

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

<b>Client Company Name / Parent Company:</b> <b>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</b>
Client Company / Parent Company Address: Jl. Lintas Samudra, KM 09 Dusun Damai Rejo, Desa Petalongan, Kecamatan Keritang, Kabupaten Indragiri Hilir, Propinsi Riau, 29274 Indonesia
Certification Unit: <b>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</b> Location of Certification Unit: Jl. Lintas Samudra, KM 09 Dusun Damai Rejo, Desa Petalongan, Kecamatan Keritang, Kabupaten Indragiri Hilir, Propinsi Riau, 29274 Indonesia
Date of Final Report: 29/12/2023

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## Section 1: Scope of the Assessment

1. Company Details			
<b>Parent Company</b>	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri		
<b>RSPO Membership Number</b>	1-0436-23-000-00	<b>Membership Approval Date</b>	14 February 2023
<b>Address</b>	Jl. Lintas Samudra, KM 09 Dusun Damai Rejo, Desa Petalongan, Kecamatan Keritang, Kabupaten Indragiri Hilir, Propinsi Riau, 29274 Indonesia		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri		
<b>Location / Address</b>	Jl. Lintas Samudra, KM 09 Dusun Damai Rejo, Desa Petalongan, Kecamatan Keritang, Kabupaten Indragiri Hilir, Propinsi Riau, 29274 Indonesia		
<b>Website</b>	-		
<b>Management Representative</b>	Sumantono	<b>E-mail</b>	tunaskaryamandiri26@gmail.com
<b>Telephone</b>	+62 812-6839-8870	<b>Facsimile</b>	-

2. Certification Information			
<b>Certificate Number</b>	RSPO 794824	<b>Certificate Start Date</b>	29/12/2023
<b>Date of First Certification</b>	29/12/2023	<b>Certificate Expiry Date</b>	28/12/2028
<b>Scope of Certification</b>	Production of Sustainable Oil Palm Fresh Fruit Bunch of Independent Smallholder		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>Determination of the conformity of the client management system of part of it with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
<b>Assessment Cycle</b>	<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		
<b>Applicable Standards / Normative Reference</b>	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		
<b>Supply Chain Module</b>	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	<b>Mill Capacity</b>	-
<b>ISH certification Phase</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		
<b>Is this a remote audit or on-site audit</b>	<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
-	-	-	-

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri	Jl. Lintas Samudra, KM 09 Dusun Damai Rejo, Desa Petalongan, Kecamatan Keritang, Kabupaten Indragiri Hilir, Propinsi Riau, Indonesia, 29274	0° 42' 34.97" S	102° 39' 7.25" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri	225.51	2.87	-	228.38	98.74
<b>Total</b>	<b>225.51</b>	<b>2.87</b>	-	<b>228.38</b>	<b>98.74</b>

**Note:**

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 10	11-20	>25		
Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri	-	-	197.59	27.92	225.51	-
<b>Total (ha)</b>	-	-	<b>197.59</b>	<b>27.92</b>	<b>225.51</b>	-

**Note:** Only Mature area is considered as production area

<b>7. Summary of Certified Tonnage of FFB (Own Certified Scope)</b>				
<b>Estate / Smallholders</b>	<b>Tonnage (MT) / year</b>			
	<b>Estimated last year (Not applicable)</b>	<b>Actual (Not applicable)</b>		<b>Forecast (Dec 2022 – November 2023)</b>
		Previous license period	Current license period	
Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri	N/A	N/A	N/A	4,441.83
<b>Total</b>	N/A	N/A		<b>4,441.83</b>
<b>Note:</b>				

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

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

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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
<b>TOTAL</b>				
<b>Note:</b>				

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

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
<b>TOTAL</b>			
<b>Note:</b>			

11. Summary of Actual Volume sold					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
<b>CPO (MT)</b>	N/A	N/A	N/A	N/A	N/A

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<b>PK (MT)</b>	N/A	N/A	N/A	N/A	N/A
<b>Credits</b>	N/A	N/A	N/A	N/A	N/A
<b>Previous License period</b>					
<b>CPO (MT)</b>	N/A	N/A	N/A	N/A	N/A
<b>PK (MT)</b>	N/A	N/A	N/A	N/A	N/A
<b>Credits</b>	N/A	N/A	N/A	N/A	N/A
<b>Note:</b> Conventional is RSPO certified material but sold as non-RSPO.					

<b>11A. Records of Certified CPO &amp; PK Sold under PalmTrace since the last audit (if any)</b>				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
<b>TOTAL</b>				
<b>Note:</b>				

<b>11B. Records of certified CPO &amp; PK Sold under other schemes since the last audit (if any)</b>				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
<b>TOTAL</b>				
<b>Note:</b>				

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

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

12. Independent Smallholders Certified Tonnage (MT) / Volume									
	Estimated last year			Actual			Forecast		
Phase	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			N/A			N/A			4,441.83
IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	
CSPK	N/A	N/A		N/A	N/A		N/A	N/A	

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

**Note:** 1 mt = 1 credit

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

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

**Note:**



## Section 2: Assessment Process

### Certification Body:

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

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### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **12 – 15 September 2023**. 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 11 August 2023.

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 HCV, declared conservation areas, local communities engagement and workers welfare and safety.

The Critical NC close out on-site assessment was conducted on 31 October 2023. 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. 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

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to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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

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

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

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**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification MSB)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri	X	X	X	X	X
Group Manager/ICS	X	X	X	X	X
Smallholder member (126 member)	X	X	X	X	X

**Tentative Date of Next Visit: September 1, 2024 - September 5, 2024**

**Total Number of Mandays: 13**

**2.2 BSI Assessment Team**

<b>Name</b>	<b>Role</b>	<b>Competency</b>
Haikal Ramadhan Kharismansyah	Team Leader	<p><b>Education:</b> Holds a bachelor degree in majoring Plant Pest and Disease from Padjadjaran University</p> <p><b>Work Experience:</b> 3 Years working experience in oil palm industry as Agronomy Assistant. More than five years working experience as RSPO Auditor and RSPO Lead Auditor</p> <p><b>Training attended:</b> Completed Endorsed RSPO P&amp;C Lead Auditor Training Course, ISPO Auditor/Lead Auditor Course, RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing Training, ISO 9001:2008, ISO 14001 : 2015 Auditor/Lead Auditor Course, RSPO ISH Standard Training Course and Endorsed RSPO Supply Chain Lead Auditor Training Course. RSPO P&amp;C Lead Auditor Training Course (refreshment) by checkmark training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> In this audit, he assessed on Principle 1: Optimise productivity, efficiency, positive impacts and resilience; Principle 2 -</p>

		Ensure Legality, Respect for Land Rights and Community Wellbeing; A – ICS: Group entity and group management requirements
Eko Purwanto	Team Member	<p><b>Education:</b> Holds a Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Institute of Agriculture (IPB).</p> <p><b>Work Experience:</b> Over 9 year working expiring in oil palm plantation with last position as Estate Manager. He has experience in implementing good agricultural practice including integrated pest management and limited pesticides uses. 10 years working experience as auditor since 2012 covering ISO9001, RSPO and ISPO.</p> <p><b>Training attended:</b> Completed SMETA Requirements Training, ISPO Permentan 38/2020, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, CQI and IRCA Certified ISO 45001:2018 Lead Auditor Training Course, ISO 37001:2016 Anti-bribery Management System Implementing Training Course, RSPO P&amp;C 2018 Refresher Training, Sustainability Reporting Assurance Training, RSPO P&amp;C Lead Auditor Refresher Course, RSPO Supply Chain Certification Refresher Course, RSPO NEXT Training Course For Lead Auditor by RSPO Secretariat, Elaborating on the RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing, RABQSA accredited Lead Auditor Training of Environment Management System, Endorsed RSPO Green House Gas (GHG) Training for Trainer, Endorsed RSPO P&amp;C Lead Auditor Training, Understanding Environmental Management System (EMS), Indonesia Sustainable Palm Oil (ISPO) Lead Auditor Training, Endorsed RSPO Supply Chain Certification (SCC) Lead Auditor Training, RABQSA accredited Lead Auditor Training of Quality Management System.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> In this audit, he assessed on B – ICS: Policies and management; C – ICS: Group Business planning; D – ICS: Group trading system for certified volumes as well as conducting stakeholder consultation.</p>
Nanang Muallib	Team Member	<p><b>Education:</b> Holds a Bachelor Degree of Forestry Bogor Agricultural University (IPB)</p> <p><b>Work Experience:</b> 4 years working experience with Forestry Department, 2 years working experience with WWF for sustainable forest management and 17 years working experience as RSPO auditor</p> <p><b>Training attended:</b> Completed the ISO 9001 Lead Auditor Course, Technical Training of HCV assessment, ISPO Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, SMETA Requirements training</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b> In this audit, he assessed on Principle 3: Respect human rights, including workers’ rights and conditions; Principle 4: Protect, conserve and enhance ecosystems and the environment</p>
Dr. Suhaili Bin Sahari	Peer Reviewer	<p><b>Education:</b> Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty</p>

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		<p>of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato’ Mohd Muda.</p> <p><b>Work Experience:</b></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><b>Training attended:</b></p> <ol style="list-style-type: none"> <li>1. ISO 9001:2015 Lead Auditor and Internal Auditor</li> <li>2. Occupation Health &amp; Safety</li> <li>3. ISO 14001:2015 Standard</li> <li>4. RSPO Standards: RSPO P&amp;C 2018 MY-NI 2019</li> <li>5. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4</li> <li>6. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS</li> <li>7. HACCP MS 1480:2019</li> <li>8. GAP Standard: Global GAP, Euro GAP</li> <li>9. ASI Peer Reviewer training</li> </ol>
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**Accompanying Persons:**

Name	Role
Nil	

**2.3 Assessment Plan**

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

Date	Time	Subjects	HRK	EP	NM
Monday, 11/09/2023	07.30 – 09.15	Flight Jakarta (CGK) – Pekanbaru (PKU) GA 172	√	√	√
	09.30 – 16.00	Travelling Pekanbaru – Petalongan	√	√	√
Tuesday, 12/09/2023	07.00 – 08.00	Travelling from hotel to <b><i>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</i></b>	√	√	√

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	08.00 – 09.00	Opening Meeting <ul style="list-style-type: none"> <li>• Presentation by <b>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</b></li> <li>• Presentation by BSI Indonesia</li> </ul>	√	√	√
	09.00 – 12.00	Document review <ul style="list-style-type: none"> <li>• Pre-audit information, smallholder registry, determining sample</li> <li>• Principle 1: Optimize productivity, efficiency, positive impacts and resilience</li> <li>• Principle 2: Ensure legality, respect for land rights and community wellbeing</li> <li>• Principle 3: Respect human rights, including worker’s rights and conditions</li> <li>• Principle 4: Protect, conserve and enhance ecosystems and the environment</li> <li>• Internal Control System requirements for Smallholder Groups</li> </ul> Stakeholder consultation <ul style="list-style-type: none"> <li>• Government agencies in Indragiri Hilir Regency (by phone)</li> <li>• Local communities</li> <li>• Previous landowner</li> </ul>	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 16.00	Continuing document review and stakeholder consultation	√	√	√
	16.30 – 17.00	Daily progress and field visit plan with supporting document	√	√	√
	17.00 -	Travelling to hotel	√	√	√
Wednesday 13/09/2023	07.00 – 08.00	Travelling from hotel to <b>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</b>	√	√	√

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Date	Time	Subjects	HRK	EP	NM
	08.00 – 12.00	<p><b>Field visit and Interview with 15 sample farmers</b></p> <p>Field visit and Interview with farmers and workers concerning the role of Group Manager and ICS team, member registration requirements, smallholders commitment, best management practices, occupational health and safety, worker welfare, HCV, environmental management, continual improvement.</p> <p>Note :</p> <p>Calculation for sample = <math>\sqrt{126} \times 1.2</math> (Medium risk) = 13.46 → 14 → 15</p>	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 16.30	<ul style="list-style-type: none"> <li>Continuing field visit (if needed)</li> </ul> <p><b>Document review</b></p> <ul style="list-style-type: none"> <li>Pre-audit information, smallholder registry, determining sample</li> <li>Principle 1: Optimize productivity, efficiency, positive impacts and resilience</li> <li>Principle 2: Ensure legality, respect for land rights and community wellbeing</li> <li>Principle 3: Respect human rights, including worker’s rights and conditions</li> <li>Principle 4: Protect, conserve and enhance ecosystems and the environment</li> <li>Internal Control System requirements for Smallholder Groups</li> </ul>	√	√	√
	16.30 – 17.00	Daily progress	√	√	√
Thursday	07.00 – 08.00	Travelling from hotel to <b><i>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</i></b>	√	√	√

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Date	Time	Subjects	HRK	EP	NM
14/09/2023	08.00 – 12.00	<b>Document review</b> <ul style="list-style-type: none"> <li>Pre-audit information, smallholder registry, determining sample</li> <li>Principle 1: Optimize productivity, efficiency, positive impacts and resilience</li> <li>Principle 2: Ensure legality, respect for land rights and community wellbeing</li> <li>Principle 3: Respect human rights, including worker’s rights and conditions</li> <li>Principle 4: Protect, conserve and enhance ecosystems and the environment</li> <li>Internal Control System requirements for Smallholder Groups</li> </ul> <b>Interview with ICS</b>	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√
	14.00 – 15.00	Outstanding document verification	√	√	√
	15.00 – 16.00	Internal Meeting tim auditor	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√
	17.00 – 24.00	Travelling from site to Pekanbaru	√	√	√
Friday 15/09/2023	10.45 – 12.45	Flight from Pekanbaru – Jakarta GA 175	√	√	√

**NCR Close Out**

Date	Time	Subjects	HK
Monday, 30/10/2023	07.30 – 09.15	Flight Jakarta (CGK) – Pekanbaru (PKU) GA 172	√
	09.30 – 16.00	Travelling Pekanbaru – Petalongan	√

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Date	Time	Subjects	HK
Tuesday 31/10/2023	08.00 – 09.00	Opening Meeting	√
	09.00 – 12.00	Field Observation to farmers plot samples NCR verification: <ul style="list-style-type: none"> <li>• 2392967-202309-M1</li> <li>• 2392967-202309-M2</li> <li>• 2392967-202309-M3</li> <li>• 2392967-202309-M4</li> <li>• 2392967-202309-M5</li> <li>• 2392967-202309-M6</li> <li>• 2392967-202309-M7</li> <li>• 2392967-202309-M8</li> <li>• 2392967-202309-M9</li> </ul>	√
	12.00 – 13.00	Break	√
	13.00 – 16.00	Document and Record Verification NCR verification: <ul style="list-style-type: none"> <li>• 2392967-202309-M1</li> <li>• 2392967-202309-M2</li> <li>• 2392967-202309-M3</li> <li>• 2392967-202309-M4</li> <li>• 2392967-202309-M5</li> <li>• 2392967-202309-M6</li> <li>• 2392967-202309-M7</li> <li>• 2392967-202309-M8</li> <li>• 2392967-202309-M9</li> </ul>	√
	16.00 – 17.00	Audit results conclusions	√
	17.00 – 24.00	Travelling Petalongan - Pekanbaru	√



### 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 for ISH	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 for ISH	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 for ISH	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not Applicable for ISH	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 for ISH	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	Not Applicable for ISH	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 <b>Major</b> non-compliance shall be raised	Not Applicable for ISH	Not Applicable
<b>Un-Certified Units or Holdings</b>		
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 for ISH	Not Applicable
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	Not Applicable for ISH	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 for ISH	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 for ISH	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not Applicable for ISH	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 for ISH	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 for ISH	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not Applicable for ISH	Not Applicable

**3.2 Progress of scheme smallholders and/or outgrowers**

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

**Approved Time Bound Plan**

Not Applicable for ISH

### 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 **ten (10) Critical nonconformities** and **three (3) Opportunity For Improvement** raised. The Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri 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			
<b>NCR Ref #</b>	<b>2392967-202309-M1</b>	<b>Issued Date</b>	<b>14 Sept 2023</b>
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	<b>31 Oct 2023</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	1.2 (Critical)		
<b>Statement of Nonconformity:</b>	<p><b>MS-A</b> Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has not been able to show sufficient evidence that all of its members have received training regarding monitoring and planning plantation business operations which includes training regarding keeping records for production, such as production inputs and harvest results as well as transactions</p> <p><b>MS-B</b> Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have not been able to show sufficient evidence of recording production and FFB sales transactions.</p>		
<b>Requirement Reference:</b>	<p><b>MS-A</b> Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.</p> <p><b>MS-B</b> Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale.</p>		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>Interviews with 15 sample member farmers stated that so far they have not recorded FFB production including sales.</li> <li>Farmer activity record procedures No: 08/SOP/ICS-TKM/VI/2022 dated 03 June 2022 include explaining the obligation to keep an activity record book and document it in a book provided by farmer groups and submit it every month to the extension and registration unit</li> </ul>		
<b>Corrections:</b>	<p><b>MS-A</b> Reorganize and implement plans for socialization and training activities related to recording farmer activities and carry out training again at the grower group level.</p>		

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	<p><b>MS-B</b>  Maximize monitoring activities of agreements that have been implemented and ensure that growers have managed their plantations effectively and recorded, managed production data records and transactions of all FFB sales by all members.</p>																				
<p><b>Root Cause Analysis:</b></p>	<p><b>MS-A</b>  During socialization and training activities regarding procedures for recording farmer activities, several members were unable to participate/attend, only being represented mainly by their children and wives or representative.</p> <p><b>MS-B</b>  ICS has not performed optimally regarding monitoring of agreements that have been implemented and ensuring that member have managed their plantations effectively and recorded, managed production data records and transactions of all FFB sales by all members.</p> <p>lack of control function to the members and understanding of the internal function of control from ICS team</p>																				
<p><b>Corrective Actions:</b></p>	<p><b>MS-A</b>  Reorganize and implement plans for socialization and training activities related to recording farmer activities and carry out training again at the grower group level.</p> <p><b>MS-B</b>  Maximize monitoring activities of agreements that have been implemented and ensure that growers have managed their plantations effectively and recorded, managed production data records and transactions of all FFB sales by all members.</p>																				
<p><b>Assessment Conclusion:</b></p>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri provides evidence of improvements in the form of:</p> <ol style="list-style-type: none"> <li>1. Re-socialization of farmer activity records, management of used chemical containers, giving warnings and sanctions to members, as well as premium percentages carried out in stages as follows: <ul style="list-style-type: none"> <li>- October 21 2023 for KM 07 attended by 14 members while for KM08 attended by 30 members</li> <li>- October 22 2023 for KM 10 attended by 30 members</li> </ul> </li> <li>2. Recording of FFB production and sales listed in a smart book and equipped with FFB weighing slips/sales notes for each member of the association, for example shown by:</li> </ol> <table border="1" data-bbox="555 1787 1473 2020"> <thead> <tr> <th>ID</th> <th>Month</th> <th>Rotation I</th> <th>Rotation II</th> <th>Total (Kg)</th> </tr> </thead> <tbody> <tr> <td>1-01-01-116</td> <td></td> <td>1,190</td> <td>1,050</td> <td>2,240</td> </tr> <tr> <td>1-01-01-001</td> <td>September</td> <td>765</td> <td>820</td> <td>1,585</td> </tr> <tr> <td>1-01-01-090</td> <td></td> <td>900</td> <td>820</td> <td>1,720</td> </tr> </tbody> </table>	ID	Month	Rotation I	Rotation II	Total (Kg)	1-01-01-116		1,190	1,050	2,240	1-01-01-001	September	765	820	1,585	1-01-01-090		900	820	1,720
ID	Month	Rotation I	Rotation II	Total (Kg)																	
1-01-01-116		1,190	1,050	2,240																	
1-01-01-001	September	765	820	1,585																	
1-01-01-090		900	820	1,720																	

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	1-01-01-042	675	677	1,352
	1-01-01-016	675	780	1,455
	1-01-01-010	1,225	1,345	2,570
	1-01-01-087	470	365	835
	1-01-01-004	325	370	695
	1-01-01-014	515	600	1,125
	1-01-01-038	1.525	1.680	3.005
	1-01-01-025	870	810	1,680
	1-01-01-093	1,945	1,715	3,660
	1-01-01-011	725	764	1,494
	1-01-01-027	2,350	2,290	4,640
	1-01-01-092	655	715	1,370
	<p><b>Note :</b></p> <p>The actual recording of FFB has only been carried out by TKM members since September 2023 as evidenced by the FFB weighing notes they have. For the October period, the actual harvest data is not yet complete because recapitulation is carried out at the beginning of every month</p> <p>As a result of interviews with sample farmer representatives, it was found that socialization related to recording farmer activities, managing used chemical containers, providing warnings and sanctions to members, as well as premium distribution percentages had been conveyed to members. The farmer also informed that since September 2023, the filling in of the harvest activity record book has always been monitored by the group leader at the end of every month. Data on FFB production, sales, including use of pesticides and fertilizers are also included in the book. From the results of interviews and document review, the nonconformity was declared closed</p>			

<b>Non-conformity</b>			
<b>NCR Ref #</b>	2392967-202309-M2	<b>Issued Date</b>	<b>14 Sept 2023</b>
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	<b>31 Oct 2023</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	1.3 (Critical)		
<b>Statement of Nonconformity:</b>	Member of Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have not consistently implemented GAP in their plantations and have not monitored FFB productivity		
<b>Requirement Reference:</b>	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		

<p><b>Objective Evidence:</b></p>	<ul style="list-style-type: none"> <li>• The GAP plan implemented by the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri is demonstrated by the creation of SOP and Training Plans as well as the commitment of RSPO member, including the following:             <ul style="list-style-type: none"> <li>- Management of Pesticide Packaging Waste: In SOP No. 020/SOP-UNKTPHT/ICS-TKM/VI/2022 concerning the Use of Pesticides and Handling of Used Pesticides, it is stated that used packaging should not be thrown away carelessly and placed in special locations, but from interviews it was found that there are still member those who burn packaging or sell used packaging to junk dealers</li> <li>- Upkeep activity : Based on the results of field visits to plots belonging to sample KM-10 farmers (ID: 1-01-01-092 and ID: 1-01-01-116), it is known that there is still total herbicide spraying while in SOP No. 020/ SOP-UNKTPHT/ICS-TKM/VI/2022 states that it is not permissible to carry out total spraying in plantation areas</li> <li>- Farmer activity records: The results of interviews with 15 sample member farmers stated that so far they have not recorded FFB production including sales. farmer activity record procedures No: 08/SOP/ICS-TKM/VI/2022 dated 03 June 2022 include explaining the obligation to keep an activity record book and document it in a book provided by farmer groups and submit it every month to the extension and registration unit. member also have not monitored and recorded plantation activities such as manuring and herbicide applications</li> </ul> </li> </ul>
<p><b>Corrections:</b></p>	<ul style="list-style-type: none"> <li>• Making smart books and distributing to farmers as guidance material for managing hazardous waste and regulations for pesticide use which can be used as a reference for recording farmer activities.</li> <li>• Re-arrange plans for outreach and training activities related to recording farmer activities, and conduct training again at the farmer group level.</li> </ul>
<p><b>Root Cause Analysis:</b></p>	<ul style="list-style-type: none"> <li>• Farmers who are members of Tunas Karya Mandiri are taking part in training related to Hazardous waste for the first time and what is being conveyed is something new, so farmers do not immediately understand and remember everything that has been conveyed during the training.</li> <li>• During training/socialization activities on Hazardous waste management and regulations on pesticide use and recording of plantation activities, several member were unable to participate/attend, only being represented mainly by their children and wives or representative.</li> <li>• ICS Tunas Karya Mandiri has carried out regular evaluations but this has not been optimal regarding member understanding of the training provided by ICS Tunas Karya Mandiri.</li> </ul>
<p><b>Corrective Actions:</b></p>	<ul style="list-style-type: none"> <li>• Conduct socialization regarding procedures for managing used chemical containers</li> <li>• Conduct socialization regarding procedures/rules for pesticide use to all members who have joined Tunas Karya Mandiri.</li> <li>• Conduct socialization about filling out farmer activity records in smart books (Harvesting, Fertilizing and Pesticide Use) and archiving FFB weighing notes to all grower members on a regular basis.</li> </ul>

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	<ul style="list-style-type: none"> <li>Routine monitoring of all members to ensure that all members have implemented Tunas Karya Mandiri pesticide packaging waste management procedures and farmer activity recording procedures.</li> </ul>
<b>Assessment Conclusion:</b>	<p>The association has shown evidence of improvement in the form of:</p> <ol style="list-style-type: none"> <li>Making a farmer smart book which functions as a means of monitoring harvest activities, use of fertilizers and pesticides, training that has been attended, and records of hazardous waste results for each farmer</li> <li>Re-socialization of farmer activity records, management of used chemical containers, giving warnings and sanctions to members, as well as premium percentages carried out in stages as follows:             <ul style="list-style-type: none"> <li>October 21 2023 for KM 07 attended by 14 members while for KM08 attended by 30 members</li> <li>October 22 2023 for KM 10 attended by 30 members</li> <li>Routine monitoring of all grower members with a frequency of every 1 month.</li> </ul> </li> <li>Farmer activity records (including information about harvest, agrochemical use, waste produced, and training attended) which are summarized in a smart book</li> </ol> <p><b>Interview result</b></p> <p>The sample farmer representatives were able to explain well the process of filling in farmer activity records, hazardous waste management, upkeep activities, and other commitments such as not conduct blanket spraying.</p> <p><b>Field Visit Results</b></p> <ol style="list-style-type: none"> <li>There is 1 warehouse where pesticide/Hazardous packaging waste is stored in each farmer group, for example on land owned by farmer ID 1-01-01-052 (KM09) and land owned by farmer ID 1-01-01-088 (KM10)</li> <li>There is no blanket spraying activity on the sample farmers land plots. Weed control is carried out by combining mechanical and chemical control</li> </ol> <p>Based on the results of document reviews, field visits and interviews, the nonconformity were declared to have been <b>closed</b></p>

<b>Non-conformity</b>			
<b>NCR Ref #</b>	2392967-202309-M3	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.2 (Critical)		
<b>Statement of Nonconformity:</b>	PKTS-TKM unable to show documentary evidence: <ol style="list-style-type: none"> <li>The remediation plan for the area that has been identified in the LUCA document as the area that requires remediation covers an area of 2.87</li> </ol>		



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	<p>hectares, not forgetting the peatlands in 2 land locations owned by member farmers</p> <p>b. Proof of approval from the RSPO secretariat for the remediation plan to be carried out by PKTS-TKM for areas that have been approved by the RSPO.</p>
<b>Requirement Reference:</b>	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.
<b>Objective Evidence:</b>	PKTS-TKM has prepared a LUCA document in 2022 in collaboration with SkyMap Global (M) Sdn. Bhd with results including that there is an area that requires remediation (ERA) of 2.87 Ha in the form of peat land in 2 land locations owned by member farmers and a Final Conservation Liability (FCL) of 13.03 Ha. The LUCA document has been approved by the RSPO as per the email dated 24 January 2023 with the conclusion that 13.03 Ha is a "Final Conservation Liability" and 2.87 Ha is an "Environmental Remediation Area".
<b>Corrections:</b>	Send an email to the RSPO team regarding the plan to remediate 2.87 Ha of peat land in 2 land locations owned by member farmers. and Final Conservation Liability (FCL) of 13.03 Ha.
<b>Root Cause Analysis:</b>	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has not communicated with the RSPO RaCP regarding the plan to remediate 2.87 Ha of land in the form of peat land in 2 land locations owned by member farmers. and Final Conservation Liability (FCL) of 13.03 Ha because lack of awareness of the existence of this obligation
<b>Corrective Actions:</b>	Send an email to the RSPO team regarding the plan to remediate 2.87 Ha of peat land in 2 land locations owned by member farmers. and Final Conservation Liability (FCL) of 13.03 Ha.
<b>Assessment Conclusion:</b>	<p>The Association has sent an email to RSPO compensation (rspocompensation@rspo.org) on 14 September 2023 to confirm and request direction regarding the existence of a remediation area of 2.87 Ha and FCL of 13.03 Ha. RSPO compensation replied to the email on 18 September 2023 with a statement that currently the RaCP for independent smallholders is still in the development process. Therefore, until now the RaCP process for ISH has only been limited to quantifying and recording conservation obligations as well as identifying areas that require remediation, namely through Disclosure and LUCA.</p> <p>Based on the explanation above, the nonconformity is declared <b>closed</b></p>

<b>Non-conformity</b>			
<b>NCR Ref #</b>	2392967-202309-M4	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.8 (E & MS-A) (Critical)		
<b>Statement of Nonconformity:</b>	<b>E</b> Member have not been able to show any records of the purchase and use of pesticides (brand and volume) applied to the plantations.		

	<p><b>MS-A</b> Member (ID No. 1-01-01-014 and ID No. 1-01-01-010 ; KT KM 07) do not understand best practices in managing waste from used pesticide containers as regulated in the SOP for managing used chemical containers (Document SOP No.: 022/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 06 June 2022)</p>
<p><b>Requirement Reference:</b></p>	<p><b>E</b> : 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: Immediately stopping purchasing of these pesticides</p> <ul style="list-style-type: none"> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>(Refer to appendix 1)</p> <p><b>MS-A</b> Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>
<p><b>Objective Evidence:</b></p>	<p><b>E</b> Based on document review, it shows that: PKTS-TKM has an SOP regarding Farmer Activity Records (Document No.: 08/SOP/ICS-TKM/VI/2022, dated 03 June 2022). The SOP regulates every farmer to record every activity, including integrated pest control and plant maintenance. b. PKTS-TKM has an SOP regarding Weed Control (Document No.: 019/SOP-UNKTPHT/ICS-TKM/VI/2022, dated 06 June 2022). The SOP regulates weed control procedures including monitoring which is outlined in the "Weed Monitoring Monitoring" Form.</p> <p>However, based on interviews with sample farmers and document studies, it shows that the documents regarding planning and monitoring the use of chemicals (purchase and use) have not been implemented by farmers.</p> <p><b>MS-A</b> Based on document review, it shows that: a. All member farmers have signed a Statement on the Use of Pesticides and Management of Used Pesticide Waste, where point 5 states that in the case of used pesticide containers or residues from pesticide use, actions will be taken in accordance with existing regulations in PKTS-TKM and in this case regarding used pesticide containers and residues. Used pesticides will be kept out of reach of children. b. All PTKS-TKM member farmers have received training on pesticide use, for example on 21 November 2022 at KT KM 07 which was attended by 14 participants and on 03 December 2022 at KT KM 09 which was attended by 40 participants. c. PTKS-TKM has an SOP for managing used chemical containers (SOP Document No.: 022/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 06 June 2022). The SOP regulates: - Mechanism for storing used chemical containers which are sent to the</p>

	<p>warehouse in each farmer group to be sent to licensed hazardous waste collectors. - It is not permitted to cover with soil or bury or burn used chemical packaging.</p>
<p><b>Corrections:</b></p>	<p><b>E</b></p> <ul style="list-style-type: none"> <li>• Re-arrange plans for socialization/training activities at the group level and carry out periodic checks related to filling in books during regular meetings in each TKM member farmer group</li> </ul> <p><b>MS-A</b></p> <ul style="list-style-type: none"> <li>• Develop plans for outreach and training activities related to procedures for managing used chemical containers, and carry out regular retraining at the member farmer group level.</li> <li>• Provide warnings/sanctions for grower members who violate or do not implement commitments/procedures that have been regulated in SOP for Serious Violations No.: 023/SOP-PB/ICS-TKM/VI/2022 concerning Providing Warnings and Sanctions.</li> </ul>
<p><b>Root Cause Analysis:</b></p>	<ul style="list-style-type: none"> <li>• ICS Tunas Karya Mandiri has carried out outreach regarding the mechanisms and procedures that Tunas Karya Mandiri has regarding storing and reporting evidence of pesticide purchase records to the extension and registration unit, but growers do not fully understand the procedures that have been conveyed in the outreach/training.</li> <li>• ICS Tunas Karya Mandiri has carried out regular evaluations/monitoring but this has not been optimal regarding growers' understanding of the training provided by ICS Tunas Karya Mandiri.</li> </ul>
<p><b>Corrective Actions:</b></p>	<ul style="list-style-type: none"> <li>• Socialize the collection and archiving of pesticide purchase transaction records and provide information regarding hazardous waste management rules to members on a regular basis.</li> <li>• Routine monitoring of all farmer members to ensure that all members have implemented Tunas Karya Mandiri pesticide packaging waste management procedures and farmer activity recording procedures.</li> </ul>
<p><b>Assessment Conclusion:</b></p>	<p>The association shows evidence of improvement in the form of:</p> <ol style="list-style-type: none"> <li>1. A smart book for each member which contains records of the farmer activities including the use of pesticides.</li> <li>2. Re-socialization to all member and plantation managers or their representatives regarding policies and commitments to use pesticides</li> </ol> <p>The results of interviews with a sample of member showed that farmers had good knowledge of their commitment to use pesticides. The results of field visits to plots belonging to sample farmers revealed that there were no total spray activities on the sample farmers' land.</p> <p>Based on this, the nonconformity is declared to have been <b>closed</b></p>

<b>Non-conformity</b>			
<b>NCR Ref #</b>	2392967-202309-M5	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.9 (MS-B) (Critical)		
<b>Statement of Nonconformity:</b>	Member have not been able to show sufficient evidence of approaches to minimizing pesticide use		
<b>Requirement Reference:</b>	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.		
<b>Objective Evidence:</b>	<p>Based on document review, it shows that:</p> <ul style="list-style-type: none"> <li>a. All member farmers have signed a Statement on the Use of Pesticides and Management of Used Pesticide Waste, which in point 2 states that total pesticide spraying will not be carried out, as the basis for environmentally friendly and sustainable plantation management.</li> <li>b. All PTKS-TKM member farmers have received training on pesticide use, for example on 21 November 2022 at KT KM 07 which was attended by 14 participants and on 03 December 2022 at KT KM 09 which was attended by 40 participants.</li> </ul> <p>However Based on field visits on land ID No. 1-01-01-116 and land ID No. 1-01-01-093 (KT KM 10) the practice of total pesticide spraying (Blanket) was found.</p>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Each unit prepares a monitoring plan for all member plots and farmer groups to ensure that all grower members minimize the use of pesticides and carry out the procedures that Tunas Karya Mandiri has in place.</li> <li>• Provide warnings/sanctions for grower members who violate or do not implement commitments/procedures that have been regulated in SOP for Serious Violations No.: 023/SOP-PB/ICS-TKM/VI/2022 concerning Providing Warnings and Sanctions</li> </ul>		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>• There are several types of weeds whose growth is difficult for farmers to control, such as wire fern (Licopodiinae), and sea urchin (Clidemia hirta) senganen (melastoma malabatricum), so control is permitted using systemic pesticides at doses regulated in the SOP contained in Tunas. Independent Work.</li> <li>• Farmer limited time in carrying out sanitation / plot maintenance, so total spraying is carried out using systemic pesticides.</li> <li>• During the socialization and training activities regarding Tunas Karya Mandiri's procedures, several grower members were not able to participate/attend, only being represented mainly by their children and wives or managers.</li> </ul>		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• Conduct regular outreach and training on best, sustainable, and environmentally friendly agricultural practices for all member growers.</li> <li>• ICS Tunas Karya Mandiri monitors all member plantation plots to ensure that all member growers have minimized the use of pesticides and carried out the procedures that Tunas Karya Mandiri has.</li> </ul>		

<b>Assessment Conclusion:</b>	<p>The association shows evidence of improvement in the form of:</p> <ol style="list-style-type: none"> <li>1. A smart book for each member which contains records of the farmer activities including the use of pesticides.</li> <li>2. Re-socialization to all member and plantation managers or their representatives regarding policies and commitments to use pesticides</li> </ol> <p>The results of interviews with a sample of member showed that farmers had good knowledge of their commitment to use pesticides. The results of field visits to plots belonging to sample farmers revealed that there were no total spray activities on the sample farmers land. Farmers also said they had plans to plant beneficial plants as part of implementing integrated pest management</p> <p>Based on this, the nonconformity is declared to have been <b>closed</b></p>
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Non-conformity			
<b>NCR Ref #</b>	2392967-202309-M6	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	A.2.1 (MS-A & MS-B)		
<b>Statement of Nonconformity:</b>	The group manager has not been able to show sufficient evidence that the individual members he manages have consistently complied with the ICS		
<b>Requirement Reference:</b>	The group manager can demonstrate compliance of the ICS by individual members.		
<b>Objective Evidence:</b>	<p>Some evidence that shows that SKI has not been running consistently includes the following:</p> <ul style="list-style-type: none"> <li>• There is no regular monitoring and evaluation of all members in terms of progress achieved in implementing RSPO independent smallholder standards</li> <li>• Members have not yet recorded the activities of its plantation</li> <li>• Management of pesticide packaging has not been carried out in accordance with the procedures and commitments signed by group members</li> <li>• There has not been identified any transfer of land ownership rights of association members (sulfardi) to other parties so that the commitment and capacity of the new owner in implementing RSPO standards cannot be ascertained.</li> </ul> <p>By not doing the things mentioned above, ICS has not shown the results of monitoring, evaluation, sanctions, or other mechanisms to ensure that plans are complied with and implemented by all members</p>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Each unit prepares a monitoring plan for all member plantation plots and farmer groups to ensure that all member growers have achieved progress in implementing RSPO independent smallholder standards and recording grower activities by members.</li> </ul>		

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	<ul style="list-style-type: none"> <li>Provide warnings/sanctions for grower members who violate or do not implement the commitments/procedures stipulated in the SOP regarding Providing Warnings and Sanctions.</li> </ul>
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>ICS Tunas Karya Mandiri has carried out monitoring and evaluation but it has not been carried out optimally/routinely for all members in terms of achieving progress in implementing RSPO independent smallholder standards or recording smallholder activities by members.</li> <li>Tunas Karya Mandiri has provided storage warehouses for hazardous waste or used pesticide packaging in each group, however, planters are not yet aware of the existence of hazardous waste warehouses in farmer groups.</li> <li>Member transferring land ownership rights or buying and selling do not inform Tunas Karya Mandiri because the member assume it will not cause problems for Tunas Karya Mandiri.</li> </ul>
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>ICS Tunas Karya Mandiri monitors all member plantation plots and farmer groups to ensure that all grower members have achieved progress in implementing RSPO independent smallholder standards and recording grower activities by members.</li> <li>Communicate with growers who transfer land ownership rights to other parties and ensure that buyers are willing to commit to and implement RSPO standards.</li> </ul>
<b>Assessment Conclusion:</b>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri provides evidence of improvements in the form of:</p> <ol style="list-style-type: none"> <li>Re-socialization of farmer activity records, management of used chemical containers, giving warnings and sanctions to members, as well as premium percentages carried out in stages as follows:             <ul style="list-style-type: none"> <li>October 21 2023 for KM 07 attended by 14 members while for KM08 attended by 30 members</li> <li>October 22 2023 for KM 10 attended by 30 members</li> </ul> </li> <li>Recording of FFB production and sales listed in a smart book and equipped with FFB weighing slips/sales notes for each member of the association</li> <li>Monitoring the farmer and recording activities carried out by the Farmer Group leader periodically every month</li> <li>Information regarding the transfer of land from Sulfardi to Maruli Simangunsong including documentation of the signing of the farmer's recommitment</li> </ol> <p>As a result of interviews with sample farmer representatives, it was found that socialization related to recording plantation activities, managing used chemical containers, providing warnings and sanctions to members, as well as premium distribution percentages had been conveyed to members. The farmer also informed that since September 2023, the filling in of the harvest activity record book has always been monitored by the group leader at the end of every month. Data on FFB production, sales, including use of pesticides and fertilizers are also included in the book.</p>

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	<p>Based on the explanation from the group leader and the ICS team, it is also known that monitoring field conditions and filling in farmer activity records is carried out once a month.</p> <p>Based on the explanation above, the nonconformity is declared to have been closed</p>
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Non-conformity			
<b>NCR Ref #</b>	2392967-202309-M7	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	A.2.3 MS-B Critical		
<b>Statement of Nonconformity:</b>	Association members have not been able to show sufficient evidence of understanding of independent smallholder standards, group management, and certification requirements including understanding of environmental protection and business operations.		
<b>Requirement Reference:</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.		
<b>Objective Evidence:</b>	<p>Based on the results of interviews and field visits to 15 sample member, the following information was obtained:</p> <ul style="list-style-type: none"> <li>• Member have not been able to convey any training or socialization they have attended</li> <li>• The majority of member do not attend socialization or training events directly but instead represent other parties to take part in the training or socialization carried out</li> <li>• Some samples of member still burn or sell pesticide packaging waste and carry out total spraying</li> <li>• Member have not been able to explain aspects of transparency and openness in organizational management such as premium distribution agreements</li> </ul>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Conduct training and outreach to member growers at farmer group level using language that is easy to understand, so that farmers can accept the understanding conveyed during training and outreach.</li> <li>• If during training and outreach there are planters who are not present and are represented by their children and/or wives, ICS Tunas Karya Mandiri will provide individual training materials and understanding to the farmer concerned.</li> </ul>		
<b>Root Cause Analysis:</b>	ICS Tunas Karya Mandiri has conducted training at farmer group level, however, the farmer who are members of Tunas Karya Mandiri are taking part in training related to the management of used pesticide waste for the first time and what is being delivered is something new, so farmers do not immediately understand and		

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	remember everything that has been said. has been conveyed (use of formal language, which is not easily understood by planters) during training.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• Providing understanding/training to member growers, especially to a sample of growers who still burn or sell pesticide packaging waste and carry out total spraying.</li> <li>• Monitoring all members' plantation plots, especially a sample of smallholders and farmer groups, to ensure that all grower members have achieved progress in implementing RSPO independent smallholder standards and recording grower activities by members.</li> </ul>
<b>Assessment Conclusion:</b>	Based on the interviews with representatives of sample farmers, the ICS team, and Association administrators, it is known that they have a good understanding of independent smallholder standards, group management, and certification requirements, including an understanding of environmental protection and business operations, for example, as shown by the start of filling in activity notebooks. No blanket spraying was found, no Hazardous waste was found that was not managed properly. Thus the nonconformity is declared <b>closed</b>

Non-conformity			
<b>NCR Ref #</b>	2392967-202309-M8	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	C.1.1 MS-A Critical		
<b>Statement of Nonconformity:</b>	There is no evidence that a review of the business plan has been carried out.		
<b>Requirement Reference:</b>	The group business plan is implemented and reviewed at least annually.		
<b>Objective Evidence:</b>	The organization has prepared a group business plan which is documented in the "Rencana Kerja Jangka Panjang Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri Periode 2022 – 2024". Based on document review and interviews with the ICS Team, there is no information that a review has been carried out on the group business plan.		
<b>Corrections:</b>	Carrying out discussions with the ICS team regarding the business plan that has been made in the group business plan which refers to the PKTS TKM work plan timeline.		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>• Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has not focused on developing a business plan and is still concentrating on the training activities required in the RSPO Certification in accordance with the RSPO ISH Standard, so it has not reviewed the business plan that has been planned in the 2022-2024 work plan.</li> <li>• In developing the business plan for the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri there is also a problem with capital, where financing has so far been supported by assistants.</li> </ul>		
<b>Corrective Actions:</b>	The committee team reviews the work plans that have been prepared regularly, referring to the implementation time.		



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<b>Assessment Conclusion:</b>	Tunas Karya Mandiri has carried out a management review on October 24 2023 which contains an evaluation of the achievement of the 2022 plan and targets that will be implemented in the current year. The meeting was attended by the group leader and member representatives. The results of interviews with planter representatives as well as representatives of the ICS management and team as well as farmer groups revealed that management reviews will henceforth become a routine agenda every year. This nonconformity has been <b>closed</b>
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Non-conformity			
<b>NCR Ref #</b>	2392967-202309-M9	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	D.1.1 E & MS-A Critical		
<b>Statement of Nonconformity:</b>	<ul style="list-style-type: none"> <li>The Group Manager has not been able to demonstrate data traceability between the actual FFB production of each smallholder and the recapitulation of FFB production recorded by ICS team</li> <li>The ICS team has provided a logbook "Buku Pintar" to record FFB production per smallholder per harvesting rotation, however the filling in the logbook is still not consistent.</li> </ul>		
<b>Requirement Reference:</b>	<p><b>MS-A</b> Group manager maintains annual production records and sales of certified volumes.</p> <p><b>MS-B</b> Group Manager maintains annual production records and sales of certified volumes of all FFB sources</p>		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>The Group Manager has not been able to demonstrate data traceability between the actual FFB production of each smallholder and the recapitulation of FFB production recorded by ICS team.</li> <li>The ICS team has provided a logbook "Buku Pintar" to record FFB production per smallholder per harvesting rotation, however the filling in the logbook is still not consistent.</li> </ul>		
<b>Corrections:</b>	Providing and increasing understanding regarding ICS data and documents as well as socializing the filling in of plantation activity records to member growers (Harvesting, Fertilizing and Pesticide Use).		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>Most of the growers who are members of Tunas Karya Mandiri still sell their FFB production to middlemen or agents, and growers rarely file weighing notes and fill in/record the actual FFB production in Buku Pintar and do not report it to ICS Tunas Karya Mandiri.</li> <li>There is still a lack of awareness among members to record plantation activities consistently, which should be one of the obligations of being a member.</li> </ul>		
<b>Corrective Actions:</b>	Conduct regular training and outreach regarding the importance of consistently recording plantation activities to all member growers.		

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**Assessment Conclusion:**

Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri provides evidence of improvements in the form of:

1. Re-socialization of farmer activity records, management of used chemical containers, giving warnings and sanctions to members, as well as premium percentages carried out in stages as follows:
  - October 21 2023 for KM 07 attended by 14 members while for KM08 attended by 30 members
  - October 22 2023 for KM 10 attended by 30 members
2. Recording of FFB production and sales listed in a smart book and equipped with FFB weighing slips/sales notes for each member of the association, for example shown by:

ID	Month	Rotation I	Rotation II	Total (Kg)
1-01-01-116		1,190	1,050	2,240
1-01-01-001		765	820	1,585
1-01-01-090		900	820	1,720
1-01-01-042		675	677	1,352
1-01-01-016		675	780	1,455
1-01-01-010		1,225	1,345	2,570
1-01-01-087		470	365	835
1-01-01-004	September	325	370	695
1-01-01-014		515	600	1,125
1-01-01-038		1.525	1.680	3.005
1-01-01-025		870	810	1,680
1-01-01-093		1,945	1,715	3,660
1-01-01-011		725	764	1,494
1-01-01-027		2,350	2,290	4,640
1-01-01-092		655	715	1,370

Note :

The actual recording of FFB has only been carried out by TKM members since September 2023 as evidenced by the FFB weighing notes they have. For the October period, the actual harvest data is not yet complete because recapitulation is carried out at the beginning of every month

As a result of interviews with sample farmer representatives, it was found that socialization related to recording **farmer** activities, managing used chemical containers, providing warnings and sanctions to members, as well as premium distribution percentages had been conveyed to members. The farmer also

	<p>informed that since September 2023, the filling in of the harvest activity record book has always been monitored by the group leader at the end of every month. Data on FFB production, sales, including use of pesticides and fertilizers are also included in the book. From the results of interviews and document review, the <b>nonconformity was declared closed</b></p>
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Non-conformity			
<b>NCR Ref #</b>	2392967-202309-M10	<b>Issued Date</b>	14 Sept 2023
<b>Due Date</b>	<b>13 Sep 2024</b>	<b>Closure Date</b>	31 Oct 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	D.3.1 E Major		
<b>Statement of Nonconformity:</b>	Percentage, prices, premiums, and timing of premium payment has not been communicated and transparent to all group members.		
<b>Requirement Reference:</b>	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.		
<b>Objective Evidence:</b>	There is no evidence that group members have been given an understanding of the RSPO premium, including the amount and percentage of distribution. Based on interviews with sample of Smallholders, obtained information that they did not understand the RSPO premium including the percentage distribution.		
<b>Corrections:</b>	Providing outreach regarding procedures for using premium funds and other rules that have been made by the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri to member growers.		
<b>Root Cause Analysis:</b>	Some members were not present during the socialization regarding procedures for using premium funds carried out by PKTS TKM		
<b>Corrective Actions:</b>	Hold regular outreach to all member growers regarding the procedures or rules of the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri		
<b>Assessment Conclusion:</b>	<p>The association has a premium distribution SOP which informs the distribution of premiums received. As a result of interviews with planter representatives and each group leader, it was discovered that this information had been conveyed to member through socialization again about premiums on 20 - 22 October to all farmer groups and their members. In general, member can explain the premium agreement.</p> <p>Based on the description above, it can be concluded that the nonconformity has been <b>closed</b></p>		

Opportunity for Improvements	
OFI #	Description
OFI 1	2.1 Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have the opportunity to implement plans to increase the legality of member land to SHM as well as the STDB and SPPL processing for all members running consistently, measurably, and implemented with positive progress every year.
OFI 2	4.1 Complete the types of animals and plants identified in the HCV identification document based on protection status in accordance with Indonesian laws and regulations (Permen LHK No. P.106/MENLHK/SETJEN/KUM.1/12/2018) and IUCN Redlist Status
OFI 3	4.4 Evaluate the installation of subsidence stakes in identified peat areas (Land ID No. 1-01-01-031)

Positive Findings	
PF #	Description
PF 1	Enthusiasm in participating in the certification process

### 3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #		Issued Date	
Due Date		Closure Date	
<b>Indicator &amp; Category (Critical / Minor)</b>			
<b>Statement of Nonconformity:</b>			
<b>Requirement Reference:</b>			
<b>Objective Evidence:</b>			
<b>Corrections:</b>			
<b>Root Cause Analysis:</b>			
<b>Corrective Actions:</b>			
<b>Assessment Conclusion:</b>			
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>			

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

**3.3.2 Summary of the Nonconformities and Status**

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2392967-202309-M1	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator 1.2 MSA & MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M2	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator 1.3 MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M3	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator 4.2 MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M4	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator 4.8 E & MSA	14 Sept 2023	Closed 31 October 2023
2392967-202309-M5	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator 4.9 MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M6	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator	14 Sept 2023	Closed 31 October 2023

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		A.2.1 MSA & MSB		
2392967-202309-M7	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator A.2.3 MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M8	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator C.1.1 MSA	14 Sept 2023	Closed 31 October 2023
2392967-202309-M9	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator D.1.1 MSA & MSB	14 Sept 2023	Closed 31 October 2023
2392967-202309-M10	Critical	RSPO ISH 2019 - INA NI February 2022 - indicator D.3.1 E	14 Sept 2023	Closed 31 October 2023

**3.4 Stakeholders and previous land owner / user consultation**

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri 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. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as below.

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<b>Stakeholders contacted</b>		
<b>Type of Stakeholder</b> (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	<b>Stakeholder name / organization</b>	<b>Means of communication</b> (e.g. face to face interview, email, phone interview, comment from public notice)
Governmental Department	Indragiri Hilir Regency Plantation Service (Agricultural Facilities and Infrastructure)	By Phone
Governmental Department	Keritang District Field Extension Officer	Face to Face Interview
Governmental Department	Indragiri Hilir Regency Environmental service	During the public consultation, the environment service representative could not be found due to a meeting with the local government. The schedule has been rescheduled to suit the resource person's time availability but until the assessment is completed the representative cannot be contacted  Note: The stakeholder consultation letter was received on 02 September 2023
Communities	Head of Petalongan Village	During the public consultation, the Village Head could not be found due to a meeting with the local government. The schedule has been rescheduled to suit the resource person's time availability but until the assessment is completed the Petalongan Village Head cannot be contacted  Note: The stakeholder consultation letter was received on 02 September 2023
Communities	Head of Keritang Sub-district	During the public consultation, the resource person could not be found due to a meeting with the local government. The schedule has been rescheduled to suit the resource person's time availability but until the assessment is completed the Petalongan Keritang Head Sub district cannot be contacted

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		Note: The stakeholder consultation letter was received on 02 September 2023
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Stakeholders comment	
<b>1</b>	<p><b>Feedbacks:</b>  <b>Indragiri Hilir Regency Plantation Service (Agricultural Facilities and Infrastructure)</b></p> <p>The Association already has an STDB so it should be clear of problems with regional status or overlaps with other statuses. There is information that there are members whose land is currently in an area with forest status so that STDB is not issued to these members. The process of releasing forest areas is ongoing and awaiting direction from the authorized parties</p> <p><b>Audit Team verification and response:</b>            There are no PTKSTKM areas located in forest areas according to the sources person explanations. The STDB processing process for 118 members is still ongoing</p>
<b>2</b>	<p><b>Feedbacks:</b>  <b>Keritang District Field Officer of Plantation government</b></p> <p>While providing assistance to farmers, there were no issues regarding problematic/disputed land. Some members of the Tunas Karya Mandiri Self-Help Farmers' Group Association own land that is in Zone status and are therefore not included in the certification this time. For areas that are included in forest area status, the process is currently underway to obtain the release of status to APL. Demographically, there are no indigenous peoples in the association area. Most of the people are immigrants who have been clearing land for the first time in the area</p> <p><b>Audit Team verification and response:</b>            There is no negative issue that need further verification</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
Nil					

Previous land owner / user comment	
	<p><b>Feedbacks:</b>  <b>Idris → sell its land to Rumini (ID 1-01-01-010)</b>  <b>Ngatemen → sell its land to Feber (ID 1-01-01-093)</b>  <b>Kadinsyah → sell its land to Abd Muklis (ID 1-01-01-087)</b></p> <p>The land compensation process is based on an agreement between both parties and involves witnesses from both the seller, buyer and village representatives. The land owner has the right to agree or disagree to relinquish ownership of the land. The land buying and selling process has been carried out since 2000.</p>





	<b>Audit Team verification and response:</b> There is no negative issue that need further verification
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### **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 Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri 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 Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri is certified.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name:</b> <b>Haikal Ramadhan Kharismansyah</b>	<b>Name:</b> <b>Mujito</b>
<b>Company Name:</b> <b>On behalf BSI Services Malaysia Sdn Bhd</b>	<b>Company Name:</b> <b>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</b>
<b>Title: Lead Auditor</b>	<b>Title: Group Manager</b>
<b>Signature:</b> 	<b>Signature:</b> 
<b>Date: 27/11/2023</b>	<b>Date: 27/11/2023</b>

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance	
<p><b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b>            Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p><b>Criteria 1.1:</b> Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
<p>Eligibility</p>	<p>Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> <li>1. Legal formation (as per country requirements)</li> <li>2. Fair and transparent decision making and governance</li> <li>3. Additional documents per requirements for Group Formation and Management.</li> <li>4. Signed or thumb printed Smallholder Declaration from all smallholder Declaration from all smallholder members (Reference to Appendix 1).</li> </ol> <p><b>Note:</b> The legal formation of an organisation refers to the relevant applicable laws and regulations (e.g. Smallholder Group Federations, Village-Owned Enterprises (Bumdes), Cooperatives, Associations, Trade Entities, and Farmer Groups). In order to proceed to Eligibility, the minimum legal requirements is a Notarial Deed that is registered at the Ministry of Law and Human Rights.</p>	<p>The Association has been able to show documentation regarding entity registration as follows :</p> <p><b>Legal Formation</b></p> <p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri (PKTS-TKM) was formed on March 31 2022 in accordance with the Deed of Establishment of the Association No. 38 by Notary Minarni SH., M.Kn. Apart from that, there is also a Decree of the Minister of Law and Human Rights of the Republic of Indonesia Number AHU-0003764.AH.01.07.tahun 2022 dated 14 April 2022. In the attachment to the decision it is known that the composition of the association's management is as follows :</p> <ul style="list-style-type: none"> <li>• Chairman : Sumantono</li> <li>• Secretary: Syamsul Rifai</li> <li>• Treasurer: Tamyis</li> <li>• Chief Supervisor : Agus Malik</li> </ul> <p><b>Fair and transparent decision making and governance</b></p> <p>In the deed of establishment held by the association there is some information regarding fair governance in decision making, which is explained in several articles as follows:</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> <li>• Article 11. Member Rights: Every member has the right to express suggestions/opinions either orally or in writing</li> <li>• Article 14. Member Meeting: The member meeting is the highest authority holder in the association. Decision making is based on deliberation and if there are members who are not present they can vote by giving a power of attorney to the members present</li> <li>• Decision Making Procedure No.36/SOP-PK/ICS-TKM/VI/2022 dated 02 June 2022 which states that decision making is carried out by consensus</li> </ul> <p><b>Additional documents per requirements for Group Formation and Management.</b></p> <p>Among them are shown by the membership requirements in article 10 of the deed of establishment; Member registration procedures; as well as Procedures for Joining and Leaving Membership (No: 010/SOP-BKK/ICS-TKM/VI/2022). Some of the things regulated in the document include:</p> <ul style="list-style-type: none"> <li>- Indonesian citizen aged 17 years or previously married</li> <li>- Voluntarily declaration to become a member by filling out the membership form</li> <li>- Determined and ratified by the management through a member's identification card</li> <li>- Members who join must attach: registration form, commitment to take part in RSPO certification, Statement of entry to become a member of the farmer group, RSPO independent smallholder standard agreement letter</li> </ul>	
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**Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2**

All members of the Association have signed a smallholder declaration with the points as stated in annex-2. A sample commitment signing example is as follows :

No	ID	Group	Sign date
1	1-01-01-087		11 Agustus 2023
2	1-01-01-116		11 Juli 2022
3	1-01-01-090	KM 10	29 Juni 2022
4	1-01-01-093		27 Agustus 2022
5	1-01-01-092		19 September 2022
6	1-01-01-042		02 Juli 2022
7	1-01-01-038		30 Sept 2022
8	1-01-01-025	KM 08	08 Oct 2022
9	1-01-01-027		13 juli 2022
10	1-01-01-011		08 Sept 2022
11	1-01-01-010		02 Sept 2022
12	1-01-01-004		14 Oct 2022
13	1-01-01-014	KM 07	20 Agustus 2022
14	1-01-01-016		22 Aug 2022
15	1-01-01-001		28 Oct 2022

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<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><b>Note:</b> In Indonesia, the mechanism at which the pricing is set, does not necessarily refer to the regulations and formulas for setting the FFB price, as that falls within the government’s authority.</p> <p>The socialisation for the mechanism at which the pricing is set, is meant to provide a guidance on components that affect FFB price such as 1) fruit quality, 2) year of planting, 3) trash content, etc.</p>	<p>PKTS-TKM has formed an ICS team in accordance with the Minutes of the Meeting for the Establishment of the Perkumpulan Kelompok Tani Swadaya Tunas karya Mandiri on November 5, 2021. Based on this meeting, it is known that the composition of the ICS team for the association is as follows:</p> <ul style="list-style-type: none"> <li>• Group Manager</li> <li>• Internal audit</li> <li>• Counseling and Registration</li> <li>• HCV and IPM</li> <li>• OHS and Fire</li> <li>• Purchasing and Marketing</li> </ul> <p>Based on the training plan for the 2022 and 2023 periods prepared by the association, it is known that ICS has planned to receive training regarding training on oil palm pricing mechanisms, financial management, and best management practices for smallholders. The implementation of this plan is on November 21 2022 and February 18 2023, which will be participated by 18 ICS teams. The training provider is a companion from Widya Erti Indonesia.</p>	<p>Complied</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"> <li>• Fair and transparent decision-making and governance</li> <li>• Sustainable financial management</li> </ul>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri held its last Annual Member Meeting in 2022. The implementation of fair and transparent decision making and governance as well as sustainable financial management can be seen from the implementation of the Annual Member Meeting (RAT).</p> <p>RAT has discussed financial reports, balance sheets, profit and loss reports, cash flow reports, as well as capital change reports which are submitted transparently to all members or their representatives.</p>	<p>Complied</p>

**Criteria 1.2:** Smallholders have the capacity to effectively manage their farm.

Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri (PKTS-TKM) has prepared a training plan for 2022 and 2023. In this plan it is known that there is no specific information regarding training regarding planning and monitoring of association operations which includes keeping records for production including transactions.</p> <p>PKTS-TKM explained that the training plan was included in the ICS Training work plan and SOP which was to be implemented in October 2022. Documentation shows that the training was carried out on 16 – 20 October 2022 but based on the attendance list, the training was attended by only 18 ICS team members and not yet attended by 126 association members</p> <p>Thus, it can be concluded that the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has not been able to show sufficient evidence that it has provided training related to monitoring and operational business planning which includes keeping records for production including transactions to all its members. It become nonconformity</p>	Non-compliance
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales.	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have not been able to show sufficient evidence of recording production and FFB sales transactions. This was confirmed by the results of interviews with 15 sample member farmers who stated that up until now they had not recorded FFB production including sales.	Non-compliance
<b>Criteria 1.3:</b> 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>All members of Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri have signed a commitment to implement GAP in the management of their area as stated in several statements as follows:</p> <ul style="list-style-type: none"> <li>• Member Statement Letter: Complying with the principles of criteria and indicators related to RSPO; Implementing Best Agricultural Practices on peat areas.</li> <li>• RSPO Independent Smallholder Standard Agreement Letter stating that they will follow RSPO standards</li> <li>• Preparation of SOP related to GAP such as plant maintenance procedures, fertilization procedures and pruning procedures.</li> </ul>	<p>Complied</p>
<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p>All PKTSTKM members have taken part in GAP training, for example regarding training on operational procedures, fertilization, harvesting, pesticide application and plant maintenance as proven by the attendance list which has been signed by 126 members. The facilitator of this activity was a companion from Widya Esrti Indonesia who was assisted by the chairman of the cooperative and the chairman of each group. Records of training that has been carried out include the following:</p> <ul style="list-style-type: none"> <li>• RSPO standard training for independent smallholders which will be implemented in stages in the period June – December 2022 and in the period January – March 2023</li> <li>• Training on the best plantation management such as pesticide application and FFB quality in August 2022</li> <li>• Integrated pest management training in June and July 2022</li> </ul> <p>Each training is equipped with minutes and material presented by resource persons.</p>	<p>Complied</p>



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<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>The GAP plan implemented by the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri is demonstrated by the creation of SOP and Training Plans as well as the commitment of RSPO member, including the following:</p> <ul style="list-style-type: none"> <li>• Management of Pesticide Packaging Waste: In SOP No. 020/SOP-UNKTPHT/ICS-TKM/VI/2022 concerning the Use of Pesticides and Handling of Used Pesticides, it is stated that used packaging should not be thrown away carelessly and placed in special locations, but from interviews it was found that there are still member those who burn packaging or sell used packaging to junk dealers</li> <li>• Upkeep activity : Based on the results of field visits to plots belonging to sample KM-10 farmers (ID: 1-01-01-092 and ID: 1-01-01-116), it is known that there is still total herbicide spraying while in SOP No. 020/ SOP-UNKTPHT/ICS-TKM/VI/2022 states that it is not permissible to carry out total spraying in plantation areas</li> <li>• Farmer activity records: The results of interviews with 15 sample member farmers stated that so far they have not recorded FFB production including sales.</li> <li>• Farmer activity Record procedures No: 08/SOP/ICS-TKM/VI/2022 dated 03 June 2022 include explaining the obligation to keep an activity record book and document it in a book provided by farmer groups and submit it every month to the extension and registration unit. member also have not monitored and recorded plantation activities such as manuring and herbicide applications</li> </ul>	<p>Non-compliance</p>
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		Thus it can be concluded Member of Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have not consistently implemented GAP in their plantations and have not monitored FFB productivity. It become nonconformity																						
<b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b> Comply with the law and respect communities' rights																								
<b>Criteria 2.1:</b> Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices																								
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to indicator 1.1E / Appendix 1).	Perhimpunan Kelompok Tani Swadaya Tunas Karya mandiri has a member database which, among other things, provides information regarding land ownership status and the coordinates of the location of the plots of land owned, for example shown through the following information : <table border="1" data-bbox="1120 798 1881 1340"> <thead> <tr> <th>No</th> <th>Name</th> <th>Coordinate</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Abd.Muklis</td> <td>102° 38' 30.803" E 0° 42' 22.857" S</td> </tr> <tr> <td>2</td> <td>Ahmad Baharudi</td> <td>102° 41' 11.164" E 0° 43' 53.467" S</td> </tr> <tr> <td>3</td> <td>Akhmad Maulana</td> <td>102° 38' 31.810" E 0° 42' 25.235" S</td> </tr> <tr> <td>4</td> <td>Feber Anggiat</td> <td>102° 37' 53.648" E 0° 51' 2.927" S</td> </tr> <tr> <td>5</td> <td>Eli Yana</td> <td>102° 38' 29.122" E 0° 42' 56.716" S</td> </tr> <tr> <td>6</td> <td>Sutini (a)</td> <td>102° 41' 14.746" E 0° 44' 18.679" S</td> </tr> </tbody> </table>	No	Name	Coordinate	1	Abd.Muklis	102° 38' 30.803" E 0° 42' 22.857" S	2	Ahmad Baharudi	102° 41' 11.164" E 0° 43' 53.467" S	3	Akhmad Maulana	102° 38' 31.810" E 0° 42' 25.235" S	4	Feber Anggiat	102° 37' 53.648" E 0° 51' 2.927" S	5	Eli Yana	102° 38' 29.122" E 0° 42' 56.716" S	6	Sutini (a)	102° 41' 14.746" E 0° 44' 18.679" S	Complied
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<p>Milestone A</p>	<p>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.</p> <p><b>Note:</b> Evidence on land ownership may be in the form of a Land Ownership Certificate(SHM), Sporadic Land Registration (Sporadik), Statement of Land Rights (SPH), Statement of Land Ownership (SKT), Statement of Traditional Land Ownership (SKT-A), Statement of Land Compensation (SKGR), Unofficial Statement of Land Ownership (Girik), Statement of Land Ownership for Taxation under Dutch Occupation (Letter-C), or Statement of Grant (Surat Hibah), or any other forms of</p>	<p>In general, the types of land ownership of members of the Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri consist of <i>SKGR, SKT, AJB, and SHM</i>, for example shown by sample farmers as follows :</p> <table border="1"> <thead> <tr> <th>No</th> <th>Name</th> <th>Land Legality</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Abd.Muklis</td> <td>SKGR 8904/SK/KPT/2021</td> </tr> <tr> <td>2</td> <td>Ahmad Baharudi</td> <td>Sales receipt</td> </tr> </tbody> </table>	No	Name	Land Legality	1	Abd.Muklis	SKGR 8904/SK/KPT/2021	2	Ahmad Baharudi	Sales receipt	<p>Complied</p>																		
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	<p>land ownership document. Taking into account the diverse land certificates that smallholders may hold, legal evidence of land ownership must refer to the legalisation by relevant local government or customary institutions.</p> <p>Independent smallholders are encouraged to increase their legality status of their land by having a plan towards applying for a SHM and a plan for registering their Plantation Business (STDB/Surat Tanda Daftar Usaha Budidaya Perkebunan) as well as a plan toward applying Surat Pernyataan Pengelolaan Lingkungan/ SPPL (Declaration Letter to Manage Environment). A STDB can be registered with the relevant District Head/Mayor or authorised Government (Minister of Agriculture Regulation No. 98/2013 regarding Guidance on Plantation Business Licences). A SPPL can be applied to the relevant Office (Government Regulation No. 22 Year 2021).</p>	<table border="1"> <tr> <td>3</td> <td>Akhmad Maulana</td> <td>SKGR 059/SK-PTL/IV/2019</td> </tr> <tr> <td>4</td> <td>Feber Anggiat</td> <td>No 05.04.15.01.1.00240</td> </tr> <tr> <td>5</td> <td>Eli Yana</td> <td>SKRT 086/SK-SKRT/2013</td> </tr> <tr> <td>6</td> <td>Sutini (a)</td> <td>SKGR 027/SK-PTL/2017</td> </tr> <tr> <td>7</td> <td>Selamet Riyadi</td> <td>SKGR No : 275/SKGR/PTL/VI/2023</td> </tr> <tr> <td>8</td> <td>Jumadi M</td> <td>Kwitansi penjualan</td> </tr> <tr> <td>9</td> <td>Kusrin ©</td> <td>SKGR 678/SK-SC/08</td> </tr> <tr> <td>10</td> <td>M. Sholikin</td> <td>Surat Keterangan kepemilikan</td> </tr> <tr> <td>11</td> <td>Rumini</td> <td>SKRPPT 266/SK-KRT/2009</td> </tr> <tr> <td>12</td> <td>Desi L Astuti</td> <td>SKT 509 SK/KRT/2013</td> </tr> <tr> <td>13</td> <td>Sri Hidayati</td> <td>SKRPP No.221/SKRPPT/PCR/PG-539/2017</td> </tr> <tr> <td>14</td> <td>Sulfardi</td> <td>No.05.04.09.17.1.00496</td> </tr> <tr> <td>15</td> <td>Sainal Abidin</td> <td>SKRPPT 266/SK-KRT/2009</td> </tr> </table> <p>The companion has been informed about the land which is still being processed for legality (Certification Letter). Until now, proof of ownership is still in the form of sales and purchase receipts or verbal statements from local village officials, so it is planned that in the 2023 period we will get an SKT from the local village government. The owner has also disclosed the history of land ownership and at the time of the field visit there were no indications of any conflict on the land.</p>	3	Akhmad Maulana	SKGR 059/SK-PTL/IV/2019	4	Feber Anggiat	No 05.04.15.01.1.00240	5	Eli Yana	SKRT 086/SK-SKRT/2013	6	Sutini (a)	SKGR 027/SK-PTL/2017	7	Selamet Riyadi	SKGR No : 275/SKGR/PTL/VI/2023	8	Jumadi M	Kwitansi penjualan	9	Kusrin ©	SKGR 678/SK-SC/08	10	M. Sholikin	Surat Keterangan kepemilikan	11	Rumini	SKRPPT 266/SK-KRT/2009	12	Desi L Astuti	SKT 509 SK/KRT/2013	13	Sri Hidayati	SKRPP No.221/SKRPPT/PCR/PG-539/2017	14	Sulfardi	No.05.04.09.17.1.00496	15	Sainal Abidin	SKRPPT 266/SK-KRT/2009	
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<p>Milestone B</p>	<p>Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.</p>	<p>Based on the field observation to 15 plots of land belonging to sample farmers, it is known that the boundary marking has been carried out very clearly, namely using stakes at the 4 corners of the land. Apart from that, marking is also done using an arrangement of fronds to help clarify the boundaries.</p> <p>PKTSTKM also has boundary marker maintenance and monitoring procedures which explain the routine maintenance period and repairs that will be carried out if missing boundary marker markers are found</p>	<p>Complied</p>
<p><b>Criteria 2.2:</b> 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.</p>			
<p>Eligibility</p>	<p>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> <p><b>Note:</b> For the first time, Free, Prior and Informed Consent (FPIC) is applicable under the RSPO Independent Smallholder (ISH) Standard and RSPO is developing a simplified FPIC guide for independent smallholders. Pending the finalisation of the simplified FPIC, fulfilling Indicator 2.2 E must refer to the Generic 2015 FPIC with relevant restrictions in place for meeting 2.2.E Indicators. This includes only matters under point 4 of Indicator 1.1. E and point D9 of Appendix 1. Independent smallholders will sign a smallholder declaration covering information on the history of their land acquisition and land clearing (see Annex 3 of the RSPO ISH Standard Indonesia National Interpretation 2022).</p>	<p>Based on the results of interviews and document review, it is known that members' land acquisition came from cultivating, buying and selling or inherited from generation to generation. For each land ownership history, clear legality has been demonstrated. The Field Agricultural Extension Officer for Indragiri Hulu Regency, Keritang District also stated that while he was carrying out his duties in the Tunas Karya Mandiri area, there was never a history of land disputes for members of Tunas Karya Mandiri.</p>	<p>Complied</p>

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).		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).		Complied
<b>Criteria 2.3:</b> 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). <b>Note:</b> The Form on the History of Land Tenure and Conflict Disclosure of the RSPO ISH Standard Indonesia National Interpretation 2022 shall be completed to comply with this indicator	All members of the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri (PKTS-TKM) have completed information regarding land dispute issues by filling in the land disclosure history form as attached to 3 RISS 2020 INA-NI February 2022. From the results of the document review it is known that there is no history of land disputes for areas that in the scope of certification.	Complied
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved. <b>Note:</b> Annex 4 of the RSPO ISH Standard Indonesia National Interpretation 2022 on Land Conflict Resolution Records shall be completed to comply with this Indicator	Based on the results of document review and interviews with sample representatives, district government representatives, and management representatives, it is known that the origins of land acquisition include Garapan, hereditary inheritance, and buying and selling so that there are no land disputes, including with native communities. The TKM location itself is an area with high heterogeneity because the majority are migrants from various regions such as Central Java and North Sumatra.	Complied
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.	Based on the results of document review and interviews with sample representatives, district government representatives, and management representatives, it is known that the origins of land acquisition include Garapan, hereditary inheritance, and buying and selling so that there are no land disputes, including with native communities. The TKM location itself is an area with high	Complied

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		heterogeneity because the majority are migrants from various regions such as Central Java and North Sumatra.	
<b>Criteria 2.4:</b> Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	<p>Based on the overlay between the map of the distribution of members of the RSPO-certified Tunas Karya Mandiri and the Decree of the Minister of Forestry of the Republic of Indonesia Number SK.878/Menhut II/2014, it is known that there are areas of group members who are still included in the HPK. The results of interviews with the Indragiri Hilir Regency Plantation Service stated that if you already have an STDB or are still in the process of issuing it, it should not be included in forest area status. Although not all association members have STDB (27 plots out of 145 plots), currently they are in the process of issuing STDB for the remaining 118 plots. Apart from that, from the latest paduseration results with PIPPIB it is known that the farmer plots as a whole are within the APL.</p> <p>Based on the explanation above, it can be concluded that the areas of PKTS-TKM member growers are not included in forest area status referring to PIPPIB and the issuance of STDB for all members by the relevant agencies.</p>	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).		Complied
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).		Complied
<b>Criteria 2.5:</b> 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. Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.			
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).	Based on the results of document review and interviews with a sample of 15 member farmers as well as information from the Association Chairman, it is known that there are no plans to conduct new land clearing.	Complied

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<p>Milestone A</p>	<p>Smallholders complete training on how to conduct a simplified FPIC approach.</p> <p><b>Note:</b> While the simplified FPIC guide that is being developed by RSPO, trainings to be delivered to independent smallholders should include phases in the FPIC in relation to fulfilling Indicator 2.1.E, 2.2.E and 2.3.E (on the History of Land Tenure and Conflict Disclosure and the Land Conflict Resolution Records of the RSPO ISH Standard Indonesia National Interpretation 2022).</p> <p>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>	<p>Members of the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have completed training on FPIC which was held in stages through "sekolah lapang" activities and other outreach starting from the period January – August 2023. Proof of attendance is in the form of a signature of each member. From the results of interviews with sample farmer representatives, it was found that members knew the FPIC concept in general, for example by explaining that the buying and selling process must be based on agreement without coercion, including agreement to relinquish or not relinquish land rights.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>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> <p>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>	<p>Based on the results of document review and interviews with a sample of member farmers as well as information from the Association Chairman, it is known that there are no plans to conduct new land clearing.</p>	<p>Complied</p>
<p><b>Principle 3: Respect human rights, including workers' rights and conditions</b>  Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.</p>			
<p><b>Criteria 3.1:</b> There is no use of forced labour.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility.</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><b>Note:</b> Information regarding worker sourcing may be communicated verbally or using template for the Registry of Workers (Annex 5 of the RSPO ISH Standard Indonesia National Interpretation 2022).</p>	<p>PTKM has established Policy/Decree concerning Forced Labor, Discrimination and Human Trafficking in Decree Manager Group Number 20/SKLDKPPO/TKM/VI/2022 dated 06 June 2022 concerning Prohibition of Discrimination, Forced Labor and Human Trafficking.</p> <p>PTKM's smallholder commitment to the prohibition of forced labor practices is contained in the "Statement Letter/Smallholder Declaration" document signed by each member farmer where in point</p>	<p>Complied</p>



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		<p>D.3 states that they are committed to "Ensure no forced labour on farm operations and end any existing forced labour".</p> <p>Based on document verification, it shows that the document has been signed by each smallholder, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Self-Help Farmers Standard Agreement Document for members of the Tunas Karya Mandiri Farmers and Independent Farmers Group Association at point D.3 which states "Farmers ensure no forced labour on farm operations and end any existing forced labour".</p>	
<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>	<p>Disseminations/trainings of these SOP/Policy have been conducted in on 22 January 2023 attended by 14 members (KT KM 07), 24 January 2023 attended by 30 members (KT KM 08), 18 January 2023 attended</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>• Retention of identity documents including but not limited to passports;</li> <li>• Payment of recruitment fees by workers;</li> <li>• Contract substitution;</li> <li>• Involuntary overtime;</li> <li>• Lack of freedom of workers to resign;</li> <li>• Penalty for termination of employment;</li> <li>• Debt bondage;</li> <li>• Withholding of wages</li> </ul>	<p>by 40 members (KT KM 09), 19 January 2023 attended by 30 members (KT KM 10) and 26 January 2023 attended by 12 members (KT Rambai Jaya) . The material provided at the training includes:</p> <ol style="list-style-type: none"> <li>a. Fair employment practices:             <ul style="list-style-type: none"> <li>○ There is no identity holder (KTP-Identity Card)</li> <li>○ No recruitment fees</li> <li>○ No voluntary overtime</li> <li>○ Members' freedom to resign</li> <li>○ There are no penalties for resigning</li> <li>○ No bonded work</li> <li>○ There is no withholding wages</li> </ul> </li> <li>b. Compliance with the minimum age of workers as regulated by regional, provincial or national regulations (Law No. 13 of 2003)</li> <li>c. Not placing children in hazardous work</li> <li>d. Placing adult supervision of child laborers working in the field</li> <li>e. Ensure that children's rights to education are respected and are not restricted.</li> </ol> <p>Based on interview with sample of smallholders, are mentioned that the smallholders have been given dissemination concerning the principal of anti-force labour.</p>	
<p>Milestone B</p>	<p>Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.</p>	<p>Based on interviews with workers both in the office and field workers (Harvesters), it was stated that there were no indications of forced labor practices such as withholding personal identity, limiting access to labor, withholding workers' wages, forcing overtime work, etc. Each worker recruited by ICS has received a copy of the employment contract.</p>	<p>Complied</p>
<p><b>Criteria 3.2:</b> 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>			

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<p>Eligibility</p>	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> <li>1. Compliance with the minimum age of workers at 18 years old.</li> <li>2. Not exposing children to hazardous work.</li> <li>3. Providing adult supervision of children working on the farm.</li> <li>4. Ensuring the practice of children’s rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1).</li> </ol> <p><b>Note:</b> Only the landowner’s children or children who share a direct kinship and live with the landowner are allowed to help at the farm. The children being on the farm is in the context for helping their own family. Workers’ children are not permitted to help at the landowner’s farm.</p>	<p>The PTKM Group Manager has issued a policy prohibiting the use of child labor as contained in document No. 45/SOP-L-LMADU/ICS-TKM/VI/2022 dated 18 June 2022, consisting of:</p> <ol style="list-style-type: none"> <li>a. Do not employ child labor (under 18 years of age) to work in plantations related to planting, care, fertilizing, harvesting and transporting FFB, especially for children on plantations and workers as well as all PTPM members.</li> <li>b. Children under the age of 18 have the right to have opportunities for education and a safe environment from all types of activities that employ children.</li> </ol> <p>The commitment of PTKM member farmers to the prohibition of the use of child labor is provided in the "Letter of Statement/Smallholder Declaration" document signed by each member farmer where at point D.8 states that they are committed to " Ensure no child labour on farm operations and end any existing child labour".</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <ol style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Dedaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Dedaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> </ol>	<p>Complied</p>
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		<p>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</p> <p>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</p> <p>This commitment is also stated in the RSPO Self-Help Planters Standard Agreement Document for members of the Planters and the Tunas Karya Mandiri Self-Help Farmers Group Association at point D.8 stating "Farmers Ensure no child labour on farm operations and end any existing child labour ".</p>	
<p>Milestone A</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 18.</li> <li>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.</li> <li>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).</li> </ol> <p><b>Note:</b> Law 13 of 2003 on Manpower, Law 35 of 2014 on Child Protection, Presidential Decree No. 59/2020 on National Action Plan for Elimination of the Worst Form of Child Labour, mandates a roadmap for strategic and large-scale business development towards a child labour-free Indonesia. Based on the 2020-2022 Roadmap, no children under age 18 shall be employed in agricultural and plantation sectors.</p>	<p>Based on interviews with sample farmers and PTKM workers, it shows that there is no indication that they are under 18 years of age, for example:</p> <ol style="list-style-type: none"> <li>a. Mr Warno (harvester on Ms Junaedi's land KT KM 10) is 58 years old</li> <li>b. Mr Trihandoko (harvester on Ibu Maini's land KT KM 10) is 28 years old.</li> </ol> <p>Based on a review of the PTKM workforce list document for the period September 2023, it shows that at the time of the audit there was 1 person recruited as a worker at PTKM, namely Ms Siti Rohmah who started working in February 2023. Ms Siti Rohmah was born on 02 August 2002 so at the time has been a worker at PTKM for 20 years and 6 months.</p> <p>Based on interviews with sample member farmers, it shows that they understand the PTKM policy regarding the prohibition of employing children.</p>	<p>Complied</p>

<p>Milestone B</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 18.</li> <li>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.</li> <li>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).</li> </ol>	<p>Based on interviews with sample farmers and PTKM workers, it shows that there is no indication that they are under 18 years of age, for example:</p> <ol style="list-style-type: none"> <li>a. Mr Warno (harvester on Ms Junaedi's land KT KM 10) is 58 years old</li> <li>b. Mr Trihandoko (harvester on Ibu Maini's land KT KM 10) is 28 years old.</li> </ol> <p>Based on a review of the PTKM workforce list document for the period September 2023, it shows that at the time of the audit there was 1 person recruited as a worker at PTKM, namely Ms Siti Rohmah who started working in February 2023. Ms Siti Rohmah was born on 02 August 2002 so at the time has been a worker at PTKM for 20 years and 6 months.</p> <p>Based on interviews with sample member farmers, it shows that they understand the PTKM policy regarding the prohibition of employing children.</p>	<p>Complied</p>
<p><b>Criteria 3.3:</b> Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.          Are there workers on the farm? If no, SKIP</p>			
<p>Eligibility</p>	<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><b>Note:</b> The calculation to pay the minimum wage based on working hours refers to Government Regulations (PP) No. 36 Year 2021 on Wage, Article 16 Sub Article 4 4 Wage Formula.</p>	<p>The commitment of PTKM member farmers to paying minimum wages in accordance with applicable laws and regulations is available in the "Letter of Statement" document signed by each member farmer where at point D.4 states that they are committed to "paying minimum wages in accordance with the national level".</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p>	<p>Complied</p>

		<ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Dedaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Self-Help Planters Standard Agreement Letter for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.4 which states "PTKM ensures that growers pay minimum wages according to the national level to workers".</p> <p>Decree of the Governor of Riau Number: Kpts.1783/XII/2022, dated 7 December 2023 concerning Regency/City Minimum Wages in Riau Province for 2023 which states that the UMK for Indragiri Hilir in 2023 is IDR. 3,241,141.76/Month.</p> <p>Based on interviews with PTPM member workers and farmers, they stated that they had agreed to provide wages, namely:</p>	
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		<p>Harvest Wages: Rp. 200,000/Ton</p> <p>Meanwhile, fertilizing, spraying and pruning activities are carried out by member farmers themselves.</p> <p>Based on a review of the PTKM workforce list document for the period September 2023, it shows that at the time of the audit there was 1 person recruited as a worker at PTKM, namely Ms Siti Rohmah who started working in February 2023.</p> <p>Based on verification of PTKM wage documents from the period February – August 2023, it shows that PTKM employees receive wages of IDR. 3,000,000,-/month. This shows that the employee's wages are still below the 2023 Indragiri Hilir Regency Minimum Wage as regulated in the Decree of the Governor of Riau Number: Kpts.1783/XII/2022, dated 7 December 2023, but based on the type of PTKM business which is a legal entity with micro scale business (Business Identification Number: 1109230178867, dated 11 September 2023) then the minimum wage regulations are based on an agreement between PTKM and the workforce (Government Regulation Number 36 of 2021 concerning Wages, Article 36 paragraph 2).</p> <p>Based on a review of the Indefinite Term Contract Work Agreement (PKWTT) document No. 01/TKM/PKWTT/X/2022 dated 15 October 2022 shows that: Article 5 (Salary) states that Mr Siti Rohmah's salary is IDR. 3,000,000,-/month. Even though wages are still below the 2023 Indragiri Hilir UMK, this is in accordance with Government Regulation Number: 36 of 2021 articles 36 and 37 which states that</p>	
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		wages in micro and small businesses are determined based on an agreement between employers and workers.	
Milestone A	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>During field observation and interview with the workers (Harvester), it was found the wage they received in accordance to the agreement, example IDR 200,000 for 1 ton FFB.</p> <p>The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employ female worker.</p>	Complied
Milestone B	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.	<p>During field observation and interview with the workers (Harvester), it was found the wage they received in accordance to the agreement, example IDR 200,000 for 1 ton FFB.</p> <p>The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employ female worker.</p>	Complied
<p><b>Criteria 3.4:</b> 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).	<p>PTKM member farmers' commitment to submitting complaints is available in the "Letter of Statement/Smallholder Declaration" document signed by each member farmer where at point D.5 states that they are committed to "Accepting and respecting workers' rights to submit complaints".</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <p>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</p>	Complied



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		<ul style="list-style-type: none"> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Independent Farmers' Standard Agreement Letter for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.5 stating "Smallholder members respect workers' rights to submit complaints".</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>PTKM has prepared an SOP regarding Complaints and Grievances number 039/SOP-PK/ICS-TKM/X/2023 dated 24 January 2023 which outlines:</p> <ul style="list-style-type: none"> <li>a. External and Internal complaints and grievances: <ul style="list-style-type: none"> <li>- Hotline (Email: tunaskaryamandiri26@gmail.com, or WA Number: 085381190112 – 082254100352, IG: tunaskaryamandiri, FB: Tunas Karya Mandiri.</li> <li>- Via the Suggestion Box provided at the PTKM office</li> <li>- Direct or written reports to the PTKM office</li> </ul> </li> </ul>	<p>Complied</p>

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		<ul style="list-style-type: none"> <li>b. Confidentiality protection if necessary (via complaint form)</li> <li>c. The settlement model can involve other related parties such as the government, PKS, etc</li> <li>d. Time limit for resolving complaints: Internal = 1 week, external 1 month.</li> <li>e. Documentation: special complaint report</li> </ul> <p>Summary of stages for resolving complaints and grievances posted at the PTKM office.</p> <p>Based on interviews with ICS administrators, they stated that during the period February – September 2023 there had been no complaints submitted either internally or externally.</p> <p>Based on interviews with workers (Harvesters and office workers) and related stakeholders, they stated that they had understood the procedures for submitting complaints as regulated in the SOP on Complaints and Grievances Number: 039/SOP-PK/ICS-TKM/X/2023 dated 24 January 2023.</p> <p>PTKM has provided all its members with an understanding of the SOP regarding Complaints and Grievances Number: 039/SOP-PK/ICS-TKM/X/2023, for example:</p>	
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		<ul style="list-style-type: none"> <li>a. Understanding the SOP for complaints and complaints mechanisms on 23 January 2023 to members of the KM 07 Farmers Group which was attended by 14 participants.</li> <li>b. Understanding the SOP for complaints and complaint mechanisms on 24 January 2023 to members of the KM 08 Farmers Group which was attended by 30 participants.</li> <li>c. Understanding the SOP for complaints and complaint mechanisms on 18 January 2023 to members of the KM 09 Farmers Group which was attended by 40 participants.</li> <li>d. Understanding the SOP for complaints and complaints mechanisms on 19 January 2023 to members of the KM 10 Farmers Group which was attended by 30 participants.</li> <li>e. Understanding the SOP for complaints and complaint mechanisms on 26 January 2023 to members of the Rambai Jaya Farmers Group, which was attended by 12 participants.</li> </ul> <p>Based on interviews with a sample of smallholders, they mentioned that they were committed to respecting the workers' right to submit grievances.</p>	
<p>Milestone B</p>	<p>Workers are aware of and have access to an effective means for filing a complaint/grievance.</p>	<p>See Milestone A above.</p> <p>Based on interviews with workers in the field, they stated that they were given awareness of their right to submit complaints to any party. At the PTKM secretariat, there are Complaint Logbook documents and a Complaint box located at the PTKM office and a complaint submission form. There were no official complaints submitted to the PTKM management based on the interviews and logbook review.</p>	<p>Complied</p>
<p><b>Criteria 3.5:</b> Working conditions and facilities are safe and meet minimum legal requirements.</p>			

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<p>Eligibility</p>	<p>Smallholders commit to providing safe working conditions and facilities (refer to indicator 1.1E / Appendix 1).</p>	<p>The commitment of PTKM member farmers to payment of minimum wages in accordance with applicable laws and regulations is available in the "Letter of Statement/Smallholder Declaration" document signed by each member farmer where in point D.6 states that they are committed to "Providing safe working conditions and facilities".</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Independent Farmers Standard Agreement Letter document for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.6 stating "Smallholder members are committed to providing safe working conditions and facilities".</p>	<p>Complied</p>
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<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><b>Note:</b> The smallholder, worker and family members of smallholders who work at the farm complete training and understand the health and safety risks associated with farm work, (including that of pesticide use and how to mitigate them).</p>	<p>PTKM has identified and analyzed OSH risks as outlined in the document "Identification of sources of danger, risk assessment and control PTKM, dated 18 July 2023". Risk identification and analysis includes pesticide application activities, FFB transportation, activities in the field (fertilizing, harvesting, spraying, proning, slashing), TPS LB3, offices.</p> <p>PTKM has conducted training on K3 including training on SOPs for the safe use and management of pesticides for all its members, for example:</p> <ul style="list-style-type: none"> <li>a. The training was held on 21 November 2022 at the KM 07 Farmers Group (KT) which was attended by 14 participants.</li> <li>b. The training was held on 22 November 2022 at the KM 08 Farmers Group (KT) which was attended by 30 participants.</li> <li>c. The training was carried out on 3 December 2022 at the KM 09 Farmers Group (KT) which was attended by 40 participants.</li> <li>d. Training conducted on 04 December 2022 at the KM 10 Farmers Group (KT) which was attended by 30 participants</li> <li>e. Training conducted on 07 December 2022 at the Rambai Jaya Farmers Group (KT) which was attended by 12 participants</li> </ul> <p>Based on interviews with sample farmers, it shows that they understand safe spraying and fertilization techniques.</p>	<p>Complied</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"> <li>• Safe and adequate housing, where applicable,</li> </ul>	<p>Workers, including members of smallholder families, have access to safe working conditions and facilities. Every worker and small farmer has their own place to live.</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	<p>Field visits to farmer housing showed that housing conditions met health and safety standards, work equipment for harvesting was stored in a safe place, and herbicides/pesticides were stored in separate places. Drinking water needs are met from bottled water (gallons) and access to toilets is available in their respective housing complexes.</p> <p>PPE was provided by PTKM, as stated in the Minutes of Handover of PPE in the form of safety helmets, boots, egrek sarongs and glasses on 11 and 13 July 2023.</p> <p>Organizations and independent farmers have provided first aid kits that can be properly accessed by workers in the field as evidenced by the delivery of first aid kits on 11 July 2023 for each farmer group.</p>	
<p><b>Criteria 3.6:</b> There is no discrimination, harassment, or abuse on the farm.          Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (refer to indicator 1.1E / Appendix 1).	<p>PTKM has established Policy/Decree concerning Forced Labor, Discrimination and Human Trafficking in Decree Manager Group Number 20/SKLDKPPPO/TKM/VI/2022 dated 06 June 2022 concerning Prohibition of Discrimination, Forced Labor and Human Trafficking.</p> <p>The commitment of PTKM member farmers to the prohibition of discriminatory practices, harassment and violence is stated in the "Letter of Statement" document signed by each member farmer where at point D.7 states that they are committed to " No discrimination, harassment or abuse on the farm".</p>	Complied

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		<p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Self-Help Farmers Standard Agreement Letter for members of the Tunas Karya Mandiri Farmers and Self-Help Farmers Group Association at point D.7 stating "No discrimination, harassment or abuse on the farm".</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>Smallholders has complete training on workplace discrimination, harassment and abuse on January 2023. Evidence of training can be shown during audit such as: attendance list, minutes of training. During interview with smallholder sampled, they have aware of the need for a safe workspace.</p>	<p>Complied</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.	
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	Smallholders has complete training on workplace discrimination, harassment and abuse on January 2023. Evidence of training can be shown during audit such as: attendance list, minutes of training. During interview with smallholder sampled, they have aware of the need for a safe workspace. 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 PTKM based on applicable procedure.	Complied

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

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

**Preamble**

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

This 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.

<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>The commitment of member farmers to protect HCV and HCS is stated in the RSPO Self-Help Planters Standard Agreement Letter for members of the Tunas Karya Mandiri Farmers and Independent Farmers Group Association at point D.12 stating "Smallholder members are Committed to protecting HCV and HCS through a precautionary practice approach"</p> <p>The document is signed by each member farmer and Group Manager, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> </ul>	<p>Complied</p>
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		<p>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• The importance of maintaining and conserving HCVs and HCS forests</li> <li>• Human-wildlife conflict and mitigation efforts;</li> <li>• Rare, threatened and endangered species and important ecosystems.</li> </ul>	<p>PTKM has conducted HCV training for its member farmers, for example:</p> <ol style="list-style-type: none"> <li>1. KM 07 Farmers Group on November 14 2022 attended by 14 participants.</li> <li>2. KM 08 Farmers Group on 18 November 2022 attended by 30 participants.</li> <li>3. KM 09 Farmers Group on 18 November 2022 attended by 40 participants</li> <li>4. KM 10 Farmers Group on 20 November 2022 attended by 30 participants.</li> <li>5. Rambai Jaya Farmers Group on November 21 2022 attended by 12 participants</li> </ol> <p>The total number of participants was 126 farmers.</p> <p>Training records in the form of attendance lists, training materials and training minutes are available at the time of the audit.</p> <p>Evidence of training implementation can be seen in the "HCV Training and Counseling Minutes" and the attendance list.</p>	<p>Complied</p>

		During interviews with sampled smallholder members, they confirmed that they had attended training and were aware of the importance of safeguarding and conserving HCVs, RTE species and mitigating wildlife conflicts.	
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable.	An SOP for Wildlife Protection is available (Document Number: 013/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 05 June 2022) which regulates: <ul style="list-style-type: none"> <li>a. Monitoring activities for the presence of animals around member farmer.</li> <li>b. Corridor and animal habitat maintenance activities.</li> <li>c. Socialization about protected animals</li> <li>d. Posting warnings about caring for protected animals</li> <li>e. Building communication with BKSDA</li> </ul>	Complied
<p><b>Criteria 4.2:</b> 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).</p>			
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).	Implementation of HCV-HCS Identification will be carried out from January 2023 – June 2023 on land belonging to 126 member farmers consisting of 145 locations. The results of the identification are outlined in the "Laporan Identifikasi dan Penilaian NKT di Areal Kebun Petani Sawit Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri", June 2023.  The combination of implementing HCV identification uses: <ul style="list-style-type: none"> <li>a. RSPO Guidance for independent smallholders on managing high conservation values (HCVs) in established oil palm plantations - Guidance for group managers Version 2.4. dated 09 December 2015</li> </ul>	Complied

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		<p>b. Guidance document on the simplified High Conservation Value (HCV) approach for Smallholders in the RSPO, amendment 28 April 2022.</p> <p>c. Guidelines for the Identification of High Conservation Value in Indonesia (HCV Toolkit Indonesia) – 12 July 2008.</p> <p>Based on verification of these documents, it shows that there are 2 HCV attributes, namely:</p> <p>a. HCV 1.1: Types of flora and fauna that are threatened with extinction (RTE), for example gaharu (<i>Aquilaria malaccensis</i>), crocodiles (<i>Crocodylus porosus</i>), eagles (<i>Elanus caeruleus</i>), porcupines (<i>Hystrix sumatrae</i>), etc.</p> <p>b. HCV 4.1: in the form of a riparian area with an area of 3.5 ha in 4 land locations owned by Abdul Muhklis, Ahmad Maulana, Eliyana and Suyanto.</p>	
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.	<p>PTKM has provide Land Use Change Analysis report as per "LUC Analysis Verification Result Document" by SkyMap Global IM) Sdn.Bhd".</p> <ul style="list-style-type: none"> <li>• According to LUCA report confirmed the summary information:</li> <li>• Total area of management unit: 228.38 ha</li> <li>• Total area of raw liability: 62.56 ha</li> <li>• Total area of conservation liability 13.03 ha</li> <li>• Environmental remediation: 2.87 ha</li> <li>• Date when this report was prepared: 12 December 2022</li> <li>• LUCA status: Pass (24 Januari 2023)</li> </ul>	Complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since November 2005 and HCS forests lost since November 2019 is implemented.	PTKM has prepared a LUCA document in 2022 in collaboration with SkyMap Global (M) Sdn. Bhd with results including that there is an area that requires remediation (ERA) of 2.87 Ha in the form of peat	Non-compliance

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		<p>land in 2 land locations owned by member farmers and a Final Conservation Liability (FCL) of 13.03 Ha.</p> <p>The LUCA document has been approved by the RSPO as per the email dated January 24 2023 with the conclusion that 13.03 Ha is a "Final Conservation Liability" and 2.87 Ha is an "Environmental Remediation Area".</p> <p>PTKM has not been able to show proof of having prepared the following documents:</p> <ol style="list-style-type: none"> <li>a. The remediation plan for the area that has been identified in the LUCA document as an area that requires remediation covers an area of 2.87 hectares, not forgetting the peatlands in 2 land locations owned by member farmers.</li> <li>b. Proof of approval from the RSPO secretariat for the remediation plan to be carried out by PTKM for areas that have been approved by the RSPO.</li> </ol> <p>See NC No. 3</p>	
<p><b>Criteria 4.3:</b> New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> <li>• Do not replace any HCVs</li> <li>• Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach</li> <li>• 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%.</li> <li>• 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.</li> </ul> <p>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP</p>			
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).	The available SOP regarding land clearing and preparation (Document No.: 014/SOP-UNKTPHT/ICS-TKM/VI/2022, dated 9 July 2022) in point 5 states that land work uses appropriate techniques to minimize environmental damage.	Complied

		<p>The commitment of PTKM member farmers not to carry out new planting without prior identification of HCV and HCS is contained in the "Smallholder Declaration" document signed by each member farmer where at point D.11 states that they are committed to "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>In point D13 there is a statement that No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion while in point D14 stated that Use of best management practices for oil palm on peat</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> </ul>	
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		<p>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</p> <p>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</p> <p>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</p> <p>This commitment is also stated in the RSPO Independent Farmers Standard Agreement Letter document for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.11 stating "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>Smallholder also commits to providing information to other among manager groups:</p> <ul style="list-style-type: none"> <li>- Location (coordinates) of all plots currently planted with palm oil</li> <li>- Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders)</li> <li>- Any plots located on steep slopes</li> </ul>	
<p>Milestone A</p>	<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 PTKM data on oil palm planting, it shows that there were oil palm plants planted after November 2005. All smallholder plantation plots were planted in the period 2000 – 2016. All member plantations are existing plantations.</p>	<p>Complied</p>

		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.	
Milestone B	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.	Based on PTKM data on oil palm planting, it shows that there were oil palm plants planted after November 2005. All smallholder plantation plots were planted in the period 2000 – 2016. All member plantations are existing plantations.  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.	Complied
<p><b>Criteria 4.4:</b> Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.          Do any smallholders within the group have existing plots on peat? If no, SKIP</p>			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (refer to indicator 1.1E / Appendix 1).	<p>The commitment of member farmers to protect HCV and HCS is stated in the RSPO Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri Standard Agreement Letter for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.14 which states that "Use of best management practices for oil palm on peat".</p> <p>Based on document verification, it shows that the document has been signed by each member farmer, for example:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Dedaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> </ul>	Complied



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		<ul style="list-style-type: none"> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul> <p>This commitment is also stated in the RSPO Independent Farmers Standard Agreement Letter document for members of the Tunas Karya Mandiri Independent Farmers and Farmers Group Association at point D.14 stating that "Use of best management practices for oil palm on peat".</p>	
<p>Milestone A</p>	<p>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>	<p>PTKM has conducted Good Agriculture Practices (GAP) training for ICS, for example the training on 20 February 2023 which was attended by 18 participants.</p> <p>PTKM has also conducted peatland management training for all its members, for example:</p> <ul style="list-style-type: none"> <li>1. Farmer Group KM 07 dated 06 February 2023 attended by 14 participants.</li> <li>2. KM 08 Farmers Group on 07 February 2023 attended by 30 participants.</li> </ul>	<p>Complied</p>

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		<p>3. KM 09 Farmers Group on 11 February 2023 attended by 40 participants</p> <p>4. KM 10 Farmers Group on February 12 2023 attended by 30 participants.</p> <p>5. Rambai Jaya Farmers Group on 09 February 2023 attended by 12 participants</p> <p>The total number of participants was 126 farmers.</p> <p>Training records in the form of attendance lists, training materials and training minutes are available at the time of the audit.</p> <p>During interviews with sampled smallholder members, they confirmed that they had attended training and were aware of the importance of understanding peatland management.</p>	
<p>Milestone B</p>	<p>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> <p><b>Note:</b> A simplified Guide to Peat Management is being developed by RSPO. In the meantime, guidance for monitoring peat subsidence can refer to the smallholder’s own group procedure or standard. Additionally, the Group can refer to the Ministry of Environment and Forestry (LHK) No. 15 Year 2017 and General Directorate PPKL Regulation Regulation No. 3 Year 2019 on Guidance to Monitor Water Table Levels and Peat Subsidence on Community Land in Peat Ecosystems.</p>	<p>Based on field visits at ID land numbers: 1-01-01-031 and 1-01-01-103 (peat area) it shows that water management has been carried out on the land in the form of ditches equipped with stop bands, there is no indication of application chemical (manual maintenance)</p>	<p>Complied</p>
<p><b>Criteria 4.5:</b> Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			

Do any smallholders within the group have plans for replanting plots that are located on peat? If no, SKIP			
Eligibility	<p>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> <p><b>Note:</b> RSPO will provide a template for a simplified seawater intrusion assessment that can be used by independent smallholders. The requirements for the assessment will be applied once the guidance and template are published. In addition to that, the Group can refer to Minister of Environment and Forest (LHK) No. 15 Year 2017 and General Directorate PPKL Regulation on Guidance to Monitor Water Table Level and Peat Subsidence on Community Land in Peat Ecosystems.</p>	<p>All smallholders have signed Smallholder Declaration (Point D.13) that 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. Currently there is no members which has conducted replanting.</p>	Complied
Milestone A	<p>Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.</p>	<p>PTKM has conducted Good Agriculture Practices (GAP) training for ICS, for example the training on 20 February 2023 which was attended by 18 participants.</p> <p>PTKM has also conducted identification of future risks of flooding or saline intrusion and alternate land development strategies training for all its members, for example:</p> <ol style="list-style-type: none"> <li>1. Farmer Group KM 07 dated 06 February 2023 attended by 14 participants.</li> <li>2. KM 08 Farmers Group on 07 February 2023 attended by 30 participants.</li> <li>3. KM 09 Farmers Group on 11 February 2023 attended by 40 participants</li> </ol>	Complied

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		<p>4. KM 10 Farmers Group on February 12 2023 attended by 30 participants.</p> <p>5. Rambai Jaya Farmers Group on 09 February 2023 attended by 12 participants</p> <p>The total number of participants was 126 farmers.</p> <p>Training records in the form of attendance lists, training materials and training minutes are available at the time of the audit.</p> <p>During interviews with sampled smallholder members, they confirmed that they had attended training and were aware of the importance of understanding peatland management.</p>	
Milestone B	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.	Land ID Number: 1-01-01-103 is an oil palm plant in 2006 while land ID Number: 1-01-01-031 is an oil palm plant in 2009. There are no plans for replanting in the next 5 years. Based on field visits at the two locations, it showed that they had carried out peatland management in the form of making trenches complete with stop bunds, they also did not apply chemicals in areas near the trenches. Based on observations in the field, it shows that the peat layer is less than 1 meter.	Complied
<b>Criteria 4.6:</b> 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.			
Eligibility	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).	All smallholder members of PTKM have signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control". During interviews with smallholder members sampled confirmed that they had signed the commitment and there was no	Complied

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		<p>evidence of open fire for land preparation, pest control and waste management. Samples were seen for:</p> <ul style="list-style-type: none"> <li>a. Smallholder Declaration in the name of Rumini (KT KM 07) signed on 2 September 2022.</li> <li>b. Smallholder Declaration in the name of Teguh (KT KM 07) signed on 11 October 2022</li> <li>c. Smallholder Declaration in the name of Mujiono (KT Sekara) signed on 09 September 2022</li> <li>d. Smallholder Declaration in the name of Nanik (KT Sekara) was signed on 09 September 2022</li> <li>e. Smallholder Declaration in the name of Sutini (KT KM 08) signed on 02 July 2022.</li> <li>f. Smallholder Declaration in the name of M. Sholikin (KT KM 08) signed on 08 September 2022</li> </ul>	
<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"> <li>• Alternatives to fire for land preparation and farm waste management (where appropriate possible).</li> <li>• Alternatives to fire for pest control.</li> <li>• Fire prevention and how to respond to and manage fires in their community and village.</li> </ul> <p><b>Note:</b> In managing Hazardous and Toxic Material (B3) waste, smallholder should refer to Govern- ment Regulation No. 101/2014, Ministry of Environment and Forestry (LHK) Regulation No. 12 Year 2020 and Government Regulation (PP) No 22 Year 2021. The</p>	<p>PTKM has conducted Good Agriculture Practices (GAP) training for ICS, for example the training on 20 February 2023 which was attended by 18 participants.</p> <p>Training records in the form of attendance lists, training materials and training minutes are available at the time of the audit.</p> <p>PTKM has prepared an SOP for extinguishing land fires (Document Number: 017/SOP-UK3D/ICS-TKM/VI/2022 dated 05 June 2022)</p>	<p>Complied</p>

	<p>smallholder is encouraged to cooperate with other parties/companies for collecting hazardous waste. If there is no other party available, the smallholders can propose to get approvals for re-utilisation and burial of hazardous waste from the authorized office/relevant authority. However, if there are no hazardous waste collecting companies in the area where the smallholder operates, the smallholder may reuse the hazardous waste packaging based on the Ministry of Environment and Forestry Regulation (LHK) No. 12/2020. The technical procedure for re-utilisation of hazardous waste packaging can be further guided in group SOP.</p>	<p>which regulates procedures for extinguishing land fires on members' land including efforts to mitigate and prevent land fires.</p> <p>This SOP has been socialized to all members, for example the training was carried out on 17 October 2022.</p>	
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authorities.</p> <p><b>Note:</b> "Relevant Authorities" refer to Government Regulation No. 4/2001 on the use of fire in a limited manner based on the regional boundary. If this occurs at district level, the relevant authority will be the district head and the relevant offices (District Environmental Agency/BLHD and Plantation Office).</p>	<p>During field audit to smallholder plots also confirmed that there is no evidence that smallholder members use fire for land preparation, waste management or pest control on their farm.</p> <p>All smallholder member PTKM has signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control".</p>	Complied
<p><b>Criteria 4.7:</b> Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
Eligibility	<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 identified the riparian buffer zone through HCV Assessment. HCV assessment has been conducted by PTKM as described in the document "Report on HCV Identification and Assessment in the Palm Oil Farmers' Plantation Area of the Tunas Karya Mandiri Swadaya Farmers Group Association (PTKM)" June 2023.</p> <p>HCV identification conducted since January - June 2023.</p>	Complied

		<p>According to HCV report stated that HCV assessment conducted in area of 228.37 ha and 5 Farmer Groups.</p> <p>Based on HCV identification confirmed that there were riparian buffer zones in smallholder members plantations :</p> <ol style="list-style-type: none"> <li>a. The river that flows in Abdul Muhklis's plantation area (land ID: 1-01-01-087)</li> <li>b. River that flows in Ahmad Maulana's plantation area (land ID: 1-01-01-090)</li> <li>c. River that flows in Eli Yana's plantation area (land ID: 1-01-01-092)</li> <li>d. River that flows in Suyanto's plantation area (land ID: 1-01-01-086)</li> </ol> <p>PTKM has a plan to conserve and protect the waterways/watersource by marking the boundary of waterways/riparian 3 m from waterways and installing the warning signboards to prohibit the agrochemical spraying activity near to waterways. PTKM also planted Petai (<i>Parkia speciosa</i>), Bamboo (Bamboos asp) to prevent the soil erosion near to waterways.</p> <p>All smallholder members of PTKM have signed the commitment letter which stated in point 11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	
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<p>Milestone A</p>	<p>Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.</p>	<p>PTKM has conducted HCV training for its member farmers, for example:</p> <ol style="list-style-type: none"> <li>1. KM 07 Farmers Group on 14 November 2022 attended by 14 participants.</li> <li>2. KM 08 Farmers Group on 18 November 2022 attended by 30 participants.</li> <li>3. KM 09 Farmers Group on 18 November 2022 attended by 40 participants</li> <li>4. KM 10 Farmers Group on 20 November 2022 attended by 30 participants.</li> <li>5. Rambai Jaya Farmers Group on 21 November 2022 attended by 12 participants</li> </ol> <p>The total number of participants was 126 farmers.</p> <p>Training records in the form of attendance lists, training materials and training minutes are available at the time of the audit.</p> <p>Evidence of training implementation can be seen in the "HCV Training and Counseling Minutes" and the attendance list.</p> <p>During interview with smallholder member (15 members) confirmed that they have aware of the riparian buffer zone management.</p>	<p>Complied</p>
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Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	Based on field visits at land ID: 1-01-01-092, land ID: 1-01-01-087 and land ID: 1-01-01-090, it shows that they have carried out protection of the riparian zone in the form of planting Petai ( <i>Parkia speciosa</i> ), Bamboo ( <i>Bamboos asp</i> ) etc. They have also marked the riparian zone boundary with a distance of 3 m as the boundary area where chemical applications are prohibited.	Complied
<b>Criteria 4.8:</b> 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"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>(refer to indicator 1.1E / Appendix 1)</p>	<p>Based on document review, it shows that:</p> <ol style="list-style-type: none"> <li>PTKM has an SOP regarding Farmer Activity Records (Document Number: 08/SOP/ICS-TKM/VI/2022, dated 03 June 2022). The SOP regulates every farmer to record every farmer activity, including integrated pest control and plant maintenance.</li> <li>PTKM has an SOP regarding Weed Control (Document Number: 019/SOP-UNKTPHT/ICS-TKM/VI/2022, dated 06 June 2022). The SOP regulates weed control procedures including monitoring which is outlined in the "Weed Monitoring Monitoring" Form.</li> </ol> <p>However, based on interviews with sample farmers and document studies, it shows that the documents regarding planning and monitoring the use of chemicals (purchase and use) have not been implemented by farmers.</p> <p><b>See NC No. 4</b></p>	Non-compliance
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	<p>Based on document review, it shows that:</p> <ol style="list-style-type: none"> <li>All member farmers have signed a Statement on the Use of Pesticides and Management of Used Pesticide Waste, where point</li> </ol>	Non-compliance

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	<p>pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>	<p>5 states that in the case of used pesticide containers or residues from pesticide use, actions will be taken in accordance with existing regulations in PTKM and in this case regarding used pesticide containers and residues. Used pesticides will be kept out of reach of children.</p> <p>b. All PTKM member farmers have received training on pesticide use, for example on 21 November 2022 at KT KM 07 which was attended by 14 participants and on 03 December 2022 at KT KM 09 which was attended by 40 participants.</p> <p>c. PTKM has an SOP for managing used chemical containers (SOP Number: 022/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 06 June 2022). The SOP regulates:</p> <ul style="list-style-type: none"> <li>- Mechanism for storing used chemical containers which are sent to warehouses in each farmer group to be sent to licensed B3 waste collectors.</li> <li>- It is not permitted to cover with soil or bury or burn used chemical packaging.</li> </ul> <p>Based on field visits and interviews, it shows that the sample planters (Land ID: 1-01-01-014 and Land ID: 1-01-01-010; KT KM 07) do not understand the best practices in managing waste from used pesticide containers as regulated in the SOP for management of used chemical containers (SOP Number: 022/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 06 June 2022)</p> <p><b>See NC No. 4</b></p>	
<p>Milestone B</p>	<p>Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are</p>	<p>Based on interviews with smallholders (15 members), it shows that they understand the prohibition on the use of the chemical paraquat or that it is included in the Class 1A and 1B categories according to</p>	<p>Complied</p>

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	<p>categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.</p> <p><b>Note:</b> The relevant authority in this context is The Commission of Fertiliser and Pesticide Monitoring at District or department office that handles plantation issues.</p>	<p>WHO. Based on interviews with smallholders, it is stated that they mostly use the active ingredient glyphosate</p>	
<p><b>Criteria 4.9:</b> 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.</p>			
Eligibility	Not applicable		Not Applicable
Milestone A	<p>Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.</p>	<p>Based on document review, it shows that:</p> <ul style="list-style-type: none"> <li>a. All member farmers have signed a Statement on the Use of Pesticides and Management of Used Pesticide Waste, which in point 2 states that total pesticide spraying will not be carried out, as the basis for environmentally friendly and sustainable plantation management.</li> <li>b. All PTKM member farmers have received training on pesticide use, for example on 21 November 2022 at KT KM 07 which was attended by 14 participants and on 03 December 2022 at KT KM 09 which was attended by 40 participants.</li> </ul>	Complied
Milestone B	<p>The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.</p>	<p>Based on field visits on land ID Number: 1-01-01-116 and land ID Number: 1-01-01-093 (KT KM 10), the practice of total pesticide spraying (Blanket) was found.</p> <p><b>See NC No. 5</b></p>	Complied
<p><b>Internal Control System requirements for smallholder groups.</b></p>			

<b>A – ICS: Group entity and group management requirements</b>			
<b>A.1 The Group demonstrates that they are legally formed.</b>			
<b>A.1.1</b>			
Eligibility	The Group has appointed a group manager	PKTS-TKM has formed an ICS team in accordance with the Minutes of the Meeting for the Establishment of the Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri on November 5, 2021. Based on this meeting, it is known that the composition of the ICS team for the association is as follows: <ul style="list-style-type: none"> <li>• Group Manager: Mujito</li> <li>• Internal audit</li> <li>• Counseling and Registration</li> <li>• HCV and IPM</li> <li>• OHS and Fire</li> <li>• Purchasing and Marketing</li> </ul>	Complied
Milestone A	The Group has appointed a group manager		Complied
Milestone B	The Group has appointed a group manager		Complied
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	PKTS-TKM has formed an ICS team in accordance with the Minutes of the Meeting for the Establishment of the Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri on November 5, 2021. Based on this meeting, it is known that the composition of the ICS team for the association is as follows: <ul style="list-style-type: none"> <li>• Group Manager: Mujito</li> <li>• Internal audit</li> <li>• Counseling and Registration</li> <li>• HCV and IPM</li> <li>• OHS and Fire</li> <li>• Purchasing and Marketing</li> </ul>	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied
<b>A.1.3</b>			
Eligibility	The group has membership requirements.		Complied

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Milestone A	The group has membership requirements.	<p>Membership requirements include being indicated by article 10 of the deed of establishment; Member registration procedures; as well as Procedures for Joining and Leaving Membership (No: 010/SOP-BKK/ICS-TKM/VI/2022). Some of the things regulated in the document include:</p> <ul style="list-style-type: none"> <li>• Indonesian citizen aged 17 years or previously married</li> <li>• Self declaration become a member by filling out the membership form</li> <li>• Determined and ratified by the management through a member's identification card</li> <li>• Members who join must attach: registration form, commitment to take part in RSPO certification, Statement of entry to become a member of the farmer group, RSPO independent smallholder standard agreement letter</li> </ul> <p>The completeness of the membership requirements is verified by the counseling and registration section and then reported to the chairman of the association and the approval committee before a decision is made on whether or not they can be accepted as members of the association. Until now there have been no additional new members. The number of members is 126 farmers and 145 plots with an area of 228.38 Ha</p>	Complied
Milestone B	The group has membership requirements.		Complied
<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	<p>All members of Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri have signed and completed the membership requirements, for example shown by:</p> <ul style="list-style-type: none"> <li>• Member administrative data: Family Card, ID-Card, Land legality</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>Farmer Statement Letter: Complying with the principles of criteria and indicators related to RSPO; Implementing Best Agricultural Practices and more</li> <li>RSPO Independent Smallholder Standard Agreement Letter stating that they will follow RSPO standards</li> </ul>	
Milestone A	All members can demonstrate understanding of membership requirements.	Based on the results of interviews with sample farmer representatives, it is known that members have a good understanding regarding membership requirements such as administrative data that must be completed, statement of commitment, willingness to actively participate in activities and compliance with implementing procedures that have been agreed upon.	Complied
Milestone B	All members can demonstrate understanding of membership requirements.	Based on the results of interviews with sample farmer representatives, it is known that members have a good understanding regarding membership requirements such as administrative data that must be completed, statement of commitment, willingness to actively participate in activities and compliance with implementing procedures that have been agreed upon.	Complied
<b>A.2 The Group Manager is responsible for managing the Group for certification.</b>			
<b>A.2.1</b>			
Eligibility	The group manager has planned for the implementation of the ICS.	<p>Perhimpunan Kelompok Tani Swadaya Tunas karya Mandiri already has several plans for implementing ICS, for example as shown by several things as follows:</p> <ul style="list-style-type: none"> <li>Formation of the ICS PKTSTKM team</li> <li>Making SOP which include member registration, sanctions, GAP, production recording, premium distribution, etc</li> <li>There is an internal audit carried out every year for all members</li> </ul>	Complied

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		<p>Based on the results of the group manager interview, it is known that the plan is reviewed every year by the organization to determine the extent to which the program has been achieved and becomes evaluation material to determine the next plan.</p>	
<p>Milestone A</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>Some evidence that shows that ICS has not been running consistently includes the following:</p> <ul style="list-style-type: none"> <li>• There is no regular monitoring and evaluation of all members in terms of progress achieved in implementing RSPO independent smallholder standards</li> <li>• Members have not yet recorded the activities of its plantation</li> <li>• Management of pesticide packaging has not been carried out in accordance with the procedures and commitments signed by group members</li> <li>• There has not been identified any transfer of land ownership rights of association members (sulfardi) to other parties so that the commitment and capacity of the new owner in implementing RSPO standards cannot be ascertained.</li> </ul> <p>By not doing the things mentioned above, ICS has not shown the results of monitoring, evaluation, sanctions, or other mechanisms to ensure that plans are complied with and implemented by all members.</p> <p>Based on the description above, it can be concluded that The group manager has not been able to show sufficient evidence that the individual members he manages have consistently complied with the ICS. It become nonconformity.</p> <p>Some evidence that shows that ICS has not been running consistently includes the following:</p>	<p>Non-compliance</p>

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		<ul style="list-style-type: none"> <li>• There is no regular monitoring and evaluation of all members in terms of progress achieved in implementing RSPO independent smallholder standards</li> <li>• Members have not yet recorded the activities of its plantation</li> <li>• Management of pesticide packaging has not been carried out in accordance with the procedures and commitments signed by group members</li> <li>• There has not been identified any transfer of land ownership rights of association members (sulfardi) to other parties so that the commitment and capacity of the new owner in implementing RSPO standards cannot be ascertained.</li> </ul> <p>By not doing the things mentioned above, ICS has not shown the results of monitoring, evaluation, sanctions, or other mechanisms to ensure that plans are complied with and implemented by all members.</p> <p>Based on the description above, it can be concluded that The group manager has not been able to show sufficient evidence that the individual members he manages have consistently complied with the ICS. It become nonconformity.</p>	
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.	<p>Some evidence that shows that ICS has not been running consistently includes the following:</p> <ul style="list-style-type: none"> <li>• There is no regular monitoring and evaluation of all members in terms of progress achieved in implementing RSPO independent smallholder standards</li> <li>• Members have not yet recorded the activities of its plantation</li> <li>• Management of pesticide packaging has not been carried out in accordance with the procedures and commitments signed by group members</li> </ul>	Non-compliance



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		<ul style="list-style-type: none"> <li>There has not been identified any transfer of land ownership rights of association members (sulfardi) to other parties so that the commitment and capacity of the new owner in implementing RSPO standards cannot be ascertained.</li> </ul> <p>By not doing the things mentioned above, ICS has not shown the results of monitoring, evaluation, sanctions, or other mechanisms to ensure that plans are complied with and implemented by all members.</p> <p>Based on the description above, it can be concluded that The group manager has not been able to show sufficient evidence that the individual members he manages have consistently complied with the ICS. It become nonconformity.</p>	
<b>A.2.2</b>			
Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	Based on the interviews with group managers, it is known that the resource person has a good understanding of the certification process and internal monitoring. Group Managers have received training from Widya Erti Indonesia to supervise the Groups they manage. The accompanying team from Widya Erti Indonesia has also carried out routine training and outreach regarding this matter.	Complied
Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	Based on the document reviews and interviews with group managers, several efforts to ensure organizational management run well include carrying out regular outreach to members, strengthening institutions, and carrying out internal audits. The group manager can explain the procedures for carrying out an internal audit, including what things are checked when carrying out this activity.	Complied

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<p>Milestone B</p>	<p>The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.</p>	<p>Based on the document reviews and interviews with group managers, several efforts to ensure organizational management run well include carrying out regular outreach to members, strengthening institutions, and carrying out internal audits. The group manager can explain the procedures for carrying out an internal audit, including what things are checked when carrying out this activity.</p> <p>The Group Manager has also participated in institutional and HR capacity building training carried out by Widya Erti Indonesia as the accompanying institution in the RSPO certification process for the Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri</p>	<p>Complied</p>
<p><b>A.2.3</b></p>			
<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>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri can show the 2022/2023 work plan document described in the ICS work plan in the field of capacity building. All training is planned to be carried out before the audit activities are carried out, namely from January to December, based on the 2022 work plan realization document as well as several related supporting documents such as activity minutes, training activity reports and monitoring reports showing that all activities planned in the year's Work Plan 2022 has been realized according to the specified schedule. These training activities also adapt to member needs obtained from the results of monthly meetings. These training activities also continue to be developed in accordance with requests in RSPO standards, accompanied by Widya Erti Indonesia in preparing the components of the training and the presenters. Topics or materials provided for training based on the realization of the 2022 work plan include training for Good Agricultural Practices (GAP), occupational health and safety, environmental conservation, as well as other materials related to RSPO.</p>	<p>Complied</p>

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<p>Milestone A</p>	<p>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>The group manager can demonstrate the gradual approach that has been taken for members to take part in each training carried out, this can be seen from the Cooperative journey to take certification which has been running for approximately 1 year, the training attendance list and the same type of training are carried out repeatedly to ensure all members have received the same training. The Group Manager can show documentation of training realization from 2022. This document shows that all members who joined the Cooperative in 2022 have attended several planned trainings including:</p> <ul style="list-style-type: none"> <li>• Training on record keeping for production, including production inputs and yields, transactions and varieties.</li> <li>• BMP, FPIC and HIRAC training</li> <li>• Training on free and fair employment</li> <li>• Training on discrimination, harassment, and violence in the workplace</li> <li>• HCV training and IPM Training</li> <li>• Annual training covering the RSPO Independent Smallholder Standards</li> </ul> <p>All training is provided by competent parties, namely from companions appointed by Widya Erti Indonesia. The Cooperative also states that it is possible that if members need other training that cannot be accommodated by the companion or Widya Erti Indonesia, they will look for trainers from outside who they feel are better. competent.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>Based on the results of interviews and field visits to 15 sample member, the following information was obtained:</p> <ul style="list-style-type: none"> <li>• Member have not been able to convey any training or socialization they have attended</li> </ul>	<p>Non-compliance</p>

		<ul style="list-style-type: none"> <li>• The majority of member do not attend socialization or training events directly but instead represent other parties to take part in the training or socialization carried out</li> <li>• Some samples of member still burn or sell pesticide packaging waste and carry out total spraying</li> <li>• Member have not been able to explain aspects of transparency and openness in organizational management such as premium distribution agreements</li> </ul> <p>Thus it can concluded that Association members have not been able to show sufficient evidence of understanding of independent smallholder standards, group management, and certification requirements including understanding of environmental protection and business operations.</p>	
<b>B – ICS: Policies and management</b>			
<b>B.1 The group Internal Control System contains documented policies and procedures for operational management.</b>			
<b>B.1.1</b>			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>In carrying out its operations, Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has procedures and policies that have been approved, the following are some of the policy documents that has been established by the group:</p> <p>a. Decree Letter:</p> <ul style="list-style-type: none"> <li>- <i>SK Pengangkatan Manajer (01/SK-PM/TKM/V/2022 dated 25 May 2022)</i></li> <li>- <i>SK Penunjukkan Audit Internal (02/SK-UIA/TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SK Unit Penyuluhan dan Pendaftaran (03/SK-UPP/TKM/VI/2022 dated 2 June 2022)</i></li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>- SK Unit NKT dan PHT (04/SK-UPDP/TKM/VI/2022 dated 2 June 2022)</li> <li>- SK K3 dan Damkar (05/SK-UK3DA/TKM/VI/2022 dated 3 June 2022)</li> <li>- SK Unit Pembelian dan Pemasaran (06/SK-UPDP/TKM/VI/2022 dated 3 June 2022)</li> <li>- SK Kebebasan Berpendapat dan Berserikat (08/SK-KBB/TKM/VI/2022 dated 4 June 2022)</li> <li>- SK Masa Penyimpanan Dokumen (14/SK-MPD/TKM/VI/2022 dated 10 June 2022)</li> <li>- SK Persyaratan Anggota Sertifikasi RSPO (19/SK-PASR/TKM/VI/2022 dated 15 June 2022)</li> <li>- SK Jumlah Maksimal Anggota (13/SK-JMA/TKM/VI/2022 dated 9 June 2022)</li> <li>- SK Rantai Suplai RSPO (21/SK-RSR/TKM/VI/2022 dated 17 June 2022)</li> <li>- SK Hak Azasi Manusia (23/SK-HAM/TKM/VI/2022 dated 19 June 2022)</li> <li>- SK Perilaku Etis dan Tidak KKN (20/SK-PETK/TKM/VI/2022 dated 16 June 2022)</li> <li>- SK Rotasi Perawatan Tanaman Kelapa Sawit (22/SK-RPTKS/TKM/VI/2022 dated 18 June 2022)</li> <li>- SK Pernyataan Komitmen dan Taat Hukum (18/SK-PKTH/TKM/VI/2022 dated 14 June 2022)</li> <li>- SK Komitmen Perbaikan Terus Menerus (17/SK-KBTM/TKM/VI/2022 dated 13 June 2022)</li> <li>- SK Pembibitan Tanaman Kelapa Sawit (16/SK-PTKS/TKM/VI/2022 dated 12 June 2022)</li> </ul>	
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		<ul style="list-style-type: none"> <li>- <i>SK Aturan Jual Beli Lahan (07/SK-AJBL/TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SK Larangan Membakar Lahan (09/SK-LML/TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SK Larangan Mempekerjaan Anak di Bawah Umur (12/SK-LMAU/TKM/VI/2022 dated 8 June 2022)</i></li> <li>- <i>SK Larangan Mempekerjaan Ibu Hamil dan Menyusui (11/SK-LMIHM/TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SK Larangan Diskriminasi, Kerja Paksa dan Perdagangan orang (10/SK-LDKPPO/TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SK Pembayaran Upah (15/SK-PU/TKM/VI/2022 dated 11 June 2022)</i></li> </ul> <p>b. SOPs:</p> <ul style="list-style-type: none"> <li>- <i>SOP Internal Audit (02/SOP-UIA/ICS-TKM/VI/2022 dated 10 June 2022)</i></li> <li>- <i>SOP Pemeliharaan dan Perawatan (02/SOP-UPP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Pemupukan (03/SOP-UP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Pruning (04/SOP-UP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Pemeliharaan Jalan (05/SOP-UPP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Sensus Pohon Produksi (06/SOP-UPP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Replanting (07/SOP-UPP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> </ul>	
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		<ul style="list-style-type: none"> <li>- <i>SOP Catatan Aktifitas Kebun (08/SOP-UPP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Bergabung dan Keluar dalam Keanggotaan (10/SOP-BKK/ICS-TKM/VI/2022 dated 4 June 2022)</i></li> <li>- <i>SOP Pemberian Nomor dan Identitas Anggota (11/SOP-PNIA/ICS-TKM/VI/2022 dated 4 June 2022)</i></li> <li>- <i>SOP Pemantauan Nilai Konservasi Tinggi (13/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SOP Pembukaan dan Persiapan Lahan (15/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SOP Pengelolaan Air dan Sumber Air (16/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SOP Pengendalian Erosi Tanah (17/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SOP Pemadam Kebakaran (18/SOP-UK3D/ICS-TKM/VI/2022 dated 5 June 2022)</i></li> <li>- <i>SOP Penanggulangan Hama Terpadu (19/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SOP Pengendalian Gulma (20/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SOP Penggunaan Pestisida dan Penanganan Bekas Pestisida (21/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SOP Penggunaan Bahan Kimia (22/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SOP Pengelolaan Wadah Bekas Bahan Kimia (23/SOP-UNKTPHT/ICS-TKM/VI/2022 dated 6 June 2022)</i></li> <li>- <i>SOP Kesehatan dan Keselamatan Kerja (24/SOP-UK3DA/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> </ul>	
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		<ul style="list-style-type: none"> <li>- <i>SOP Ketenagakerjaan (25/SOP-UK3DA/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SOP Pengendalian Resiko dan Penggunaan APD (26/SOP-UK3DA/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SOP Pembelian dan Pemasaran TBS (27/SOP-UPDP/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SOP Pemanenan Tandan Buah Segar dan Mutu Buah (28/SOP-UPDP/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SOP Penetapan Harga TBS (29/SOP-UPDP/ICS-TKM/VI/2022 dated 7 June 2022)</i></li> <li>- <i>SOP Pembuatan Pupuk Cair (30/SOP-UPP/ICS-TKM/VI/2022 dated 9 June 2022)</i></li> <li>- <i>SOP Penerimaan dan Penggunaan Dana Premium (34/SOP-PPDP/ICS-TKM/VI/2022 dated 3 June 2022)</i></li> <li>- <i>SOP Pelanggaran Berat (32/SOP-PB/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Komunikasi dan Konsultasi (35/SOP-KK/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Penerimaan Uang yang Sah (36/SOP-PUS/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Pengambilan Keputusan (37/SOP-PK/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Pengendalian dan Pengeluaran Keuangan (38/SOP-PPK/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Penilaian Kesenjangan Awal Anggota (39/SOP-PKAA/ICS-TKM/VI/2022 dated 2 June 2022)</i></li> <li>- <i>SOP Sistem Dokumentasi, Identifikasi dan Implementasi (41/SOP-SDII/ICS-TKM/I/2023 dated 24 January 2023)</i></li> </ul>	
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		<ul style="list-style-type: none"> <li>- <i>SOP Permintaan Data dan Informasi (42/SOP-PDI/ICS-TKM/I/2023 dated 24 January 2023)</i></li> <li>- <i>SOP Kompensasi Pengalihan Hak Legal (43/SOP-KPHL/ICS-TKM/I/2023 dated 24 January 2023).</i></li> <li>- <i>SOP Pengelolaan Gambut (45/SOP-PLG/ICS-TKM/VI/2022 dated 10 June 2023).</i></li> <li>- <i>SOP Larangan Mempekerjakan Anak, Ibu Hamil serta Menyusui (46/SOP-LMADU/ICS-TKM/VI/2022 dated 10 June 2023).</i></li> </ul> <p>The cooperative has procedures related to dismissal and sanctions for members which are contained in the "SOP Pelanggaran Berat" (33/SOP-PB/ICS-TKM/VI/2022 dated 2 June 2022). The purpose of this procedure is to guide the cooperative in giving warnings and sanctions to members who commit disciplinary actions and harm the organization. The procedure informs several things, including:</p> <ul style="list-style-type: none"> <li>• Each registered member must comply with all applicable regulations, both international, national and local regulations and SOPs contained in the Cooperative.</li> <li>• If there is a minor violation, a warning will be given and given 30 days to correct. If the warning period has expired and no corrections are made, a 1<sup>st</sup> Warning Letter will be given and 30 days to make corrections.</li> <li>• If there is a moderate violation, a 2<sup>nd</sup> Warning Letter will be given and given 30 days to correct it.</li> <li>• If there is a serious violation, the cooperative has the right to expel members.</li> <li>• If it is known that the member in question is not proven guilty, then the management of the cooperative is obliged to revise the warning letter and sanctions that have been imposed.</li> </ul>	
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		<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri have procedures related to internal audit in the document "<i>SOP Internal Audit</i>" (02/SOP-UIA/ICS-TKM/VI/2022 dated 10 June 2022). The frequency of internal audits is carried out at least once in a year for each smallholder, according to the annual work plan. Some of the information contained in the procedure.</p> <p>Procedure for sanctions to smallholder who fail to comply with the standard is available in "<i>SOP Pelanggaran Berat</i>" (32/SOP-PB/ICS-TKM/VI/2022 dated 2 June 2022). The SOP regulates the type of sanction and violation by member which may lead to dismissal. Warning given in the form of verbal and written by "<i>Komite Persetujuan</i>" and recorded in "<i>Berita Acara</i>". The SOP stated that the sanction is given if there is a violation of: defamation of the organization's reputation, violation of the good agriculture practices, SOPs and RSPO standard.</p>	
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	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has documented procedure for internal audit, named " <i>SOP Internal Audit</i> " (02/SOP-UIA/ICS-TKM/VI/2022 dated 10 June 2022). The frequency of internal audits is carried out at least once in a year for each smallholder, according to the annual work plan. Some of the information contained in the procedure.	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>Audit methodology stated that internal audit conducted to each smallholder and audit are based on individual smallholder member (not based on land), all smallholder member shall be audited by internal audit.</p> <p>Internal Audit plan for year 2023 evident. The internal auditor planned and carried out internal audit for all 126 smallholder members, covers area of 228.38 Ha.</p> <p>Internal Audit checklist/report period January – August 2023 consists of:</p>	Complied

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		<ul style="list-style-type: none"> <li>• Smallholder’s database on legal ownership of the land, environmental permit, business permit.</li> <li>• Independent smallholder declaration.</li> <li>• Boundary marker.</li> <li>• Smallholder’s best management practice implementation, including progeny, harvesting rounds, fertilizer input, weeding, pesticide uses, records of activity.</li> <li>• Worker payment record, contract, PPE.</li> <li>• Condition of plot, pruning, circle, path, loose fruit.</li> <li>• Training records.</li> <li>• FFB sales records.</li> </ul> <p>ICS team of Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has demonstrated records internal audit that has been conducted in January to August 2023. Internal audit conducted to all 126 members.</p> <p>Internal audit report sighted for sample of smallholder, consist of Desi Laesa Astuti, dated 16 February 2023; Teguh, dated 7 March 2023; Rumini, dated 16 February 2023; Kusrin (b), dated 16 February 2023; Selamat Riadi, dated 18 February 2023; M. Solikhin, dated 18 February 2023; Sutini C, dated 19 May 2023; Jumadi M, dated 27 May 2023; Agus Ismanto, dated 26 February 2023; Sadirin, dated 20 February 2023; Sudir B, dated 20 February 2023; Mujiono C, dated 20 February 2023; Nanik, dated 20 February 2023; Sainal Abidin, dated 18 May 2023; Sulfardi, dated 25 May 2023.</p> <p>Available internal audit report of each independent smallholders, the ICS summarizes in the <i>"Laporan NCR Audit Internal"</i> document which informs that there several non-conformities in the internal audit results, such as:</p> <ol style="list-style-type: none"> <li>1. Member not using PPE during works.</li> </ol>	
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		<p>2. The plot does not yet use boundary markers.</p> <p>3. Member does not uses logbook "Buku Pintar" to records all activities and production.</p> <p>4. Bush plot conditions.</p> <p>Root cause analysis of all finding have been identified and corrective action plan has been determined. Non-conformities raised during internal audit have been followed up and verified by internal auditor.</p>	
<b>B.1.2</b>			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Available record of Basic Information for each of smallholder including farm information, legal documentation and signed Smallholder Declaration, it was kept and managed by the ICS team, e.g. on behalf of Nanik (9 September 2022), Agus Ismanto (9 September 2022), Sadirin (9 September 2022), Sudir (9 September 2022), Mujiono (9 September 2022), M Solikhin (8 September 2022), Sutini (2 July 2022), Slamet Riyadi (30 September 2022), Jumadi M. (8 October 2022), Kusrin (12 July 2022), Sulfardi (2 September 2022), Sainal Abidin (28 October 2022), Desi Laisa Astuti (14 October 2022), and Teguh (11 October 2022). The record of the statement has been referred to Appendix 2 to the RSPO Independent Smallholders Standard 2020, Indonesia National Interpretation (14 February 2022).</p> <p>The ICS also has production information records for all smallholder members for a year period starts September 2022 to August 2023, where the total production is 4,109.40 tons.</p>	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
<b>C – ICS: Group Business planning</b>			
<b>C.1 The group has a Business Plan prepared with the participation and contributions of all group members</b>			
<b>C.1.1</b>			

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Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> <li>• Production and income forecasting based on historical records</li> <li>• Plans for expansion</li> </ul>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has established business management plan, named "Rencana Kerja Jangka Panjang Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri Periode 2022 – 2024. The document informed the estimates of FFB production, member addition/extension, FFB price, training program etc. Projected FFB production for period September 2023 to August 2024 is 4,384.89 tons, with forecasted gross income of IDR 7,892,812,800. Net income has considering deduction such as cost of harvesting, fertilizing, circle and path, weeding, pruning and road maintenance.</p>	Complied
Milestone A	<p>The group business plan is implemented and reviewed at least annually.</p>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has established business management plan, named "Rencana Kerja Jangka Panjang Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri Periode 2022 – 2024. The document informed the estimates of FFB production, member addition/extension, FFB price, training program etc. Projected FFB production for period September 2023 to August 2024 is 4,384.89 tons, with forecasted gross income of IDR 7,892,812,800. Net income has considering deduction such as cost of harvesting, fertilizing, circle and path, weeding, pruning and road maintenance.</p> <p>NC:  The organization has prepared a group business plan which is documented in the "Rencana Kerja Jangka Panjang Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri Periode 2022 – 2024". Based on document review and interviews with the ICS Team, there is no information that a review has been carried out on the group business plan.</p>	Non-compliance

<p>Milestone B</p>	<p>The group demonstrates financial stability and growth, and is able to support itself financially.</p>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has shown good financial stability and growth, which allows it to sustain itself financially. This is evident through various initiatives and investments made, such as:</p> <ol style="list-style-type: none"> <li>1) Progress development of facilities or infrastructure for the ICS and the smallholders, such as road maintenance, warehouse facilities, temporary hazardous waste storage incorporation with Perkumpulan Petani Sawit Swadaya Karya Serumpun.</li> <li>2) Implementation of the ICS program, including installing signboard sampling at member's block, setting up barn-owl boxes and installing peat subsidence monitoring.</li> <li>3) Organize training for both ICS and smallholder members to enhance their knowledge and skills; conducting occupational health and safety (OHS) dissemination programs to ensure the well-being of members, conducted GAP (Good Agricultural Practices) training to improve cultivation practices.</li> <li>4) Maintaining and repairing roads within the cooperative's premises to facilitate FFB transportation.</li> <li>5) Monitoring of High Conservation Value (HCV) areas to protect the ecology.</li> </ol> <p>These efforts highlight the commitment of Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri to sustainable growth and its ability to allocate resources effectively for the benefit of its members and the environment, by improvement of:</p> <ol style="list-style-type: none"> <li>a. Land ownership legality</li> <li>b. Procurement of certified seeds</li> <li>c. Protection and management of the environment</li> <li>d. Replanting of oil palm plantations</li> </ol>	<p>Complied</p>
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		e. Management of land without burning.	
<b>C.2 The ICS of the group is integrated with the group's management plan.</b>			
<b>C.2.1</b>			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• An approach to strengthen links within the supply chain.</li> <li>• Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any.</li> </ul>	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has prepared group management plan "Rencana Kerja Jangka Pendek Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri", revised 16 August 2022. The group management plan comprises of:</p> <ul style="list-style-type: none"> <li>• Training plan for ICS and smallholder member: <ul style="list-style-type: none"> <li>○ Administration and financial of ICS</li> <li>○ Internal audit</li> <li>○ High Conservation Value (HCV)</li> <li>○ RSPO ISH Standard</li> <li>○ Integrated Pest Management (IPM)</li> <li>○ Occupational Health and Safety</li> <li>○ Etc.</li> </ul> </li> <li>• Strengthen links with the supply chain: develop partnership with palm oil mill, build communication with fertilizer distributors, build a marketing network.</li> </ul> <p>Plan for continuous improvement: benchmarking to association who have received RSPO certification, develop RSPO demo plot, training of group administration.</p>	Complied
Milestone A	The group management plan is implemented and reviewed at least annually.	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has documented procedure for internal audit, named "<i>SOP Internal Audit</i>" (02/SOP-UIA/ICS-TKM/VI/2022 dated 10 June 2022). The frequency of internal audits is carried out at least once in a year for each smallholder, according to the annual work plan. Some of the information contained in the procedure. The internal audit is</p>	Complied

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		<p>conducted as part of review to the implementation of management plan.</p> <p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has three personnel who has completed training of RSPO internal audit facilitated by TUV Rheinland and PT Iceba on 15 November 2021, the three personnel are AH Maksudi, Sumantono and Mujito. Moreover, there are training of internal audit held by facilitator Widya Erti Indonesia conducted on 31 October 2022, attended by 31 ICS personnel including Basri and Anwarul Huda.</p> <p>The internal audits are carried out in January – August 2023. Based on the records of the results of the audit, there are records of internal audit findings, such as there are still bad plot conditions, smallholder did not provide PPE and first aid kit for workers, smallholder and workers not provided with social insurance, etc.</p>	
<p>Milestone B</p>	<p>The group manager demonstrates the group’s compliance with this ISH Standard.</p>	<p>Mr. Mujito, who has been appointed by Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri as the ICS Group Manager, is responsible for the continuous improvement of key operations and ensuring compliance with ISH standards. According to the interview with the ICS Manager, they have implemented an Internal Audit program to ensure adherence to ISH standards. Additionally, Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has developed an annual training program to refresh the understanding of ISH requirements. The ICS Manager has successfully demonstrated the organization’s compliance with the RSPO Independent Smallholder Standard including continuous improvement that covers:</p> <ul style="list-style-type: none"> <li>a. Land ownership legality</li> <li>b. Procurement of certified seeds</li> <li>c. Protection and management of the environment</li> </ul>	<p>Complied</p>



		d. Replanting of oil palm plantations Management of land without burning.																							
<b>D – ICS: Group trading system for certified volumes</b>																									
<b>D.1 The group has a procedure and system in place for the tracking of FFB.</b>																									
<b>D.1.1</b>																									
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has demonstrated production records of FFB period September 2022 to August 2023 per each smallholder. Since this is initial certification assessment, all FFB are sold as non-certified products.</p> <p>Recapitulated data of FFB Production in 2022 and 2023</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Production (tons)</th> </tr> </thead> <tbody> <tr> <td>September 2022</td> <td>341.39</td> </tr> <tr> <td>October 2022</td> <td>342.00</td> </tr> <tr> <td>November 2022</td> <td>341.82</td> </tr> <tr> <td>December 2022</td> <td>342.98</td> </tr> <tr> <td>January 2023</td> <td>341.96</td> </tr> <tr> <td>February 2023</td> <td>342.71</td> </tr> <tr> <td>March 2023</td> <td>342.55</td> </tr> <tr> <td>April 2023</td> <td>342.56</td> </tr> <tr> <td>May 2023</td> <td>343.01</td> </tr> <tr> <td>June 2023</td> <td>342.39</td> </tr> </tbody> </table>	Month	FFB Production (tons)	September 2022	341.39	October 2022	342.00	November 2022	341.82	December 2022	342.98	January 2023	341.96	February 2023	342.71	March 2023	342.55	April 2023	342.56	May 2023	343.01	June 2023	342.39	Non-compliance
Month	FFB Production (tons)																								
September 2022	341.39																								
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		<table border="1"> <tr> <td>July 2023</td> <td>342.73</td> </tr> <tr> <td>August 2023</td> <td>343.30</td> </tr> <tr> <td><b>Total</b></td> <td><b>4,109.40</b></td> </tr> </table>	July 2023	342.73	August 2023	343.30	<b>Total</b>	<b>4,109.40</b>		
July 2023	342.73									
August 2023	343.30									
<b>Total</b>	<b>4,109.40</b>									
<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>NC:</p> <p>There is no evidence of traceability to trace volume of production and sales.</p> <ul style="list-style-type: none"> <li>The Group Manager has not been able to demonstrate data traceability between the actual FFB production of each smallholder and the recapitulation of FFB production recorded by ICS team.</li> <li>The ICS team has provided a logbook "Buku Pintar" to record FFB production per smallholder per harvesting rotation, however the filling in the logbook is still not consistent.</li> </ul>	<p>Group Manager has demonstrated production records of FFB period September 2022 to August 2023 per each smallholder. Since this is initial certification assessment, all FFB are sold as non-certified products.</p> <p>NC:</p> <p>There is no evidence of traceability to trace volume of production and sales.</p> <ul style="list-style-type: none"> <li>The Group Manager has not been able to demonstrate data traceability between the actual FFB production of each smallholder and the recapitulation of FFB production recorded by ICS team.</li> </ul>	<p>Non-compliance</p>						

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		<ul style="list-style-type: none"> <li>The ICS team has provided a logbook "Buku Pintar" to record FFB production per smallholder per harvesting rotation, however the filling in the logbook is still not consistent.</li> </ul>	
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>Group Manager has demonstrated production records of FFB period September 2022 to August 2023 per each smallholder. Since this is initial certification assessment, all FFB are sold as non-certified products.</p> <p>NC:</p> <p>There is no evidence of traceability to trace volume of production and sales.</p> <ul style="list-style-type: none"> <li>The Group Manager has not been able to demonstrate data traceability between the actual FFB production of each smallholder and the recapitulation of FFB production recorded by ICS team.</li> <li>The ICS team has provided a logbook "Buku Pintar" to record FFB production per smallholder per harvesting rotation, however the filling in the logbook is still not consistent.</li> </ul>	Non-compliance
<b>D.2 The group documents and implements a system for the tracking of FFB</b>			
<b>D.2.1</b>			
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	Group Manager has demonstrated production records of FFB period September 2022 to August 2023 per each smallholder. Since this is initial certification assessment, all FFB are sold as non-certified products.	Complied

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		<p>Verified actual receipts for sales of FFB from smallholder member named Jumadi M (ID 1-01-01-025), area 1.35 Ha, sold to FFB collector CV Ginbers:</p> <ul style="list-style-type: none"> <li>- Dated 21/08/2023: 510 kg; price IDR 1,730/kg; amount IDR 882,300.</li> <li>- Dated 10/07/2023: 710 kg; price IDR 1,620/kg; amount IDR 1,150,200.</li> <li>- Dated 24/07/2023: 765 kg; price IDR 1,630/kg; amount IDR 1,246,950.</li> </ul>	
<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>Group Manager has demonstrated production records of FFB period September 2022 to August 2023 per each smallholder. Since this is initial certification assessment, all FFB are sold as non-certified products.</p> <p>Verified actual receipts for sales of FFB from smallholder member named Jumadi M (ID 1-01-01-025), area 1.35 Ha, sold to FFB collector CV Ginbers:</p> <ul style="list-style-type: none"> <li>- Dated 21/08/2023: 510 kg; price IDR 1,730/kg; amount IDR 882,300.</li> <li>- Dated 10/07/2023: 710 kg; price IDR 1,620/kg; amount IDR 1,150,200.</li> <li>- Dated 24/07/2023: 765 kg; price IDR 1,630/kg; amount IDR 1,246,950.</li> </ul>	<p>Complied</p>
<p><b>D.3 The group has a procedure and system for premium distribution.</b></p>			
<p><b>D.3.1</b></p>			

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Eligibility	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>Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri has established procedure for receiving and distribution of RSPO premium as on "SOP Penerimaan dan Penggunaan Dana Premium" (34/SOP-PPDP/ICS-TKM/VI/2022 dated 3 June 2022). Distribution of RSPO premium are as follows:</p> <ul style="list-style-type: none"> <li>- 20% - external audit</li> <li>- 9% - ICS management fee</li> <li>- 9% - administration</li> <li>- 3% - infrastructure</li> <li>- 0.5% - CSR</li> <li>- 0.5% - information board</li> <li>- 20% - asset procurement</li> <li>- 38% - capital to increase earning.</li> </ul> <p>NC: Percentage, prices, premiums, and timing of premium payment has not been communicated and transparent to all group members. Objective evidence: There is no evidence that group members have been given an understanding of the RSPO premium, including the amount and percentage of distribution. Based on interviews with sample of Smallholders, obtained information that they did not understand the RSPO premium including the percentage distribution.</p>	Non-compliance
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	This is initial certification assessment, Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri is not certified yet, therefore no RSPO premium received and distributed.	Complied
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.		Complied



**Appendix B: GHG Reporting Executive Summary**

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

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

The summary of the Net GHG emitted in [YEAR] for [MILL] and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	
PKO	

Extraction	%
OER	
KER	

Production	t/yr
FFB Process	
CPO Produced	
PKO Produced	

Land Use	Ha
OP Planted Area	
OP Planted on peat	
Conservation (forested)	
Conservation (non-forested)	
<b>Total</b>	

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion								
CO <sub>2</sub> Emission from fertilizer								
NO <sub>2</sub> Emission								
Fuel Consumption								
Peat Oxidation								
<b>Sink</b>								
Crop Sequestration								
Conservation Sequestration								
<b>Total</b>								

*\*Note: Includes both estates and smallholders*

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME		
Fuel Consumption		
Grid Electricity Utilization		
<b>Credit</b>		
Export of Grid Electricity		
Sales of PKS		
Sales of EFB		
<b>Total</b>		

**Summary of Kernel Crusher Emission and Credit (if applicable)**

<b>Emissions</b>	tCO <sub>2</sub> e
PK from own mill	
PK from other source	
Fuel Consumptions	
<b>Total Crusher emissions</b>	

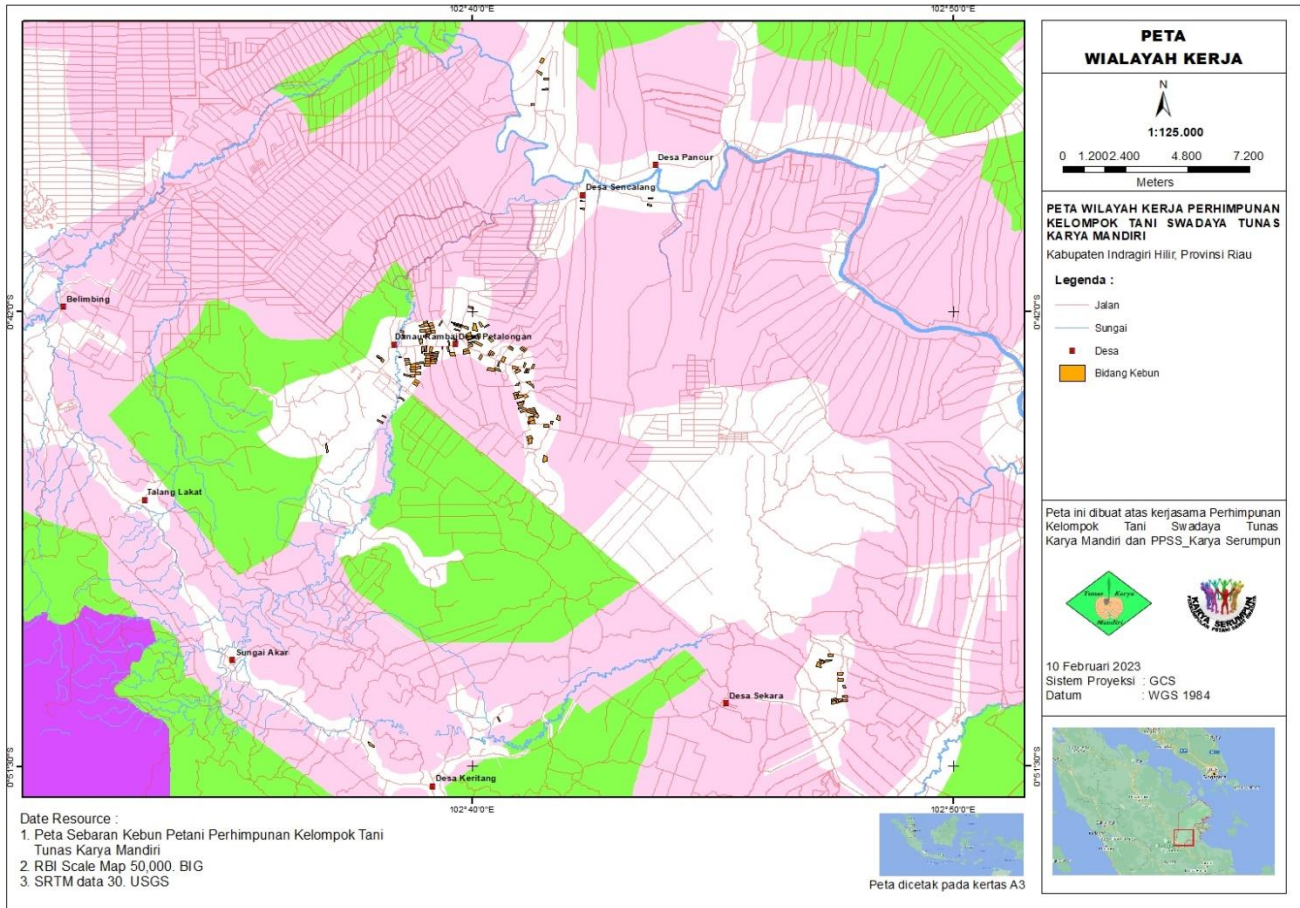
\*This mill has no kernel crusher operation.

<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	
Divert to anaerobic diversion (%)	

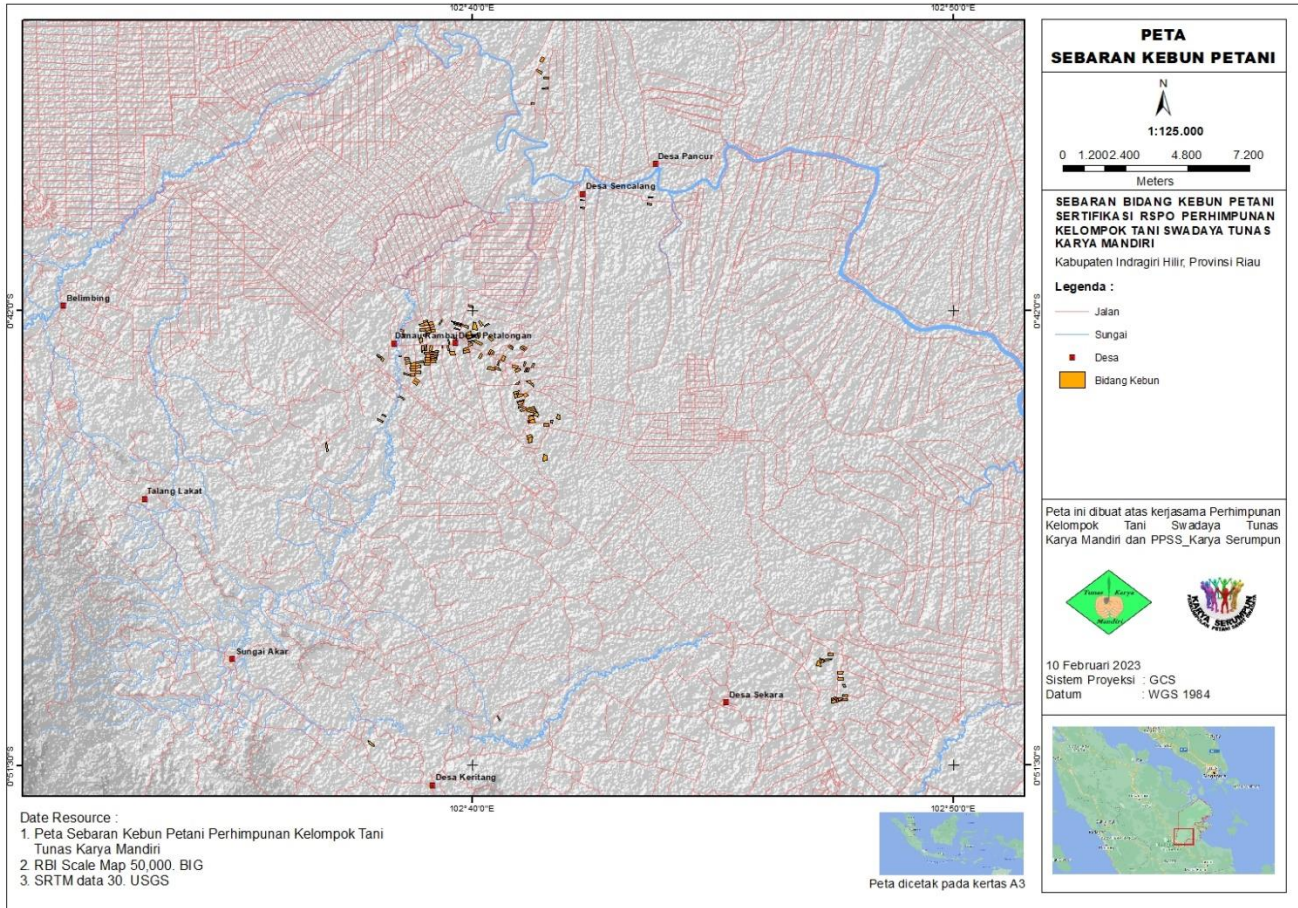
<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	
Divert to methane captured (flaring) (%)	
Divert to methane captured (energy generation) (%)	



**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
			Longitude (E)	Latitude (S)	Total Certified Area	Planted Area			
1	Abd. Muklis	Indragiri Hilir Riau	102° 38' 30.803"	0° 42' 22.857"	0.40	0.40	7.78	11/08/2022	1-01-01-087
2	Abdul Aziz	Indragiri Hilir Riau	102° 41' 3.558"	0° 44' 4.418"	2.00	2.00	38.81	30/08/2022	1-01-01-019
3	Abdul Manap	Indragiri Hilir Riau	102° 40' 54.815"	0° 43' 46.480"	1.99	1.99	38.61	07/11/2022	1-01-01-020
4	Afrizal	Indragiri Hilir Riau	102° 38' 45.708"	0° 43' 13.817"	1.96	1.96	38.18	01/08/2022	1-01-01-088
5	Agus Ismanto	Indragiri Hilir Riau	102° 47' 11.818"	0° 49' 23.338"	2.50	2.50	48.73	01/08/2022	1-01-01-122
6	Agus Mawan Siregar	Indragiri Hilir Riau	102° 47' 43.739"	0° 49' 50.603"	1.00	1.00	19.49	09/09/2022	1-01-01-119
7	Agus Purnomo	Indragiri Hilir, Riau	102° 39' 4.413"	0° 43' 3.590"	2.00	2.00	38.89	10/08/2022	1-01-01-047
8	Agus Widianto	Indragiri Hilir, Riau	102° 39' 35.230"	0° 42' 53.222"	2.50	2.50	48.51	31/10/2022	1-01-01-021
9	Ahmad Baharudi	Indragiri Hilir, Riau	102° 41' 11.164"	0° 43' 30.187"	1.75	1.75	34.02	11/07/2022	1-01-01-116
10	Ahmad Kholil Efendi	Indragiri Hilir, Riau	102° 41' 0.180"	0° 43' 53.467"	1.59	1.59	30.92	11/08/2022	1-01-01-048
11	Akhmad Maulana	Indragiri Hilir, Riau	102° 38' 31.810"	0° 42' 25.235"	1.00	1.00	19.49	29/06/2022	1-01-01-090
12	Ali Winarto	Indragiri Hilir, Riau	102° 39' 3.272"	0° 43' 6.427"	2.00	2.00	38.89	14/10/2022	1-01-01-049
13	Amiurudin	Indragiri Hilir, Riau	102° 43' 41.263"	0° 39' 46.341"	1.13	1.13	21.97	11/11/2022	1-01-01-002
14	Andre Wicaksono	Indragiri Hilir, Riau	102° 36' 58.532"	0° 44' 51.272"	1.96	1.96	38.20	10/09/2022	1-01-01-089
15	Anwar	Indragiri Hilir, Riau	102° 39' 11.029"	0° 43' 3.717"	2.00	2.00	38.89	10/08/2022	1-01-01-050
16	Anwarul Huda	Indragiri Hilir, Riau	102° 39' 3.029"	0° 42' 53.184"	1,80	1,80	35.01	06/08/2022	1-01-01-051
17	Arman Wijaya	Indragiri Hilir, Riau	102° 40' 7.269"	0° 42' 40.053"	2.94	2.94	57.11	26/06/2022	1-01-01-022
18	Asmah	Indragiri Hilir, Riau	102° 38' 3.531"	0° 42' 58.578"	0.92	0.92	17.88	11/08/2022	1-01-01-091
19	Barking (a)	Indragiri Hilir, Riau	102° 39' 52.675"	0° 42' 50.968"	2.00	2.00	38.81	22/07/2022	1-01-01-023
	Barking (b)		102° 39' 51.951"	0° 42' 48.349"	2.00	2.00	38.81	22/07/2022	
20	Burhanudin	Indragiri Hilir, Riau	102° 39' 0.858"	0° 42' 31.083"	1.06	1.06	20.56	11/11/2022	1-01-01-052
21	Desi Laisa Astuti	Indragiri Hilir, Riau	102° 42' 17.506"	0° 39' 41.291"	0.34	0.34	6.63	14/10/2022	1-01-01-004
22	Edi Luqfina	Indragiri Hilir, Riau	102° 38' 56.809"	0° 42' 17.555"	1.76	1.76	34.19	22/03/2022	1-01-01-053
23	Eko Budianto	Indragiri Hilir, Riau	102° 39' 57.522"	0° 42' 42.601"	1.00	1.00	19.44	07/09/2022	1-01-01-024
24	Eli Yana	Indragiri Hilir, Riau	102° 38' 29.122"	0° 42' 56.716"	0.58	0.58	11.18	19/09/2022	1-01-01-092
25	Endang Widaryani	Indragiri Hilir, Riau	102° 41' 32.095"	0° 37' 7.996"	1.00	1.00	19.45	08/08/2022	1-01-01-054
26	Feber Anggiat	Indragiri Hilir, Riau	102° 37' 53.648"	0° 51' 2.927"	2.00	2.00	38.90	27/08/2022	1-01-01-093
27	Hendri Munthe	Indragiri Hilir, Riau	102° 40' 3.066"	0° 42' 30.570"	1.00	1.00	19.45	22/10/2022	1-01-01-008
28	Imam Hambali	Indragiri Hilir, Riau	102° 41' 2.302"	0° 42' 48.150"	1.00	1.00	19.45	14/11/2022	1-01-01-056
29	Imam Safi'i	Indragiri Hilir, Riau	102° 40' 23.328"	0° 43' 12.599"	2.81	2.81	54.70	04/09/2022	1-01-01-055
30	Indra Sumbari	Indragiri Hilir, Riau	102° 38' 55.716"	0° 42' 37.116"	2.00	2.00	38.90	21/11/2022	1-01-01-094
31	Ja'far Musodiq	Indragiri Hilir, Riau	102° 40' 25.609"	0° 42' 53.042"	0.65	0.65	12.64	30/06/2022	1-01-01-057
32	Jainal Arifin	Indragiri Hilir, Riau	102° 39' 10.828"	0° 42' 25.159"	2.00	2.00	38.90	08/08/2022	1-01-01-099
33	Jasmarizan	Indragiri Hilir, Riau	102° 39' 10.828"	0° 42' 25.159"	2.00	2.00	38.90	05/08/2022	1-01-01-058
34	Jumadi M	Indragiri Hilir, Riau	102° 41' 5.227"	0° 43' 7.086"	1.35	1.35	26.27	08/10/2022	1-01-01-025
35	Junaidi A	Indragiri Hilir, Riau	102° 38' 7.860"	0° 43' 0.916"	1.14	1.14	22.23	11/08/2022	1-01-01-095
36	Junaidi B	Indragiri Hilir, Riau	102° 40' 3.053"	0° 42' 19.483"	4.00	4.00	77.80	12/10/2022	1-01-01-005
37	Junaidi C (a)	Indragiri Hilir, Riau	102° 39' 11.684"	0° 43' 0.806"	1.90	1.90	37.03	10/09/2022	1-01-01-096

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Longitude (E)	Latitude (S)	Total Certified Area	Planted Area			
	Junaidi C (b)	Indragiri Hilir, Riau	102° 39' 11.713"	0° 42' 58.769"	1.10	1.10	21.46	10/09/2022	
	Junaidi C (c)	Indragiri Hilir, Riau	102° 39' 11.518"	0° 42' 57.032"	1.49	1.49	28.93	10/09/2022	
	Junaidi C (d)	Indragiri Hilir, Riau	102° 39' 11.982"	0° 42' 55.216"	1.84	1.84	35.80	10/09/2022	
	Junaidi C (e)	Indragiri Hilir, Riau	102° 39' 11.981"	0° 42' 53.409"	1.84	1.84	35.80	10/09/2022	
	Junaidi C (f)	Indragiri Hilir, Riau	102° 39' 11.803"	0° 42' 51.517"	1.84	1.84	35.80	10/09/2022	
38	Junaidi D	Indragiri Hilir, Riau	102° 39' 29.883"	0° 42' 46.831"	0.99	0.99	19.19	18/04/2022	1-01-01-026
39	Katiran	Indragiri Hilir, Riau	102° 39' 2.438"	0° 42' 16.154"	1.94	1.94	37.79	05/08/2022	1-01-01-059
40	Katirun	Indragiri Hilir, Riau	102° 38' 45.783"	0° 43' 10.515"	1.96	1.96	38.19	10/07/2022	1-01-01-097
41	Khairul	Indragiri Hilir, Riau	102° 40' 48.307"	0° 42' 44.778"	1.00	1.00	19.45	27/09/2022	1-01-01-060
42	Khairul Mukminin	Indragiri Hilir, Riau	102° 38' 34.316"	0° 42' 30.235"	0.78	0.78	15.17	19/09/2022	1-01-01-098
43	Kusrin (a)	Indragiri Hilir, Riau	102° 39' 38.564"	0° 42' 35.288"	0.74	0.74	14.45	13/07/2022	1-01-01-027
	Kusrin (b)		102° 40' 38.284"	0° 43' 0.081"	3.00	3.00	58.35	13/07/2022	
	Kusrin (c)		102° 39' 56.537"	0° 42' 32.339"	2.00	2.00	38.90	13/07/2022	
44	Kustirah	Indragiri Hilir, Riau	102° 47' 13.789"	0° 49' 20.047"	1.00	1.00	19.45	09/09/2022	1-01-01-121
45	Lukluatul Khasanah	Indragiri Hilir, Riau	102° 41' 11.947"	0° 44' 42.511"	2.50	2.50	48.63	19/11/2022	1-01-01-061
46	M.Jais	Indragiri Hilir, Riau	102° 38' 50.785"	0° 43' 27.644"	2,00	2,00	38,83	11/04/2022	1-01-01-062
47	M.Khozin	Indragiri Hilir, Riau	102° 39' 22.340"	0° 42' 45.367"	0.35	0.35	6.71	19/11/2022	1-01-01-063
48	M Rajali	Indragiri Hilir, Riau	102° 38' 39.318"	0° 43' 4.963"	1.96	1.96	38.19	11/08/2022	1-01-01-100
49	M Sholikhin	Indragiri Hilir, Riau	102° 41' 30.483"	0° 45' 4.800"	3.04	3.04	59.10	08/09/2022	1-01-01-011
50	Mahmud	Indragiri Hilir, Riau	102° 41' 14.630"	0° 43' 33.282"	0.90	0.90	17.51	15/11/2022	1-01-01-028
51	Mahsun	Indragiri Hilir, Riau	102° 41' 4.573"	0° 42' 46.282"	1.32	1.32	25.67	20/10/2022	1-01-01-064
52	Maini	Indragiri Hilir, Riau	102° 39' 58.762"	0° 42' 33.699"	1.30	1.30	25.21	13/07/2022	1-01-01-029
53	Maratus Solihan	Indragiri Hilir, Riau	102° 41' 11.228"	0° 44' 38.149"	2.00	2.00	38.90	19/08/2022	1-01-01-065
54	Mariatin	Indragiri Hilir, Riau	102° 39' 4.826"	0° 42' 56.659"	1.95	1.95	37.91	06/08/2022	1-01-01-066
55	Masduki	Indragiri Hilir, Riau	102° 40' 10.189"	0° 42' 56.810"	1.80	1.80	35.05	12/09/2022	1-01-01-067
56	Maduqi	Indragiri Hilir, Riau	102° 38' 9.762"	0° 44' 11.677"	0.93	0.93	18.07	22/03/2022	1-01-01-101
57	Miseni	Indragiri Hilir, Riau	102° 39' 4.427" E	0° 43' 0.319" S	2.00	2.00	38.90	01/08/2022	1-01-01-068
58	Mislan (a)	Indragiri Hilir, Riau	102° 41' 19.270"	0° 44' 10.741"	2.00	2.00	38.90	02/07/2022	1-01-01-030
	Mislan (b)	Indragiri Hilir, Riau	102° 41' 14.673"	0° 44' 6.188"	2.00	2.00	38.90	02/07/2022	
	Mislan (c)	Indragiri Hilir, Riau	102° 41' 13.219"	0° 44' 4.475"	2.00	2.00	38.88	02/07/2022	
	Mislan (d)	Indragiri Hilir, Riau	102° 41' 12.560"	0° 44' 2.705"	2.00	2.00	38.90	02/07/2022	
59	Misriyadi	Indragiri Hilir, Riau	102° 40' 10.555"	0° 42' 16.031"	1.87	1.87	36.39	22/11/2022	1-01-01-069
60	Miswanto	Indragiri Hilir, Riau	102° 41' 47.050"	0° 44' 13.335"	2.00	2.00	38.90	16/11/2022	1-01-01-031

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Longitude (E)	Latitude (S)	Total Certified Area	Planted Area			
61	Muh. Nurohim	Indragiri Hilir, Riau	102° 40' 59.722"	0° 43' 46.287"	2.00	2.00	38.90	25/09/2022	1-01-01-070
62	Muh. Rukhani	Indragiri Hilir, Riau	102° 40' 17.525"	0° 42' 18.188"	0.84	0.84	16.42	03/10/2022	1-01-01-007
63	Muh. Taufiqurrohman	Indragiri Hilir, Riau	102° 41' 27.178"	0° 36' 45.091"	2.00	2.00	38.90	08/08/2022	1-01-01-071
64	Muhammad Abrori	Indragiri Hilir, Riau	102° 38' 38.510"	0° 43' 19.998"	1.35	1.35	26.30	22/03/2022	1-01-01-102
65	Muhammad Rifa'ı	Indragiri Hilir, Riau	102° 40' 32.699"	0° 50' 31.225"	0.88	0.88	17.17	22/03/2022	1-01-01-103
66	Mujiono A	Indragiri Hilir, Riau	102° 41' 0.377"	0° 43' 55.940"	2.08	2.08	40.46	31/10/2022	1-01-01-032
67	Mujiono B	Indragiri Hilir, Riau	102° 38' 46.061"	0° 43' 7.347"	1.97	1.97	38.31	11/07/2022	1-01-01-104
68	Mujiono C	Indragiri Hilir, Riau	102° 47' 23.821"	0° 49' 18.510"	2.03	2.03	39.39	09/09/2022	1-01-01-127
69	Mulyani	Indragiri Hilir, Riau	102° 39' 5.128"	0° 42' 26.671"	1.55	1.55	30.24	22/03/2022	1-01-01-072
70	Nanik	Indragiri Hilir, Riau	102° 47' 38.888"	0° 49' 35.050"	2.00	2.00	38.90	09/09/2022	1-01-01-124
71	Nur Salem	Indragiri Hilir, Riau	102° 42' 17.350" E	0° 39' 50.907" S	1.00	1.00	19.45	30/09/2022	1-01-01-009
72	Nuryani	Indragiri Hilir, Riau	102° 41' 31.056"	0° 37' 21.037"	1.00	1.00	19.45	08/08/2022	1-01-01-073
73	Ponijan	Indragiri Hilir, Riau	102° 38' 54.070"	0° 43' 4.261"	1.98	1.98	38.53	11/07/2022	1-01-01-105
74	Pujianto	Indragiri Hilir, Riau	102° 40' 21.948"	0° 42' 51.974"	1.50	1.50	29.18	23/08/2022	1-01-01-074
75	Radikin	Indragiri Hilir, Riau	102° 38' 52.609"	0° 43' 10.254"	1.98	1.98	38.47	11/08/2022	1-01-01-106
76	Riman	Indragiri Hilir, Riau	102° 39' 40.784"	0° 42' 22.810"	1.00	1.00	19.45	22/07/2022	1-01-01-033
77	Rumini	Indragiri Hilir, Riau	102° 39' 40.275"	0° 42' 14.967"	2.03	2.03	39.48	02/09/2022	1-01-01-010
78	Rustam	Indragiri Hilir, Riau	102° 40' 47.414"	0° 42' 46.464"	1.11	1.11	21.59	17/10/2022	1-01-01-075
79	Sadikin	Indragiri Hilir, Riau	102° 47' 38.927"	0° 49' 42.144"	2.00	2.00	38.90	09/09/2022	1-01-01-120
80	Sadirin (a)	Indragiri Hilir, Riau	102° 47' 30.607"	0° 50' 8.078"	1.00	1.00	19.45	09/09/2022	1-01-01-126
	Sadirin (b)		102° 47' 30.551"	0° 50' 6.513"	1.00	1.00	19.45		
81	Sahit	Indragiri Hilir, Riau	102° 40' 56.317"	0° 43' 14.775"	1.84	1.84	35.73	20/08/2022	1-01-01-034
82	Sainal abidin	Indragiri Hilir, Riau	102° 39' 20.428"	0° 42' 14.086"	1.00	1.00	19.45	28/10/2022	1-01-01-001
83	Salmiyah	Indragiri Hilir, Riau	102° 38' 4.083"	0° 42' 57.118"	1.00	1.00	19.45	06/08/2022	1-01-01-076
84	Samuji	Indragiri Hilir, Riau	102° 40' 31.248"	0° 43' 12.766"	2.00	2.00	38.90	20/08/2022	1-01-01-035
85	Sanusi	Indragiri Hilir, Riau	102° 39' 41.457"	0° 42' 18.039"	1.37	1.37	26.55	24/10/2022	1-01-01-012
86	Sarito M	Indragiri Hilir, Riau	102° 40' 53.634"	0° 43' 10.249"	1.94	1.94	37.69	11/08/2022	1-01-01-036
87	Sarjito	Indragiri Hilir, Riau	102° 40' 23.849"	0° 42' 52.665"	0.90	0.90	17.55	08/08/2022	1-01-01-037

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Longitude (E)	Latitude (S)	Total Certified Area	Planted Area			
88	Selamet Daroini	Indragiri Hilir, Riau	102° 39' 30.663"	0° 42' 39.408"	1.01	1.01	19.64	02/11/2022	1-01-01-077
89	Selamet Riadi	Indragiri Hilir, Riau	102° 40' 22.604"	0° 42' 35.364"	2.00	2.00	38.90	30/09/2022	1-01-01-038
90	Sihanto	Indragiri Hilir, Riau	102° 39' 8.003"	0° 42' 47.361"	2.00	2.00	38.90	05/05/2022	1-01-01-078
91	Siti Masrurroh	Indragiri Hilir, Riau	102° 41' 3.569"	0° 42' 47.505"	0.68	0.68	13.23	01/10/2022	1-01-01-079
92	Siri Qomariyah	Indragiri Hilir, Riau	102° 38' 4.965"	0° 44' 18.050"	1.43	1.43	27.81	03/08/2022	1-01-01-114
93	Siti Syamsiyah	Indragiri Hilir, Riau	102° 39' 57.756"	0° 41' 54.669"	1.00	1.00	19.45	26/09/2022	1-01-01-013
94	Sopiyan	Indragiri Hilir, Riau	102° 38' 58.122"	0° 42' 47.678"	2.44	2.44	47.46	21/07/2022	1-01-01-084
95	Sri Hidayati	Indragiri Hilir, Riau	102° 41' 15.616"	0° 37' 39.920"	0.55	0.55	10.70	26/08/2022	1-01-01-014
96	Sucipto	Indragiri Hilir, Riau	102° 41' 15.235"	0° 43' 8.938"	1.00	1.00	19.45	13/07/2022	1-01-01-039
97	Sudir A (a)	Indragiri Hilir, Riau	102° 40' 54.473"	0° 43' 42.791"	1.75	1.75	34.06	08/08/2022	1-01-01-107
	Sudir A (b)	Indragiri Hilir, Riau	102° 41' 38.804"	0° 44' 19.703"	1.00	1.00	19.45	08/08/2022	
98	Sudir B	Indragiri Hilir, Riau	102° 47' 26.802"	0° 49' 11.154"	2.00	2.00	38.90	09/09/2022	1-01-01-123
99	Sugeng Purnomo	Indragiri Hilir, Riau	102° 40' 56.577"	0° 43' 30.941"	1.00	1.00	19.45	11/10/2022	1-01-01-040
100	Sugiono	Indragiri Hilir, Riau	102° 39' 1.410"	0° 42' 13.229"	0.95	0.95	18.47	05/08/2022	1-01-01-108
101	Sugiyatno	Indragiri Hilir, Riau	102° 38' 48.657"	0° 43' 30.280"	2.00	2.00	38.90	08/04/2022	1-01-01-109
102	Suhartini	Indragiri Hilir, Riau	102° 39' 51.119"	0° 42' 19.408"	2.00	2.00	38.90	01/11/2022	1-01-01-015
103	Sulaiman	Indragiri Hilir, Riau	102° 40' 8.074"	0° 42' 30.984"	2.00	2.00	38.90	10/10/2022	1-01-01-041
104	Sulfardi/Simangunson	Indragiri Hilir, Riau	102° 39' 58.527"	0° 42' 38.096"	1.00	1.00	19.35	02/08/2022	1-01-01-016
105	Sumali	Indragiri Hilir, Riau	102° 39' 4.563"	0° 42' 23.514"	1.98	1.98	38.49	27/03/2022	1-01-01-080
106	Sumantono	Indragiri Hilir, Riau	102° 38' 57.832"	0° 42' 23.909"	1.77	1.77	34.40	22/03/2022	1-01-01-081
107	Sunardi	Indragiri Hilir, Riau	102° 38' 45.549"	0° 43' 20.060"	1.96	1.96	38.19	14/10/2022	1-01-01-110
108	Suparman	Indragiri Hilir, Riau	102° 39' 9.185"	0° 42' 18.912"	1.98	1.98	38.55	11/08/2022	1-01-01-111
109	Suparman (a)	Indragiri Hilir, Riau	102° 47' 38.637"	0° 50' 7.300"	1.40	1.40	27.23	09/09/2022	1-01-01-125
	Suparman (b)	Indragiri Hilir, Riau	102° 47' 39.423"	0° 50' 9.304"	1.00	1.00	19.45	09/09/2022	
	Suparman (d)	Indragiri Hilir, Riau	102° 47' 30.987"	0° 50' 10.403"	1.00	1.00	19.45	09/09/2022	
	Suparman (c)	Indragiri Hilir, Riau	102° 47' 45.177"	0° 50' 8.189"	2.00	2.00	38.90	09/09/2022	
110	Supiah	Indragiri Hilir, Riau	102° 41' 9.725"	0° 43' 14.296"	0.81	0.81	15.67	27/09/2022	1-01-01-112
111	Supriadi A	Indragiri Hilir, Riau	102° 38' 38.283"	0° 42' 59.987"	2.00	2.00	38.90	16/08/2022	1-01-01-082

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Longitude (E)	Latitude (S)	Total Certified Area	Planted Area			
112	Supriadi B	Indragiri Hilir, Riau	102° 39' 7.981"	0° 42' 15.542"	2.00	2.00	38.90	31/08/2022	1-01-01-083
113	Supriono Siregar	Indragiri Hilir, Riau	102° 47' 16.091"	0° 49' 17.853"	1.00	1.00	19.45	09/09/2022	1-01-01-118
114	Suroto	Indragiri Hilir, Riau	102° 41' 6.537"	0° 43' 14.060"	0.81	0.81	15.71	07/11/2022	1-01-01-113
115	Sutini (a)	Indragiri Hilir, Riau	102° 41' 14.746"	0° 44' 18.679"	2.42	2.42	47.11	02/07/2022	1-01-01-042
	Sutini (b)	Indragiri Hilir, Riau	102° 41' 14.746"	0° 44' 18.679"	2.35	2.35	45.77	02/07/2022	
	Sutini (c)	Indragiri Hilir, Riau	102° 41' 10.516"	0° 44' 19.797"	0.67	0.67	12.93	02/07/2022	
	Sutini (d)	Indragiri Hilir, Riau	102° 41' 13.141"	0° 44' 12.169"	0.60	0.60	11.61	02/07/2022	
116	Sutrisno	Indragiri Hilir, Riau	102° 47' 44.630"	0° 50' 3.337"	1.50	1.50	29,18	09/09/2022	1-01-01-129
117	Suwardi	Indragiri Hilir, Riau	102° 43' 42.186"	0° 39' 37.843"	0.92	0.92	17.89	14/11/2022	1-01-01-017
118	Suwarto	Indragiri Hilir, Riau	102° 41' 23.160"	0° 37' 0.071"	1.90	1.90	36.96	08/08/2022	1-01-01-085
119	Suyanto/Darmi	Indragiri Hilir, Riau	102° 38' 30.384"	0° 43' 49.088"	1.54	1.54	29.95	05/03/2022	1-01-01-086
120	Syahril	Indragiri Hilir, Riau	102° 39' 55.638"	0° 42' 28.856"	2.53	2.53	49.15	11/08/2022	1-01-01-043
121	Teguh	Indragiri Hilir, Riau	102° 39' 2.269"	0° 42' 46.507"	1.00	1.00	19.45	11/10/2022	1-01-01-018
122	Tumiyem	Indragiri Hilir, Riau	102° 47' 16.755"	0° 49' 20.508"	1.00	1.00	19.45	09/09/2022	1-01-01-128
123	Umu Aiman	Indragiri Hilir, Riau	102° 40' 32.867"	0° 43' 5.303"	1.00	1.00	19.45	20/08/2022	1-01-01-044
124	Wahyudi	Indragiri Hilir, Riau	102° 41' 0.579"	0° 44' 0.586"	1.00	1.00	19.45	22/10/2022	1-01-01-045
125	Warno	Indragiri Hilir, Riau	102° 41' 6.254"	0° 43' 46.149"	2.00	2.00	38.90	27/08/2022	1-01-01-046
126	Wiji Herlina	Indragiri Hilir, Riau	102° 41' 32.086"	0° 44' 23.106"	1.61	1.61	31.40	07/11/2022	1-01-01-115
<b>Total</b>					<b>228.38</b>	<b>225.51</b>	<b>4,441.83</b>		

Note:   are smallholders sampled in this audit.

## 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
PKTSTKM	Perhimpunan Kelompok Tani Swadaya Tunas Karya Mandiri
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
SKT	<i>Surat Keterangan Tanah</i> (Land Legality)
STDB	<i>Surat Tanda Daftar Berusaha</i> (Business permit)
SPPL	<i>Surat Pernyataan Pengelolaan Lingkungan</i> (Environment commitment letter)
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure