116° 54' 18.04"	2.00	2.00	44.52	01/06/2021	UTS.107
108	SADIRIN	Desa Wanasari	1° 6' 43.53"	116° 53' 24.37"	2.00	2.00	44.26	01/06/2021	UTS.108
109	SAELAN*	Desa Wanasari	1° 6' 36.79"	116° 53' 30.93"	2.00	2.00	42.35	01/06/2021	UTS.109
110	SAHIRUDIN	Desa Wanasari	1° 5' 06.42"	116° 54' 18.33"	1.00	1.00	24.36	01/06/2021	UTS.110
111	SAHWAN a	Desa Wanasari	1° 5' 05.45"	116° 54' 26.74"	2.00	2.00	38.26	01/06/2021	UTS.111
	SAHWAN b	Desa Wanasari	1° 5' 05.87"	116° 53' 53.17"	1.00	1.00	23.26	01/06/2021	UTS.111
112	SAKINI a*	Desa Wanasari	1° 4' 40.55"	116° 54' 29.45"	2.00	2.00	44.93	01/06/2021	UTS.112
	SAKINI b	Desa Wanasari	1° 4' 58.02"	116° 53' 54.47"	1.00	1.00	24.05	01/06/2021	UTS.112
113	SAMIDAH a*	Desa Wanasari	1° 5' 07.77"	116° 53' 34.48"	1.00	1.00	23.64	01/06/2021	UTS.113
	SAMIDAH b	Desa Wanasari	1° 6' 04.01"	116° 53' 36.64"	2.00	2.00	44.86	01/06/2021	UTS.113
114	SAMIJO	Desa Wanasari	1° 6' 08.30"	116° 54' 25.67"	2.00	2.00	44.07	01/06/2021	UTS.114
115	SAMIKUN a	Desa Wanasari	1° 4' 52.03"	116° 54' 37.54"	2.00	2.00	45.22	01/06/2021	UTS.115
	SAMIKUN b	Desa Wanasari	1° 4' 55.31"	116° 54' 37.59"	2.00	2.00	48.08	01/06/2021	UTS.115
116	SAMINO	Desa Wanasari	1° 5' 24.57"	116° 53' 38.78"	1.00	1.00	22.71	01/06/2021	UTS.116
117	SAMPUR a	Desa Wanasari	1° 6' 42.70"	116° 54' 17.22"	0.29	0.29	6.12	01/06/2021	UTS.117
	SAMPUR b	Desa Wanasari	1° 6' 45.54"	116° 54' 05.17"	1.00	1.00	23.20	01/06/2021	UTS.117
	SAMPUR c	Desa Wanasari	1° 6' 44.40"	116° 54' 19.62"	2.00	2.00	45.86	01/06/2021	UTS.117
	SAMPUR d	Desa Wanasari	1° 6' 43.99"	116° 53' 50.95"	2.00	2.00	48.27	01/06/2021	UTS.117
118	SARIJA a*	Desa Wanasari	1° 5' 24.99"	116° 53' 29.08"	1.00	1.00	23.51	01/06/2021	UTS.118
	SARIJA b	Desa Wanasari	1° 6' 10.34"	116° 53' 23.70"	2.00	2.00	43.89	01/06/2021	UTS.118
119	SARJI. K a	Desa Wanasari	1° 5' 24.42"	116° 53' 42.04"	1.00	1.00	23.76	01/06/2021	UTS.119
	SARJI. K b	Desa Wanasari	1° 5' 44.11"	116° 53' 17.13"	2.00	2.00	45.26	01/06/2021	UTS.119
120	SARJONO	Desa Wanasari	1° 6' 23.61"	116° 53' 28.16"	2.00	2.00	45.27	01/06/2021	UTS.120
121	SARNO	Desa Wanasari	1° 6' 41.10"	116° 54' 22.91"	2.00	2.00	47.21	01/06/2021	UTS.121
122	BURHAN	Desa Wanasari	1° 5' 02.24"	116° 54' 04.18"	1.00	1.00	23.34	01/06/2021	UTS.122
123	SITI MAIMUNAH	Desa Wanasari	1° 5' 39.22"	116° 53' 20.07"	1.92	1.92	44.08	01/06/2021	UTS.123
124	SITI MUTAMIMAH a	Desa Wanasari	1° 6' 12.42"	116° 54' 13.56"	0.25	0.25	5.28	01/06/2021	UTS.124
	SITI MUTAMIMAH b	Desa Wanasari	1° 6' 00.41"	116° 53' 59.25"	0.25	0.25	6.08	01/06/2021	UTS.124
	SITI MUTAMIMAH c	Desa Wanasari	1° 6' 15.76"	116° 54' 17.10"	0.25	0.25	5.10	01/06/2021	UTS.124
	SITI MUTAMIMAH d	Desa Wanasari	1° 5' 50.23"	116° 53' 36.72"	1.00	1.00	23.75	01/06/2021	UTS.124
	SITI MUTAMIMAH e	Desa Wanasari	1° 6' 49.80"	116° 53' 44.17"	2.00	2.00	46.87	01/06/2021	UTS.124
	SITI MUTAMIMAH f	Desa Wanasari	1° 6' 11.34"	116° 54' 12.27"	0.25	0.25	6.02	01/06/2021	UTS.124
125	SLAMET a	Desa Wanasari	1° 6' 49.00"	116° 54' 14.58"	1.00	1.00	23.99	01/06/2021	UTS.125
	SLAMET b	Desa Wanasari	1° 6' 34.60"	116° 54' 22.74"	2.00	2.00	44.19	01/06/2021	UTS.125
126	SLAMET TURAYONO*	Desa Wanasari	1° 5' 08.33"	116° 53' 24.73"	1.00	1.00	22.64	01/06/2021	UTS.126
127	SRIHARTUTI	Desa Wanasari	1° 6' 36.79"	116° 53' 24.42"	2.00	2.00	44.81	01/06/2021	UTS.127
128	STEPANUS GELE	Desa Wanasari	1° 6' 08.31"	116° 54' 22.39"	2.00	2.00	44.27	01/06/2021	UTS.128

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
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129	SUDARKO	Desa Wanasari	1° 6' 20.49"	116° 54' 12.52"	1.00	1.00	24.05	01/06/2021	UTS.129
130	SUDARMI a*	Desa Wanasari	1° 7' 02.83"	116° 53' 44.15"	2.00	2.00	44.39	01/06/2021	UTS.130
	SUDARMI b	Desa Wanasari	1° 5' 06.78"	116° 54' 4.46"	1.00	1.00	24.17	01/06/2021	UTS.130
	SUDARMI c	Desa Wanasari	1° 5' 04.57"	116° 54' 02.06"	1.00	1.00	24.29	01/06/2021	UTS.130
	SUDARMI d	Desa Wanasari	1° 6' 56.25"	116° 53' 44.15"	2.00	2.00	45.59	01/06/2021	UTS.130
131	SUGITO a	Desa Wanasari	1° 4' 40.53"	116° 54' 32.60"	2.00	2.00	46.57	01/06/2021	UTS.131
	SUGITO b	Desa Wanasari	1° 4' 33.95"	116° 54' 36.11"	2.00	2.00	45.85	01/06/2021	UTS.131
	SUGITO c*	Desa Wanasari	1° 4' 34.98"	116° 54' 32.34"	2.00	2.00	46.43	01/06/2021	UTS.131
	SUGITO d	Desa Wanasari	1° 6' 02.24"	116° 53' 43.90"	1.00	1.00	24.17	01/06/2021	UTS.131
	SUGITO e	Desa Wanasari	1° 5' 00.50"	116° 53' 52.27"	1.00	1.00	23.85	01/06/2021	UTS.131
	SUGITO f	Desa Wanasari	1° 5' 59.74"	116° 53' 45.96"	1.00	1.00	24.13	01/06/2021	UTS.131
	SUGITO g	Desa Wanasari	1° 5' 03.30"	116° 53' 50.44"	0.25	0.25	5.72	01/06/2021	UTS.131
	SUGITO h	Desa Wanasari	1° 5' 57.11"	116° 53' 20.49"	2.00	2.00	46.32	01/06/2021	UTS.131
132	SUJINAH a	Desa Wanasari	1° 5' 59.54"	116° 54' 10.92"	1.00	1.00	20.70	01/06/2021	UTS.132
	SUJINAH b	Desa Wanasari	1° 4' 26.09"	116° 54' 43.68"	2.00	2.00	45.76	01/06/2021	UTS.132
	SUJINAH c	Desa Wanasari	1° 4' 48.97"	116° 54' 24.58"	2.00	2.00	47.35	01/06/2021	UTS.132
133	SUKARNO a*	Desa Wanasari	1° 5' 05.35"	116° 53' 18.10"	1.00	1.00	23.41	01/06/2021	UTS.133
	SUKARNO b	Desa Wanasari	1° 5' 50.57"	116° 53' 20.48"	2.00	2.00	44.35	01/06/2021	UTS.133
134	SUKARSO	Desa Wanasari	1° 6' 17.03"	116° 53' 31.00"	2.00	2.00	48.53	01/06/2021	UTS.134
135	SUKIMAN a	Desa Wanasari	1° 6' 36.26"	116° 53' 54.83"	1.00	1.00	24.03	01/06/2021	UTS.135
	SUKIMAN b	Desa Wanasari	1° 6' 37.74"	116° 53' 51.15"	2.00	2.00	44.76	01/06/2021	UTS.135
	SUKIMAN c	Desa Wanasari	1° 6' 37.71"	116° 53' 47.95"	2.00	2.00	42.80	01/06/2021	UTS.135
136	SULAIMAN	Desa Wanasari	1° 5' 20.20"	116° 54' 14.64"	1.05	1.05	25.54	01/06/2021	UTS.136
137	SULASTRI	Desa Wanasari	1° 4' 45.38"	116° 54' 09.23"	2.00	2.00	46.76	01/06/2021	UTS.137
138	SULISTYOWATI*	Desa Wanasari	1° 4' 28.20"	116° 54' 38.30"	2.00	2.00	44.38	01/06/2021	UTS.138
139	SUMIATI a	Desa Wanasari	1° 5' 49.39"	116° 54' 19.17"	1.00	1.00	24.30	01/06/2021	UTS.139
	SUMIATI b	Desa Wanasari	1° 4' 45.50"	116° 54' 37.40"	2.00	2.00	43.81	01/06/2021	UTS.139
	SUMIATI c	Desa Wanasari	1° 4' 42.24"	116° 54' 37.39"	2.00	2.00	46.21	01/06/2021	UTS.139
	SUMIATI d	Desa Wanasari	1° 5' 47.19"	116° 54' 16.78"	1.00	1.00	23.81	01/06/2021	UTS.139
	SUMIATI e	Desa Wanasari	1° 4' 45.61"	116° 54' 31.04"	2.00	2.00	45.88	01/06/2021	UTS.139
140	SUMITRA HIDAYAT	Desa Wanasari	1° 6' 08.60"	116° 54' 03.77"	1.00	1.00	23.38	01/06/2021	UTS.140
141	SUNARSIH a	Desa Wanasari	1° 6' 14.88"	116° 54' 19.31"	2.00	2.00	44.89	01/06/2021	UTS.141
	SUNARSIH b	Desa Wanasari	1° 6' 28.13"	116° 54' 16.13"	2.00	2.00	45.45	01/06/2021	UTS.141
	SUNARSIH c	Desa Wanasari	1° 6' 14.24"	116° 53' 42.32"	1.00	1.00	24.28	01/06/2021	UTS.141
142	SUNAWAN a	Desa Wanasari	1° 6' 34.27"	116° 53' 52.25"	1.00	1.00	23.72	01/06/2021	UTS.142
	SUNAWAN b	Desa Wanasari	1° 6' 36.75"	116° 53' 14.70"	2.00	2.00	43.21	01/06/2021	UTS.142
143	SUPADI a	Desa Wanasari	1° 6' 26.75"	116° 53' 59.67"	1.00	1.00	24.10	01/06/2021	UTS.143
	SUPADI b	Desa Wanasari	1° 6' 30.09"	116° 53' 21.43"	2.00	2.00	41.83	01/06/2021	UTS.143
	SUPADI c	Desa Wanasari	1° 5' 50.72"	116° 53' 48.41"	1.70	1.70	36.38	01/06/2021	UTS.143
	SUPADI d	Desa Wanasari	1° 6' 16.40"	116° 53' 48.44"	1.50	1.50	30.33	01/06/2021	UTS.143

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
144	SUPANGAT	Desa Wanasari	1° 5' 01.90"	116° 53' 21.27"	1.00	1.00	24.31	01/06/2021	UTS.144
145	SUPANGI*	Desa Wanasari	1° 4' 18.73"	116° 54' 37.13"	2.00	2.00	47.49	01/06/2021	UTS.145
146	SUPRIYADI	Desa Wanasari	1° 6' 30.24"	116° 53' 47.23"	1.00	1.00	23.10	01/06/2021	UTS.146
147	SURYATI	Desa Wanasari	1° 6' 10.11"	116° 53' 36.78"	2.00	2.00	43.06	01/06/2021	UTS.147
148	SUTARI*	Desa Wanasari	1° 7' 02.10"	116° 54' 16.46"	2.00	2.00	45.37	01/06/2021	UTS.148
149	SUTIKNO a	Desa Wanasari	1° 6' 21.48"	116° 53' 36.02"	1.00	1.00	24.19	01/06/2021	UTS.149
	SUTIKNO b	Desa Wanasari	1° 6' 17.25"	116° 54' 13.77"	0.25	0.25	5.41	01/06/2021	UTS.149
150	SUTISNA	Desa Wanasari	1° 6' 00.98"	116° 53' 52.44"	1.00	1.00	22.20	01/06/2021	UTS.150
151	SYAMSUL a*	Desa Wanasari	1° 6' 19.94"	116° 54' 01.35"	1.00	1.00	24.11	01/06/2021	UTS.151
	SYAMSUL b	Desa Wanasari	1° 6' 31.32"	116° 53' 44.67"	2.00	2.00	44.99	01/06/2021	UTS.151
	SYAMSUL c	Desa Wanasari	1° 6' 14.82"	116° 53' 56.87"	0.25	0.25	5.23	01/06/2021	UTS.151
152	TARMUJI a	Desa Wanasari	1° 5' 08.64"	116° 53' 18.26"	1.00	1.00	24.02	01/06/2021	UTS.152
	TARMUJI b	Desa Wanasari	1° 5' 08.50"	116° 53' 21.53"	1.00	1.00	24.27	01/06/2021	UTS.152
	TARMUJI c	Desa Wanasari	1° 6' 03.66"	116° 53' 17.22"	2.00	2.00	42.62	01/06/2021	UTS.152
	TARMUJI d	Desa Wanasari	1° 6' 03.60"	116° 53' 13.93"	2.00	2.00	44.98	01/06/2021	UTS.152
153	TUKIRAH	Desa Wanasari	1° 5' 50.61"	116° 53' 17.22"	2.00	2.00	47.44	01/06/2021	UTS.153
154	TURDASLIM	Desa Wanasari	1° 5' 54.17"	116° 54' 14.95"	1.00	1.00	24.01	01/06/2021	UTS.154
155	TURIAN a	Desa Wanasari	1° 5' 35.95"	116° 54' 25.06"	2.00	2.00	44.51	01/06/2021	UTS.155
	TURIAN b	Desa Wanasari	1° 6' 48.02"	116° 54' 02.88"	1.00	1.00	24.19	01/06/2021	UTS.155
	TURIAN c	Desa Wanasari	1° 6' 35.64"	116° 54' 04.49"	1.00	1.00	23.95	01/06/2021	UTS.155
	TURIAN d	Desa Wanasari	1° 7' 02.31"	116° 54' 13.39"	2.00	2.00	46.09	01/06/2021	UTS.155
	TURIAN e	Desa Wanasari	1° 5' 37.20"	116° 54' 21.49"	2.00	2.00	44.96	01/06/2021	UTS.155
	TURIAN f	Desa Wanasari	1° 5' 57.15"	116° 53' 17.22"	2.00	2.00	46.47	01/06/2021	UTS.155
	TURIAN g	Desa Wanasari	1° 6' 37.69"	116° 54' 06.97"	1.00	1.00	23.54	01/06/2021	UTS.155
156	UJE SUKARMIN a	Desa Wanasari	1° 6' 23.59"	116° 53' 24.83"	2.00	2.00	45.80	01/06/2021	UTS.156
	UJE SUKARMIN b	Desa Wanasari	1° 6' 11.59"	116° 53' 49.17"	1.00	1.00	23.03	01/06/2021	UTS.156
157	UKIM a*	Desa Wanasari	1° 7' 02.75"	116° 53' 47.40"	2.00	2.00	43.95	01/06/2021	UTS.157
	UKIM b	Desa Wanasari	1° 4' 59.86"	116° 54' 06.26"	1.00	1.00	24.38	01/06/2021	UTS.157
158	WADI'AH	Desa Wanasari	1° 4' 52.79"	116° 54' 8.04"	1.00	1.00	23.97	01/06/2021	UTS.158
159	WAHYUDI a	Desa Wanasari	1° 4' 55.61"	116° 53' 48.95"	1.00	1.00	23.88	01/06/2021	UTS.159
	WAHYUDI b	Desa Wanasari	1° 4' 52.37"	116° 54' 18.09"	2.00	2.00	41.72	01/06/2021	UTS.159
160	WARDI a*	Desa Wanasari	1° 6' 22.47"	116° 53' 54.50"	1.00	1.00	23.69	01/06/2021	UTS.160
	WARDI b	Desa Wanasari	1° 6' 36.77"	116° 53' 17.92"	2.00	2.00	44.14	01/06/2021	UTS.160
161	WARHADI a*	Desa Wanasari	1° 4' 48.77"	116° 54' 37.49"	2.00	2.00	45.85	01/06/2021	UTS.161
	WARHADI b	Desa Wanasari	1° 5' 39.73"	116° 54' 18.76"	1.00	1.00	24.12	01/06/2021	UTS.161
	WARHADI c	Desa Wanasari	1° 5' 44.87"	116° 54' 18.87"	1.00	1.00	24.29	01/06/2021	UTS.161
162	WARSITO	Desa Wanasari	1° 5' 54.58"	116° 53' 41.61"	1.00	1.00	24.04	01/06/2021	UTS.162
163	WASITO a	Desa Wanasari	1° 6' 54.31"	116° 54' 10.54"	1.00	1.00	23.99	01/06/2021	UTS.163
	WASITO b	Desa Wanasari	1° 6' 28.03"	116° 54' 25.90"	2.00	2.00	44.86	01/06/2021	UTS.163
164	YADI	Desa Wanasari	1° 6' 03.70"	116° 53' 20.51"	2.00	2.00	45.11	01/06/2021	UTS.164

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
165	YAKUP a	Desa Wanasari	1° 5' 00.13"	116° 54' 01.65"	1.00	1.00	24.36	01/06/2021	UTS.165
	YAKUP b	Desa Wanasari	1° 5' 00.17"	116° 53' 57.06"	1.00	1.00	24.15	01/06/2021	UTS.165
166	YAN SUPRIATNA	Desa Wanasari	1° 5' 21.27"	116° 53' 32.19"	1.00	1.00	24.20	01/06/2021	UTS.166
167	ZULAIKAH	Desa Wanasari	1° 4' 55.43"	116° 54' 31.13"	2.00	2.00	45.04	01/06/2021	UTS.167
168	SUYANTO a	Desa Wanasari	1° 4' 55.55"	116° 54' 24.64"	2.00	2.00	43.00	01/06/2021	UTS.168
	SUYANTO b	Desa Wanasari	1° 4' 52.26"	116° 54' 24.56"	2.00	2.00	46.81	01/06/2021	UTS.168
169	MUHAMMAD WAHYUDI	Desa Wanasari	1° 5' 43.29"	116° 53' 29.11"	1.00	1.00	23.23	01/06/2021	UTS.169
Total					444.55	444.55	10,145.16		
Note: * are smallholder sampled in this audit									

Appendix F: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
BPEJ	Borneso Persada Energy Jaya
CAK	Citra Agro Kencana
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
JUTS	Jasa Usaha Tani Sejahtera
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