

**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 SAWIT USAHA TANI SEJAHTERA
Client Company / Parent Company Address: Desa Nehas Liah Bing, Kecamatan Muara Wahau, Kab. Kutai Timur, Provinsi Kalimantan Timur, 75655, Indonesia
Certification Unit: Koperasi Sawit Usaha Tani Sejahtera
Location of Certification Unit: Desa Nehas Liah Bing, Kecamatan Muara Wahau, Kab. Kutai Timur, Provinsi Kalimantan Timur, 75655, Indonesia
Date of Final Report: 14/01/2023

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	KOPERASI SAWIT USAHA TANI SEJAHTERA		
RSPO Membership Number	1-0393-22-000-00	Membership Approval Date	14 July 2022
Address	Desa Nehas Liah Bing, Kecamatan Muara Wahau, Kab. Kutai Timur, Provinsi Kalimantan Timur, 75655, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	KOPERASI SAWIT USAHA TANI SEJAHTERA		
Location / Address	Desa Nehas Liah Bing, Kecamatan Muara Wahau, Kab. Kutai Timur, Provinsi Kalimantan Timur, 75655, Indonesia		
Website	-		
Management Representative	Mrs. Helmida (ICS Group Manager)	E-mail	ksusawitusahatanisejahtera@gmail.com
Telephone	-	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 777910	Certificate Start Date	14/01/2023
Date of First Certification	14/01/2023	Certificate Expiry Date	13/01/2028
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
Visit Objectives	To conduct a certification assessment to ensure the elements of the proposed scope of registration and the requirements of the RSPO Independent Smallholder Standard - INANI February 2022 are effectively addressed by the organisation's management and to confirm the forward strategic plan.		
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, Indonesia National Interpretation 2022 <input type="checkbox"/> Choose an item. National Interpretation Choose an item. 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	-
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		

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

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Sawit Usaha Tani Sejahtera (117 farmers)	Desa Nehas Liah Bing, Kecamatan Muara Wahau, Kab. Kutai Timur, Provinsi Kalimantan Timur, 75655, Indonesia	1°05'39.9"N	116°51'41.9"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 (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Sawit Usaha Tani Sejahtera (117 farmers)	400.99	-	-	400.99	100
Total	400.99	-	-	400.99	100
Note:					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Koperasi Sawit Usaha Tani Sejahtera (117 farmers)	1.93	236.80	162.26	0	399.06	1.93
Total (ha)	1.93	236.80	162.26	0	399.06	1.93
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 (Not applicable)	Actual (Not applicable)		Forecast (January 2023 – December 2023)
		Previous license period (N/A)	Current license period (N/A)	
Koperasi Sawit Usaha Tani Sejahtera (117 farmers)	-	-	-	8,552.96
Total	-	-		8,552.96

Note: This is initial assessment, there is no estimated certified tonnage of FFB from previous license period and actual

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Not applicable)	Actual (Not applicable)		Forecast (Not applicable)
		Previous license period (N/A)	Current license period (N/A)	
N/A		N/A	N/A	
Total		N/A		

Note: Not applicable for ISH

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Not applicable)	Actual (Not applicable)		Forecast (Not applicable)
		Previous license period	Current license period	
N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A		N/A

Note: Not applicable for 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: This table is not applicable for ISH.

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

Note: This table is not applicable for ISH.

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

Note: This table is not applicable for ISH.

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11. Summary of Actual Volume sold					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	-	-	-	-	-
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-
Previous License period					
CPO (MT)	-	-	-	-	-
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-

Note: This table is not applicable for 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: This table is not applicable for 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: This table is not applicable for 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: This table is not applicable for 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: This table is not applicable for ISH.

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (Not applicable)			Actual (Not applicable)			Forecast		
	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			-			-			8,552.96
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

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

Note: This is initial assessment, there is no records of certified CPO and PK from last audit

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13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (Not applicable)							
Credits				-	-	-	-
Physical	-	-	-				
Previous License period (Not applicable)							
Credits				-	-	-	-
Physical	-	-	-				
Note: This is initial assessment, there is no records of certified CPO and sold from last audit							

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)
	-	-	-	-	-	-	-
TOTAL			-	-	-	-	-
Note: This is initial assessment, there is no records of certified CPO and sold from last audit							

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639
Representative: Dr. Chaiyaporn Seekao (Chaiyaporn.Seekao@bsigroup.com)
Website: www.bsigroup.com

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **19 – 21 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 **22 August 2022**.

The approach to the audit was to treat the independent smallholders 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 **31 December 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 2022 of the Independent Smallholder Standard 2019 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

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

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

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

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

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

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

Tentative Date of Next Visit: January 29, 2024 – February 2, 2024

Total Number of Mandays: 9 Mandays

2.2 BSI Assessment Team

Name	Role	Competency
Eko Prastio Ramadhan (EPR)	Team Leader	<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: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: In this assessment, he assessed on aspects of Ensure Legality, Respect for Land Rights and Community Wellbeing; A – ICS: Group Entity and Group Management Requirements; B – ICS: Policies and Management.</p>
Mujinius Jalaraya (MJ)	Team Member	<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</p>

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		<p>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: In this audit, he assessed on aspect of Protect, Conserve and Enhance Ecosystems and the Environment; OHS; A – ICS: Group Entity and Group Management Requirements.</p>
Nanang Rusmana (NR)	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: In this assessment, he assessed on aspects of Optimize Productivity, Efficiency, Positive Impacts and Resilience; C – ICS: Group Business Planning; D – ICS: Group Trading System for Certified Volumes.</p>
Edy Widodo (EW)	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 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: In this audit, he assessed the aspects of Human Rights, Including Workers Rights and Conditions. Also, conducting public consultation to related stakeholder.</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,</p>

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		<p>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:</p> <p>Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>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
None	None

2.3 Assessment Plan

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

Date <i>Tanggal</i>	Time <i>Waktu</i>	Subjects <i>Subyek / Aktifitas</i>	EPR	MJ	NR	EW
<i>Tuesday/ Selasa 18/10/2022</i>	06.00	Flight Penerbangan Jakarta – Balikpapan (ID-6252) 06.00 – 09.15	√	√	√	√
		Penerbangan Balikpapan – Berau (IW-1360) 12.40 – 14.00	√	√	√	√
		Traveling to unit of certification Perjalanan Berau ke Muara Wahau	√	√	√	√
KOPERASI SAWIT USAHA TANI SEJAHTERA						

<i>Wednesday/ Rabu, 19/10/2022</i>	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. - Confirmation audit scope, requirements, document access permission and clarifying audit plan Konfirmasi ruang lingkup penilaian, syarat dan ketentuan, akses dokumen dan memastikan rencana audit. 	√	√	√	√
	08.30 – 12.00	<p>Document and records verification; Interview with Group Manager and ICS Verifikasi dokumen dan rekaman; Wawancara dengan Group Manager dan ICS KOPERASI SAWIT USAHA TANI SEJAHTERA</p> <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> 	√	√	√	
		<p>Stakeholder consultation Konsultasi dengan pemangku kepentingan (Stakeholder):</p> <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 				√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 16.00	<p>Document and records verification; Interview with Group Manager and ICS continued Verifikasi dokumen dan rekaman; Wawancara dengan Group Manager dan ICS KOPERASI SAWIT USAHA TANI SEJAHTERA</p>	√	√	√	√
	16.00 – 17.00	Reporting	√	√	√	√
<i>Thursday/ Kamis, 20/10/2022</i>	08.00 – 12.00	<p>Onsite visit Kunjungan lapangan:</p> <p>Field observation to sample plots Verifikasi lapangan ke sampel plot/kapling petani terkait implementasi persyaratan Standar Pekebun Swadaya RSPO.</p> <ul style="list-style-type: none"> • Sample of farmers Sampel petani anggota 22 petani. 	√	√	√	√
	12.00 – 14.00	Lunch Break Istirahat dan Makan Siang	√	√	√	√

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	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 SAWIT USAHA TANI SEJAHTERA	√	√	√	√
	16.00 – 17.00	Reporting	√	√	√	√
<i>Friday/ Jum'at, 21/10/2022</i>	08.00 – 12.00	Document and records verification; Interview with Group Manager and ICS continued Verifikasi dokumen dan rekaman; Wawancara dengan Group Manager dan ICS KOPERASI SAWIT USAHA TANI SEJAHTERA	√	√	√	√
	12.00 – 14.00	Lunch Break Istirahat dan Makan Siang	√	√	√	√
	14.00 – 15.00	Document and records verification	√	√	√	√
	15.00 – 16.00	Preparation before closing meeting/ Auditor meeting	√	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√	√

NCR Close-Out Visit

Date <i>Tanggal</i>	Time <i>Waktu</i>	Subjects <i>Subyek / Aktifitas</i>	NR
Friday, 30 December 2022	14.00 – 14.30	Opening Meeting Pertemuan Pembuka - Presentation by Lead Auditor Presentasi Pembuka oleh Ketua Tim Audit. - Ensuring audit scope, correction & corrective action progress, requirements, document access permission and clarifying audit plan	√
	14.30 – 17.00	Document and records verification; Interview with Group Manager and ICS	
Saturday, 31 December 2022	08.00 – 11.00	Onsite visit Kunjungan lapangan: (RSPO & ISPO) Field observation to sample plots	
	12.00 – 14.00	Lunch Break Istirahat dan Makan Siang	√
	14.00 – 16.00	Document and records verification; Interview with Group Manager and ICS continued	√
	16.00 – 17.00	Reporting and Closing Meeting	√

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Not applicable as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	Not applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not applicable as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	Not applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Not applicable as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	Not applicable
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Not applicable as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	Not applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not applicable as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	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 as this is group certification for independent smallholders.	Not applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not applicable as this is group certification for independent smallholders.	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.	Koperasi Sawit Usaha Tani Sejahtera is an independent smallholder, and does not receive FFB from outgrower.	Not applicable

Approved Time Bound Plan

This is Independent Smallholder Certification, time bound plan is Not Applicable

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 Seven (7) Critical or Major nonconformities; no Minor nonconformities and no Opportunity For Improvement raised. Koperasi Sawit 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 #	2264981-202210-M1	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	1.3 – MS B 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:	<p>During the field visit to the sample farmer plots/ parcels, several plots/ parcels were found that did not comply with the GAP procedure, namely:</p> <ul style="list-style-type: none"> Uncontrolled weed conditions, such as in Plot Noviana b ID090 persil 60, Yah Wati a ID053 percil 68, Sri Kartini Jalung ID 041 percil no 186, Sun ID026 percil no 192, in SOP No SOP/SUTS/029 dated 21 February 2022 "Maintenance and Care of Mature Oil Palm Plants" in the procedure is presented related to the management of weed control. The condition of the midrib that is maintained after harvest is >8 years old, namely Songgo 1, while the results of the field visit in Percil No. 139 M Idil ID 085 are not in accordance with the SOP Harvest SOP/SUTS/030 dated February 21, 2022, namely several trees that have been harvested (+/- 10 trees)) no midrib retained. Monitoring of Pests and Diseases of Plants in 2022 is not supported by supporting data in the field, monitoring data only writes that in general it has been carried out and added the information "not found", the basis or supporting data is not available at the time of the audit, this is not in accordance with the SOP "Pest Control and Diseases of Oil Palm Plants" SOP/SUTS/028 dated 21 February 2022. 		
Corrections:	<ol style="list-style-type: none"> Uncontrolled land is worked on by farmers and monitoring is carried out for all farmer members of the ICS team every month. Conduct GAP training and socialization of SOP 029 (Maintenance and care of oil palm plants and SOP 030 (Harvest) Conduct training to the IPM Unit team 		

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Root Cause Analysis:	<ol style="list-style-type: none"> 1. Farmers do not fully understand SOP 029 Care and maintenance of mature oil palm plants 2. Farmers do not fully understand SOP 030 Harvesting 3. The PHT Unit does not fully understand SOP 028 Control of pests and diseases of oil palm plants
Corrective Actions:	<ol style="list-style-type: none"> 1. Dissemination of SOP 028, 029 and 030 to all member farmers 2. Monitoring and evaluation of all gardeners maintenance, harvesting and HPT activities by the Extension Unit, K3 Unit, HCV, PHT and Fire Emergency, periodically every month and will be monitored by the ICS Manager every 3 months
Assessment Conclusion:	<p>Documents verified during the NCR Close Out, namely:</p> <p><u>Corrections</u></p> <ol style="list-style-type: none"> 1. There is documentation of maintenance work by farmers, stated in the minutes of oil palm plantation maintenance work, it is stated that the maintenance work in Noviana parcels was carried out on 1/11/2022, Yah Warti was carried out on 12/11/2022, Sri Kartini Jalung was carried out on 21/11/2022 and Sun is 8/11/2022. 2. There is evidence that the organization conducted GAP training and socialization of SOP 029 (Maintenance and maintenance of oil palm plants and SOP 030 (Harvest) on 28 November 2022 was attended by 117 member farmers, minutes of activities, list of attendees and photos are available. 3. Documentation (minutes of activities, training materials, attendance and photos of activities) available for the implementation of the training for the PHT Unit team from Cooperatives and ICS to the PHT Unit on 18 November 2022 and 2 December 2022 attended by the PHT Team for example Sutoyo, Suhada, Gratitude and Rahman Hakim. <p><u>Corrective Action</u></p> <ol style="list-style-type: none"> 1. There have been reports of socialization activities (minutes, attendance and photos of activities) SOP 028 "Control of pests and diseases of oil palm plants", 029 "Maintenance and care of oil palm plants" and SOP 030 "Harvesting" to all member farmers carried out on November 28 2022 attended by 117 member farmers. 2. There is evidence of monitoring and evaluation of all gardeners' maintenance, harvesting and HPT activities by the Extension Unit and the IPM Unit, periodically, the documents are verified for the period December 10, 2022. <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 01 can be closed.</p>

Non-conformity			
NCR Ref #	2264981-202210-M2	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022

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Indicator & Category (Critical / Minor)	2.3 Eligibility, MS A and MS B (Critical)
Statement of Nonconformity:	Based on document review, it was found parcels of Koperasi Sawit Usaha Tani Sejahtera members overlapping with other user (PT Khazana Bumi Kaliman/Mining company and PT Karya Prima Agro Sejahtera/Palm oil plantation).
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> <p>MS 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 involved.</p>
Objective Evidence:	<p>a. There are 12 land parcels that overlapping with other users but in Annex 3 Disclosure of Land Conflict stated in that land parcels there are no land conflict. This was not match between what informed in Annex 3 and the actual conditions. And, there are no Annex 4 form for 12 land parcels that overlapping with other users</p> <p>b. Based on "Peta Overlay Kebun Kelapa Sawit Koperasi SUTS dengan Peta Izin Usaha Pertambangan" and "Peta Overlay Kebun Kelapa Sawit Koperasi SUTS dengan Peta Hak Guna Usaha Perkebunan", it was found there are overlapping between members of Koperasi Sawit Usaha Tani Sejahtera with PT Karya Prima Agro Sejahtera (2 land parcels with total area 4.06 Ha) and PT Khazana Bumi Kaliman (10 land parcels with total area 35.64 Ha). There are no records of land dispute resolution and agreement with all parties regarding its management.</p>
Corrections:	The Farmer's plots in the Overlay Map of Mining Business Permits and Cultivation Rights will be issued in accordance with SOP 002 Entrance and Exit of Members, bearing in mind that the clarification process will take a long time
Root Cause Analysis:	<p>a. Farmers do not know that their land overlaps with mining company HGU and IUP permits</p> <p>b. Farmers feel that they have never had a dispute with any party</p>
Corrective Actions:	<p>a. Notifying farmers whose land is overlaid on HGU and IUP maps</p> <p>b. Outreach to farmers/members regarding the map of farmer's land in the HGU and IUP areas who will join first before being approved as members</p>
Assessment Conclusion:	<p>Documents verified during the NCR Close Out, namely:</p> <p>Correction</p> <p>A Farmer's Statement Letter is available, namely that from 11 Farmers (12 plots of land that are overlapping) are willing to be voluntarily excluded from the scope of certification according to SOP 002 - Entrance and Exit of Members. Verified Statement Letter for example:</p>

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	<ol style="list-style-type: none"> 1. Aswat, area 1.96 ha, statement date 12 November 2022 2. Jaenap, area of 2 ha, statement date 12 November 2022 3. Theodorus Takeama Keroon, area of 2 ha, date of statement 12 November 2022. 4. Zainudin, area 0.31 ha, statement date 12 November 2022 5. Amir, area of 2.26 ha and 2.09 ha, statement date 12 November 2022 6. Geah Gok, area 3.19 ha, statement date 12 November 2022 7. Yocky Saputra, area 12.43 ha, statement date 12 November 2022 8. Rizal Umar, area 1.95 ha, statement date 12 November 2022 9. Sabri Radui, area of 2 ha, statement date 12 November 2022 10. Eflinawati Len U, area of 2 ha, statement date 12 November 2022 11. Iskandar, area 7.50 ha, statement date 12 November 2022 <p>There is a Minutes of Release of Farmers' Land which is on the overlay map of IUP and HGU dated 12/11/2022 signed by the Head of ICS, Head of Cooperatives and 11 farmers who were excluded from the scope of Certification.</p> <p><u>Corrective Action</u></p> <p>There is evidence of outreach/notification to farmers whose land is overlaid on the HGU and IUP Maps, namely in the form of a report on socialization activities on 12/11/2022, Minutes, photos and attendance are attached.</p> <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 02 can be closed.</p>
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Non-conformity			
NCR Ref #	2264981-202210-M3	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	3.5 – MS B (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 Serba 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 		

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Objective Evidence:	<p>During visits and interviews to sample plots of harvesting activities of percil 141 Mufit ID 118 it was confirmed that the harvesting activities carried out by farmers were not equipped with PPE Helmets, in accordance with the procedures set out in the SOP for Risk Control and Work Accident Mitigation SOP SUTS/020 dated 21 February 2022.</p> <p>In addition, based on interviews with sampled farmers, it is known that for spraying activities only use PPE in the form of shoes and medical masks.</p>
Corrections:	<ol style="list-style-type: none"> 1. Identify farmers and workers who do not yet have complete PPE 2. Provide PPE assistance to the workforce. 3. Farmers and workers are committed to equip PPE and use it according to standards
Root Cause Analysis:	Some farmers and workers do not understand the importance of PPE and the lack of monitoring from the ICS TEAM
Corrective Actions:	<ol style="list-style-type: none"> 1. Outreach regarding PPE to farmers and workers 2. Monitoring the use of PPE by the K3, HCV, PHT and Fire Emergency Units per 1 month as well as recording farmers and workers who already have PPE 3. The cooperative is committed to providing PPE on a regular basis (SK and stock of PPE are available/adequate in number
Assessment Conclusion:	<p>Documents verified during the NCR Close Out, namely:</p> <p><u>Corrections:</u></p> <ol style="list-style-type: none"> 1. Evidence of PPE identification available from farmers and workers, gloves identified for 130 farmers and workers, egrek gloves for 130 farmers and workers, boots for 130 farmers and workers, aprons for 25 farmers & workers, masks for 119 farmers and workers, helmets available 25 farmers and workers, glasses 25 farmers and workers. To fulfill PPE for other member farmers, it will be fulfilled in stages, there is a plan for fulfilling PPE for farmers in 2023 2. There is proof of receipt of PPE assistance to workers on November 28 2022 for 12 member farmers, for example Mufit, Muhammad Idil, Arif, Rusman, Suryadi, Nasrul, Miun, Hardiansyah, M Anwar, Saher, Andi Gustian and Suhada. 3. Farmers and workers are committed to equip PPE and use it according to standards. <p><u>Corrective Action</u></p> <ol style="list-style-type: none"> 1. There is evidence of socialization (minutes, photos, attendance) related to PPE to farmers and workers. It was carried out on 28 November 2022 attended by 117 farmers who are members of the certification. 2. There is evidence of monitoring the use of PPE by the OHS, HCV, PHT and Fire Emergency Units in harvesting and spraying activities in November and December 2022, from the monitoring results farmers/workers have used appropriate PPE, for example harvesting activities in the following parcels: Sumanto on 5 /11/2022 information on wearing complete PPE; Sunardi on 17/11/2022 stated that he was wearing complete PPE; Supriyono on 16/11/2022 stated that he was wearing complete PPE.

	<p>3. There is evidence of a commitment from the Cooperative on November 28, 2022 to provide PPE on a regular basis for farmers and workers signed by the ICS manager and Chair of the Cooperative.</p> <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 03 can be closed.</p>
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Non-conformity			
NCR Ref #	2264981-202210-M4	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	4.6 MS A (Critical)		
Statement of Nonconformity:	It was found the hazardous waste management was not in accordance with procedure and regulation		
Requirement Reference:	<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 community and village. 		
Objective Evidence:	During the field visit, it was discovered that there were traces of pesticide packaging (2 gallons) in parcels of 134 Isman b ID-076 which were used as a tool for marking the number of scales. This is not in accordance with SOP SUTS/018 regarding the handling of used chemical containers.		
Corrections:	Storing used chemical containers for farmers in the temporary hazardous waste warehouse for the Prosperous Farming Oil Palm Cooperative		
Root Cause Analysis:	Farmers do not fully understand SOP 018 concerning Handling of Used Chemical Containers		
Corrective Actions:	<ul style="list-style-type: none"> • Outreach to farmers regarding used chemical containers according to SOP 018 Handling of used chemical containers • The ICS Manager monitors every 6 months regarding the collection of LB3 waste 		
Assessment Conclusion:	<p>a. There is evidence of the handing over of the farmer's used chemical containers to the temporary warehouse for B3 waste from the Prosperous Farming Cooperative Oil Palm Cooperative in the form of a B3 Waste Log Book dated December 2, 2022 in the amount of 2 gallons from Isman.</p> <p>b. There is evidence of outreach (minutes, attendance, photos of activities) to farmers regarding used chemical containers according to SOP 018 Handling of Used Chemical Containers on 28 November 2022 attended by 117 member farmers</p>		

	<p>c. There is evidence that the ICS Manager has conducted monitoring regarding the collection of LB3 waste, the verified document is monitoring in December 2022.</p> <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 04 can be closed.</p>
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Non-conformity			
NCR Ref #	2264981-202210-M5	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	A.1.3 MS B (Critical)		
Statement of Nonconformity:	SOP for Member Registration/Acceptance Requirements is not implemented consistently		
Requirement Reference:	The group has membership requirements.		
Objective Evidence:	<p>a. Based on document review, signing of Smallholder Declaration/Commitment are carried out first compared to the Registration Form. Samples was reviewed such as :</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi for Sri Kartini Jalung, 1 land parcels dated 5 February 2022. but, the "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021. • "Formulir Anggota Sertifikasi for Yocky Saputra, 7 land parcels dated 5 February 2022. but, the "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021. • "Formulir Anggota Sertifikasi for Geah Gok, 3 land parcels dated 5 February 2022. but the "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 13 September 2021. <p>b. Based on document review, signing of "Berita Acara Penetapan Kelayakan Anggota Sertifikasi RSPO" are carried out first compared to "Berita Acara Verifikasi Lahan". Samples was reviewed such as :</p> <ul style="list-style-type: none"> • Suryadi; "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 12 February 2022 signed by ICS Group Manager and Approval Committee; "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • Tri Nurhadi; "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 12 February 2022 signed by ICS Group Manager and Approval Committee ; "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • Anwar; "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 14 February 2022 signed by ICS Group Manager and Approval 		

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	<p>Committee; "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022</p> <p>c. There are 12 land parcels which overlap with other users but it was not identified during land verification by Approval Committee so this land registered for RSPO certification.</p>
Corrections:	Revise SOP 001 Criteria and requirements for becoming a member of a Certification Cooperative, namely becoming a prospective member of a Certification signing a commitment and then registering.
Root Cause Analysis:	There was an error in the SOP flow because the Cooperative assumed that farmers participating in RSPO certification had to make a commitment before registering/become a member of the certification
Corrective Actions:	<p>a. Dissemination of SOP according to RSPO ISH standards</p> <p>b. The Head of ICS monitors and evaluates the Approval Committee Unit regarding the conformity of SOPs with documents every 6 months.</p>
Assessment Conclusion:	<p>Verified documents namely:</p> <p>Correction</p> <ul style="list-style-type: none"> • There is a revision of SOP 001 revision 01, dated 8 November 2022 regarding the Criteria and requirements for becoming a member of a Certification Cooperative, changes in the SOP, namely the member registration flow to fill out a Certification Commitment Letter and register with the ICS management and fill out the Registration Form. <p>Corrective Action</p> <ul style="list-style-type: none"> • There is evidence of SOP socialization (minutes, attendance and photos) according to the RSPO ISH standard which was held on 28 November 2022 attended by 117 member farmers. • There is evidence of the minutes of the Chair of the ICS and the Approval Committee monitoring and evaluating the Approval Committee Unit regarding compliance with SOPs, monitoring was carried out on 28 November 2022. <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 05 can be closed.</p>

Non-conformity			
NCR Ref #	2264981-202210-M6	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	A.2.3 MS A and B (Critical)		
Statement of Nonconformity:	Koperasi Sawit Usaha Tani Sejahtera has not implements a phased approach to ensure members have progressively attended training on the ISH Standard and members can not demonstrate understanding of the ISH Standard.		

<p>Requirement Reference:</p>	<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.</p> <p>Milestone B: 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>Objective Evidence:</p>	<ul style="list-style-type: none"> • Based on document verification on the recording of training activities, it is known that there are some or several members of the smallholders who did not participate in the training activities organized by Koperasi SUTS and the trainer facilitators according to the scheduled training plan. • Koperasi SUTS has not been able to prove the approach taken for the implementation of training so that all members can take part in training activities in stages. • Based on interviews with sampled farmers, it was observed that the understanding of the ISH Standard was not sufficient
<p>Corrections:</p>	<p>The Counseling unit team will carry out approaches such as visits to farmers so that farmers understand and receive full training in accordance with the RSPO ISH standard.</p>
<p>Root Cause Analysis:</p>	<p>Farmers who do not understand the language of "training" should go to "field schools", and the Counseling Unit Team has not fully approached farmers</p>
<p>Corrective Actions:</p>	<ol style="list-style-type: none"> 1. Re-socialization to all farmers regarding standard ISH 2. The extension unit team will monitor the farmers
<p>Assessment Conclusion:</p>	<p>Verified documents namely:</p> <p><u>Correction</u></p> <p>Documentation evidence (events of activities, photos) is available. The Extension Unit Team conducted visits to farmers regarding training related to RSPO ISH.</p> <p><u>Corrective Action</u></p> <ul style="list-style-type: none"> • There is documentation of re-socialization to all farmers regarding the standard ISH dated November 28, 2022 (minutes of activities, attendance, photos). • Monitoring documentation has been provided by the Extension Unit regarding the implementation of training for all member farmers. <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 06 can be closed.</p>

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Non-conformity			
NCR Ref #	2264981-202210-M7	Issued Date	21 October 2022
Due Date	20 October 2023	Closure Date	31 December 2022
Indicator & Category (Critical / Minor)	B 1.1 MS B (Critical)		
Statement of Nonconformity:	SOP for Internal audits not implemented consistently		
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 Sawit Usaha Tani Sejahtera has "Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No.SOP/SUTS/007" dated 21 February 2022. However, based on document verification and interviews with ICS, the Cooperative has not yet determined the criteria for finding 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"> • Member name : Sri Kartini, Auditor : Sandi, Date : 27 May 2022. Findings based on "Form Pertanyaan Audit Internal": 10 findings; "Form laporan hasil audit internal" recorded only 3 findings. "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 : Jamaluddin, Auditor : Yocky Saputra, Date : 14 March 2022. Findings based on "Form Pertanyaan Audit Internal" : 9 findings ; "Form laporan hasil audit internal" recorded 3 findings. "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 : Geah Gok, Auditor : I Nyoman Gria, Date : 30 May 2022. Findings based on "Form Pertanyaan Audit Internal" : 9 findings; "Form laporan hasil audit internal" recorded only 4 findings. "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 : Sumanto, Auditor : Rizal Umar, Date : 18 March 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded 3 findings. "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 : Anwar, Auditor : Sujarno ; Date : 24 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 9 findings ; "Form laporan hasil audit internal" recorded 3 findings. "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 		
Corrections:	Revised the Internal Audit Inquiry Form to the internal audit results report form		
Root Cause Analysis:	The Internal Audit Unit has not fully understood SOP 007 for Internal Audit Implementation		

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Corrective Actions:	<ol style="list-style-type: none"> 1. Facilitator provides additional understanding regarding SOP, main tasks and functions of the Internal Audit team in carrying out their duties and provides training in preparing Internal Audit reports 2. The Head of ICS evaluates and monitors related actions to correct internal audit results every 6 months
Assessment Conclusion:	<p>Verified documents namely:</p> <p><u>Correction</u></p> <p>There has been a revision of the Internal Audit Inquiry Form to the Internal Audit Result Report Form by adding a note of the finding criteria.</p> <p><u>Corrective Action</u></p> <ol style="list-style-type: none"> a. There is evidence that the Facilitator (Facilitator) has provided additional understanding regarding SOP, main tasks and functions of the Internal Audit team and the preparation of the audit report on December 23, 2022, the internal audit team who attended were: I Nyoman Gria, Rizal Umar and Sandi Jumri. b. There is evidence that the Head of ICS conducted evaluation and monitoring on December 23, 2022 regarding corrective actions on internal audit results <p>Based on the evidence of CAP Actions from the organization, it was concluded that findings No. 07 can be closed.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	-

Positive Findings	
PF #	Description
PF 1	-

3.3.1 Status of Nonconformities Previously Identified and Observations

This is Initial Assessment so no previous nonconformities identified.

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

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2264981-202210-M1	Critical	1.3 – MS B	21/10/2022	Closed, 31 December 2022
2264981-202210-M2	Critical	2.3 Eligibility, MS A and MS B	21/10/2022	Closed, 31 December 2022
2264981-202210-M3	Critical	3.5 – MS B	21/10/2022	Closed, 31 December 2022
2264981-202210-M4	Critical	4.6 MS A	21/10/2022	Closed, 31 December 2022
2264981-202210-M5	Critical	A.1.3 MS B	21/10/2022	Closed, 31 December 2022
2264981-202210-M6	Critical	A.2.3 MS A and B	21/10/2022	Closed, 31 December 2022
2264981-202210-M7	Critical	B 1.1 MS B	21/10/2022	Closed, 31 December 2022

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 Sawit 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.

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)
Internal	Kepala Desa Nehas Liah Bing; Camat Muara Wahau, TBS transporter in Koperasi Sawit Usaha Tani Sejahtera	Consultation by face to face interview
Governmental Department	Dinas Tenaga Kerja Kabupaten Kutai Timur; Dinas Perkebunan Kabupaten Kutai Timur; Dinas Lingkungan Hidup (DLH) Kabupaten Kutai Timur; Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur; BPN Kabupaten Kutai Timur; UPT PPL (Penyuluh Petani Lapangan) Kecamatan Muara Wahau	Phone

External	Manager Kemitraan PT Swakarsa Sinarsentosa;	Phone
NGO	PESSAT;	By face to face

Stakeholders comment	
1	<p>Feedbacks:</p> <p>Bpk. Kristian Hasmadi (Kepala Desa Nehas Liah Bing) Bpk. Sandi Jumri (Kepala Dusun Long Bau, Desa Nehas Liah Bing)</p> <ul style="list-style-type: none"> • It 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 • 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: <ul style="list-style-type: none"> - 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 (<i>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</i>). 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 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. • There were no land dispute or conflict accrues in the last 5 years <p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up. Document of land legality, year crops and others have been reviewed during the audit.</p> <p>Related to the transfer of land rights, the audit team will always verify land conflicts, including by conducting interviews with previous land owners.</p>
2	<p>Feedbacks:</p> <p>Sub-District Head of Muara Wahau, East Kutai Regency 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; KJUTS, Sumber Rejeki Agricultural Cooperative; KPSR, Prosperous Farming Oil Palm Cooperative; KSUTS, Karya Indah Multi-Business Cooperative; KSUKI, Kel’ean Blom Kejah Multi-Business Cooperative: KSUKBK), 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 Never 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>3</p>	<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 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, PT Swakarsa Sinarsentosa and PT Dewata Sawit Nusantara, FFB Transporters and their workers. • Cooperatives in Muara Wahau District have a policy regarding the participation of their employees in the Social Security program (BPJS-Tenagakerja)
	<p>Audit Team verification and response: There is no negative issue to be followed up</p>
<p>4</p>	<p>Feedbacks: Kepala Dinas Perkebunan Kabupaten Kutai Timur Didik Prayitno (Kabid Perlindungan)</p> <ul style="list-style-type: none"> • The communication between 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

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	<p>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)</p> <ul style="list-style-type: none"> • 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 Sawit Usaha Tani Sejahtera • 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 noleh Koperasi Sawit Usaha Tani Sejahtera in collaboration with PT Swakarsa Sinarsentosa. • Pricing of FFB using the decree of Governor of East Kalimantan 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> <ul style="list-style-type: none"> - All of farmers members of Koperasi Sawit 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 virified. - 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 Sawit 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.
5	<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.).

	<ul style="list-style-type: none"> • 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 Pertanian Sumber Sumber Rejeki; has sent a report for the period SM II/2021 2. Koperasi Jasa Usaha Tani Sejahtera; Haven't submitted a report yet 3. Koperasi Serba Usaha Karya Indah; has sent a report for the period SM II/2021 – SM II/2022 4. Koperasi Sawit Usaha Tani Sejahtera; The new SSPL was published in June 2022, so the report will be sent in Semester II/2022 5. Koperasi Usaha Kel'ean Blom Kejah; has sent a report for the period SM II/2021 – SM II/2022 • 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 Pengelolaan Lingkungan – commitment letter of environmental management) and STDB (Surat Tanda Daftar Budidaya – farm permit) already set before RSPO Certification. • Verification of environmental management reports (SPPL) for each Cooperative: Report on Implementation of SPPL for Independent Smallholders 34ersama34 Karya Indah for SM II/2021 and SM I/2022 Periods, Implementation of SPPL Report for Koperasi Sawit Usaha Tani Sejahterafor SM II/2021 Period. • Koperasi Sawit 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>6</p>	<p>Feedbacks:</p> <p>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</p>

	<p>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>7</p>	<p>Feedbacks: Kepala Kantor BPN Kabupaten Kutai Timur Could not be contacted eventhough already make appointment for 3 times</p> <hr/> <p>Audit Team verification and response: Could not be contacted eventhough already make appointment for 3 times</p>
<p>8</p>	<p>Feedbacks: Manager Kemitraan PT Suakarsa Sinarsentosa 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. • The Company is applying FFB purchase price as per "Aturan Penetapan Harga Beli TBS Petani" from Plantation Agency that updated in monthly basis <hr/> <p>Audit Team verification and response: There is no negative issue to be followed up. Contract, FFB delivery ticket and invoicing documents has been reviewed during audit.</p>
<p>9</p>	<p>Feedbacks: UPT P4 (UPT Penyuluh Petanian, Peternakan dan Perkebunan) Kecamatan Muara Wahau 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

	<ul style="list-style-type: none"> In the Muara Wahau sub-district, there have been attacks by several pests and diseases, including: caterpillars in spots and attacks by 36ersama36a. However, control has been carried out and training for farmers on its control has been carried out
	<p>Audit Team verification and response: There is no negative issue to be followed up</p>
<p>10</p>	<p>Feedbacks: TBS transporter in Koperasi Sawit Usaha Tani Sejahtera 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>11</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
Didik	2008	1.89	Yes	Yes	Complied

Notes: Only Bapak Didik was able to be contacted.

Previous land owner / user comment	
1	<p>Feedbacks:</p> <p>Previous Land Owner</p> <p>Bpk. Didik</p> <ul style="list-style-type: none"> In 2018 the land belonged to Bpk. Didik of 1.89 ha located in Nehes Liah Bing village has been sold to Bpk. Mufit (RSPO/ISPO Certification member of Koperasi Sawit Usaha Tani Sejahtera). The sale of land was witnessed by the village apparatus (Development Officer) of Nehes Liah Bing 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> <p>There are no negative responses that must be followed up. Documents that has been reviewed suh as:</p> <ul style="list-style-type: none"> Certificate of Ownership (SHM) in the name of Mufit No. 16.09.02.03.01521 year 2018 for a 1.89 Ha land located in Wahau Baru Village. Letter of Statement of No Dispute dated 10 February 2022 known by the Head of Wahau Baru Village on behalf of Pairin Land Ownership Certificate No. 2.145/056/SK/PEMDES-NLB/II/2022 dated February 12, 2022 on behalf of Mufit. 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.

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 Sawit Usaha Tani Sejahtera has complied with the Indonesia National Interpretation 2022 of 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 Sawit Usaha Tani Sejahtera is certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Eko Prastio Ramadhan	Name: Mrs. Helmida
Company Name: PT BSI Group Indonesia	Company Name: Koperasi Sawit Usaha Tani Sejahtera
Title: Client Manager	Title: ICS Group Manager
Signature: 	
Date: 1 January 2023	Date: 2 January 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>			
Eligibility	<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 Declaration from all smallholder members (Reference to Appendix 1). 	<p>Koperasi Sawit Usaha Tani Sejahtera already has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment of the Koperasi Sawit Usaha Tani Sejahtera Desa Nehes Liah Bing, dated 1 November 1999. The deed has been registered and ratified by the Office of Small and Medium Enterprises Cooperatives of Kutai Regency Level II according to number 150/518.31/BH/TAR.3/II/2000, dated February 2, 2000. The document includes an explanation of the Articles of Association in it.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has obtained the approval of the Deed of Establishment from the Office of the State Ministry for Small and Medium Enterprises Cooperative Affairs, East Kutai Regency Cooperative Office No. 128/BH/PAD/DKKT/XI/2002 dated November 14, 2002. The cooperative has obtained NIB No. 9120302731286, July 18, 2019.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Group Manager as per "Surat Keputusan Nomor : SK/001/SUTS/II/2022" dated 6 February 2022 and ICS Committee as per "Surat Keputusan SK/002/SUTS/II/2022 tentang Pembentukan Pengurus Unit Kerja Koperasi" dated 9 February 2022.</p> <p>Fair and transparent decision making: "Rapat Anggota Tahunan Periode 2021" was conducted on 29 March 2022. Records was sighted an reviewed such as booklet of "Rapat Anggota</p>	Complied

		<p>Tahunan – Laporan Pertanggung Jawaban Pengurus dan Pengawas Tahun Buku 2021 Koperasi Sawit Usaha Tani Sejahtera”, attendance list an documentation.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting “Rapat Anggota Tahunan” was held on 29 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 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 as well as socialising the mechanism at which pricing is set for smallholder organisations.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Group Manager as per “Surat Keputusan Nomor : SK/001/SUTS/II/2022” dated 6 February 2022 and ICS Committee as per “Surat Keputusan SK/002/SUTS/II/2022 tentang Pmbentukan Pengurus Unit Kerja Koperasi” dated 9 February 2022.</p> <p>Training carried out related to oil palm pricing, financial management, BMP for the ICS team :</p> <ul style="list-style-type: none"> • Training of Trainers about RSPO Certification for Independent Smallholder on behalf of Tety Yohana Br Purba on 11-12 December 2019. Course conducted by Indonesian Palm Oil Development For Smallholders Project in Partnership with Global Affairs Canada and PT Musim Mas. • Good Agriculture Practice of Palm Oil, attended by Tety Yohana Br Purba on 10 – 15 February 2021. Training was conducted by Widya Erti Indonesia, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material are : <ul style="list-style-type: none"> ➤ <i>Analisa Ekosistem Kebun Sawit dan Morfologi Pertumbuhan</i> ➤ <i>Simulasi Perencanaan Pembangunan Kebun Sawit</i> 	<p>Complied</p>

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		<ul style="list-style-type: none"> ➤ <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 Tety Yohana Br Purba 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 Tety Yohana Br Purba 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 by GIZ about : <ul style="list-style-type: none"> ➤ RSPO ISH Standard 2019 on 21 January 2022, attended by 16 ICS members ➤ ISPO standard, on 21 January 2022, attended by 16 ICS members ➤ <i>Kelembagaan Koperasi</i>, on 21 January 2022, attended by 16 ICS members ➤ Certification process, on 21 January 2022, attended by 16 ICS members ➤ GAP Assessment, on 21 January 2022, attended by 16 ICS members ➤ Introduction of ICS, on 21 January 2022, attended by 16 ICS members ➤ <i>Kebijakan Internal Koperasi</i>, on 4 February 2022, attended by 16 ICS members ➤ How to make Cooperative's procedure, on 4 February 2022, attended by 16 ICS members 	
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		<ul style="list-style-type: none"> ➤ Administration and documentation of operational activities, on 4 February 2022, attended by 16 ICS members ➤ Internal audit report, on 4 February 2022, attended by 16 ICS members ➤ ISPO and RSPO certification : mechanism of credit selling and distribution, on 4 February 2022, attended by 16 ICS members ➤ Social impact, on 11 February 2022, attended by 16 ICS members ➤ SPPL reporting, on 11 February 2022, attended by 16 ICS members ➤ HCV and its management, on 11 February 2022, attended by 16 ICS members ➤ OHS and PPEs, on 26 February 2022, attended by 16 ICS members ➤ Hazardous waste management, on 26 February 2022, attended by 16 ICS members <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/RAT was through annual member meeting.</p>	<p>Complied</p>

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		<p>Koperasi Sawit Usaha Tani Sejahtera has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan Nomor : 025/SK.ICS/KOP-SUTS/KB/II/2022 Tentang Mekanisme Rencana Anggaran Biaya Sertifikasi RSPO" dated 19 February 2022. Details of the budget plan are:</p> <ul style="list-style-type: none"> • 30% for RSPO audit and RSPO membership • 25% for ICS operational, including training for members • 15% for members and BPJS Ketenagakerjaan • 15% for operational (office and road infrastructure) • 15% for social and environment <p>This budget plan has been disseminated to all members on 4 October 2022.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting "Rapat Anggota Tahunan" was held on 25 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 through RSPO and ISPO Certification.</p>	
Criteria 1.2: Smallholders have the capacity to effectively manage their farm.			
Eligibility	Not Applicable	Not Applicable	Complied
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on	Koperasi Sawit Usaha Tani Sejahtera has showed the evidence of training related to RSPO implementation that held within 2021 such as best	Complied

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	<p>record keeping for production, including inputs and yields, transactions, and variety.</p>	<p>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>Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Training Material 1; RSPO and ISPO Training (Training Material No.1) on 22 December 2021 was attended by 26 members, 23 December 2021 was attended by 16 members, total 42 members. • Training Material 2; Regulatory Compliance Training on 5 January 2022 was attended by 18 members, 6 January 2022 was attended by 11 members, total 29 members. • Training Material 3; Cooperative Institutions (Kelembagaan Cooperative and ICS) on 12 January 2022 was attended by 15 members, 13 January 2022 was attended by 12 members total 27 members. • Training Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 10 September 2021 was attended by 14 members, 11 September 2021 was attended by 11 members, total 25 members. • Training Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 15 September 2021 was attended by 37 members, 16 September 2021 was attended by 30 members, total 67 members. • Training Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 22 September 2021 was attended by 27 members, 23 September 2021 was attended by 18 members, total 45 members. 	
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		<ul style="list-style-type: none"> • Training Material 7: Teknik of Oil Palm Maintenance Training on 22 September 2021 was attended by 16 members, 23 September 2021 was attended by 18 members, total 33 members. • Training Material 8: Impact Analysis of Pesticides Use Training on 29 September 2021 was attended by 16 members, 30 September 2021 was attended by 17 members, total 33 members. • Training Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 6 October 2021 was attended by 23 members, 7 October 2021 was attended by 34 members, total 57 members. • Training Material 10; Pest and Disease of Palm Oil dated 13 October 2021 was attended by 18 members, 14 October 2021 was attended by 23 members, total 41 members. • Training Material 11; Harvesting Procedure Training on 23 October 2021 was attended by 29 members, 21 October 2021 was attended by 23 members, total 52 members. • Training Material 12; Replanting Training on 27 October 2021 was attended by 29 members, 28 October June 2021 was attended by 18 members, total 47 members. • Training Material 18; Farmers Financial Management training on 8 December 2021 was attended by 28 members, 9 December 2021 was attended by 18 members, total 46 members. • Training Material 22; Certification Sales Mechanism of RSPO on 2 February 2022 was attended by 26 members, 3 February 2022 was attended by 15 members, total 41 members. • Training Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 24 November 2021 was attended by 29 members, 25 November 2021 was attended by 19 members, total 48 members. 	
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<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales.</p>	<p>Koperasi Sawit 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>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 Sawit Usaha Tani Sejahtera has provided GAP Handbook namely “Buku Aktifitas Kebun Sawit Swadaya”. that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>Sample seen of transaction data of FFB sale: Period June 2022</p> <ul style="list-style-type: none"> a. Transaction to Mill (PKS 7 and PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group & Invoice period June 2022 – Koperasi Sawit Usaha Tani Sejahtera, received by PKS-11 total FFB 788,405 kg. b. Payment Slip from DSN Group) to Koperasi Sawit Usaha Tani Sejahtera, verified document: Berita Acara Pembelian TBS Masyarakat period 01 – 30 June 2022 dated 15 July 2022: total bunches 42,718, total quantity 788,405kg, IDR 2,341,059,866. c. Payment Slip from Koperasi Sawit Usaha Tani Sejahtera to members, verified document: <ul style="list-style-type: none"> - ID-014 on behalf of Eflinawati, transfer via Bank BRI, dated 22 July 2022 IDR 4,398,087. - ID-064 on behalf of H Bahruddin, transfer via Bank BRI, dated 22 	<p>Complied</p>
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		<p>July 2022 IDR 8,756,292.</p> <ul style="list-style-type: none"> - ID-078 on behalf of Sri Kartini Jalung, transfer via Bank BRI, dated 22 July 2022 IDR 24,070,252. - ID-093 on behalf of H Parno, transfer via Bank BRI, dated 22 July 2022 IDR 27,409,184. <p>Period July 2022</p> <p>a. Transaction to Mill (PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period July 2022 – Koperasi Sawit Usaha Tani Sejahtera received by PKS-7 total FFB 117,237 kg and PKS 11 total 1,581,829 kg.</p> <p>b. Payment Slip from DSN Group) to Koperasi Sawit Usaha Tani Sejahtera, verified document: Berita Acara Pembelian TBS Masyarakat period 01 – 31 July 2022 dated 22 August 2022: PKS-7 total quantity 117,237kg, IDR 229,785,599 and PKS-11 total quantity 1,581,829kg, IDR 3,152,802,889.</p> <p>c. Payment Slip from Koperasi Sawit Usaha Tani Sejahtera to members, verified document:</p> <ul style="list-style-type: none"> - ID-014 on behalf of Eflinawati, transfer via Bank BRI, dated 22 July 2022 IDR 29,246,269. - ID-064 on behalf of H Bahrudin, transfer via Bank BRI, dated 22 July 2022 IDR 19,923,567. - ID-078 on behalf of Sri Kartini Jalung, transfer via Bank BRI, dated 22 July 2022 IDR 15,740,649. - ID-093 on behalf of H Parno, transfer via Bank BRI, dated 22 July 2022 IDR 13,660,839. 	
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		<p>Period August 2022</p> <ul style="list-style-type: none"> a. Transaction to Mill (PKS-1 and PKS-11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period August 2022 – Koperasi Sawit Usaha Tani Sejahtera received by PKS-1 total FFB 2,496,359 kg. b. 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 Sawit Usaha Tani Sejahtera, verified document: Kwitansi Pembayaran TBS Sawit Desa Wahau Baru period 01 – 31 August 2022 dated 22 September 2022: Total bunches 82,734, total quantity 1,496,359 kg, IDR 3,491,321,540. c. Payment Slip from Koperasi Sawit Usaha Tani Sejahtera to members, verified document: <ul style="list-style-type: none"> - ID-014 on behalf of Eflinawati, transfer via Bank BRI, dated 22 July 2022 IDR 4,398,087. - ID-064 on behalf of H Bahrudin, transfer via Bank BRI, dated 22 July 2022 IDR 8,468,890. - ID-078 on behalf of Sri Kartini Jalung, transfer via Bank BRI, dated 22 July 2022 IDR 16,236,878 - ID-093 on behalf of H Parno, transfer via Bank BRI, dated 22 July 2022 IDR 14,944,462 <p>To monitor operational activity in each farmer plot, Koperasi Sawit 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>	
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Criteria 1.3: Smallholders implement good agricultural practices (GAP) on their farms.

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<p>Eligibility</p>	<p>Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E / Appendix 1).</p>	<p>Smallholder member of Koperasi Sawit Usaha Tani Sejahtera has signed the commitment to to implementing good agricultural practices on their farms according to "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". Stated in point D:</p> <ul style="list-style-type: none"> • 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) • No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion. • Use of best management practices for oil palm on peat • No burning for preparing land or pest control • Minimizing and controlling erosion. <p>Sample seen for Smallholder commitment declaration:</p> <ul style="list-style-type: none"> • RSPO Certification Commitment on behalf of M. Mansyur ID-083 dated 14 September 2021. • RSPO Certification Commitment on behalf of Batar ID-065 dated 14 September 2021. • RSPO Certification Commitment on behalf of Mufit ID-118 dated 15 September 2021. • RSPO Certification Commitment on behalf of Suwardi ID-112 dated 15 September 2021. • RSPO Certification Commitment on behalf of Rahmat Affandi ID-097 dated 14 September 2021. • RSPO Certification Commitment on behalf of Muhammad Idil ID-085 dated 14 September 2021. 	<p>Complied</p>
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		<p>Group Manager of Koperasi Sawit 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 Pembukaan Lahan Tanpa Bakar SOP-SUTS-046 dated 21 February 2022. • Nursery Procedure – SOP Pembibitan Kelapa Sawit SOP-SutS-047 dated 21 February 2022. • Pest and disease control Procedure – SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit SOP-SUTS-028 dated 21 February 2022. • Manuring/Fertilizing Procedure – SOP Pemupukan Tanaman Kelapa Sawit SOP-SUTS-028 dated 21 February 2022. • Harvesting practice Procedure – under name SOP Panen SOP-SUTS-019 dated 21 February 2022., described the harvesting practice, criteria of harvesting, FFB quality, frond pruning. • Pesticides Handling – SOP Penanganan Wadah Bekas Kimia SOP-SUTS-018 dated 21 February 2022., described the pesticide usage instruction, emergency procedure to avoid intoxication. <p>During this audit, the auditor teams has taken 22 smallholders sample from the 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>	
<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p>Koperasi Sawit 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</p>	<p>Complied</p>

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		<p>cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record). Sighted the record of training as follows: Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Training Material 1; RSPO and ISPO Training (Training Material No.1) on 22 December 2021 was attended by 26 members, 23 December 2021 was attended by 16 members, total 42 members. • Training Material 2; Regulatory Compliance Training on 5 January 2022 was attended by 18 members, 6 January 2022 was attended by 11 members, total 29 members. • Training Material 3; Cooperative Institutions (Kelembagaan Cooperative and ICS) on 12 January 2022 was attended by 15 members, 13 January 2022 was attended by 12 members total 27 members. • Training Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 10 September 2021 was attended by 14 members, 11 September 2021 was attended by 11 members, total 25 members. • Training Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 15 September 2021 was attended by 37 members, 16 September 2021 was attended by 30 members, total 67 members. • Training Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 22 September 2021 was attended by 27 members, 23 September 2021 was attended by 18 members, total 45 members. • Training Material 7: Teknik of Oil Palm Maintenance Training on 22 September 2021 was attended by 16 members, 23 September 2021 was attended by 18 members, total 33 members. 	
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		<ul style="list-style-type: none"> • Training Material 8: Impact Analysis of Pesticides Use Training on 29 September 2021 was attended by 16 members, 30 September 2021 was attended by 17 members, total 33 members. • Training Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 6 October 2021 was attended by 23 members, 7 October 2021 was attended by 34 members, total 57 members. • Training Material 10; Pest and Disease of Palm Oil dated 13 October 2021 was attended by 18 members, 14 October 2021 was attended by 23 members, total 41 members. • Training Material 11; Harvesting Procedure Training on 23 October 2021 was attended by 29 members, 21 October 2021 was attended by 23 members, total 52 members. • Training Material 12; Replanting Training on 27 October 2021 was attended by 29 members, 28 October June 2021 was attended by 18 members, total 47 members. • Training Material 18; Farmers Financial Management training on 8 December 2021 was attended by 28 members, 9 December 2021 was attended by 18 members, total 46 members. • Training Material 22; Certification Sales Mechanism of RSPO on 2 February 2022 was attended by 26 members, 3 February 2022 was attended by 15 members, total 41 members. • Training Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 24 November 2021 was attended by 29 members, 25 November 2021 was attended by 19 members, total 48 members. 	
<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. Sample seen:</p>	<p>Non-compliance</p>

		<p>Sampled Harvest Notes</p> <p>M. Idil-ID085 (area 1.73ha):</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 2,311 Kg; 2nd rotation on 16 July 2022, qty 1,997 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 2,287 kg, 2nd rotation on 16 July 2022, qty 1,973 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 1,983 kg, 2nd rotation on 16 September 2022, qty 1,709 kg. <p>Rahmad Afandi-ID-097(area 2ha):</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 8 July 2022, qty 2,645 Kg; 2nd rotation on 18 July 2022, qty 2,286 Kg. • Period August 2022: 1st rotation on 8 August 2022, qty 2,618 kg, 2nd rotation on 18 July 2022, qty 2,258 kg. • Period September 2022: 1st rotation on 8 September 2022, qty 2,271 kg, 2nd rotation on 8 September 2022, qty 1,956 kg. <p>Mufit – ID 118 (area 1,89ha)</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 2,502 Kg; 2nd rotation on 16 July 2022, qty 2,162 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 2,475 kg, 2nd rotation on 16 July 2022, qty 2,136 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 2,147 kg, 2nd rotation on 16 September 2022, qty 1,850 kg. <p>M.Mansyur – ID-083 (area 3.38ha)</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 4,364 Kg; 2nd rotation on 16 June 2022, qty 3,771 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 4,318 kg, 2nd rotation on 16 July 2022, qty 3,725 kg. 	
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<p>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Comply with the law and respect communities’ rights</p>			
<p>Criteria 2.1: Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to indicator 1.1E / Appendix 1).	<p>Koperasi Sawit Usaha Tani Sejahtera provides member list and the oil palm plantation blocks map, scale 1:100,000. This map was prepared from legal ownership of land and satellite imagery. All the land under Koperasi Sawit Usaha Tani Sejahtera was originated from government’s transmigration program.</p> <p>Koperasi Sawit 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 Sawit Usaha Tani Sejahtera located classified as “Kawasan Industri”.</p> <p>Koperasi Sawit Usaha Tani Sejahtera listed and checked the smallholder member’s legal ownership of the land: 121 smallholder members with 203 land parcels.</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	Complied

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by Village Head. During Initial Certification visit, smallholders can demonstrate these documents.

The sample of smallholders at Initial Certification are:

No	Smallholder	Smallholder ID	Land Title	Ha
01	Mochamad Mansyur	083	SHM.16.09.02.02.1.01564	3.38
02	Mufit	118	SHM.16.09.02.02.1.01521	1.89
03	Muhammad Idil b	085	SHM.16.09.02.03.1.01522	1.73
04	Rahmad Afandi	097	SHM.16.09.02.02.1.01458	2.02
05	Suwardi b	112	SHM.16.09.02.02.1.01483	1.12
06	Batar	065	SHM.16.09.02.02.1.01598	3.86
07	Landong	024	SHM.16.09.02.02.1.01610	2.38
08	Helmida	073	SHM.16.09.02.02.1.01423	1.82
09	Noviana b	090	SHM.16.09.02.02.1.01453	1.94
10	Sutoyo	111	SHM.16.09.02.02.1.01481	2.33
11	Yah Warti a	053	SHM.16.09.02.02.1.01495	2.39
12	Seniman K	039	SHM.16.09.02.02.1.01466	2.20
13	Sumanto a	105	SHM.16.09.02.02.1.01582	3.54
14	Sri Kartini Jalung	041	SHM.16.09.02.02.1.01580	1.53
15	Ming	026	SKT.104/593/PEMDES-NLB/XI/2019	1.20
16	Jamaluddin a	021	SHM.16.09.02.02.1.01435	1.82
17	Geah Gok b	071	SHM.16.09.02.02.1.01559	0.74

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		<table border="1"> <tr> <td>18</td> <td>Yocky Saputra b</td> <td>055</td> <td>SHM.16.09.02.02.1.01499</td> <td>3.12</td> </tr> <tr> <td>19</td> <td>Aloysius Tebayak Moron c</td> <td>002</td> <td>SHM.16.09.02.02.1.01540</td> <td>0.97</td> </tr> <tr> <td>20</td> <td>Tri Nurhadi b</td> <td>114</td> <td>SKT.145/590/SPT/Ds-NLB/V/2015</td> <td>2.63</td> </tr> <tr> <td>21</td> <td>Suryadi</td> <td>045</td> <td>SHM.16.09.02.02.1.01479</td> <td>2.46</td> </tr> <tr> <td>22</td> <td>Anwar a</td> <td>006</td> <td>SHM.16.09.02.02.01292</td> <td>2.00</td> </tr> </table> <p>Note:</p> <ul style="list-style-type: none"> - 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. - SKT: <i>Surat Keterangan Tanah</i> – individual land title signed by Village Head or Sub-District Head (the grade is lower than SHM). 	18	Yocky Saputra b	055	SHM.16.09.02.02.1.01499	3.12	19	Aloysius Tebayak Moron c	002	SHM.16.09.02.02.1.01540	0.97	20	Tri Nurhadi b	114	SKT.145/590/SPT/Ds-NLB/V/2015	2.63	21	Suryadi	045	SHM.16.09.02.02.1.01479	2.46	22	Anwar a	006	SHM.16.09.02.02.01292	2.00	
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21	Suryadi	045	SHM.16.09.02.02.1.01479	2.46																								
22	Anwar a	006	SHM.16.09.02.02.01292	2.00																								
<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 Sawit Usaha Tani Sejahtera has a procedure regarding parcels boundary demarcation in "<i>Surat Keputusan Nomor 015/SK.ICS/KOP-SUTS/II/2022 tentang Patok Batas Lahan</i>" dated 19 February 2022. In the procedure stated that "<i>Patok Batas bisa saja terbuat dari patok permanen, jajaran pohon seperti pinang atau parit batas dan lain-lain yang nampak dengan jelas</i>".</p> <p>Based on site visit to sampled smallholder, audit team sighted the land demarcation 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"> <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>Mochamad Mansyur</td> <td>1° 06' 43.49" N</td> <td>116° 52' 05.78" E</td> </tr> </tbody> </table>	No	Smallholder name	GPS Coordinates Boundary Pole sampled #1		01	Mochamad Mansyur	1° 06' 43.49" N	116° 52' 05.78" E	<p>Complied</p>																	
No	Smallholder name	GPS Coordinates Boundary Pole sampled #1																										
01	Mochamad Mansyur	1° 06' 43.49" N	116° 52' 05.78" E																									

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		02	Mufit	1° 06' 39.49" N	116° 52' 04.50" E
		03	Muhammad Idil b	1° 06' 32.92" N	116° 52' 30.87" E
		04	Rahmad Afandi	1° 06' 13.21" N	116° 52' 08.22" E
		05	Suwardi b	1° 06' 06.51" N	116° 52' 09.73" E
		06	Batar	1° 06' 29.32"N	116° 51' 51.53" E
		07	Landong	1° 06' 10.99" N	116° 52' 50.39" E
		08	Helmida	1° 05' 52.87" N	116° 52' 52.36" E
		09	Noviana b	1° 05' 54.70" N	116° 52' 48.56" E
		10	Sutoyo	1° 05' 54.70" N	116° 52' 48.56" E
		11	Yah Warti a	1° 05' 51.29" N	116° 52' 49.00" E
		12	Seniman K	1° 05' 45.07" N	116° 52' 48.49" E
		13	Sumanto a	1° 05' 36.27" N	116° 51' 16.22" E
		14	Sri Kartini Jalung	1° 05' 28.11" N	116° 51' 26.27" E
		15	Ming	1° 05' 44.73" N	116° 51' 20.14" E
		16	Jamaluddin a	1° 05' 46.16" N	116° 51' 10.20" E
		17	Geah Gok b	1° 05' 45.15" N	116° 51' 03.15" E
		18	Yocky Saputra b	1° 07' 00.00" N	116° 52' 58.08" E
		19	Aloysius Tebayak Moron c	1° 06' 57.60" N	116° 52' 49.68" E
		20	Tri Nurhadi b	1° 06' 57.39" N	116° 52' 49.37" E
		21	Suryadi	1° 06' 41.85" N	116° 52' 56.54" E
		22	Anwar a	1° 06' 38.35" N	116° 52' 56.10" 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 FPIC of indigenous peoples, local communities or other users (refer to indicator 1.1E / Appendix 1).	<p>Koperasi Sawit Usaha Tani Sejahtera has a procedure related to FPIC as per "SOP FPIC Sebelum Menjalankan Program No.: SOP/SUTS/014" dated 21 February 2022. In the procedure explain about :</p>	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).	<ol style="list-style-type: none"> 1) Collect all information about palm oil land/plots management and impact to environment and indigenous rights 2) Conduct meeting with all stakeholder for Socialization about palm oil management 	Complied
Milestone B	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).	<ol style="list-style-type: none"> 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 4 October 2022.</p> <p>Stakeholder consultation result with village authorities, smallholder members and Lands Office, information: the smallholder members of Koperasi Sawit Usaha Tani Sejahtera was originated from inheritance of their parents or grandparents. The process of land inheritance is known by the parties, for example the family (brother or sister), the village administration and witnesses from other community leaders. This was also confirmed during interview with farmers who got their land from inheritance.</p>	Complied

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		<p>For existing plot under Koperasi Sawit 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 Keterangan Pemilikan Tanah Nomor : 2.145/698/SK/PEMDES-NLB/XII/2021" dated 6 December 2021 stated the land under name Jamin was inherited to Tri Nurhadi - Statement letter from village authority "Surat Keterangan Pemilikan Tanah Nomor Reg : 145/2003/150/MW/III/2018" dated 12 March 2018 with total area 12.43 owned by Yocky Saputra as inheritance from his father Hasanuddin. - Statement letter from village authority "Surat Keterangan Pemilikan Tanah Nomor Reg : 104/593/PEMDES-NLB/XI/2019 dated 26 November 2019 with total area 1.2 owned by Ming - Statement letter from village authority "Surat Keterangan Pemilikan Tanah Nomor : 2.145/693/SK/PEMDES-NLB/XII/2021 dated 6 December 2021 with total area 1.95 owned by Senen Arsad - "Surat Jual Beli Lahan" dated 4 September 2018 between Rusdiana and Eflinawati Len U for areal 2 Ha. - "Surat Pernyataan Pemilikan/Penguasaan Lahan" dated 23 July 2013 on behalf of Rusdiana, signed by Kepala Desa, Ketua RT and Juru Ukur Tanah. 	
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 indicator 1.1E / Appendix 1).	Based on stakeholder consultation to village head, there was no land dispute over lands in smallholder member of Koperasi Sawit Usaha Tani Sejahtera.	Non-compliance

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<p>Milestone A</p>	<p>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>	<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; 	<p>Non-compliance</p>
<p>Milestone B</p>	<p>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>	<p>The sampled smallholder understands there was no past dispute over their land.</p> <p>Sample was seen for Annex 3 Form such as :</p> <p>1) Suryadi</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Suryadi on 30 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Suryadi on 30 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>2) Tri Nurhadi</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Tri Nurhadi on 2 October 2022 stated that information in Section 2 of this form are correct and all my 	<p>Non-compliance</p>

		<p>land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights</p> <ul style="list-style-type: none"> - Section 6 page 135 signed by Tri Nurhadi on 2 October stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>3) Anwar</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Anwar on 27 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Anwar on 27 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>4) Aloysius Tebayak Moron c</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Aloysius Tebayak Moron on 27 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Aloysius Tebayak Moron on 27 September 2022 stated that no land conflict as stated in Section 4 in this form 	
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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 10 October 2022 <p>5) Yocky Saputra</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Yocky Saputra on 5 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Yocky Saputra on 5 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>6) Sumanto</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Sumanto on 4 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Sumanto on 4 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>7) Ming</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO 	
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		<ul style="list-style-type: none"> - Section 3 page 133 signed by Ming on 1 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Ming on 1 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>8) Geah Gok</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Geah Gok on 3 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Geah Gok on 3 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>9) Jamaluddin</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Jamaluddin on 5 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Jamaluddin on 5 October 2022 stated that no land conflict as stated in Section 4 in this form 	
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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 10 October 2022 <p>10) Sri Kartini Jalung</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Sri Kartini Jalung on 2 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sri Kartini Jalung on 2 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>Documents for others sampled smallholder has been reviewed and complied to the standard.</p> <p>No annex 4 form to be filled because based on Annex 3 Form concludes there are no land conflict.</p>	
<p>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.</p>			
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 indicator 1.1E / Appendix 1).	Koperasi Sawit Usaha Tani Sejahtera provides member list and the oil palm plantation blocks map, scale 1: 100,000. This map was prepared from legal ownership of land and satellite imagery. All the land under Koperasi Sawit Usaha Tani Sejahtera was originated from inheritance of their parents or grandparents.	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 indicator 1.1E / Appendix 1).	Koperasi Sawit Usaha Tani Sejahtera listed and checked the smallholder member's legal ownership of the land: 121 smallholder members with 203 land parcels consist of 182 land parcels demonstrates land certificates; 21	Complied

<p>Milestone B</p>	<p>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 indicator 1.1E / Appendix 1).</p>	<p>land parcels demonstrates "Surat Keterangan Tanah" or other form of legal ownership of land from village authorities.</p> <p>Koperasi Sawit 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 65ers "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 65ers "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". - Decree on forest 65ers 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>Complied</p>
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<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>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>			
Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their FPIC, based on a simplified FPIC approach (refer to indicator 1.1E / Appendix 1).	<p>The oil palm planting year based on disclosure to RSPO was 2004 (the oldest) and 2014 (the youngest). Based on interview with Koperasi Sawit Usaha Tani Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting.</p> <p>Koperasi Sawit 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>	Complied
Milestone A	Smallholders complete training on how to conduct a simplified FPIC approach.	<p>The oil palm planting year based on disclosure to RSPO was 2004 (the oldest) and 2014 (the youngest). Based on interview with Koperasi Sawit Usaha Tani Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has a training activity delivered for smallholder member on 4 October 2022 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 2004 (the oldest) and 2014 (the youngest). Based on interview with Koperasi Sawit 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</p>			

Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.			
Criteria 3.1: There is no use of forced labour.			
Eligibility	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility.</p> <p>They provide information on the source of labour, including family members, working on the farm and hired labour including contract workers (refer to indicator 1.1E / Appendix 1).</p>	<p>Head of Koperasi Sawit Usaha Tani Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number 006/SK.ICS/KOP-SUTS/II/2022 dated 16 February 2022, 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>Related to the employment, farmers who are members of the Koperasi Sawit 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> <p>Point 15: Ketenagakerjaan – Employment</p> <ul style="list-style-type: none"> - Wages is based on Decree of Governor of Kalimantan Timur (UMP: Upah Minimum Province) - Child labor; UU no. 13/2003: employers are prohibited from employing children - Pregnant and breastfeeding women; UU no. 13/2003: Employers are prohibited from employing pregnant women workers/laborers who, according to a doctor's statement, are dangerous to the health and safety of their wombs and themselves if they work between 23.00 – 07.00 hours. 	Complied

		<ul style="list-style-type: none"> - Employment contract; UU no. 13/2003: The employment relationship occurs because of the existence of a work agreement between the entrepreneur and the worker/labor or there is no forced labor. - Social labor guarantee – Jaminan social tenaga kerja (Jamsostek/BPJS Ketenagakerjaan) <p>Training related to the employment particularly force labor, child labor, pregnant and breastfeeding women and discrimination was carried out on:</p> <ul style="list-style-type: none"> - On January 5, 2022 with 18 farmers participants (Class code: SUTS 1; 15 male and 3 female) - On January 6, 2022 with 11 farmers participants (Class code: SUTS 2; 7 male and 4 female) <p>The total number of farmers who took part in the field school training was 29 participants. This is because there are farmers who have other activities, so the Cooperative will re-implement training/ field schools on January 2023 in collaboration with GIZ.</p> <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 - Works contract - Labor social security 	
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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"> 1. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Landong Bola dated 14 September 2021. 2. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Seniman K. dated 15 September 2021 3. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Yahwarti dated 14 September 2021 4. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Helmida dated 13 September 2021 5. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Noviana dated 14 September 2021 6. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Sutoyo dated 15 September 2021 <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 Nehes Liah Bing Village community and some of the workers are farmers’ families. So basically there are no contract workers and there is also work to transport FFB from the site to the factory/Mill there is no work contract, i.e. trucks owned by direct farmers. There are 11 units of dumb truck with capacity 8-9 tons.</p>	
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<p>Milestone A</p>	<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>Training related to the employment particularly force labor, child labor, pregnant and breastfeeding women and discrimination was carried out on:</p> <ul style="list-style-type: none"> - On January 5, 2022 with 18 farmers participants (Class code: SUTS 1; 15 male and 3 female) - On January 6, 2022 with 11 farmers participants (Class code: SUTS 2; 7 male and 4 female) <p>The total number of farmers who took part in the field school training was 29 participants. This is because there are farmers who have other activities, so the Cooperative will re-implement training/ field schools on January 2023 in collaboration with GIZ.</p> <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. f. Jaminan Sosial Tenaga Kerja – Social Security of Workers 	<p>Complied</p>
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		<p>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 Sawit Usaha Tani Sejahtera, namely: Ibu Helmida, and facilitator form GIZ namely Teti Yohana Purba, Romadhon Kuswantoro and Sept Agis Pusaka), where they have the competence and experience, including:</p> <ul style="list-style-type: none"> • Training on Roundtable on Sustainable Palm Oil (RSPO) Certification for Independent Smallholder on 11-12 December 2019 provided by IFC and Indonesian Palm Oil Development for Smallholder Project in Partnership with Global Affair Canada and PT Musim Mas. • Training of ICS Tim on "Lokalatih" on January – February 2022, provided by GIZ • Training of Facilitators of ISPO Certification on 26-28 January 2022 about Internal Audit for independent smallholder provided by Kompasia Enviro. • Training of Facilitator of Internal Control System, Work Program & Procedure Set Up and Internal Auditor on 2-3 February 2021 provided by Fortasbi and GIZ. • Training of Facilitator: Good Agriculture Practice of Palm Oil by Widya Erti Indonesia and GIZ on 10 – 15 February 2021. • Training of Facilitator: HCV & HCS, NDPE, Environment & Global Warming, Erosion, Eutrophication and Hazardous Waste management by collaboration Fortasbi and GIZ on 8-9 February 2021. 	
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		<ul style="list-style-type: none"> • Training of Facilitator: Compliance with Regulation Standards for Independent Smallholder Certification, Leadership & Group Dynamic, FPIC & Conflict Resolution by collaboration Fortasbi and GIZ on 2-3 February 2021. 	
Milestone B	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>Koperasi already has procedures related to Work in Oil Palm Plantations – Pekerjaan di Kebun Kelapa Sawit No. SOP/SUTS/041 dated February 21, 2022, 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 of Harvester namely: Bpk. Rohmat in the plot of Bpk. M. Idil (ID: 085 and Plot No. 139) and harvester name: Bpk. Parno in the plot of Bpk. Mufid (ID: 118 and Plot no: 141). 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>	Complied
<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>			
Eligibility	Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility.	Koperasi Sawit Usaha Tani Sejahtera has a policy regarding prohibition of child labour set under Decree No. 007/SK.ICS/KOP-SUTS/II/2022, dated 16 February 2022 stating:	Complied

	<p>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 at 18 years old. 2. Not exposing children to hazardous work. 3. Providing adult supervision of children working on the farm. 4. Ensuring the practice of children’s rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1). 	<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>Farmers have received training regarding employment, 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"> 1. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Landong Bola dated 14 September 2021. 2. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Seniman K. dated 15 September 2021 3. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Yahwarti dated 14 September 2021 	
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		<p>4. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Helmida dated 13 September 2021</p> <p>5. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Noviana dated 14 September 2021</p> <p>6. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Sutoyo dated 15 September 2021</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 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or mentally harmful and that may intervene with the educational activities at school. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia). 	<p>Koperasi Sawit Usaha Tani Sejahtera has a policy regarding prohibition of child labour set under Decree No. 007/SK.ICS/KOP-SUTS/II/2022, dated 16 February 2022, 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. 	<p>Complied</p>

		d. Ensuring the practice of children’s rights to education is unrestricted and respected	
Milestone B	<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 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or mentally harmful and that may intervene with the educational activities at school. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia). 	<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>	Complied
<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>Are there workers on the farm? If no, SKIP</p>			
Eligibility	<p>Smallholders commit to pay workers according to at least equal to the Minimum Wage based on the smallholder’s location as applicable by law (refer to indicator 1.1E / Appendix 1).</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has committed to pay workers with a minimum wage in accordance with regulation, set in Group Manager Decree No. 024/SK.ICS/KOP-KI/VI/2021 dated 7 June 2021 concerning Wage Payments, mentioned that Koperasi Sawit 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 commit to workers payment, Please refer to 3.1 Eligibility for Member Commitment 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. Governor of . East Kalimantan No. 561/k.599/2021, November 30, 2021 about the</p>	Complied

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		<p>determination of the minimum wage Kabupaten/Kota of East Kalimantan Province of IDR 3,175,427.</p> <p>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:</p> <p>Minimum Wage of Kutai Timur Regency on period 2022</p> <table border="1" data-bbox="1088 580 1930 715"> <thead> <tr> <th>Minimum wage</th> <th>Monthly (IDR)</th> <th>Rate per Day (IDR *)</th> <th>Rate per Hours (IDR **)</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>IDR 3.175.427</td> <td>IDR 127.017</td> <td>IDR 18.145</td> </tr> </tbody> </table> <p>*) Total 6 days per week (Monday – Saturday) **) 7 Hours Worked per day</p> <p>All workers are hired directly by the smallholder and their wages follow the rules set by the organization in Procedure No: SOP SUTS-041 dated 16 February 2022 about Pekerjaan di Kebun Kelapa Sawit.</p> <p>Payment rate for workers :</p> <table border="1" data-bbox="1088 943 1942 1388"> <thead> <tr> <th>Workers</th> <th>Wages (IDR)</th> <th>Indicator</th> </tr> </thead> <tbody> <tr> <td>Harvester</td> <td>200,000-300,000</td> <td>per ton FFB</td> </tr> <tr> <td>Pruning</td> <td>500,000-700,000</td> <td>per ha</td> </tr> <tr> <td>Spraying</td> <td>175,000</td> <td>per ha</td> </tr> <tr> <td>Fertilizer</td> <td>20,000</td> <td>per kg</td> </tr> <tr> <td>Krani wages</td> <td>20,000</td> <td>Per ton</td> </tr> <tr> <td>FFB lansir</td> <td>200,000 – 250,000</td> <td>Per Ton</td> </tr> <tr> <td>Transport FFB to PKS PT</td> <td>- Transport to PKS 4: IDR 155.000 - Transport to PKS 7: IDR 155.000 - Transport to PKS 11: IDR 155.000</td> <td>per ton FFB</td> </tr> </tbody> </table>	Minimum wage	Monthly (IDR)	Rate per Day (IDR *)	Rate per Hours (IDR **)	2022	IDR 3.175.427	IDR 127.017	IDR 18.145	Workers	Wages (IDR)	Indicator	Harvester	200,000-300,000	per ton FFB	Pruning	500,000-700,000	per ha	Spraying	175,000	per ha	Fertilizer	20,000	per kg	Krani wages	20,000	Per ton	FFB lansir	200,000 – 250,000	Per Ton	Transport FFB to PKS PT	- Transport to PKS 4: IDR 155.000 - Transport to PKS 7: IDR 155.000 - Transport to PKS 11: IDR 155.000	per ton FFB	
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		<p>Dewata Sawit Nusantara</p>	<p>- Transport to PKS 1: IDR 125.000</p>		
<p>Related to the transporting FFB to the Mill (PT DSN PKS 11), it is carried out by trucks owned by farmers with agreed pricing. Kegiatan transport TBS dilakukan melalui kontrak kerja dengan masyarakat desa sekitar yang memiliki unit truk, missal:</p> <ul style="list-style-type: none"> - Work Agreement Letter No. 001/K-SUTS/SWA/2022 dated July 16, 2022 concerning the FFB transportation Work Agreement on behalf of Yocky Saputra (Dusun Long Bau, vehicle no. KT 8067 RQ. - Work Agreement Letter No. 001/K-SUTS/SWA/2022 dated July 16, 2022 concerning the FFB transportation Work Agreement on behalf of Herman (Dusun Long Bau, vehicle no. KT 8737 NH. <p>In the July 2022 period, the FFB transportation pricing agreement was carried out on July 16, 2022 and was signed by 7 unit owners and 23 farmer representatives (chairman of the farmer group). The result as follow:</p> <p>FFB transport price provisions:</p> <ul style="list-style-type: none"> - To PKS 4: IDR 155.000 per ton - To PKS 7: IDR 155.000 per ton - To PKS 11: IDR 155.000 per ton - To PKS 1: IDR 125.000 per ton <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>					

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		<ul style="list-style-type: none"> - Krani wages for the period August 2022; on behalf of Anwar with a tonnage of 665.091 tons (@ IDR 20,000 per ton), wages of IDR 4,655,635. - Receipt of Payment of Krani wages for the period September 2022; on behalf of Sandy Jumry with a tonnage of 161.172 tons (@ IDR 10,000 per ton), wages of IDR 1,611,720. - Receipt of payment of fertilizer wages in the name of Sutandi, fertilizer in the plot of Mr. M. Idil. (ID: 085) plot no. 139. The yield is 500 kg (10 sacks), the fertilizer wage is @ IDR 20,000 per sacks, so the wages received are IDR 200,000. - Receipt of payment of harvest wages in the name of Nasri, harvester in the plot of Mr. Seniman K. (ID: 039) plot no. 66. The yield is 7,117 kg on 1 October 2022, the harvest wage is @ IDR 200,000 per ton, so the wages received are IDR 1,422,000. - Receipt of payment of harvest wages in the name of Nasri, harvester in the plot of Mrs. Tini. (ID: 049) plot no. 118. The yield is 3,190 kg on 23 March 2022, the harvest wage is @ IDR 300,000 per ton, so the wages received are IDR 957,000. - Receipt of Payment of Spraying wages on behalf of Subandi on plot Bpk. M. Idil (ID: 085 and plot no. 139) on 3 February 2022 (@ IDR 175,000 per ha) amounting to IDR 175,000. <p>Based on the verification of salary script documents and interviews with several workers, that the wages given are still above the 2022 UMK that has been determined by the Governor of East Kalimantan.</p>	
<p>Milestone A</p>	<p>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.</p>	<p>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:</p>	<p>Complied</p>

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<p>Milestone B</p>	<p>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.</p>	<p>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:</p>	<p>Complied</p>

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<p>Criteria 3.4: Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO. Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (refer to indicator 1.1E / Appendix 1).	All smallholder members has signed statements/declarations commitment that the smallholder member are committed to respect the rights of	Complied

		<p>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 :</p> <ol style="list-style-type: none"> 1. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Landong Bola dated 14 September 2021. 2. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Seniman K. dated 15 September 2021 3. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Yahwarti dated 14 September 2021 4. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Helmida dated 13 September 2021 5. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Noviana dated 14 September 2021 6. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Sutoyo dated 15 September 2021 <p>Koperasi Sawit Usaha Tani Sejahtera has a procedure for Grievance Submission of Smallholder No. SOP/SUTS/004 dated 21 February 2022, 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 : 	
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		<ul style="list-style-type: none"> • Everything that concern about race, tribe, religion • Domestic violence • Sexual harassment • Human Rights Violation • 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</p>	
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		<p>cannot be resolved internally in the Koperasi Sawit Usaha Tani Sejahtera, the Management of Koperasi will submit the matter to the competent authority for further action.</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 Sawit Usaha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in Koperasi office and form of grievance submission. During audit confirmed that there is no official complaint submitted to Koperasi Sawit 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 Sawit Usaha tani Sejahtera has a procedure for Grievance Submission of Smallholder No. SOP/SUTS/004 dated 21 February 2022.</p> <p>Training related to the Standard Operational Procedure and introduction of Decision Letters (Module 20), was carried out on:</p> <ul style="list-style-type: none"> - On 9 March 2022 with 50 farmers participants - On 4 October 2022 with 111 farmers participants <p>The total number of farmers who took part in the field school training was 166 participants.</p> <p>The material provided at the training includes:</p> <ol style="list-style-type: none"> a. Introduction of the ICS management of the Koperasi Sawit Usaha tani Sejahtera b. Koperasi SUTS Organization Structure c. Cooperative Legality List d. Requirements to be completed by farmers/members e. RSPO Principles and Criteria 	<p>Complied</p>

		<ul style="list-style-type: none"> f. Duties and responsibilities (Job Description) of each ICS staff management g. Cooperative SOPs and decrees, including procedures for member and worker complaints. <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>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 Sawit Usaha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in 84ersama84 office and form of grievance submission. During audit confirmed that there is no official complaint submitted to Koperasi Sawit Usaha Tani Sejahtera official based on interview and logbook review.</p>	
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	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 Sawit Usha Tani Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in the group manager office and form of grievance submission. During audit confirmed that there is no official complaint submitted to Koperasi Sawit Usaha Tani Sejahtera official based on interview and logbook review.	Complied
Criteria 3.5: Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (refer to indicator 1.1E / Appendix 1).	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 –	Complied

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		<p>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 Sri Kartini Jalung (ID No. SUTS-041) dated 15 September 2021 b. Commitment Statement of Sumanto (ID No. SUTS-105) dated 15 September 2021 c. Commitment Statement of Ming (ID No. SUTS-026) dated 13 September 2021 d. Commitment Statement of Geah Gok (ID No. SUTS-071) dated 13 September 2021 e. Commitment Statement of Jamaluddin (ID No. SUTS-021) dated 15 September 2021 f. Commitment Statement of Yocky Saputra (ID No. SUTS-055) dated 14 September 2021 g. Commitment Statement of Suryadi (ID No. SUTS-045) dated 14 September 2021 	
<p>Milestone A</p>	<p>Smallholders, workers, and family members who work at the farm complete training and are aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera (SUTS) has identify the OHS risk and analysis as per “Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja” No.SOP/SUTS/020 dated 21 February 2022. 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 SUTS, training has been conducted in 5 series of training on 24 – 25 November 2021, training attend by 48 members. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4</p>	<p>Complied</p>

		<p>October 2022. ICS also has provided the training material (module 1 – 21) to all smallholder members. Evidence of training module provision was sighted during audit.</p> <p>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 29 – 30 September 2021 cooperated with GIZ. Records was reviewed such as “Laporan Sekolah Lapang Materi Dampak Analisa Pestisida”. Training attend by 33 members. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4 October 2022. ICS also has provided the training material (module 1 – 21) to all smallholder members. Evidence of training module provision was sighted during audit.</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 24 – 25 November 2021. Training conducted in 2 series of training in 2 location and attend by 48 smallholder members. 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 SUTS has provide PPE for smallholder members including workers:</p> <ul style="list-style-type: none"> • Harvester: Safety helmet, Safety boots 	
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		<ul style="list-style-type: none"> • 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 Sawit Usaha Tani Sejahtera to field supervisor (Kerani) and at office (2 first aid kit). There are 20 first aid kit has provide by Koperasi SUTS as per "Berita Acara Serah Terima Kotak P3K" dated 4 October 2022.</p> <p>Guidance for first aid handling stated in "Prosedur Penggunaan dan Monitoring Kotak P3K" No. SOP/SUTS/012 dated 21 February 2022.</p>	
<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 Sawit Usaha Tani Sejahtera to field supervisor (Kerani) and at office (2 first aid kit). There are 20 first aid kit has provide by Koperasi SUTS as per "Berita Acara Serah Terima Kotak P3K" dated 4 October 2022.</p> <p>Guidance for first aid handling stated in "SOP Penggunaan dan Monitoring Kotak P3K" No. 012/SOP.ICS/KSU-KI/V/2021 dated 25 May 2021.</p>	<p>Non-compliance</p>
<p>Criteria 3.6: There is no discrimination, harassment, or abuse on the farm. Are there workers on the farm? If no, SKIP</p>			

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<p>Eligibility</p>	<p>Smallholders commit to no discrimination, harassment or abuse on the farm (refer to indicator 1.1E / Appendix 1).</p>	<p>Head of Koperasi Sawit Usaha tani Sejahtera has established Policy/Decree concerning <i>Larangan Pelecehan dan Kekerasan Seksual</i> in Decree Number 013/SK.ICS/KOP-SUTS/II/2022 dated 19 February 2022, 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>Policies/Rules related to human rights are contained in the Decree ICS no. 020/SK.ICS/KOP-SUTS/II/2022 date 23 Februrary 2022, state that: <i>Bahwa Setiap Anggota Koperasi Sawit Usaha tani Sejahtera dilarang melakukan 88ersama88 yang melanggar Hak Asasi Manusia, beberapa di antaranya yang termasuk Hak Asasi Manusia Adalah</i></p> <ul style="list-style-type: none"> • <i>Hak untuk Hidup, mempertahankan hidup dan meningkatkan taraf kehidupan.</i> • <i>Hak untuk berkeluarga dan melanjutkan keturunan sesuai undang-undang yang berlaku.</i> • <i>Hak untuk Tidak di Siksa, diperbudak dan di Lecehkan</i> • <i>Hak untuk mendapatkan perlakuan yang sama dihadapan hukum tanpa diskriminasi</i> <p>Please refer to 3.1 Eligibility for training records 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.3 and D.7; that "No</p>	<p>Complied</p>
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		<p>discrimination, harassment or violence in plantation". Samples was seen for:</p> <ol style="list-style-type: none"> 1. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Landong Bola dated 14 September 2021. 2. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Seniman K. dated 15 September 2021 3. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Yahwarti dated 14 September 2021 4. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Helmida dated 13 September 2021 5. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Noviana dated 14 September 2021 6. RSPO Certification Commitment – Formulir Pernyataan Komitmen on behalf of Sutoyo dated 15 September 2021 <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 the need for a safe workspace.</p>	<p>Head of Koperasi Sawit Usaha Tani Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number No. 005/SK.ICS/KOP-KI/III/2021 related Forced Labour, Discrimination and Human Trafficking dated 18 March</p>	<p>Complied</p>

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		<p>2021. Policies/Rules related to human rights are contained in the Decree ICS no. 004/SK.ICS/KOP-KI/III/2021 date 3 March 2021.</p> <p>Training related to the employment particularly force labor, child labor, pregnant and breastfeeding women and discrimination was carried out on:</p> <ul style="list-style-type: none"> - On January 5, 2022 with 18 farmers participants (Class code: SUTS 1; 15 male and 3 female) - On January 6, 2022 with 11 farmers participants (Class code: SUTS 2; 7 male and 4 female) <p>The total number of farmers who took part in the field school training was 29 participants. This is because there are farmers who have other activities, so the Cooperative will re-implement training/ field schools on January 2023 in collaboration with GIZ.</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 B</p>	<p>Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.</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,</p>	<p>Complied</p>

workers can submit grievance/complaint to Koperasi based on applicable procedure
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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 ISH Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices that 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.

Aligned with the new HCS requirements in the RSPO P&C 2018, 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, and/or any areas required to protect or enhance HCV 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 planting 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.

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) fully supported and funded by the RSPO Secretariat.

Procedural Note: The RaCP mechanism for independent smallholder will not be an obstacle to the independent smallholder certification process since it is not yet available.

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.

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<p>Eligibility</p>	<p>Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (refer to indicator 1.1E / Appendix 1).</p>	<p>Koperasi Sawit 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 Sawit Usaha Tani Sejahtera. Sample seen for smallholder commitment:</p> <ul style="list-style-type: none"> a. Commitment Statement of Sri Kartini Jalung (ID No. SUTS-041) dated 15 September 2021 b. Commitment Statement of Sumanto (ID No. SUTS-105) dated 15 September 2021 c. Commitment Statement of Ming (ID No. SUTS-026) dated 13 September 2021 d. Commitment Statement of Geah Gok (ID No. SUTS-071) dated 13 September 2021 e. Commitment Statement of Jamaluddin (ID No. SUTS-021) dated 15 September 2021 f. Commitment Statement of Yocky Saputra (ID No. SUTS-055) dated 14 September 2021 g. Commitment Statement of Suryadi (ID No. SUTS-045) dated 14 September 2021 <p>HCV assessment was conducted in February 2022 by internal assessor from ICS Koperasi Sawit Usaha Tani Sejahtera and Facilitator GIZ. Internal assessor has been trained by facilitator from GIZ.</p> <p>The HCV assessment report available in "Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya Koperasi Sawit Usaha Tani Sejahtera. According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding</p>	<p>Complied</p>
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		<p>of smallholder plots in area of Desa Nehas Leah Bing, Kec. Muara Wahau categorized as HCV 6: public cemetery (Pemakaman Kristen Dusun Long Bau, Pemakaman Muslim Dusun Long Bau).</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 mitigation efforts; • 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 10 – 11 November 2021. The training delivered in 2 series of training in 2 location, attend by 40 smallholder member. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4 October 2022. ICS also has provided the training material (module 1 – 21) to all smallholder members. Evidence of training module provision was sighted during audit.</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 on 24 – 25 November 2021, training attend by 48 members. 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>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and fasilitator and they have aware the importance of maintaining HCV, RTE species and mitigation conflict between human and animal.</p>	<p>Complied</p>

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<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 Sawit Usaha Tani Sejahtera as per "Surat Keputusan No: 024/SK.ICS/KOP-SUTS/II/2022 Tentang larangan Berburu, Menangkap, memelihara ataupun Memperdagangkan Satwa Dilindungi". Indonesia regulation also prohibit hunting the protected spesies as per "UU No. 41 Tahun 1999 Tentang Kehutanan"</p> <p>Koperasi Sawit 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/SUTS/017" Dated 21 February 2022 and "Prosedur Perlindungan Satwa No.SOP/SUTS/016" Dated 21 February 2022.</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 Nehas Leah Bing, Kec. Muara Wahau categorized as HCV 6: public cemetery (Pemakaman Kristen Dusun Long Bau, Pemakaman Muslim Dusun Long Bau).</p> <p>Potential RTE species that might be in Nehas Liah Bing Village according to history before palm oil plantation also noted in HCV assessment report. There are 15 animal species 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 muntjack</i>; 2 species of plant: <i>Amorphophallus titanum</i>, <i>Paphiopedilum sp</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 Sawit Usaha Tani Sejahtera has a policy to prohibit animal hunting in area of smallholder plantation and surrounding area as per "Surat Keputusan No:</p>	<p>Complied</p>
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		024/SK.ICS/KOP-SUTS/II/2022 Tentang larangan Berburu, Menangkap, memelihara ataupun Memperdagangkan Satwa Dilindungi".. 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 November 2005, through use of the simplified combined HCV-HCS approach for Smallholders (refer to indicator 1.1E / Appendix 1).	<p>Smallholder has provide information on all smallholder plots converted and planted with oil palm after November 2005. According to data of smallholder palm oil year planting, there are 133 plots with total area 273.97 ha (belong to 85 members) planting after November 2005 (2008 – 2014). Koperasi Sawit Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review on behalf RSPO by Prof. Dr. Kasturi Devi Kanniah – university Teknologi Malaysia. Report of Land Use Change Analysis available in "Land Use Change Analysis Report for Koperasi Sawit Usaha Tani Sejahtera" dated 17 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 121 - Total area of management unit: 438.55 ha - Total area of non-compliant land clearance: 273.97 ha - Date of HCV assessment completed: 25 Febr 2022 (new member) - Date when data completely received: 24 May 2022 - Date when report was prepared: 17 June 2022 	Complied
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since November 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 133 plots with total area 273.97 ha (belong to 85 members) planting after November 2005 (2008 – 2014). Koperasi Sawit Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been	Complied

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		<p>conducted and review on behalf RSPO by Prof. Dr. Kasturi Devi Kanniah – university Teknologi Malaysia. Report of Land Use Change Analysis available in “Land Use Change Analysis Report for Koperasi Sawit Usaha Tani Sejahtera” dated 17 June 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Final conservation liability: 0.00 ha - Environmental remediation areas: 0.00 ha - Total number of smallholder: 121 - Total area of management unit: 438.55 ha - Total area of non-compliant land clearance: 273.97 ha - Date of HCV assessment completed: 25 Febr 2022 (new member) - Date when data completely received: 24 May 2022 - Date when report was prepared: 17 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 Sawit Usaha Tani Sejahtera.</p> <p>It was also confirmed by email from RSPO dated 27 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 November 2005 and HCS forests lost since November 2019 is implemented.</p>	<p>According to data of smallholder palm oil year planting, there are 133 plots with total area 273.97 ha (belong to 85 members) planting after November 2005 (2008 – 2014). Koperasi Sawit Usaha Tani Sejahtera has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review on behalf RSPO by Prof. Dr. Kasturi Devi Kanniah – university Teknologi Malaysia. Report of Land Use Change Analysis available in “Land Use Change Analysis Report for Koperasi Sawit Usaha Tani Sejahtera” dated 17 June 2022. According to LUCA report conclude that:</p>	<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: 121 - Total area of management unit: 438.55 ha - Total area of non-compliant land clearance: 273.97 ha - Date of HCV assessment completed: 25 Febr 2022 (new member) - Date when data completely received: 24 May 2022 - Date when report was prepared: 17 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 Sawit Usaha Tani Sejahtera.</p> <p>It was also confirmed by email from RSPO dated 27 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 22 degrees or as in the National Interpretation) in reference to Indonesian regulations (Minister of Agriculture No. 47/2006 on Guide to Agriculture on Mountainous Areas). Slope must not be more than or equal to 40%. • Are not on peat areas of any depth – In reference to the definition of peat in Government Regulation No. 57/206 on Peat Ecosystem Protection and Management. 			
Eligibility	Smallholders provide information on all planned new planting and commit to no new planting are on HCVs or HCS forests, on steep slopes (more than 22 degrees or as in the National Interpretation) or on peat (refer to indicator 1.1E / 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 areas, HCS forests, in	Complied

		<p>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 <p>Details on plans for replanting and expansion of oil palm</p>	
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-HCS approach, before any land preparation commences.</p>	<p>Based on data of palm oil planting Koperasi Sawit Usaha Tani Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2004 – 2014. 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>	Complied
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 Sawit Usaha Tani Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2004 – 2014. 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>	Complied
<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> <p>Do any smallholders within the group have existing plots on peat? If no, SKIP</p>			
Eligibility	<p>Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According</p>	Complied

	management practices (BMPs), and minimizing subsidence and degradation of peat soils (refer to indicator 1.1E / Appendix 1).	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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing, Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Sawit Usaha Tani Sejahtera consist of Typic hapludults.	
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 Sawit 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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing, Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Sawit Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Fire mitigation and handling training has been conducted on on 24 – 25 November 2021, training attend by 48 members. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4 October 2022. ICS also has provided the training material to all smallholder members.</p> <p>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>	Complied
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 Sawit Usaha Tani Sejahtera. Soil type in plantation of Koperasi Sawit Usaha Tani Sejahtera categorized as Typic hapludults.</p> <p>Koperasi Sawit 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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing, Kecamatan Muara Wahau" with scale 1:100,000 year 2022.</p>	Complied

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. Do any smallholders within the group have plans for replanting plots that are located on peat? If no, SKIP			
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 indicator 1.1E / Appendix 1).	<p>Koperasi Sawit 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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Sawit Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Sawit Usaha 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 Sawit Usaha Sejahtera.</p> <p>All smallholder member of Koperasi Sawit 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>	Complied
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 Sawit 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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Sawit Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Sawit Usaha Sejahtera was far from the river or sea and there is</p>	Complied

		<p>no risk of flooding, in addition there is no peat soil in area of Koperasi Sawit Usaha Sejahtera.</p> <p>All smallholder member of Koperasi Sawit 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 Sawit 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 Sawit Usaha Tani Sejahtera dengan Peta Jenis Tanah di Desa Nehas Liah Bing Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Sawit Usaha Tani Sejahtera consist of Typic hapludults.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Sawit Usaha 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 Sawit Usaha Sejahtera.</p> <p>All smallholder member of Koperasi Sawit 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>	Complied
<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 indicator 1.1E / Appendix 1).</p>	<p>All smallholder member of Koperasi Sawit 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 Sawit Usaha Tani Sejahtera, there is no land preparing by burning on 2004 – 2014. Land preparation conducted mechanically with method "zero burning".</p>	Complied

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<p>Milestone A</p>	<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 community and village. 	<p>All smallholder member of Koperasi Sawit 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 Sawit Usaha Tani Sejahtera, there is no land preparing by burning on 2004 – 2014. Land preparation conducted mechanically without burning. This also confirmed with smallholder member sampled (26 members) during field visit and interview.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has a procedure for land preparation as per "SOP Pembukaan Lahan Tanpa Bakar No.SOP/SUTS/046 dated 21 February 2022. 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. Koperasi also has a policy for zero burning as per " Surat keputusan No: 010/SK.ICS/KOP-SUTS/II/2022 Tentang Larangan bakar lahan dan No peat, no forest, no conflict" dated 16 February 2022. Policy and procedure has been communicated and socialized to all smallholder member on 19 – 20 January 2022 and 9 March 2022 and 4 October 2022.</p> <p>Fire mitigation and handling training has been conducted on on 24 – 25 November 2021, training attend by 48 members. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4 October 2022. ICS also has provided the training material to all smallholder members.</p> <p>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>Non-compliance</p>
<p>Milestone B</p>	<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</p>	<p>All smallholder member of Koperasi Sawit 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 Sawit Usaha Tani Sejahtera, there is no land preparing by</p>	<p>Complied</p>

	<p>authorities.</p>	<p>burning on 2004 – 2014. Land preparation conducted mechanically with method “zero burning”.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has a procedure for land preparation as per “SOP Pembukaan Lahan Tanpa Bakar No.SOP/SUTS/046 dated 21 February 2022. 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 Sawit Usaha Tani Sejahtera also has a procedure for waste management as per “SOP Pengendalian Limbah Rumah Tangga No. SOP/SUTS/034” dated 21 February 2022 and “Prosedur Penanganan Wadah Bekas Kimia No. SOP/SUTS/018” dated 21 February 2022. Based on procedure stated that domestic waste and ex chemical container (pesticide) are prohibit to burning.</p> <p>Fire mitigation and handling training has been conducted on on 24 – 25 November 2021, training attend by 48 members. Members who cant attend in the scheduled training, ICS has conducted meeting to explain the training material related to OHS on 9 March 2022 and 4 October 2022. ICS also has provided the training material to all smallholder members.</p> <p>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>During interview with smallholder member (22 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 indicator 1.1E / Appendix 1).</p>	<p>Group manager has identifies the riparian buffer zone through HCV Assessment, confirmed that there were no riparian buffer zone identified in Koperasi Sawit Usaha Tani Sejahtera. HCV assessment has been</p>	<p>Complied</p>

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		<p>conducted since February 2022 by ICS Koperasi Sawit Usaha Tani Sejahtera under supervise GIZ.</p> <p>The HCV assessment report available in "Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya Koperasi Sawit Usaha Tani Sejahtera. 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 Nehas Leah Bing, Kec. Muara Wahau categorized as HCV 6: public cemetery (Pemakaman Kristen Dusun Long Bau, Pemakaman Muslim Dusun Long Bau).</p> <p>Koperasi Sawit Usaha Tani Sejahtera has a policy and mechanism to conserve and protect the waterways/watersource by marking the boundary of riparian 20 m 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/SUTS/015" dated 21 February 2022 and "SOP Pengelolaan Areal Tepian Sungai No. SOP/SUTS/033" dated 21 February 2022. However there is no river in the area of plantation of Koperasi Sawit Usaha Tani Sejahtera.</p> <p>Koperasi Sawit Usaha Tani Sejahtera also has overlay the plantation maps of all smallholder member with river maps/administration maps of Kutai Timur Regency, Kalimantan Province. According to maps overlay with scale 1:100,000 confirmed that there is no river in the area of Koperasi Sawit Usaha Tani Sejahtera area, the nearest river is Wahau River with distance > 500 m from the plantation.</p> <p>According to Land Use Change Analysis report also confirmed that there is no area include in environmental remediation area.</p> <p>All smallholder member of watercourse/waterpond in surrounding of smallholder plots, Desa Nehas Leah Bing 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</p>	
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		areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".	
Milestone A	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>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 10 – 11 November 2021. The training delivered in 2 series of training in 2 location, attend by 40 smallholder member.</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 on 24 – 25 November 2021, training attend by 48 members. 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>During interview with smallholder member (22 member) confirmed that they have aware the riparian buffer zone management by not apply pesticide/herbicide in 20 m from river.</p>	Complied
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	<p>There is no riparian or buffer zone identified in area of plantation Koperasi Sawit 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 Sawit Usaha Tani Sejahtera area, the nearest river is Wahau River with distance > 500 m from the plantation.</p> <p>All smallholder member of Koperasi Sawit 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,</p>	Complied

		HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".	
Criteria 4.8: Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.			
Eligibility	<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 indicator 1.1E / Appendix 1)</p>	<p>Smallholder members have committed to not use paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No. SOP/SUTS/042" dated 21 February 2022.</p> <p>Smallholder member also has follow the training of pesticide, deliver by Koperasi Sawit Usaha Tani Sejahtera cooperated with GIZ on 29 – 30 September 2021. Records was reviewed such as "Laporan Sekolah Lapang Materi Dampak Analisa Pesticida". Training attend by 33 members.</p> <p>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>During interview with smallholder member (22 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 Sawit Usaha Tani Sejahtera has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No. SOP/SUTS/042" dated 21 February 2022. During interview and field visit to smallholder plots sampled (22 members) confirmed that smallholder member did not using/apply paraquat for weeds control.</p>	Complied
Milestone A	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	Smallholder has complete the training on BMP for pesticide on 29 – 30 September 2021 (attend by all members). Training conducted in 2 series of training in 2 location. Evidence of training can be shown as per "Laporan Sekolah Lapang Materi Dampak Analisa Pesticida".	Complied

	pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	During field visit and interview with smallholder member confirmed that they have aware regarding the pesticide handling and best management practices. Koperasi Sawit 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-SUTS/II/2022 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui" dated 16 February 2021. The policy has been communicated to all smallholder member on 19 – 20 January 2022.	
Milestone B	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.	Smallholder member implement BMP for all pesticide use: using PPE during pesticide spraying (handgloves, masker, apron and face shield). Koperasi Sawit 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-SUTS/II/2022 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui" dated 16 February 2021. The policy has been disseminated to all smallholder member on 19 – 20 January 2022, evidence of training and socialization present in "Laporan Kegiatan Pelatihan Sosialisasi SOP dan Surat Keputusan Koperasi Sawit Usaha Tani Sejahtera".	Complied
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.	Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on 29 – 30 September 2022 cooperated with facilitator GIZ. Records was reviewed such as "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida". Training attend by 33 members, ICS conducted another training on 9 March 2022 and 4 October 2022 for members who can not join the	Complied

		<p>training in Sekolah lapang/Field school. ICS also has provide the training material for all smallholder members.</p> <p>Training IPM also has been conducted on 13 – 14 October 2021. Training conducted in 2 series of training in 2 location and attend by 41 smallholder members. Members who can not join on the scheduled training, ICS also conducted another training on 9 March 2022 and 4 October 2022. 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 (<i>deutsche Gesselschaft fur Internationale Zusammenarbeit</i>).</p> <p>During field visit and interview with smallholder member confirmed that theyaware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.</p>	
<p>Milestone B</p>	<p>The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has establish "SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit No.SOP/SUTS/028, dated 21 February 2022.</p> <p>Integrated pest management has been developed by Koperasi Sawit 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 	<p>Complied</p>

		<p>- Chemical control</p> <p>Koperasi Sawit Usaha Tani Sejahtera maximize the physical and biological control to minimize the pesticide/herbicide usage for pest and disease control.</p> <p>Pest and disease monitoring has been programmed by ICS as per "Program Kerja ICS Koperasi Sawit Usaha Tani Sejahtera 2021/2022. Pest and disease monitoring are programmed once a month in 6 block (A, B, C, D, E, F).</p> <p>Record of pest and disease monitoring can be shown during audit in document "Form Monitoring Hama dan Penyakit". Pest and disease monitor including rats, Oryctes, Catterpillar, termite, Ganoderma (fungi). According to census result on October 2022, confirmed that there is no 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 Sawit Usaha Tani Sejahtera also planting the beneficial plant <i>Turnera subulate</i> along of the main road (1,500 plant) as per "Berita Acara Pengangkutan dan Penanaman Turnera" dated 24 June 2022.</p> <p>To reduce herbicide usage smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p>	
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		Complied

Milestone A	The Group has appointed a group manager	Koperasi Sawit Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Group Manager as per "Surat Keputusan Nomor : SK/001/SUTS/II/2022" dated 6 February 2022 and ICS Committee as per "Surat Keputusan SK/002/SUTS/II/2022 tentang Pmbentukan Pengurus Unit Kerja Koperasi" dated 9 February 2022.	Complied
Milestone B	The Group has appointed a group manager	<p>ICS Structure are :</p> <ul style="list-style-type: none"> a. Group Manager : Helmida b. Approval Committee : Syafri Efendi, Seniman, Jamaluddin c. Counseling Unit : <ul style="list-style-type: none"> - Abdul Jalil - Yuvenalis Huvat - Suwardi - Muhammad Bukhori - Dwi Harto d. Internal Audit Unit : <ul style="list-style-type: none"> - Rizal Umar - Sujarno - Yocky Saputra - I Nyoman Griya - Sandi Jumri e. Documentation and Sales Unit <ul style="list-style-type: none"> - Erisa Fitriani - Ariansyah - Mariyana Lia Ping f. OHS, HCV, Fire Response and IPM Unit 	Complied

		<ul style="list-style-type: none"> - Rahman Hakim - Suhada - Petrus Jagalewo Keroon - Sugito - Sutoyo - Syukur Ibrahim <p>ICS job descriptions stated in "SOP Pengambilan Keputusan, Tugas dan Tanggung Jawab Pengurus No. SOP/SUTS/025" dated 21 February 2022, such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Lead and coordinate all ICS members - Appraise new member if they are eligible to join as certification member - Presenting annual report in Rapat Anggota Tahunan - Accept grievance and complaint from member and respond it - Accept appeal from member if member not satisfied with internal audit result and decision if the member get sanctions - Monitoring of all ICS team work - Make an ICS work plan - Representation of Koperasi in stakeholder meeting, in national or international forum - Acting as PIC for RSPO membership registration - Register to Palmtrace as PIC for transaction in Palmtrace <p><u>Approval Committee (Komite persetujuan)</u></p>	
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		<ul style="list-style-type: none"> - Conduct check on ICS member acceptance and evaluation in form of member eligibility, legality and commitment for RSPO & ISPO certification. - Conduct development, monitoring, decision making related to non-conformities/deviation from established SOP. - Conduct performance monitoring to all smallholder members and ICS teams. - Accept appeal from member if member not satisfied 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. <p><u>Counseling Unit (Unit Penyuluhan)</u></p> <ul style="list-style-type: none"> - Training about RSPO and ISPO standard - Membership registration form for RSPO certification - Collect all membership registration form - Socialization to smallholder about the requirement to become member of RSPO certification - Accept and evaluating the membership form - Prepare training program for smallholder/members - Prepare material training 	
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		<ul style="list-style-type: none"> - Training to all smallholder about RSPO ISH and ISPO standard such as FPIC training, Fire and Emergency Responses, hazardous waste management and etc. <p><u>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 - Documentation of ICS activities <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 - Conduct HCV area monitoring - Conduct monitoring of agrochemical use - 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 <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.		Complied

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Milestone A	The group manager has evidence of legal identity.	<p>Koperasi Sawit Usaha Tani Sejahtera already has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment of the Koperasi Sawit Usaha Tani Sejahtera Desa Nehes Liah Bing, dated 1 November 1999. The deed has been registered and ratified by the Office of Small and Medium Enterprises Cooperatives of Kutai Regency Level II according to number 150/518.31/BH/TAR.3/II/2000, dated February 2, 2000. The document includes an explanation of the Articles of Association in it.</p> <p>Koperasi Sawit Usaha Tani Sejahtera has obtained the approval of the Deed of Establishment from the Office of the State Ministry for Small and Medium Enterprises Cooperative Affairs, East Kutai Regency Cooperative Office No. 128/BH/PAD/DKKT/XI/2002 dated November 14, 2002. The cooperative has obtained NIB No. 9120302731286, July 18, 2019.</p> <p>The land where Koperasi Sawit Usaha Tani Sejahtera’s office stand have an ownership right (Sertifikat Hak Milik) as per “Surat Tanah No. Registrasi : 066/593/PEMDES-NLB/XI/2019” dated 6 November 2019. this land was bought from Dwi Harto as per “Surat Keterangan Jual Beli Tanah antara Dwi Harto dan Yuvenalis Huvat Uut (Koperasi Sawit Usaha Tani Sejahtera)” dated 1 November 2019.</p>	Complied
Milestone B	The group manager has evidence of legal identity.		Complied
A.1.3			
Eligibility	The group has membership requirements.	<p>Koperasi Sawit Usaha Tani Sejahtera has established membership requirement as documented in “Standar Operasional Prosedur tentang Kriteria dan Syarat Menjadi Anggota Sertifikasi No.SOP/SUTS/001” dated 21 February 2022. The membership requirement are :</p> <p>a. Criteria for Candidates</p> <ul style="list-style-type: none"> • Live in Desa Nehas Lias Bing • Have an oil palm plantation of at least 0.5 Ha and a maximum of 20 Ha located in the area of Nehas Lias Bing Village, Muara Wahau District, East Kutai Regency 	Complied
Milestone A	The group has membership requirements.		Complied
Milestone B	The group has membership requirements.		Non-compliance

		<ul style="list-style-type: none"> • 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 <p>b. Register to ICS</p> <p>c. Fill out the certification member registration form</p> <p>d. Signing a RSPO letter of commitment</p> <p>e. Document requirements</p> <ul style="list-style-type: none"> • Complete the requirements: • Copy of ID card • 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>f. 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> <p>g. Initial assessment</p> <ul style="list-style-type: none"> • 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 mapping the plantations of prospective Certification members. <p>h. 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</p>	
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		<ul style="list-style-type: none"> i. If the member does not meet the requirements to become a member of the Certification, then 2 months are given to 116ersam j. If the prospective member is not eligible then the file will be returned k. Prospective members will become members if approved by the Cooperative Chair and ICS Manager with the signing of the member form and the name of the member in the Membership Decree. l. 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 No. SOP/SUTS/002" dated 21 February 2022. 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 - Resignation due to deceased • "SOP Peringatan dan Sanksi Anggota No. SOP/SUTS/003" dated 21 February 2022. <p>Records of membership registration was reviewed for sampled 116ersama116asi, such as :</p> <p>1) Suryadi</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 1 land parcels dated 5 February 2022 	
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		<ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 12 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 9 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 117ersama117asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/046/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 31 August 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Suryadi on 30 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Suryadi on 30 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 	
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		<p>2) Tri Nurhadi</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 2 land parcels dated 8 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 12 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 11 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 118ersama118asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/115/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 8 July 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Tri Nurhadi on 2 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Tri Nurhadi on 2 October stated that no land conflict as stated in Section 4 in this form 	
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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 10 October 2022 <p>3) Anwar</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 2 land parcels dated 8 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 14 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 11 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 119ersama119asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/115/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 2 July 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Anwar on 27 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights 	
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		<ul style="list-style-type: none"> - Section 6 page 135 signed by Anwar on 27 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>4) Aloysius Tebayak Moron c</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 6 land parcels dated 7 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 14 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 11 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 120ersama120asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/002/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 2 July 2022 • Annex 3 Pekebun Swadaya Anggota RSPO - Section 3 page 133 signed by Aloysius Tebayak Moron on 27 September 2022 stated that information in Section 2 of this form 	
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		<p>are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights</p> <ul style="list-style-type: none"> - Section 6 page 135 signed by Aloysius Tebayak Moron on 27 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>5) Yocky Saputra</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 7 land parcels dated 5 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 14 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 9 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 121ersama121asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/056/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 31 August 2022 	
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		<ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO - Section 3 page 133 signed by Yocky Saputra on 5 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people’s rights - Section 6 page 135 signed by Yocky Saputra on 5 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>6) Sumanto</p> <ul style="list-style-type: none"> • “Formulir Anggota Sertifikasi”, 2 land parcels dated 8 February 2022 • “Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan” dated 15 September 2021. • “Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi” dated 14 February 2022 signed by ICS Group Manager and Approval Committee • “Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi” dated 11 February 2022 signed by Approval Committee and member • “Berita Acara” about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • “Formulir anggota 122ersama122asi” approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • “Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi” dated 16 February 2022. • “STDB Nomor 525/106/DISBUN-KT/STD-B/NLB-MW/X/2022” dated 14 February 2022 	
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		<ul style="list-style-type: none"> • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 13 September 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Sumanto on 4 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sumanto on 4 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>7) Ming</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 1 land parcels dated 5 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 13 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 13 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 9 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 123ersama123asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. 	
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		<ul style="list-style-type: none"> • "STDB Nomor 525/026/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 3 September 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Ming on 1 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Ming on 1 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>8) Geah Gok</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 3 land parcels dated 5 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 13 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 14 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 9 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 124ersama124asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 	
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		<ul style="list-style-type: none"> • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/072/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 4 July 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Geah Gok on 3 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Geah Gok on 3 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>9) Jamaluddin</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 3 land parcels dated 5 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 13 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 9 February 2022 signed by Approval Committee and member • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 	
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		<ul style="list-style-type: none"> • "Formulir anggota 126ersama126asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/021/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 10 August 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Jamaluddin on 5 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Jamaluddin on 5 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>10) Sri Kartini Jalung</p> <ul style="list-style-type: none"> • "Formulir Anggota Sertifikasi", 1 land parcels dated 5 February 2022 • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021. • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 12 February 2022 signed by ICS Group Manager and Approval Committee • "Checklist Kelengkapan Dokumen dan Verifikasi Calon Anggota Sertifikasi" dated 14 February 2022 signed by Approval Committee and member 	
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		<ul style="list-style-type: none"> • "Berita Acara" about eligibility of member to join RSPO and ISPO certification dated 11 February 2022 • "Formulir anggota 127ersama127asi" approved by ICS Group Manager and Ketua Koperasi dated 16 February 2022 • "Surat Keputusan Nomor : SK/005/SUTS/II/2022 Tentang Daftar Anggota Sertifikasi Koperasi" dated 16 February 2022. • "STDB Nomor 525/042/DISBUN-KT/STD-B/NLB-MW/X/2022" dated 14 February 2022 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 14 September 2022 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Sri Kartini Jalung on 2 October 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sri Kartini Jalung on 2 October 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 October 2022 <p>Documents for others sampled smallholder has been reviewed.</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 dalam Melakukan</p>	Complied

		<p>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; 7) No discrimination, harassment or abuse on the farm; 	
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		<p>8) Ensuring no child labour on farm operations and ending any existing child labour;</p> <p>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;</p> <p>10) Resolving any existing disputes;</p> <p>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);</p> <p>12) Protect HCVs and HCS forests through the precautionary practices approach;</p> <p>13) No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion;</p> <p>14) Use of best management practices for oil palm on peat;</p> <p>15) No burning for preparing land or pest control;</p> <p>16) Minimising and controlling erosion;</p> <p>Sampled smallholder commitment:</p> <p>1) Suryadi ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021.</p> <p>2) Tri Nurhadi ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021.</p> <p>3) Anwar; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021.</p>	
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		<p>4) Aloysius Tebayak Moron c ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021.</p> <p>5) Yocky Saputra ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 14 September 2021.</p> <p>6) Sumanto ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021.</p> <p>7) Ming ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 13 September 2021.</p> <p>8) Geah Gok ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 13 September 2021.</p> <p>9) Jamaluddin ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021.</p> <p>10) Sri Kartini Jalung ; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 15 September 2021.</p>	
<p>Milestone A</p>	<p>All members can demonstrate understanding of membership requirements.</p>	<p>There is no new member joined the cooperative since Group Manager and ICS Team established.</p> <p>Training about membership requirements has been conducted 19-20 January 2022 and attended by 34 members (34 out of 121 members). For the members who not participate in training on 19-20 January 2022, they have attended training on 4 October 2022.</p>	<p>Complied</p>

		Based on interview with sampled smallholder, they understood the rights and obligation lined out in membership requirement.	
Milestone B	All members can demonstrate understanding of membership requirements.	<p>There is no new member joined the cooperative since Group Manager and ICS Team established.</p> <p>Training about membership requirements has been conducted 19-20 January 2022 and attended by 34 members (34 out of 121 members). For the members who not participate in training on 19-20 January 2022, they have attended training on 4 October 2022.</p> <p>Based on interview with sampled smallholder, they understood the rights and obligation lined out in membership requirement.</p>	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.	<p>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 Sawit 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 – February 2022 - SHP and Polygon maps development: March – Dec 2021 - Maps overlay (10 maps): December 2021 - Soil and Leaf analysis/sampling unit: October 2021 - Member admission: May 2021 – February 2022 - STDB and SPPL process: May 2021 – February 2022 - Training (Field School) for all members on Sept 2021 – March 2022, consist of: <ul style="list-style-type: none"> ✓ Module 1 –ISPO and RSPO certification introduction 	Complied

		<ul style="list-style-type: none"> ✓ Module 2 – Regulation compliance ✓ Module 3 – ICS and Smallholder Institutional ✓ Module 4 – Ecosystem analysis, morphology, physiology 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 ✓ 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 Filling system ✓ Module 22 – Mechanism for selling rspo certificates and distribution of premiums 	
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		<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 March 2021, October 2022 - Provision of "Buku Aktivitas Kebun Petani", January 2021 - Harvesting monitoring, January – December 2021/2022 - FFB sales, January – December 2021/2022 - Hazardous waste storage development, February – April 2022 - Hostplant nursery and planting, June 2022 - Oil Palm Pest and disease monitoring, April – November 2022 - PPE provision, 133ersama 2022 - Internal Audit, March – May 2022 	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>Available documentary evidence to demonstrate that group members have formally joined the group under "Formulir Anggota Sertifikasi 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 Sawit 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 March – May 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>	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied

A.2.2			
Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	<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 Sawit Usaha Tani Sejahtera. The Group Manager and Internal Control System has been established. ICS establishment based on "Surat Keputusan Nomor: SK/001/SUTS/II/2022 Tentang Penunjukan Manager Kelompok dated 9 February 2022 and "Surat Keputusan Nomor: SK/002/SUTS/II/2022 Tentang Pembentukan Pengurus Unit Koperasi dated 9 February 2022. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> – Group Manager: Helmida - <i>Komite Persetujuan</i> – Approval Committee: Syafri Efendi, Seniman, K. Jamaluddin - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Abdul Jalil, Yuvenalis Huvat, Suwardi, Muhamad Bukhori, Dwi Harto - <i>Unit Audit Internal</i> – Internal Audit Unit: Rizal Umar, Sujarno, Yocky Saputra, I Nyoman Griya, Sandi Jumri - <i>Unit Dokumentasi dan Penjualan</i> – Erisa Fitriani, Ariansyah, Mariyana Lia Ping 	Complied

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		<ul style="list-style-type: none"> - <i>Unit K3, Darurat Api dan PHT</i> – OHS, Fire emergency and IPM Unit: Rahman Hakim, Suhada, petrus jagalewo Keroon, Sugito, Sutoyo, Syukur Ibrahim <p>Furthermore, Koperasi Sawit Usaha Tani Sejahtera are divided into 6 area management unit (block) of farmer groups and assigned 6 field supervisor (135ersam) to control and manage the smallholder members.</p> <p>To manage programs and activities Koperasi Sawit Usaha Tani Sejahtera also establish Job description for each function in ICS structure as per “SOP Pengambilan Keputusan, Tugas dan Tanggung Jawab pengurus” No. SOP/SUTS/025 dated 21 February 2022.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	Group manager have managed sufficient resources to manage Koperasi Sawit Usaha Tani Sejahtera.	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	<p>Group manager ICS have managed sufficient resources to manage Koperasi Sawit Usaha Tani Sejahtera. The Group Manager and Internal Control System has been established. ICS establishment based on “Surat Keputusan Nomor: SK/001/SUTS/II/2022 Tentang Penunjukan Manager Kelompok dated 9 February 2022 and “Surat Keputusan Nomor: SK/002/SUTS/II/2022 Tentang Pembentukan Pengurus Unit Koperasi dated 9 February 2022. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> – Group Manager: Helmida - <i>Komite Persetujuan</i> – Approval Committee: Syafri Efendi, Seniman, K. Jamaluddin - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Abdul Jalil, Yuvenalis Huvat, Suwardi, Muhamad Bukhori, Dwi Harto - <i>Unit Audit Internal</i> – Internal Audit Unit: Rizal Umar, Sujarno, Yocky Saputra, I Nyoman Griya, Sandi Jumri - <i>Unit Dokumentasi dan Penjualan</i> – Erisa Fitriani, Ariansyah, Mariyana Lia Ping 	Complied

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		<ul style="list-style-type: none"> - <i>Unit K3, Darurat Api dan PHT</i> – OHS, Fire emergency and IPM Unit: Rahman Hakim, Suhada, petrus jagalewo Keroon, Sugito, Sutoyo, Syukur Ibrahim <p>To manage programs and activities Koperasi Sawit Usaha Tani Sejahtera also establish Job description for each function in ICS structure as per “SOP Pengambilan Keputusan, Tugas dan Tanggung Jawab pengurus” No. SOP/SUTS/025 dated 21 February 2022.</p> <p>The Group Manager of the Koperasi Sawit 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 - Mrs. Helmida has competence and experience, including:</p> <ul style="list-style-type: none"> - Training Lokalatih terbaik dated 21 January – 26 February 2022. 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 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. - First Aid Training & OHS by UPT Puskesmas Muara Wahau, dated 24 February 2022. <p>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.</p>	
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A.2.3

<p>Eligibility</p>	<p>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>	<p>Koperasi Sawit Usaha Tani Sejahtera has develop annual training plan as documented in "Work Plan 2023". 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 ✓ 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 	<p>Complied</p>
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		<ul style="list-style-type: none"> ✓ 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 2021/2022 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.	<p>Group Manager has implement a phased approach to ensure members have progressively attended training on the ISH Standard.</p> <p>Group Manager has develop field school class in 2 location to ensure all smallholder member are easy to access the field school:</p> <ul style="list-style-type: none"> - SUTS 1 Class – located in Persil Bapak Arnadi - SUTS 2 Class – located in Persil Bapak Landong <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>	Non-compliance
Milestone B	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.	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).	Non-compliance

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		<p>Below are the evidence of training that has been conducted: Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Training Material 1; RSPO and ISPO Training (Training Material No.1) on 22 December 2021 was attended by 26 members, 23 December 2021 was attended by 16 members, total 42 members. • Training Material 2; Regulatory Compliance Training on 5 January 2022 was attended by 18 members, 6 January 2022 was attended by 11 members, total 29 members. • Training Material 3; Cooperative Institutions (Kelembagaan Cooperative and ICS) on 12 January 2022 was attended by 15 members, 13 January 2022 was attended by 12 members total 27 members. • Training Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 10 September 2021 was attended by 14 members, 11 September 2021 was attended by 11 members, total 25 members. • Training Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 15 September 2021 was attended by 37 members, 16 September 2021 was attended by 30 members, total 67 members. • Training Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 22 September 2021 was attended by 27 members, 23 September 2021 was attended by 18 members, total 45 members. • Training Material 7: Teknik of Oil Palm Maintenance Training on 22 September 2021 was attended by 16 members, 23 September 2021 was attended by 18 members, total 33 members. 	
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		<ul style="list-style-type: none"> • Training Material 8: Impact Analysis of Pesticides Use Training on 29 September 2021 was attended by 16 members, 30 September 2021 was attended by 17 members, total 33 members. • Training Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 6 October 2021 was attended by 23 members, 7 October 2021 was attended by 34 members, total 57 members. • Training Material 10; Pest and Disease of Palm Oil dated 13 October 2021 was attended by 18 members, 14 October 2021 was attended by 23 members, total 41 members. • Training Material 11; Harvesting Procedure Training on 23 October 2021 was attended by 29 members, 21 October 2021 was attended by 23 members, total 52 members. • Training Material 12; Replanting Training on 27 October 2021 was attended by 29 members, 28 October June 2021 was attended by 18 members, total 47 members. • Training Material 18; Farmers Financial Management training on 8 December 2021 was attended by 28 members, 9 December 2021 was attended by 18 members, total 46 members. • Training Material 22; Certification Sales Mechanism of RSPO on 2 February 2022 was attended by 26 members, 3 February 2022 was attended by 15 members, total 41 members. • Training Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 24 November 2021 was attended by 29 members, 25 November 2021 was attended by 19 members, total 48 members. 	
<p>B – ICS: Policies and management</p>			
<p>B.1 The group Internal Control System contains documented policies and procedures for operational management.</p>			
<p>B.1.1</p>			

<p>Eligibility</p>	<p>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</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has appointed the Internal Control System (ICS) Group Manager as per "Surat Keputusan Nomor : SK/001/SUTS/II/2022" dated 6 February 2022 and ICS Committee as per "Surat Keputusan SK/002/SUTS/II/2022 tentang Pembentukan Pengurus Unit Kerja Koperasi" dated 9 February 2022.</p> <p>ICS Structure are :</p> <ul style="list-style-type: none"> a. Group Manager : Helmida b. Approval Committee : Syafri Efendi, Seniman, Jamaluddin c. Counseling Unit : <ul style="list-style-type: none"> - Abdul Jalil - Yuvenalis Huvat - Suwardi - Muhammad Bukhori - Dwi Harto d. Internal Audit Unit : <ul style="list-style-type: none"> - Rizal Umar - Sujarno - Yocky Saputra - I Nyoman Griya - Sandi Jumri e. Documentation and Sales Unit <ul style="list-style-type: none"> - Erisa Fitriani - Ariansyah - Mariyana Lia Ping f. OHS, HCV, Fire Response and IPM Unit <ul style="list-style-type: none"> - Rahman Hakim 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Suhada - Petrus Jagalewo Keroon - Sugito - Sutoyo - Syukur Ibrahim <p>ICS job descriptions stated in "SOP Pengambilan Keputusan, Tugas dan Tanggung Jawab Pengurus No. SOP/SUTS/025" dated 21 February 2022, such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Lead and coordinate all ICS members - Appraise new member if they are eligible to join as certification member - Presenting annual report in Rapat Anggota Tahunan - Accept grievance and complaint from member and respond it - Accept appeal from member if member not satisfied with internal audit result and decision if the member get sanctions - Monitoring of all ICS team work - Make an ICS work plan - Representation of Koperasi in stakeholder meeting, in national or international forum - Acting as PIC for RSPO membership registration - Register to Palmtrace as PIC for transaction in Palmtrace <p><u>Approval Committee (Komite persetujuan)</u></p>	
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		<ul style="list-style-type: none"> - Conduct check on ICS member acceptance and evaluation in form of member eligibility, legality and commitment for RSPO & ISPO certification. - Conduct development, monitoring, decision making related to non-conformities/deviation from established SOP. - Conduct performance monitoring to all smallholder members and ICS teams. - Accept appeal from member if member not satisfied 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. <p><u>Counseling Unit (Unit Penyuluhan)</u></p> <ul style="list-style-type: none"> - Training about RSPO and ISPO standard - Membership registration form for RSPO certification - Collect all membership registration form - Socialization to smallholder about the requirement to become member of RSPO certification - Accept and evaluating the membership form - Prepare training program for smallholder/members - Prepare material training 	
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		<ul style="list-style-type: none"> - Training to all smallholder about RSPO ISH and ISPO standard such as FPIC training, Fire and Emergency Responses, hazardous waste management and etc. <p><u>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 - Documentation of ICS activities <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 - Conduct HCV area monitoring - Conduct monitoring of agrochemical use - 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 <p><u>Internal Auditor</u></p> <p>Internal auditor has been appointed as per "Surat Keputusan Nomor : SK/028/SUTS/II/2022 Tentang Tim Audit Internal" dated 16 February 2022. Internal audit are Rizal Umar, Sandi Jumri, I Nyoman Gria, Sujarno and Yocky Saputra. Internal auditor has been trained by GIZ on 21 January 2022 – 26 January 2022 with topics such as :</p>	
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		<ul style="list-style-type: none"> ➤ RSPO ISH Standard 2019 on 21 January 2022, attended by 16 ICS members ➤ Certification process, on 21 January 2022, attended by 16 ICS members ➤ GAP Assessment, on 21 January 2022, attended by 16 ICS members ➤ Administration and documentation of operational activities on 4 February 2022 ➤ Internal audit report on 4 February 2022 ➤ ISPO and RSPO certification : mechanism of credit selling and distribution on 4 February 2022 ➤ Social impact on 11 February 2022 ➤ SPPL reporting on 11 February 2022 ➤ HCV and its management on 11 February 2022 ➤ OHS and PPEs on 26 February 2022 ➤ Hazardous waste management on 26 February 2022 <p>Koperasi Sawit Usaha Tani Sejahtera has "Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No.SOP/SUTS/007" dated 21 February 2022. In the procedure stated about :</p> <ul style="list-style-type: none"> • Section IV.A.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 	
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		<p>by internal audit; Internal auditor will audit smallholder with history of non-conformity;</p> <ul style="list-style-type: none"> • Section IV.B 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 IV.C explain the internal audit risk management – There are 12 point in internal auditor evaluation, 112 point in checklist to be 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. • Section IV.F 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 IV.G explains the sanction "Tindak Lanjut Audit – Unit Audit Internal 146ersama 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 	
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		<p>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> <p>Koperasi Sawit Usaha Tani Sejahtera also has “Standar Operasional Prosedur tentang Perbaikan Hasil Audit No.SOP/SUTS/009” dated 21 February 2022. Sanction if findings not followed up :</p> <ul style="list-style-type: none"> • In point 5 stated that members shall make a correction of internal audit 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. <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 No. SOP/SUTS/002” dated 21 February 2022. 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 - Resignation due to deceased • “SOP Peringatan dan Sanksi Anggota No. SOP/SUTS/003” dated 21 February 2022. 	
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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 on March – May 2022. Records was seen and reviewed, such as :</p> <ul style="list-style-type: none"> • “Program Kerja Tahunan Unit Penilaian Internal Koperasi Sawit Usaha Tani Sejahtera tahun 2022” dated 31 May 2022 • “Surat Pemberitahuan Pelaksanaan Internal Audit RSPO” dated 25 February 2022. Internal audit will be conducted on March – May 2022. • Samples of internal audit records : <ul style="list-style-type: none"> ○ Member name : Sri Kartini, Auditor : Sandi, Date : 27 May 2022. Findings based on “Form Pertanyaan Audit Internal”: 10 findings; “Form laporan hasil audit internal” recorded only 3 findings. “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 : Jamaluddin, Auditor : Yocky Saputra, Date : 14 March 2022. Findings based on “Form Pertanyaan Audit Internal” : 9 findings ; “Form laporan hasil audit internal” recorded 3 findings. “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 : Geah Gok, Auditor : I Nyoman Gria, Date : 30 May 2022. Findings based on “Form Pertanyaan Audit Internal” : 9 findings; “Form laporan hasil audit internal” recorded only 4 findings. “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 : Sumanto, Auditor : Rizal Umar, Date : 18 March 2022. Findings based on “Form Pertanyaan Audit Internal” : 10 	Non-compliance

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		<p>findings; "Form laporan hasil audit internal" recorded 3 findings. "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</p> <ul style="list-style-type: none"> ○ Member name : Anwar, Auditor : Sujarno ; Date : 24 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 9 findings ; "Form laporan hasil audit internal" recorded 3 findings. "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 • "Absensi Audit Internal Koperasi Sawit Mas Usaha Sejahtera", attended by 121 members out of 121 members • "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 17 March 2022, 4 April 2022 and 28 May 2022. 	
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>The basic information, farm information, legal documentation for land hectarage was found consistent.</p> <ol 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			

<p>Eligibility</p>	<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 Sawit Usaha Tani Sejahtera has set the annual business plan, the document has shown during audit.</p> <ul style="list-style-type: none"> • Production and income forecasting based on historical records <p>There is a production and income forecasting based on historical records as mentioned in the "Rencana Kerja Produksi Koperasi SUTS Tahun 2022 – 2025".</p> <table border="1" data-bbox="1111 587 1451 887"> <thead> <tr> <th>Year</th> <th>Ton</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>9,895</td> </tr> <tr> <td>2023</td> <td>9,226</td> </tr> <tr> <td>2024</td> <td>9,230</td> </tr> <tr> <td>2025</td> <td>9,234</td> </tr> <tr> <td>2026</td> <td>9,239</td> </tr> </tbody> </table> <p>That document also informed of replanting program, FFB price. For replanting program is planned in Y2028 the old planted is 2004.</p> <ul style="list-style-type: none"> • Plans for expansion <p>Based on interview with group manager and review the document during this audit, there is an expansion plan in the next year. The expansion plan related to the addition of new members as mentioned in the document "Rencana Usaha 5 Tahun Kedepan Koperasi Sawit Usaha Tani Sejahtera". The list of potential members as much as 40 members with area 49ha and 41 persil.</p>	Year	Ton	2022	9,895	2023	9,226	2024	9,230	2025	9,234	2026	9,239	<p>Complied</p>
Year	Ton														
2022	9,895														
2023	9,226														
2024	9,230														
2025	9,234														
2026	9,239														
<p>Milestone A</p>	<p>The group business plan is implemented and reviewed at least annually.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has established the annual group business plan year 2022-2026 on 20 September 2022 and based on document review and interview with the ICS Manager the organization review related to the group business plan will be reviewed in Y2023 as</p>	<p>Complied</p>												

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		stated in "Dokumen Rencana Kerja Tim ICS Tahun 2022-2023", review will be conducted in August 2023.	
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	<p>Koperasi Sawit Usaha Tani Sejahtera has demonstrated financial stability and growth, and is able to support itself financially, it can be seen from the "Laporan Rapat Anggota Tahunan (RAT) / Annual Member Meeting Report". The last RAT already has conducted on 26 March 2022, financial statement has shown stability, evidenced by the remaining operating results / Sisa Hasil Usaha (SHU) period Y2021 for the active members amount IDR78,135,442. The report also already has reviewed by the Dinas Koperasi Sub Pengawasan dan Pembinaan, and has submitted the adequacy of the report. Because it has shown the financial stability, the organization has been given the reward from The Head of Kutai Timur Regency as "Koperasi Berprestasi di Wilayah Kabupaten Kutai Timur yang telah tertib dan patuh terhadap peraturan perundang undangan" on 11 October 2022. The other reward from the local government as follows; Koperasi Sawit Usaha Tani Sejahtera sebagai Peserta Sosialisasi/Bimtek Perizinan Berusaha Berbasis Resiko melalui Sistem Online Single Submission Risk Based Approach (OSS-RBA) on 11 July 2022 from Dinas Penanaman Modal Dan Pelayanan Terpadu Satu Pintu Kabupaten Kutai Timur.</p> <p>In addition, the organization already has adequate infrastructure facilities and supports, for example 1 unit office building with a permanent type, 1 unit fertilizer warehouse, 1 unit hazardous waste warehouse, 8 ha of oil palm land owned by the cooperative, 5 workers cooperative administration staff with a salary according to the minimum wage and organization already has registered in Program BPJS Ketenagakerjaan "Accident Insurance" No. 220000001256954 dated 31 January 2022.</p>	Complied
C.2 The ICS of the group is integrated with the group's management plan.			
C.2.1			

<p>Eligibility</p>	<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 Sawit 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 Sawit 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> <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • Training about BMP procedure, internal memorandum and policy conducted per farmers group: <ul style="list-style-type: none"> – Training Material 1; RSPO and ISPO Training (Training Material No.1) on 22 December 2021 was attended by 26 members, 23 December 2021 was attended by 16 members, total 42 members. – Training Material 2; Regulatory Compliance Training on 5 January 2022 was attended by 18 members, 6 January 2022 was attended by 11 members, total 29 members. – Training Material 3; Cooperative Institutions (Kelembagaan Cooperative and ICS) on 12 January 2022 was attended by 15 members, 13 January 2022 was attended by 12 members total 27 members. – Training Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 10 September 2021 was attended by 14 	<p>Complied</p>
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		<p>members, 11 September 2021 was attended by 11 members, total 25 members.</p> <ul style="list-style-type: none"> - Training Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 15 September 2021 was attended by 37 members, 16 September 2021 was attended by 30 members, total 67 members. - Training Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 22 September 2021 was attended by 27 members, 23 September 2021 was attended by 18 members, total 45 members. - Training Material 7: Teknic of Oil Palm Maintenance Training on 22 September 2021 was attended by 16 members, 23 September 2021 was attended by 18 members, total 33 members. - Training Material 8: Impact Analysis of Pesticides Use Training on 29 September 2021 was attended by 16 members, 30 September 2021 was attended by 17 members, total 33 members. - Training Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 6 October 2021 was attended by 23 members, 7 October 2021 was attended by 34 members, total 57 members. - Training Material 10; Pest and Disease of Palm Oil dated 13 October 2021 was attended by 18 members, 14 October 2021 was attended by 23 members, total 41 members. - Training Material 11; Harvesting Procedure Training on 23 October 2021 was attended by 29 members, 21 October 2021 was attended by 23 members, total 52 members. - Training Material 12; Replanting Training on 27 October 2021 was attended by 29 members, 28 October June 2021 was attended by 18 members, total 47 members. 	
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		<ul style="list-style-type: none"> - Training Material 18; Farmers Financial Management training on 8 December 2021 was attended by 28 members, 9 December 2021 was attended by 18 members, total 46 members. - Training Material 22; Certification Sales Mechanism of RSPO on 2 February 2022 was attended by 26 members, 3 February 2022 was attended by 15 members, total 41 members. - Training Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 24 November 2021 was attended by 29 members, 25 November 2021 was attended by 19 members, total 48 members. <ul style="list-style-type: none"> • An approach to strengthen links within the supply chain. 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>Plan for continuous improvement projects Organization already has plans for continuous improvement project, for example: reducing the use of herbicide, implementing beneficial management plants, and registering accident insurances for workers.</p>	
<p>Milestone A</p>	<p>The group management plan is implemented and reviewed at least annually.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has appointed 5 internal ICS auditors on behalf of Sujarno, I Nyoman Gria, Yocky Saputra, Rizal Umar and Sandi Jumri as mentioned in the SOP "Pengambilan Keputusan, Tugas dan Tanggung Jawab Pengurus ICS Koperasi Sawit Usaha Tani Sejahtera Desa</p>	<p>Complied</p>

		<p>Nehas Liah Bing”. 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 GIZ in Lokalatih Training, for example certificate registration for Sujarno I Nyoman Gria, Yocky Saputra in February 2022. Audit activities are carried out by Internal Auditor within 3 months until all members are audited. Based on the records of the results of the audit in March – May 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 Sawit Usaha Tani Sejahtera has held the annual review meeting/Rapat Anggota Tahunan schedule to review the group management plan on 26 March 2022. Annual Review Meeting has discussed the following:</p> <ul style="list-style-type: none"> • Develop Koperasi Sawit 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 Sawit Usaha Tani Sejahtera also has a Supervisory Agency/<i>Badan Pengawas</i> (Yuvenalis Yuvat, Ruslan, Seniman) which functions to supervise the operational and financial activities of cooperatives.</p>	
<p>Milestone B</p>	<p>The group manager demonstrates the group’s compliance with this ISH Standard.</p>	<p>Koperasi Sawit Usaha Tani Sejahtera has appointed M Bukhori, Abdul Jalil, Yuvenalis Huvat, Dwi Harto, and Suwardi (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>Complied</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 Sawit Usaha Tani Sejahtera has prepared the annual training program to refresh the understanding of ISH requirement. The ICS Manager demonstrates compliance of Koperasi Sawit Usaha Tani Sejahtera with this Independent Smallholder Standard.																					
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 Sawit 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>594</td> </tr> <tr> <td>February</td> <td>584</td> </tr> <tr> <td>March</td> <td>619</td> </tr> <tr> <td>April</td> <td>735</td> </tr> <tr> <td>May</td> <td>803</td> </tr> <tr> <td>June</td> <td>950</td> </tr> <tr> <td>July</td> <td>1,057</td> </tr> <tr> <td>August</td> <td>1,046</td> </tr> <tr> <td>September</td> <td>908</td> </tr> </tbody> </table>	Month	MT*	January	594	February	584	March	619	April	735	May	803	June	950	July	1,057	August	1,046	September	908	Complied
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Milestone A	Group manager maintains annual production records and sales of certified volumes.	Koperasi Sawit Usaha Tani Sejahtera has established document related to roles and responsibilities of "Group Manager" as per SOP.SUTS/025 dated 21 February 2022, point n stated ICS Manager and Unit Penjualan will	Complied																														

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		<p>carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Sawit Usaha Tani Sejahtera RSPO_PO1000014565.</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 Sawit Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	
<p>Milestone B</p>	<p>Group Manager maintains annual production records and sales of certified volumes of all FFB sources.</p>	<p>The organization Koperasi Sawit 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>M. Idil-ID085 (area 1.73ha):</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 2,311 Kg; 2nd rotation on 16 July 2022, qty 1,997 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 2,287 kg, 2nd rotation on 16 July 2022, qty 1,973 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 1,983 kg, 2nd rotation on 16 September 2022, qty 1,709 kg. <p>Rahmad Afandi-ID-097(area 2ha):</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 8 July 2022, qty 2,645 Kg; 2nd rotation on 18 July 2022, qty 2,286 Kg. • Period August 2022: 1st rotation on 8 August 2022, qty 2,618 kg, 2nd rotation on 18 July 2022, qty 2,258 kg. 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Period September 2022: 1st rotation on 8 September 2022, qty 2,271 kg, 2nd rotation on 8 September 2022, qty 1,956 kg. <p>Mufit – ID 118 (area 1,89ha)</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 2,502 Kg; 2nd rotation on 16 July 2022, qty 2,162 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 2,475 kg, 2nd rotation on 16 July 2022, qty 2,136 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 2,147 kg, 2nd rotation on 16 September 2022, qty 1,850 kg. <p>M.Mansyur – ID-083 (area 3.38ha)</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 4,364 Kg; 2nd rotation on 16 June 2022, qty 3,771 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 4,318 kg, 2nd rotation on 16 July 2022, qty 3,725 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 3,746 kg, 2nd rotation on 16 September 2022, qty 3,227 kg. <p>Suwardi b – ID 112 (1.12ha)</p> <ul style="list-style-type: none"> • Period July 2022: 1st rotation on 6 July 2022, qty 1,558 Kg; 2nd rotation on 16 June 2022, qty 1,347 Kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1,542 kg, 2nd rotation on 16 July 2022, qty 1,330 kg. • Period September 2022: 1st rotation on 6 September 2022, qty 1,337 kg, 2nd rotation on 16 September 2022, qty 1,152 kg. <p>Koperasi Sawit 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</p>	
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		<p>ethe 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: 7220013041 dated 14 June 2022 qty 405 bunches, Block 2007-SUTS, and weighbridge ticket No. 0105718 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 6,670kg, Driver Irwan, Plat No. KT8729CI. • Delivery Order No. SP.TBS:7220013046 dated 18 June 2022 qty 387 bunches, Block 2004-SUTS, and weighbridge ticket No. 0105070 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 4,217kg, Driver Irwan, Plat No. KT8779CL. • Delivery Order No. SP.TBS:7210011816 dated 16 June 2022 qty 580 bunches, Block 2004-SUTS, and weighbridge ticket No. 0511238 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,840kg, Driver Anwar, Plat No. KT8654PB. • Delivery Order No. SP.TBS: 7220000515 dated 21 July 2022 qty 295 bunches, Block 2004-SUTS, and weighbridge ticket No. 0006849 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,044kg, Driver Sare, Plat No. KT8946DF. • Delivery Order No. SP.TBS: 7220000511 dated 22 July 2022 qty 259 bunches, Block 2004-SUTS, and weighbridge ticket No. 0008484 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 5,211kg, Driver Rival, Plat No. KT8740DF. • Delivery Order No. SP.TBS: 7220000512 dated 16 July 2022 qty 215 bunches, Block 2004-SUTS, and weighbridge ticket No. 0007448 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 4,970kg, Driver Sare, Plat No. KT8646DF. • Delivery Order No. SP.TBS:1190006074 dated 18 August 2022 qty 305 bunches, Block 305-SUTS, and weighbridge ticket No. 0004849 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 6,572kg, Driver Rival, Plat 	
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		<p>No. AG9525US.</p> <ul style="list-style-type: none"> • Delivery Order No. SP.TBS:7220006745 dated 04 August 2022 qty 210 bunches, Block 2004-SUTS, and weighbridge ticket No. 0006766 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 6,755kg, Driver Steven, Plat No. KT8864RL. • Delivery Order No. SP.TBS:7220006745 dated 01 August 2022 qty 256 bunches, Block 2004-SUTS, and weighbridge ticket No. 0010029 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 4,970kg, Driver Saro, Plat No. KT8646DT. <p>The organization Koperasi Sawit Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	
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 Sawit Usaha Tani Sejahtera has established document related to roles and responsibilities of “Group Manager” as per SOP.SUTS/025 dated 21 February 2022, point n 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 Sawit Usaha Tani Sejahtera RSPO_PO1000014565.</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 Sawit Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	Complied

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<p>Milestone B</p>	<p>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>	<p>Koperasi Sawit Usaha Tani Sejahtera has established document related to roles and responsibilities of "Group Manager" as per SOP.SUTS/025 dated 21 February 2022, point n 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 Sawit Usaha Tani Sejahtera RSPO_PO1000014565.</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 Sawit Usaha Tani Sejahtera has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	<p>Complied</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 Sawit Usaha Tani Sejahtera has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan No. 025/SK.ICS/KOP-SUTS/II/2022 "Mekanisme Rencana Anggaran Biaya Sertifikasi RSPO" dated 19 February 2022, distribution of premium as follows:</p> <table border="1" data-bbox="1086 1141 1942 1399"> <thead> <tr> <th data-bbox="1086 1141 1227 1193">%</th> <th data-bbox="1227 1141 1942 1193">Item</th> </tr> </thead> <tbody> <tr> <td data-bbox="1086 1193 1227 1399">30%</td> <td data-bbox="1227 1193 1942 1399"> Cooperative (Legal Entity) <ul style="list-style-type: none"> - Surveillance Audit - Membership RSPO - Sign - Reserved fund "laba disisihkan" </td> </tr> </tbody> </table>	%	Item	30%	Cooperative (Legal Entity) <ul style="list-style-type: none"> - Surveillance Audit - Membership RSPO - Sign - Reserved fund "laba disisihkan" 	<p>Complied</p>
%	Item						
30%	Cooperative (Legal Entity) <ul style="list-style-type: none"> - Surveillance Audit - Membership RSPO - Sign - Reserved fund "laba disisihkan" 						

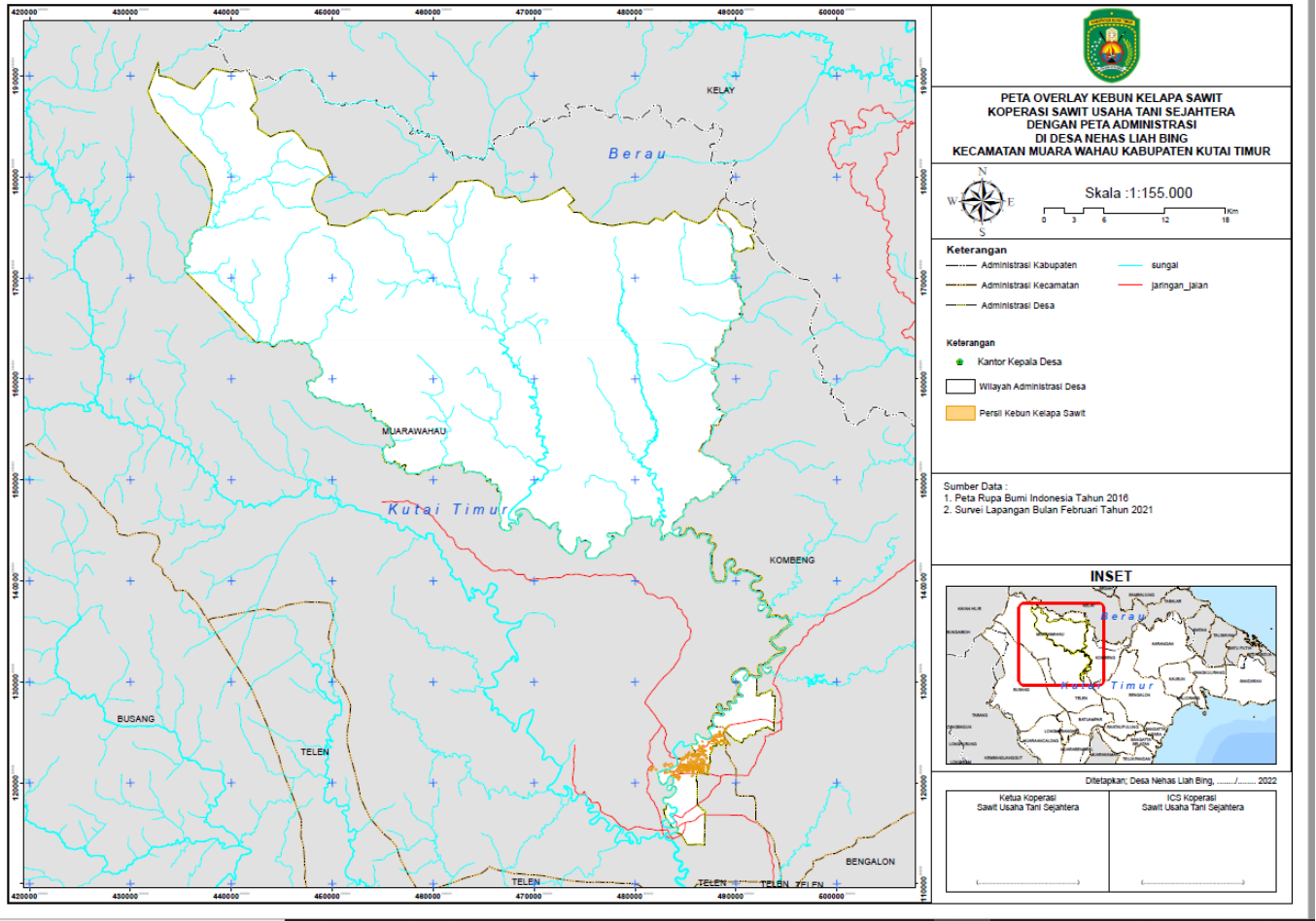
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		<table border="1"> <tr> <td>25%</td> <td> ICS <ul style="list-style-type: none"> - Operational ICS - Comparative Study - ICS meeting and members - Training for members </td> </tr> <tr> <td>15%</td> <td>Certification Members (premium and Work Accident Insurance)</td> </tr> <tr> <td>15%</td> <td>Operational (Stationery, infrastructure)</td> </tr> <tr> <td>15%</td> <td> Social and Environment Program <ul style="list-style-type: none"> - Health Insurance (BPJS Kesehatan) - Environmental Protection (Wehea Forest) - Waste Handling </td> </tr> </table> <p>The plan of distribution of premium has socialization to the members on 9 March 2022 was attended by 50 members, 4 October 2022 was attended by 111 members.</p>	25%	ICS <ul style="list-style-type: none"> - Operational ICS - Comparative Study - ICS meeting and members - Training for members 	15%	Certification Members (premium and Work Accident Insurance)	15%	Operational (Stationery, infrastructure)	15%	Social and Environment Program <ul style="list-style-type: none"> - Health Insurance (BPJS Kesehatan) - Environmental Protection (Wehea Forest) - Waste Handling 	
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15%	Certification Members (premium and Work Accident Insurance)										
15%	Operational (Stationery, infrastructure)										
15%	Social and Environment Program <ul style="list-style-type: none"> - Health Insurance (BPJS Kesehatan) - Environmental Protection (Wehea Forest) - Waste Handling 										
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	The organization Koperasi Sawit 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								

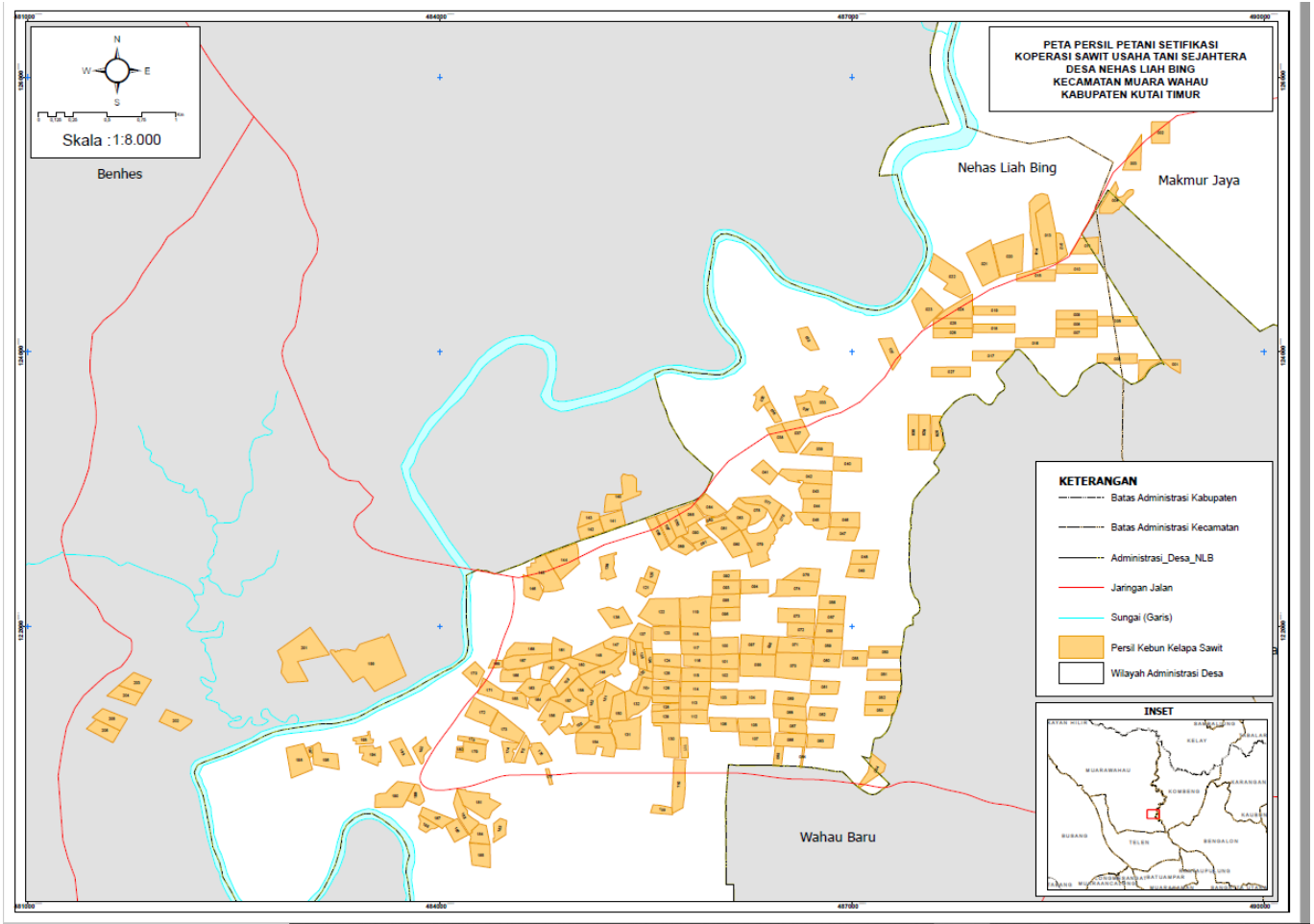
Appendix B: GHG Reporting Executive Summary

Not Applicable for Independent Smallholder

Appendix C: Location Map of Certification Unit and Supply bases



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	Akhmad. S a	Nehas Liah Bing Village	1° 5' 52.21"	116° 52' 22.17"	1.99	1.99	42.37	16-02-22	1
2	Akhmad. S b	Nehas Liah Bing Village	1° 6' 19.68"	116° 52' 29.55"	2.04	2.04	42.67		
3	Akhmad. S c	Nehas Liah Bing Village	1° 6' 16.14"	116° 52' 46.27"	2.76	2.76	58.97		
4	Aloysius Tebayak Moron a	Nehas Liah Bing Village	1° 5' 54.23"	116° 52' 04.40"	2.00	2.00	43.44	16-02-22	2
5	Aloysius Tebayak Moron b	Nehas Liah Bing Village	1° 6' 00.98"	116° 52' 09.55"	1.13	1.13	24.77		
6	Aloysius Tebayak Moron c	Nehas Liah Bing Village	1° 7' 05.08"	116° 52' 48.41"	0.97	0.97	20.62		
7	Aloysius Tebayak Moron d	Nehas Liah Bing Village	1° 7' 36.73"	116° 53' 43.10"	2.11	2.11	44.33		
8	Aloysius Tebayak Moron e	Nehas Liah Bing Village	1° 5' 55.37"	116° 52' 08.33"	2.45	2.45	52.00		
9	Aloysius Tebayak Moron f	Nehas Liah Bing Village	1° 6' 02.15"	116° 52' 22.60"	2.09	2.09	43.69		
10	Amania a	Nehas Liah Bing Village	1° 6' 38.99"	116° 52' 50.64"	2.32	2.32	49.13	16-02-22	3
11	Amania b	Nehas Liah Bing Village	1° 7' 23.19"	116° 53' 52.30"	1.94	1.94	41.33		
12	Amir. A b	Nehas Liah Bing Village	1° 6' 16.52"	116° 52' 29.50"	2.05	2.05	43.45	16-02-22	4
13	Andarias Jalung a	Nehas Liah Bing Village	1° 6' 08.04"	116° 51' 50.67"	1.78	1.78	38.40	16-02-22	5
14	Andarias Jalung b	Nehas Liah Bing Village	1° 6' 04.43"	116° 51' 55.31"	1.67	1.67	36.47		
15	Anwar a	Nehas Liah Bing Village	1° 6' 42.25"	116° 52' 51.06"	2.02	2.02	42.94	16-02-22	6
16	Anwar b	Nehas Liah Bing Village	1° 6' 59.67"	116° 53' 13.87"	2.00	2.00	42.74		
17	Arbaini	Nehas Liah Bing Village	1° 7' 54.50"	116° 54' 01.18"	2.53	2.53	55.74	16-02-22	7
18	Asri	Nehas Liah Bing Village	1° 6' 06.74"	116° 51' 59.51"	3.14	3.14	66.90	16-02-22	8
19	Basran	Nehas Liah Bing Village	1° 8' 04.74"	116° 54' 05.96"	1.81	1.81	38.63	16-02-22	9
20	Darmawan	Nehas Liah Bing Village	1° 6' 05.61"	116° 52' 15.78"	1.85	1.85	38.78	16-02-22	10
21	Darius Rawi a	Nehas Liah Bing Village	1° 6' 05.47"	116° 52' 22.96"	0.48	0.48	10.31	16-02-22	11
22	Darius Rawi b	Nehas Liah Bing Village	1° 6' 04.70"	116° 51' 35.48"	1.92	1.92	40.89		
23	Darius Rawi c	Nehas Liah Bing Village	1° 6' 12.86"	116° 52' 47.32"	2.05	2.05	43.19		
24	Dwi Harto a	Nehas Liah Bing Village	1° 6' 59.72"	116° 53' 16.45"	3.17	3.17	67.16	16-02-22	12
25	Dwi Harto b	Nehas Liah Bing Village	1° 5' 46.94"	116° 52' 16.58"	2.57	2.57	53.29	16-02-22	13
26	Elisabeth Lempung Ngau a	Nehas Liah Bing Village	1° 7' 28.63"	116° 53' 24.67"	1.90	1.90	41.81		
27	Elisabeth Lempung Ngau b	Nehas Liah Bing Village	1° 5' 55.97"	116° 51' 52.71"	1.97	1.97	40.99	16-02-22	14
28	Herman	Nehas Liah Bing Village	1° 5' 56.88"	116° 51' 46.57"	1.25	1.25	27.11		
29	Husain. K a	Nehas Liah Bing Village	1° 6' 22.88"	116° 52' 10.69"	1.99	1.99	41.96	16-02-22	15
30	Husain. K b	Nehas Liah Bing Village	1° 6' 11.93"	116° 52' 15.63"	1.68	1.68	35.24		
31	Husain. K c	Nehas Liah Bing Village	1° 5' 58.43"	116° 51' 34.21"	1.94	1.94	41.46		
32	Jalung Bilung a	Nehas Liah Bing Village	1° 7' 27.47"	116° 53' 52.32"	1.94	1.94	40.54	16-02-22	16
33	Jalung Bilung b	Nehas Liah Bing Village	1° 5' 50.03"	116° 52' 45.44"	1.95	1.95	41.29	16-02-22	17
34	Jamaluddin a	Nehas Liah Bing Village	1° 7' 28.46"	116° 53' 32.94"	1.82	1.82	38.42		
35	Jamaluddin b	Nehas Liah Bing Village	1° 5' 43.78"	116° 51' 13.30"	2.29	2.29	48.03		
36	Jamaluddin c	Nehas Liah Bing Village	1° 5' 50.24"	116° 52' 36.28"	1.98	1.98	43.50		
37	Julianto a	Nehas Liah Bing Village	1° 7' 25.99"	116° 54' 1.89"	3.50	3.50	72.73	16-02-22	18

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			
38	Julianto b	Nehas Liah Bing Village	1° 6' 22.63"	116° 52' 46.17"	1.99	1.99	42.92		
39	Kurnia Wanda	Nehas Liah Bing Village	1° 7' 13.98"	116° 53' 22.73"	1.99	1.99	43.35	16-02-22	19
40	Landong a	Nehas Liah Bing Village	1° 5' 58.91"	116° 52' 15.57"	2.85	2.85	59.97	16-02-22	20
41	Landong b	Nehas Liah Bing Village	1° 6' 5.44"	116° 51' 42.43"	4.19	4.19	89.62		
42	Landong c	Nehas Liah Bing Village	1° 5' 48.23"	116° 52' 6.39"	4.79	4.79	97.45		
43	Landong d	Nehas Liah Bing Village	1° 6' 17.04"	116° 52' 22.56"	2.38	2.38	51.91		
44	M. Gimam Effendi	Nehas Liah Bing Village	1° 6' 9.05"	116° 52' 53.73"	0.83	0.83	17.68	16-02-22	21
45	Ming	Nehas Liah Bing Village	1° 7' 4.38"	116° 52' 40.69"	1.20	1.20	25.93	16-02-22	22
46	Muhammad Bukhori a	Nehas Liah Bing Village	1° 5' 44.40"	116° 51' 17.95"	2.01	2.01	41.84	16-02-22	23
47	Muhammad Bukhori b	Nehas Liah Bing Village	1° 7' 17.09"	116° 54' 01.96"	2.11	2.11	43.93		
48	Muhammad Bukhori c	Nehas Liah Bing Village	1° 5' 55.82"	116° 51' 58.83"	1.98	1.98	41.90		
49	Mustahir	Nehas Liah Bing Village	1° 5' 56.85"	116° 52' 35.77"	0.87	0.87	18.51	16-02-22	24
50	Ngadimin	Nehas Liah Bing Village	1° 6' 25.82"	116° 52' 12.24"	2.00	2.00	43.69	16-02-22	25
51	Nur Hasanah	Nehas Liah Bing Village	1° 6' 55.61"	116° 52' 51.58"	2.27	2.27	47.31	16-02-22	26
52	Petrus Jagalewo Keroon	Nehas Liah Bing Village	1° 5' 58.82"	116° 52' 22.51"	3.10	3.10	65.64	16-02-22	27
53	Rini Angga a	Nehas Liah Bing Village	1° 5' 52.41"	116° 51' 48.89"	2.31	2.31	50.53	16-02-22	28
54	Rini Angga b	Nehas Liah Bing Village	1° 5' 43.85"	116° 51' 29.97"	0.18	0.18	3.84		
55	Rizal Umar a	Nehas Liah Bing Village	1° 5' 44.49"	116° 51' 26.93"	1.49	1.49	32.72	16-02-22	29
56	Rizal Umar b	Nehas Liah Bing Village	1° 5' 56.41"	116° 51' 40.10"	2.00	2.00	41.80		
57	Ruslan a	Nehas Liah Bing Village	1° 5' 48.926"	116° 50' 03.11"	1.71	1.71	35.57	16-02-22	30
58	Ruslan b	Nehas Liah Bing Village	1° 5' 53.84"	116° 53' 05.94"	3.66	3.66	75.57		
59	Rusnawati a	Nehas Liah Bing Village	1° 5' 31.82"	116° 51' 31.33"	2.30	2.30	48.97	16-02-22	31
60	Rusnawati b	Nehas Liah Bing Village	1° 5' 57.94"	116° 52' 12.86"	1.92	1.92	39.96		
61	Sabri Radui a	Nehas Liah Bing Village	1° 6' 02.18"	116° 53' 6.91"	2.45	2.45	52.00	16-02-22	32
62	Sandi Jumri	Nehas Liah Bing Village	1° 6' 09.03"	116° 52' 29.31"	1.17	1.17	24.82	16-02-22	33
63	Saniah a	Nehas Liah Bing Village	1° 5' 33.49"	116° 51' 16.69"	1.98	1.98	41.64	16-02-22	34
64	Saniah b	Nehas Liah Bing Village	1° 7' 25.33"	116° 53' 52.30"	3.00	3.00	63.69		
65	Seniman. K	Nehas Liah Bing Village	1° 5' 49.33"	116° 51' 37.87"	2.20	2.20	47.88	16-02-22	35
66	Simon Areama Niron a	Nehas Liah Bing Village	1° 5' 46.73"	116° 52' 44.81"	1.61	1.61	33.87	16-02-22	36
67	Simon Areama Niron b	Nehas Liah Bing Village	1° 6' 03.38"	116° 51' 48.46"	2.29	2.29	48.24		
68	Simon Areama Niron c	Nehas Liah Bing Village	1° 5' 19.47"	116° 51' 31.84"	1.16	1.16	25.28		
69	Simon Areama Niron d	Nehas Liah Bing Village	1° 5' 44.25"	116° 51' 38.55"	1.30	1.30	27.66		
70	Sri Kartini Jalung	Nehas Liah Bing Village	1° 5' 43.95"	116° 51' 41.76"	1.53	1.53	32.49	16-02-22	37
71	Suhada	Nehas Liah Bing Village	1° 5' 25.31"	116° 51' 26.16"	1.59	1.59	34.73	16-02-22	38
72	Sujarno	Nehas Liah Bing Village	1° 6' 00.81"	116° 51' 52.24"	1.20	1.20	25.83	16-02-22	39
73	Suparman a	Nehas Liah Bing Village	1° 7' 07.58"	116° 52' 37.95"	1.95	1.95	42.86	16-02-22	40
74	Suparman b	Nehas Liah Bing Village	1° 6' 25.79"	116° 52' 48.28"	1.95	1.95	41.94		
75	Suparman c	Nehas Liah Bing Village	1° 7' 24.29"	116° 53' 32.86"	0.22	0.22	4.73		
76	Suryadi	Nehas Liah Bing Village	1° 5' 42.60"	116° 52' 47.68"	2.46	2.46	52.45	16-02-22	41
77	Syukur Ibrahim a	Nehas Liah Bing Village	1° 6' 45.68"	116° 52' 50.74"	0.72	0.72	15.45	16-02-22	42

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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			
78	Syukur Ibrahim b	Nehas Liah Bing Village	1° 5' 46.68"	116° 51' 29.99"	1.97	1.97	42.78		
79	Theodorus Takeama Keroon a	Nehas Liah Bing Village	1° 5' 50.36"	116° 52' 29.07"	1.88	1.88	40.79	16-02-22	43
80	Theodorus Takeama Keroon b	Nehas Liah Bing Village	1° 5' 58.40"	116° 51' 55.37"	1.60	1.60	33.74		
81	Thomas Tana Moron	Nehas Liah Bing Village	1° 5' 24.18"	116° 51' 31.68"	1.38	1.38	30.08	16-02-22	44
82	Tini a	Nehas Liah Bing Village	1° 5' 50.19"	116° 51' 54.16"	2.15	2.15	46.67	16-02-22	45
83	Tini b	Nehas Liah Bing Village	1° 6' 11.83"	116° 52' 22.51"	1.81	1.81	39.74		
84	Tuti Agus Tati	Nehas Liah Bing Village	1° 6' 59.13"	116° 53' 19.29"	2.64	2.64	57.61	16-02-22	46
85	Wilhelmus Enga Sogen	Nehas Liah Bing Village	1° 6' 08.18"	116° 51' 43.19"	1.20	1.20	26.47	16-02-22	47
86	Wuri Titis Sasmito	Nehas Liah Bing Village	1° 5' 25.52"	116° 51' 36.34"	1.16	1.16	25.14	16-02-22	48
87	Yah Warti a	Nehas Liah Bing Village	1° 7' 43.53"	116° 53' 48.59"	2.39	2.39	50.35	16-02-22	49
88	Yah Warti b	Nehas Liah Bing Village	1° 5' 53.32"	116° 52' 44.70"	2.81	2.81	60.80		
89	Yah Warti c	Nehas Liah Bing Village	1° 5' 53.25"	116° 51' 32.03"	1.98	1.98	41.27		
90	Yardin Jalung a	Nehas Liah Bing Village	1° 7' 17.82"	116° 53' 32.30"	1.97	1.97	42.32	16-02-22	50
91	Yardin Jalung b	Nehas Liah Bing Village	1° 7' 43.71"	116° 53' 54.672"	1.97	1.97	42.29		
92	Yocky Saputra a	Nehas Liah Bing Village	1° 6' 35.58"	116° 52' 57.22"	2.04	2.04	44.50	16-02-22	51
93	Yocky Saputra b	Nehas Liah Bing Village	1° 7' 25.45"	116° 53' 23.16"	3.12	3.12	65.70		
94	Yocky Saputra d	Nehas Liah Bing Village	1° 7' 07.07"	116° 52' 51.34"	2.14	2.14	46.25		
95	Yogi Saputra	Nehas Liah Bing Village	1° 6' 08.62"	116° 52' 22.59"	2.24	2.24	49.26	16-02-22	52
96	Yusran a	Nehas Liah Bing Village	1° 5' 56.88"	116° 52' 29.09"	2.35	2.35	49.74	16-02-22	53
97	Yusran b	Nehas Liah Bing Village	1° 5' 56.68"	116° 53' 06.51"	1.51	1.51	33.20		
98	Yuvenalis Huvat a	Nehas Liah Bing Village	1° 6' 02.45"	116° 51' 30.37"	2.10	2.10	44.34	16-02-22	54
99	Yuvenalis Huvat b	Nehas Liah Bing Village	1° 5' 28.97"	116° 51' 28.01"	1.99	1.99	41.80		
100	Zainudin a	Nehas Liah Bing Village	1° 7' 23.15"	116° 53' 23.09"	1.98	1.98	42.41	16-02-22	55
101	Zainudin c	Nehas Liah Bing Village	1° 6' 22.90"	116° 52' 29.67"	1.98	1.98	42.44		
102	Abdul Latif a	Nehas Liah Bing Village	1° 7' 38.41"	116° 53' 52.37"	1.37	1.37	28.70	16-02-22	56
103	Abdul Latif b	Nehas Liah Bing Village	1° 6' 39.50"	116° 52' 43.04"	2.11	2.11	45.67		
104	Antonius Pati Niron a	Nehas Liah Bing Village	1° 6' 42.73"	116° 52' 38.70"	4.21	4.21	89.03	16-02-22	57
105	Antonius Pati Niron b	Nehas Liah Bing Village	1° 5' 45.87"	116° 51' 58.95"	1.83	1.83	39.44		
106	Antonius Pati Niron c	Nehas Liah Bing Village	1° 5' 49.76"	116° 51' 59.22"	2.61	2.61	55.05		
107	Antonius Pati Niron d	Nehas Liah Bing Village	1° 5' 56.08"	116° 52' 01.67"	3.32	3.32	70.34		
108	Ariyawan a	Nehas Liah Bing Village	1° 6' 49.23"	116° 52' 48.95"	1.93	1.93	41.07	16-02-22	58
109	Ariyawan b	Nehas Liah Bing Village	1° 7' 18.80"	116° 53' 08.45"	4.99	4.99	109.32		
110	Baharrudin	Nehas Liah Bing Village	1° 6' 17.01"	116° 52' 14.62"	1.89	1.89	41.51	16-02-22	59
111	Bahrudin	Nehas Liah Bing Village	1° 6' 30.08"	116° 53' 02.29"	1.82	1.82	39.97	16-02-22	60
112	Batar	Nehas Liah Bing Village	1° 5' 39.60"	116° 53' 04.42"	3.86	3.86	80.17	16-02-22	61
113	Burhan	Nehas Liah Bing Village	1° 6' 29.32"	116° 51' 51.53"	1.96	1.96	42.12	16-02-22	62
114	Darius Jalung a	Nehas Liah Bing Village	1° 6' 23.08"	116° 52' 36.40"	2.30	2.30	48.18	16-02-22	63
115	Darius Jalung b	Nehas Liah Bing Village	1° 6' 38.85"	116° 52' 57.78"	2.03	2.03	44.27		

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			
116	Dominikus Hat Yeang	Nehas Liah Bing Village	1° 6' 26.80"	116° 53' 01.63"	3.37	3.37	70.03	16-02-22	64
117	Edi Sutrisno	Nehas Liah Bing Village	1° 7' 29.16"	116° 53' 16.82"	0.94	0.94	19.84	16-02-22	65
118	Ferawati	Nehas Liah Bing Village	1° 5' 28.27"	116° 51' 21.25"	2.14	2.14	44.50	16-02-22	66
119	Geah Gok b	Nehas Liah Bing Village	1° 6' 41.02"	116° 52' 35.76"	0.74	0.74	15.89	16-02-22	67
120	Geah Gok c	Nehas Liah Bing Village	1° 5' 46.77"	116° 51' 04.33"	1.70	1.70	36.71		
121	H. Ibrahim a	Nehas Liah Bing Village	1° 5' 43.29"	116° 51' 06.09"	1.67	1.67	36.38	16-02-22	68
122	H. Ibrahim b	Nehas Liah Bing Village	1° 6' 35.78"	116° 52' 13.60"	1.74	1.74	38.11		
123	H. Ibrahim c	Nehas Liah Bing Village	1° 6' 38.12"	116° 52' 18.00"	1.47	1.47	32.05		
124	Helmida	Nehas Liah Bing Village	1° 6' 36.97"	116° 52' 15.73"	1.82	1.82	38.00	16-02-22	69
125	I Nyoman Gria a	Nehas Liah Bing Village	1° 5' 52.87"	116° 52' 52.35"	2.04	2.04	43.56	16-02-22	70
126	I Nyoman Gria b	Nehas Liah Bing Village	1° 5' 55.48"	116° 52' 22.21"	2.41	2.41	51.92		
127	I Nyoman Gria c	Nehas Liah Bing Village	1° 6' 15.84"	116° 52' 03.61"	0.74	0.74	15.88		
128	Imran Dongoran S.H.,M.H	Nehas Liah Bing Village	1° 5' 44.92"	116° 52' 19.88"	2.03	2.03	42.92	16-02-22	71
129	Isman a	Nehas Liah Bing Village	1° 6' 02.53"	116° 52' 15.70"	0.77	0.77	16.51	16-02-22	72
130	Isman b	Nehas Liah Bing Village	1° 6' 05.82"	116° 52' 11.57"	0.88	0.88	18.72		
131	Kaseng	Nehas Liah Bing Village	1° 6' 07.30"	116° 52' 07.88"	4.43	4.43	91.82	16-02-22	73
132	Lipuk Candra	Nehas Liah Bing Village	1° 6' 33.15"	116° 52' 37.80"	1.81	1.81	39.40	16-02-22	74
133	Machmud	Nehas Liah Bing Village	1° 6' 22.62"	116° 51' 44.02"	1.99	1.99	43.50	16-02-22	75
134	Mardewiah	Nehas Liah Bing Village	1° 6' 15.92"	116° 52' 54.40"	2.04	2.04	43.17	16-02-22	76
135	Marik	Nehas Liah Bing Village	1° 6' 36.81"	116° 52' 29.00"	0.83	0.83	17.64	16-02-22	77
136	Maryana Lia Ping a	Nehas Liah Bing Village	1° 6' 33.32"	116° 52' 24.46"	4.79	4.79	100.89	16-02-22	78
137	Maryana Lia Ping b	Nehas Liah Bing Village	1° 7' 46.42"	116° 53' 45.40"	3.80	3.80	82.97		
138	Mochamad Mansyur	Nehas Liah Bing Village	1° 7' 47.97"	116° 53' 42.96"	3.38	3.38	71.54	16-02-22	79
139	Muhammad Ali	Nehas Liah Bing Village	1° 6' 45.00"	116° 52' 5.22"	0.58	0.58	12.47	16-02-22	80
140	Muhammad Idil a	Nehas Liah Bing Village	1° 6' 38.98"	116° 52' 27.13"	2.50	2.50	52.92	16-02-22	81
141	Muhammad Idil b	Nehas Liah Bing Village	1° 6' 33.05"	116° 52' 32.21"	1.73	1.73	37.49		
142	Muhidin	Nehas Liah Bing Village	1° 6' 27.77"	116° 52' 01.82"	1.18	1.18	25.60	16-02-22	82
143	Nasir	Nehas Liah Bing Village	1° 6' 39.22"	116° 51' 57.11"	1.65	1.65	35.80	16-02-22	83
144	Ngalimun a	Nehas Liah Bing Village	1° 6' 35.59"	116° 52' 22.47"	1.63	1.63	34.51	16-02-22	84
145	Ngalimun b	Nehas Liah Bing Village	1° 6' 36.54"	116° 51' 57.76"	1.63	1.63	35.62		
146	Ngalimun c	Nehas Liah Bing Village	1° 6' 09.33"	116° 52' 03.93"	3.93	3.93	84.66		
147	Ngatijan	Nehas Liah Bing Village	1° 6' 25.90"	116° 51' 46.98"	1.86	1.86	40.07	16-02-22	85
148	Noviana a	Nehas Liah Bing Village	1° 6' 39.29"	116° 52' 32.66"	1.92	1.92	42.18	16-02-22	86
149	Noviana b	Nehas Liah Bing Village	1° 5' 46.49"	116° 52' 51.93"	1.94	1.94	42.51		
150	Noviana c	Nehas Liah Bing Village	1° 6' 05.60"	116° 52' 53.32"	4.90	4.90	103.30		
151	Nur Asmiati	Nehas Liah Bing Village	1° 6' 04.34"	116° 52' 45.57"	2.20	2.20	48.01	16-02-22	87
152	Nur Hayati	Nehas Liah Bing Village	1° 6' 09.31"	116° 52' 35.70"	1.79	1.79	37.60	16-02-22	88
153	Parno a	Nehas Liah Bing Village	1° 5' 52.21"	116° 52' 15.57"	0.29	0.29	6.20	16-02-22	89
154	Parno b	Nehas Liah Bing Village	1° 5' 38.02"	116° 51' 48.00"	1.55	1.55	33.02		
155	Paulus Ding Yel	Nehas Liah Bing Village	1° 5' 43.51"	116° 51' 45.88"	1.48	1.48	31.81	16-02-22	90

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			
156	Raden Sumitro Simorangkir a	Nehas Liah Bing Village	1° 7' 21.74"	116° 52' 48.91"	0.98	0.98	20.71	16-02-22	91
157	Raden Sumitro Simorangkir b	Nehas Liah Bing Village	1° 5' 54.47"	116° 52' 15.39"	0.88	0.88	18.61		
158	Rahimin K a	Nehas Liah Bing Village	1° 5' 42.90"	116° 52' 42.02"	1.41	1.41	30.42	16-02-22	92
159	Rahimin K b	Nehas Liah Bing Village	1° 6' 32.69"	116° 52' 19.35"	1.71	1.71	36.98		
160	Rahmad Afandi	Nehas Liah Bing Village	1° 6' 50.20"	116° 52' 38.95"	2.02	2.02	42.88		
161	Sadiran	Nehas Liah Bing Village	1° 6' 11.38"	116° 52' 10.00"	1.69	1.69	35.73	16-02-22	94
162	Sahrul	Nehas Liah Bing Village	1° 5' 26.64"	116° 51' 19.07"	1.36	1.36	29.33	16-02-22	95
163	Senen Arsad	Nehas Liah Bing Village	1° 6' 25.70"	116° 52' 29.85"	1.96	1.96	42.07	16-02-22	96
164	Siswo Pandoyo a	Nehas Liah Bing Village	1° 7' 15.36"	116° 54' 11.18"	2.76	2.76	60.37	16-02-22	97
165	Siswo Pandoyo b	Nehas Liah Bing Village	1° 6' 09.18"	116° 52' 45.90"	2.06	2.06	42.95		
166	Siswo Pandoyo c	Nehas Liah Bing Village	1° 6' 12.59"	116° 52' 53.99"	1.97	1.97	43.06		
167	Stevania G.K a	Nehas Liah Bing Village	1° 5' 59.16"	116° 52' 52.89"	1.97	1.97	42.28	16-02-22	98
168	Stevania G.K b	Nehas Liah Bing Village	1° 5' 59.14"	116° 51' 44.11"	2.07	2.07	44.93		
169	Sugito	Nehas Liah Bing Village	1° 6' 52.06"	116° 52' 58.29"	1.98	1.98	41.46	16-02-22	99
170	Sukarno	Nehas Liah Bing Village	1° 6' 06.04"	116° 53' 0.10"	1.94	1.94	42.64	16-02-22	100
171	Sumanto a	Nehas Liah Bing Village	1° 6' 19.25"	116° 52' 54.65"	3.54	3.54	74.81	16-02-22	101
172	Sumanto b	Nehas Liah Bing Village	1° 5' 33.47"	116° 51' 11.58"	2.06	2.06	43.61		
173	Sunardi a	Nehas Liah Bing Village	1° 6' 40.11"	116° 52' 21.19"	4.20	4.20	90.89	16-02-22	102
174	Sunardi b	Nehas Liah Bing Village	1° 6' 04.41"	116° 52' 37.13"	1.38	1.38	29.68		
175	Sunarsih	Nehas Liah Bing Village	1° 6' 09.18"	116° 52' 40.02"	1.92	1.92	42.34	16-02-22	103
176	Supriyono	Nehas Liah Bing Village	1° 6' 02.03"	116° 52' 29.33"	4.50	4.50	95.77	16-02-22	104
177	Susilo	Nehas Liah Bing Village	1° 7' 36.47"	116° 53' 22.40"	1.93	1.93	41.34	16-02-22	105
178	Sutini	Nehas Liah Bing Village	1° 6' 02.03"	116° 51' 40.08"	2.17	2.17	47.60	16-02-22	106
179	Sutoyo	Nehas Liah Bing Village	1° 6' 05.32"	116° 52' 29.47"	2.34	2.34	49.86	16-02-22	107
180	Suwardi a	Nehas Liah Bing Village	1° 5' 56.50"	116° 52' 44.92"	3.14	3.14	65.56	16-02-22	108
181	Suwardi b	Nehas Liah Bing Village	1° 6' 02.84"	116° 52' 0.70"	1.12	1.12	23.95		
182	Tomis Arisma	Nehas Liah Bing Village	1° 6' 06.51"	116° 52' 9.73"	2.32	2.32	49.22	16-02-22	109
183	Tri Nurhadi a	Nehas Liah Bing Village	1° 5' 46.97"	116° 52' 36.57"	2.45	2.45	52.05	16-02-22	110
184	Tri Nurhadi b	Nehas Liah Bing Village	1° 6' 58.07"	116° 52' 42.68"	2.63	2.63	55.91		
185	Yudi Yak	Nehas Liah Bing Village	1° 6' 59.46"	116° 52' 46.30"	4.63	4.63	98.92	16-02-22	111
186	Yunita Lehung	Nehas Liah Bing Village	1° 7' 39.77"	116° 53' 30.59"	4.97	4.97	102.84	16-02-22	112
187	Zainuddin	Nehas Liah Bing Village	1° 7' 41.48"	116° 53' 36.55"	2.05	2.05	44.81	16-02-22	113
188	Mufit	Nehas Liah Bing Village	1° 6' 41.99"	116° 52' 25.88"	1.89	1.89	40.57	16-02-22	114
189	Berta Lina	Nehas Liah Bing Village	1° 6' 38.67"	116° 52' 02.93"	3.20	3.20	67.71	16-02-22	115
190	Syawiayah	Nehas Liah Bing Village	1° 5' 36.07"	116° 52' 18.51"	0.85	0.85	18.09	16-02-22	116
191	Kariati	Nehas Liah Bing Village	1° 5' 30.13"	116° 52' 14.52"	1.98	1.98	41.29	16-02-22	117
TOTAL					400.99	400.99	8,552.96	N/A	N/A

Note: Sampled in IAV audit highlight in green

Appendix F: List of Abbreviations

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