

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

- Initial Assessment**
- Annual Surveillance Assessment (1)**
- Recertification Assessment** (Choose an item.)
- Extension of Scope**

<b>Client Company Name / Parent Company:</b> <b>Socfin SA</b>
Client Company / Parent Company Address: 4 Avenue Guillaume 1650, Luxembourg
Certification Unit: <b>Société Camerounaise de Palmeraies Socapalm S.A. – Dibombari Palm Oil Mill</b>
Location of Certification Unit: National Road N5 - Nkapa City, Littoral, Cameroon
Date of Final Report: 20/06/2023

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## Section 1: Scope of the Assessment

1. Company Details			
<b>Parent Company</b>	Socfin SA		
<b>RSPO Membership Number</b>	1-0269-19-000-00	<b>Membership Approval Date</b>	06/12/2004
<b>Address</b>	4 Avenue Guillaume 1650, Luxembourg		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	Société Camerounaise de Palmeraies Socapalm S.A. Dibombari Palm Oil Mill		
<b>Location / Address</b>	National Road N5 - Nkapa City, Littoral, Cameroon		
<b>Website</b>	<a href="http://socapalm.com/?lang=en">http://socapalm.com/?lang=en</a>		
<b>Management Representative</b>	Celine Schmitz	<b>E-mail</b>	cschmitz@socapalm.org
<b>Telephone</b>	+237 658249053	<b>Facsimile</b>	-

2. Certification Information			
<b>Certificate Number</b>	RSPO 751643	<b>Certificate Start Date</b>	29/03/2022
<b>Date of First Certification</b>	29/03/2022	<b>Certificate Expiry Date</b>	28/03/2027
<b>Scope of Certification</b>	Production of Sustainable Crude Palm Oil (CPO) and Palm Kernel (PK)		
<b>Visit Objectives</b>	<p>The objective of Socapalm Dibombari Initial Audit was to:</p> <ul style="list-style-type: none"> <li>• Confirm that the elements of the proposed scope of registration and the management system are conforming to the requirements of the assessment standard.</li> <li>• To confirm that the organization has effectively implemented and addressed the management system.</li> <li>• To confirm the ability of the management system is able to meet applicable statutory and regulatory, contractual requirements, organization policies and wherever are applicable.</li> </ul>		
<b>Assessment Cycle</b>	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 1) <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 type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Cameroon National Interpretation 2022 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
<b>Supply Chain Module</b>	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	<b>Mill Capacity</b>	40 mt/hr

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<b>ISH certification Phase</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" 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)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
N/A			

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Dibombari POM	National Road N5 - Nkapa City, Littoral, Cameroon	4°13'14.11" N	9° 36' 24.59" E
Socaplam Dibombari Estate	National Road N5 - Nkapa City, Littoral, Cameroon	4°13'14.11" N	9° 36' 28.92" E

5. Description of Supply Base					
<b>New Planting Development</b>	<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
Socaplam Dibombari Estate	3,805.72	1,904.00	5,769.76	11,479.48	33
<b>Total</b>	<b>3,805.72</b>	<b>1,904.00</b>	<b>5,769.76</b>	<b>11,479.48</b>	

**Note:** Reduction of planted area due to re-survey during replanting

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Socapalm Dibombari Estate	112.87	1,390.52	130.12	2,172.21	3,692.85	112.87
<b>Total (ha)</b>	<b>112.87</b>	<b>1,390.52</b>	<b>130.12</b>	<b>2,172.21</b>	<b>3,692.85</b>	<b>112.87</b>

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

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<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 (Mar 22 – Feb 22)</b>	<b>Actual (29 Mar 22 – Dec 22)</b>		<b>Forecast (Mar 23 – Feb 24)</b>
		Previous license period (N/A)	Current license period (29 Mar 22 – Dec 22)	
Socapalm Dibombari Estate	50,889	N/A	24,128	38,748
<b>Total</b>	<b>50,889</b>	<b>24,128</b>		<b>38,748</b>

**Note:** Since there are number of planted area from 1974 or above 45 years old of palm oil, this is the main reason of the low forecast FFB production in the next license. The company progressively and massively carried out replanting program as to convert low yielding of palm oil to high yield in the near future

<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 (Mar 22 – Feb 22)</b>	<b>Actual (29 Mar 22 – Dec 22)</b>		<b>Forecast (Mar 23 – Feb 24)</b>
		Previous license period (N/A)	Current license period (29 Mar 22 – Dec 22)	
N/A		N/A	N/A	
<b>Total</b>		<b>N/A</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 (Mar 22 – Feb 22)</b>	<b>Actual (29 Mar 22 – Dec 22)</b>		<b>Forecast (Mar 23 – Feb 24)</b>
		Previous license period (N/A)	Current license period (29 Mar 22 – Dec 22)	
Out growers /smallholders	N/A	N/A	19,886	N/A
<b>Total</b>		<b>19,886</b>		

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<b>9A. Monthly Records of Certified and Uncertified FFB Received since the last audit</b>				
<b>No.</b>	<b>Month - Year</b>	<b>Volume of FFB from certified supply base (mt)</b>	<b>Volume of FFB from uncertified supply base (mt)</b>	<b>Total FFB/Month (mt)</b>
1	Mar 22	1,128	1,336	2,464
2	Apr 22	8,160	11,577	19,737
3	May 22	4,992	4,194	9,186
4	June 22	2,811	1,176	3,987
5	July 22	1,249	354	1,603
6	Aug 22	924	218	1,142
7	Sept 22	954	239	1,193
8	Oct 22	1,051	227	1,278
9	Nov 22	1,077	189	1,266
10	Dec 22	1,782	377	2,159
<b>TOTAL</b>		<b>24,128</b>	<b>19,887</b>	<b>44,015</b>

<b>10. Summary of Certified Tonnage (MT) (not applicable for ISS)</b>			
<b>Estimated last year (Mar 22 – Feb 22)</b>	<b>Actual (29 Mar 22 – Dec 22)</b>		<b>Forecast (Mar 2023 – Feb 2024)</b>
	<b>Previous license period (N/A)</b>	<b>Current license period (29 Mar 22 – Dec 22)</b>	
<b>FFB</b>	<b>FFB</b>		<b>FFB</b>
55,052.00 mt	N/A	24,128 mt	38,748 mt
	<b>TOTAL</b>	24,128 mt	
<b>CPO (OER: 21.5%)</b>	<b>CPO (OER: 21%)</b>		<b>CPO (OER: 21.5%)</b>
11,836.18 mt	N/A	5,067 mt	8,330.82 mt
	<b>TOTAL</b>	5,067 mt	
<b>PK (KER: 4.5%)</b>	<b>PK (KER: 4.65%)</b>		<b>PK (KER: 4.7%)</b>
2,477.34 mt	N/A	1,122 mt	1,821.16 mt
	<b>TOTAL</b>	1,122 mt	

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<b>10A. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
<b>No.</b>	<b>Month - Year</b>	<b>Certified CPO (MT)</b>	<b>Certified PK (MT)</b>
1	Mar 22	258	67
2	Apr 22	1,729	388
3	May 22	1,047	256
4	June 22	567	128
5	July 22	239	55
6	Aug 22	179	39
7	Sept 22	190	31
8	Oct 22	217	48
9	Nov 22	233	39
10	Dec 22	408	71
<b>TOTAL</b>		<b>5,067</b>	<b>1,122</b>

<b>11. Summary of Actual Volume sold</b>					
<b>Current License period (29 March 2022 – Dec 2022)</b>					
	<b>RSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>Others</b>		
<b>CPO (MT)</b>	-	-	-	5,067	5,067
<b>PK (MT)</b>	-	-	-	1,122	1,122
<b>Credits</b>	-	-	-	-	-
<b>Previous License period (N/A)</b>					
<b>CPO (MT)</b>	-	-	-	-	-
<b>PK (MT)</b>	-	-	-	-	-
<b>Credits</b>	-	-	-	-	-
<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>				
<b>No.</b>	<b>Buyers Name</b>	<b>PalmTrace Trading License Number</b>	<b>Certified CPO Sold (MT)</b>	<b>Certified PK Sold (MT)</b>
	N/A			
<b>TOTAL</b>			<b>N/A</b>	<b>N/A</b>

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

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
1	XXX	5,067	1,122
<b>TOTAL</b>		<b>5,067</b>	<b>1,122</b>

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

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

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)
	NA	NA	NA	NA	NA	NA
<b>TOTAL</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

**Note:** 1 mt = 1 credit



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13. Independent Smallholders Actual Sold Tonnage / Volume – Not Applicable							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
<b>Current License period (Not Applicable)</b>							
<b>Credits</b>				NA	NA	NA	NA
<b>Physical</b>	NA	NA	NA				
<b>Previous License period (Not Applicable)</b>							
<b>Credits</b>				NA	NA	NA	NA
<b>Physical</b>	NA	NA	NA				

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)
	NA	NA	NA	NA	NA	NA	NA
<b>TOTAL</b>			<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)

Suite 29.01 Level 29, The Gardens North Tower,

Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639

Representative: Dr. Chaiyaporn Seekao ([Chaiyaporn.Seekao@bsigroup.com](mailto:Chaiyaporn.Seekao@bsigroup.com))

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

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **30-31/1/2023 and 1-2/2/2023**. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on **19/4/2023**. 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. Cameroon National Interpretation 2022 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

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

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

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

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

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

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</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>
Dibombari POM	✓	✓	✓	✓	✓
Socaplam Dibombari Estate	✓	✓	✓	✓	✓

**Tentative Date of Next Visit: January 29, 2024 - February 1, 2024**

**Total Number of Mandays: 9.5 man days**

**2.2 BSI Assessment Team**

<b>Name</b>	<b>Role</b>	<b>Competency</b>
Mohamed Hidir Bin Zainal Abidin (MHZA)	Team Leader	<p><b>Education:</b> Holds a Bachelor Degree in Chemical Engineering, National University of Malaysia</p> <p><b>Work Experience:</b> Has 7 years working experience in palm oil industry specifically on palm oil milling for 5 years. Auditor for several standards including ISO 9001, ISO 140001, OHSAS 18001, MSPO and RSPO since 2012</p> <p><b>Training attended:</b> Completed ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, MSPO Awareness Training, Endorsed RSPO SCCS Lead Auditor Course, HCV &amp; HCS Introductory Training, SMETA Auditor training, RSPO Independent Smallholders (ISH) Auditor Training and Endorsed RSPO Refresher Training.</p> <p><b>Language proficiency:</b> Fluent in English.</p> <p><b>Aspect covered in this audit:</b> Economic management plan, mill best practices, estate best practices, natural and biodiversity conservation, Waste management, GHG, HCV, and RSPO supply chain requirements.</p>
Dennis Yaw Acquah (DYA)	Team Member	<p><b>Education:</b> Holds a BSc. in Natural Resource management with specialization in Forestry from Kwame Nkrumah University of Science and technology, Kumasi, Ghana and MBA in logistic and Supply Chain Management from Kwame Nkrumah University of Science and technology, Kumasi, Ghana.</p> <p><b>Work Experience:</b> Has 14 years of experience as an Operation Managers having worked with two of the leading timber processing industries in Ghana. Experienced in implementing forest governance project, building relations, and sustaining communications with forest communities, acting as resource person for awareness and training activities and engaging government</p>

		<p>towards policy reforms. Currently work as a Project Coordinator (Forest and Biodiversity).</p> <p><b>Training attended:</b> Completed Endorsed RSPO P&amp;C (2018) Lead Auditor Training, RSPO P&amp;C Refresher training 2021, Endorsed RSPO SCCS Lead Auditor, RSPO Independent Smallholder Standard (2019), ISO 9001:2015 Lead Auditor Training, ISO 45001:2018 Lead Auditor Training, ISO 19011 Lead Auditor Training, SA 8000 Auditor Training, FSC Forest management/CoC Lead Auditor Training, Rain Alliance Sustainable Agriculture Standard (RA SAS), Farm/CoC Lead Auditor Training, Gender Inclusion in Agro Commodity Production Training, Introduction to Responsible Business Training, Introduction to Multistakeholder Process Training, Natural Resource Conflict Management and Respecting the Rights of Indigenous People and Local Communities Training and Participated in ESIA and SEA trainings.</p> <p><b>Language proficiency:</b> Fluent in English</p> <p><b>Aspect covered in this audit:</b> Policy and commitment, social requirements, contract agreement, human rights, workers’ welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, legality of land,</p>
<p>Vijay Kanna Pakirisamy (VKP)</p>	<p>Team Member</p>	<p><b>Education:</b> Holds Bachelor’s Degree in Agribusiness Science Management with Honours from University Utara Malaysia in 2010.</p> <p><b>Work Experience:</b> He has 10 years’ experience in Oil Palm Estate Management in leading Oil Palm Companies such as KL Kepong Bhd, IOI Plantations and United Plantations. The last position held was Senior Assistant Manager. His experience includes the day-to-day estate operations and ensured the implementation of RSPO, ISCC and MSPO certification. He has been an sustainable palm oil auditor since 2019.</p> <p><b>Training attended:</b> He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, Endorsed RSPO SCCS Lead Auditor Course, Endorsed MSPO Lead Auditor Course, SMETA Requirements Training in April 2021, Introductory Course for HCV/HCS Requirements in Oil Palm Plantation, Endorsed RSPO Independent Smallholder Standard Training and Endorsed RSPO Refresher Courses.</p> <p><b>Language proficiency:</b> Fluent in English</p> <p><b>Aspect covered in this audit:</b> During this assessment, he assessed on the aspects of Occupational, Health &amp; Safety, Estate Best Practises, Economic management plan, environmental and biodiversity conservation, Waste management and HCV Management Plans.</p>
<p>Aimé Fulgence Gbakre</p>	<p>Technical Expert</p>	<p><b>Education:</b> Holds a Vocational Bachelor in Quality Control and Environment Management, ESTC, Abidjan and MSc. Environmental Sciences, University of Cologne - Germany.</p> <p><b>Work Experience:</b> Has 4 years working experience as research/scientific assistant, University of Cologne</p> <p><b>Training attended:</b> Completed ISO 9001 Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, Child Labour Centred Due Diligence Process and Gender workshop for Associated trainers</p> <p><b>Language proficiency:</b> Fluent in English and French</p> <p><b>Aspect covered in this audit:</b> Technical expert</p>

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Nkemtah née NCHONGONG ANGELINE	Translator	<p><b>Education:</b> Holds a Bachelors Degree in English Modern Letters – Ecole Normal Supérieur (ENS and Bachelor of arts in English translation and interpretations</p> <p><b>Work Experience:</b> Has worked as local expert and translator with the Auditing teams of SCS Global services for RSPO in several assignments. Translator during several seminars in view to improve the skills of young learners of French and English. Translator and moderator during several conferences on Gender issues. (March 2022). Translated Live speaking presentations on child abuse. Performed various translation and field interpretation assignments (World ii) Philosophy Day in Cameroon, International Women’s Day Conference; from French to English and vice versa, including written tasks.</p> <p><b>Training attended:</b> N/A</p> <p><b>Language proficiency:</b> Fluent in in English and French</p> <p><b>Aspect covered in this audit:</b> Translator</p>
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**Accompanying Persons:**

Name	Role
Aimé Fulgence Gbakre	Technical Expert cum translator
Nkemtah née NCHONGONG ANGELINE	Translator

**2.3 Assessment Plan**

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

Date	Time	Subjects	MHZ	VKP	DYA	AFG	NNA
Saturday, 28/01/2023	PM	Audit team from Africa arrived in Douala KP0038 ETA 1620. Hotel check in at Douala	-	-	✓	✓	-
Sunday, 29/01/2023	PM	Audit team from Malaysia arrived in Douala, Cameroon via TK667 ETA 2340. Hotel check in at Douala.	✓	✓	-	-	-
Monday, 30/01/2023 <b>Socapalm Dibombari Estate</b>	0730 - 0900	Audit team travel to Socapalm Dibombari Estate Opening Meeting: - Opening Presentation by Audit Team Leader. - Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation).	✓	✓	✓	✓	✓
	0900 - 1200	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, waste management, worker housing, clinic, Landfill etc.	✓	✓	✓	✓	✓
	1200 - 1300	Lunch break	✓	✓	✓	✓	✓

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	1300 - 1630	- Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓	✓	✓
	1630 - 1700	- Interim closing for day 1	✓	✓	✓	✓	✓
Tuesday 31/01/2023  <b>Socapalm Dibombari Estate &amp; Dibombari POM</b>	0730	- Audit team travel to Socapalm Dibombari Estate	✓	✓	✓	✓	✓
	0800 - 1200	- Continue document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)					
	1000 - 1200	- <b>Meeting with stakeholders</b> (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓	✓	✓
	1300	- Audit team travel to Dobombari POM	✓	✓	✓	✓	✓
	1330 - 1600	- Document review P1 – P7: Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation.	✓	✓	✓	✓	✓
	1630 - 1700	- Interim closing for day 2	✓	✓	✓	✓	✓
Wednesday, 01/02/2023  <b>Socapalm Dibombari POM</b>	0730	- Audit team travel to Dibombari POM	✓	✓	✓	✓	✓
	0800 - 1200	- Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, Lab, weighbridge and palm product storage area, etc.					
	1200 - 1300	- Lunch break	✓	✓	✓	✓	✓
	1300 - 1630	- Continue with unfinished elements	✓	✓	✓	✓	✓
	1630 - 1700	- Interim closing for day 3	✓	✓	✓	✓	✓

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Thursday, 02/02/2023  <b>Socapalm Dibombari POM</b>	0730 0800 1100	- Audit team travel to Dibombari POM - Supply chain requirements for POM – Mass Balance Module - Internal Audit - Outsourcing activities - Purchasing and Goods In - Sales and Goods Out - Outsourcing Activities - Record keeping - Extraction Rate - Processing - Registration of transaction - Claims	✓	✓	✓	✓	✓
	1100 1130	- Audit team discussion and preparation	✓	✓	✓	✓	✓
	1130 1200	- Closing meeting – presentation of finding and recommendation.	✓	✓	✓	✓	✓
	PM	- Audit team travel to Edea	✓	✓	✓	✓	✓
Tuesday, 8/2/2023	AM/PM	- Audit team travel back to home destination via TK 667 ETD 0035, KP0010 ETD 1420, KP0022 ETD 1210	✓	✓	✓	✓	✓

Major NC Close Out Verification

Date	Time	Subjects	VSH & ANN
Wednesday 19/04/2023	0900-0915	Opening briefing by the audit team leader	✓
	0915-1230	Verification of effective implementation of corrective and corrective action for NCR #2305724-202301-M1 including interview with the relevant stakeholders.	✓
	1230-1300	Closing meeting	✓

### Section 3: Assessment Findings

#### 3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Yes. The timebound plan for Socfin SA has listed all estates and mills under their management.	Complied
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	PT. Socfin Indonesia have been an RSPO members since 6 December 2004. All management unit under the original PT. Socfin Indonesia Group has been RSPO certified. PT. Socfin Indonesia merge under Socfin SA since 15 February 2019 whereby grouping all Indonesian and African oil palm operations under one membership number. Socfin SA only becomes RSPO Member on 15 February 2019. RSPO approved on Socfin SA timebound plan extension up to 31 December 2023 – dated 15 June 2023.	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	No. There are new acquisitions since membership.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	No. Socfin SA has obtained an extension on the TBP up till 31 December 2023 to ensure all operating units to be RSPO Certified. The revised TBP has been approved by RSPO on 15/06/2023.	Complied
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Yes. Socfin SA has obtained an extension on the TBP up till 31 December 2023 to ensure all operating units to be RSPO Certified. The revised TBP has been approved by RSPO on 15/06/2023.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	There is no isolated lapse in implementation of the plan. Socfin SA has obtained an extension on the TBP up till 31 December 2023 to ensure all operating units to be RSPO Certified. The revised TBP has been approved by RSPO on 15/06/2023.	Complied



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<p>Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised</p>	<p>No. There is no fundamental failure. Socfin SA has obtained an extension on the TBP up till 31 December 2023 to ensure all operating units to be RSPO Certified. The revised TBP has been approved by RSPO on 15/06/2023.</p>	<p>Complied</p>
<p><b>Un-Certified Units or Holdings</b></p>		
<p>No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&amp;C criterion 7.12.</p>	<p>Socfin SA have submitted LUCA for review of all uncertified unit to RSPO Secretariat on 13 December 2017. Later, Socfin SA submitted revision on 8 September 2018. The decision on replacement after 2005 for primary forest and/or area required to maintain or enhance HCV in accordance to RSPO P&amp;C criterion – awaiting LUCA review from RSPO.</p> <p>Based on review to RSPO RaCP Tracker for Socfin SA (October 2022), audit team noted: 9 management units with potential liability; 9 management units with LUCA submitted; 9 management units with LUCA review completed; 8 management units with Concept Notes required; 6 management units with Concept Note submitted; 3 management units with Concept Note approved; 2 management unit with Compensation Plan submitted; 2 management units with Compensation Plan endorsed; 7 management units with Remediation Plan required; 3 management unit with Remediation Plan submitted; 2 management unit with Remediation Plan approved.</p> <p>Latest update:</p> <p>Okomu: LUCA approved by RSPO on 22 June 2021.</p> <p>Safacam: LUCA approved by RSPO on 4 February 2021. RSPO finalized Annex 7 Concept Note in 12 May 2021. Annex 7 Concept Note validated by Compensation Panel 16 August 2021. RSPO approved the Annex 8 remediation and compensation plan on 8 September 2022.</p> <p>Socapalm Kienke: LUCA approved in December 2021.</p> <p>Brabanta: LUCA for all Brabanta was approved by RSPO on 22 October 2021. RaCP: Annex 7 was approved on 23 August 2022. Brabanta and Socfin are now drafting Annex 8.</p> <p>Plantations Socfinaf Ghana (PSG): LUCA for PSG Manso MU submitted 26 May 2021. Approved on 7 October 2022.</p> <p>SoGB: LUCA for all SoGB submitted 22 July 2020. Approved LUCA by RSPO on 6 October 2020. RaCP submitted Annex 8 Remediation Plan on 9 July 2021. Approved on 19 May 2022.</p> <p>Agripalma: LUCA for Titulo 410 was approved on 8 November 2021. RaCP: The Annex 7 for Agripalma</p>	<p>Complied</p>

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	<p>Titulo 410 was approved on 7 October 2022. SOCFIN and Agripalma now drafting Annex 8.</p>	
<p>Any new plantings since January 1<sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>PT. Socfin Indonesia made New Planting Procedure Public Notification on 16 February 2017. After 30 days, there was no comment received by RSPO secretariat. Link</p> <p><a href="https://www.rspo.org/certification/new_planting-procedure/public_consultations/socfin-group-pt-socfindo-and_socfinco-sa-pt-socfin-indonesia--lima-puluh_estate">https://www.rspo.org/certification/new_planting-procedure/public_consultations/socfin-group-pt-socfindo-and_socfinco-sa-pt-socfin-indonesia--lima-puluh_estate</a></p> <p>Based on review to RSPO RaCP Tracker for Socfin SA (October 2022), audit team noted: 9 management units with potential liability; 9 management units with LUCA submitted; 9 management units with LUCA review completed; 8 management units with Concept Notes required; 6 management units with Concept Note submitted; 3 management units with Concept Note approved; 2 management unit with Compensation Plan submitted; 2 management units with Compensation Plan endorsed; 7 management units with Remediation Plan required; 3 management unit with Remediation Plan submitted; 2 management unit with Remediation Plan approved.</p>	<p>Complied</p>
<p>Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&amp;C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.</p>	<p>Based on review to RSPO RaCP Tracker for Socfin SA (October 2022), audit team noted: 9 management units with potential liability; 9 management units with LUCA submitted; 9 management units with LUCA review completed; 8 management units with Concept Notes required; 6 management units with Concept Note submitted; 3 management units with Concept Note approved; 2 management unit with Compensation Plan submitted; 2 management units with Compensation Plan endorsed; 7 management units with Remediation Plan required; 3 management unit with Remediation Plan submitted; 2 management unit with Remediation Plan approved.</p>	<p>Complied</p>
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&amp;C criterion 4.2</p>	<p>The labour and land dispute reported in the African Operation, published on January 2020 and January 2021; have been addressed as informed in RSPO website dated 21 June 2022. Related link: <a href="#">RSPO CONCLUDES VERIFICATION ASSESSMENT AT SOCAPALM - Roundtable on Sustainable Palm Oil (RSPO)</a></p> <p>SOCAPALM is required to undertake remediation and mitigation measures for each breach, and to submit a quarterly progress report to the RSPO Compliance Subdivision on the measures taken.</p>	<p>Complied</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the</p>	<p>Based on audit and based on review upon RSPO Case Tracker</p>	<p>Complied</p>

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<p>requirements of RSPO P&amp;C criteria 2.1</p>	<p>(<a href="https://askrspo.force.com/Complaint/s/casetracker">https://askrspo.force.com/Complaint/s/casetracker</a>) in October 2022, there is no legal non-compliance reported for Socfin SA and its subsidiary. Based on internal audit reports for uncertified unit, there is no legal non-compliance.</p>	
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&amp;C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>Yes. Socfin SA manages and monitors internal audit for uncertified management units. The internal audit covers RSPO P&amp;C 2018 (Generic) and relevant RSPO P&amp;C Certifications System June 2020. Internal audit reports covered RSPO P&amp;C criterion 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12.</p> <ul style="list-style-type: none"> <li>• Internal audit for Agripalma (Sao Tome) carried out January 2021.</li> <li>• Internal audit for Brabanta SA (Democratic Republic of Congo) carried out April 2021.</li> <li>• Internal audit for Okomu Oil Palm Company PLC – Extension 1 (Nigeria) carried out February 2021.</li> <li>• Internal audit for Plantations Socfinaf Ghana (PSG) Subri Management Units (Ghana) carried out May 2021.</li> <li>• Internal audit for SAFACAM TF151 (Cameroon) carried out June-July 2021.</li> <li>• Internal audit for Socapalm ESEKA (Cameroon) carried out June 2021.</li> <li>• Internal audit for La Société des Caoutchoucs de Grand Béréby (SoGB) carried out August 2021.</li> </ul> <p>Positive assurance: Socfin SA committed to fulfill all the requirement related to RSPO certification process. Socfin SA has detailed the correction and corrective action plan and any unresolved issues has been on the right path towards the certification process. The company keeps track of its compliance per P&amp;C on a regular basis, last update is on 10 October 2022. The company gave a positive assurance statement as “Internal audits are, at our level, tools for continuous improvement. We have opted for a simple presentation of the discrepancies found during the audit. Positive statements provided by the auditors are included in the presentation of the internal and external audits findings inside the annual management review”.</p>	<p>Complied</p>
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&amp;C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?</p>	<p>Yes. The Critical (Major) non-compliance was issued related to RSPO P&amp;C criterion 7.12. The management units prepared corrective action in form of carried out HCV assessment and Land Use Change Analysis to RSPO Secretariat.</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>• Agripalma finalized an HCV assessment of their whole concession in November 2020, with the field visit happening in October 2020. The LUCA for Titulo 410 was approved on the 8 November 2021. The Annex 7 for Agripalma Titulo 410 was approved on the 7 of October 2022. Socfin and Agripalma are now drafting the Annex 8.</li> <li>• Brabanta finalized an HCV assessment of their whole concession in September 2020, with the field visit happening in November 2019. Two Annex 2's were submitted: one for Sanga Sanga, Kadima and Kanangai, and one for Lumbundji and Savannah. The LUCA for Brabanta was approved on 22 October 2021. The Annex 7 of Brabanta was approved on the 23 August 2022. Brabanta and Socfin are now drafting the Annex 8.</li> <li>• Okomu Extension 1 finalized a HCV assessment in January 2016, with the field visit happening in September 2015. This was approved by the HCV RN. The LUCA for Okomu Extension 1 was submitted on the 3 of March 2021 and was approved by RSPO on 22 June 2021. The Annex 7 concept note was approved by the RSPO compensation panel on the 7 October 2022. Okomu and Socfin are now drafting the Annex 8.</li> <li>• PSG conducted an HCV assessment in 2017 on several prospected lands within the concession. This was validated by the HCV RN on 6 December 2017. PSG finalized an HCV assessment of their whole concession in July 2021, with the field visit happening in November 2020 and follow-up engagement visits with all stakeholders in February 2021. A LUCA has been conducted for the Manso MU and was approved on the 7 October 2022. The LUCA of the Subri MU will follow soon.</li> <li>• Safacam finalized an HCV assessment of their whole concession in January 2020, with the field visit happening in December 2018. Safacam submitted a LUCA for its full concession on the 5 August 2020 were replanting of plantings done before 2005. The LUCA was approved on the 4 February 2021. RSPO approved the Annex 8 remediation and compensation plan on 8 September 2022.</li> </ul> <p>SOGB finalized a HCV assessment in February 2020, with the field visit happening in November 2019. SOGB conducted a LUCA for its whole concession, submitted on the 22 July 2020 and was approved by RSPO on the 6 October 2020. The Annex 8 remediation plan was approved on 19 May 2022.</p>	
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<p>Have there been any stakeholder (including NGO) consultation conducted?</p>	<p>Yes. Stakeholder consultation carried out in uncertified management unit.</p> <p>Social Impact Assessment (SIA) report recorded the stakeholder consultation process for villages near Agripalma (Sao Tome): for Emolve village in 21 March 2011, Vila Clotilde in 15 March 2011, Ribeira Piexe in 15 March 2011, Monte Mario in 8 August 2011, Praia Pesqueira in 15 March 2011, Lo Grande in 15 March 2011, Healthcare NGO (AMI) in 28 February 2011, Women group in 14 March 2011, FPIC meeting in Safacam (Cameroon) for Chefferie de Dikola in 7 December 2010, for Chefferie de Koungue in 11 September 2011.</p> <p>Sao Tome Agripalma Retrocession FPIC report June 2021_Final.</p> <p>FPIC 2014 PSG and Manso Chief, Elders and Farmers_New. FPIC 2017 PSG Estate Land Negotiations with Dababase. MOU 2019 PSG and Tufuhene of Dababase.</p>	<p>Complied</p>
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**3.2 Progress of scheme smallholders and/or outgrowers**

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

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**Approved Time Bound Plan**

Name of the Unit of Certification (UoC)	Country	Name of the Mills and Supply Bases	Location Address	GPS Coordinates		Total Managed Area (Ha)	Certification Status (Certified / Not certified)	Plan Year for Certification	Actual Certification Year	Date of Last TBP Verified and Approved by CB	REVISION OF THE TBP			
				Latitude	Longitude						Any revision from the last approved TBP?	New Proposed Year for Certification	Justification of changes for each UoC	Date of approval from RSPO
PT Socfin Indonesia - Tanah Gambus	Indonesia	Tanah Gambu Mill	Tanah Gambus Village, Lima Puluh Sub-district, Batubara District, North Sumatera Province, Indonesia	3° 12' 14.00" N	99° 24' 16.00" E	-	Certified	2011	2011		No			
		Tanah Gambu Estate		3° 10' 15.18" N	99° 23' 07.00" E	4974.29	Certified	2011	2011		No			
PT Socfin Indonesia - Bangun Bandar	Indonesia	Bangun Bandar Mill	Arus Panjang Village, Dolok Masihul Subdistrict, Serdang Bedagai District, North Sumatera Province, Indonesia	3° 19' 54.00" N	99° 02' 36.00" E	-	Certified	2011	2011		No			
		Bangun Bandar Estate		3° 16' 24.46" N	99° 57' 58.70" E	4146.85	Certified	2011	2011		No			
PT Socfin Indonesia - Negeri Lama	Indonesia	Negeri Lama Mill	Desa Negeri Lama, Kecamatan Bilah Hilir, Kabupaten Labuhan Batu, 21471, Sumatera Utara, Indonesia	2° 19' 02.00" N	100° 04' 13.00" E	-	Certified	2014	2014		No			
		Negeri Lama Estate		2° 19' 02.00" N	100° 04' 13.00" E	2164.8	Certified	2014	2014		No			
PT Socfin Indonesia - Mata Pao	Indonesia	Mata Pao Mill	Mata Pao Village, Subdistrict of Teluk Mengkudu, Serdang Bedagai Regency 20995 North Sumatera Province, Indonesia	3° 31' 51.00" N	99° 05' 31.00" E	-	Certified	2014	2014		No			
		Mata Pao Estate		3° 31' 51.00" N	99° 05' 31.00" E	2463.05	Certified	2014	2014		No			

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PT Socfin Indonesia - Sungai Liput	Indonesia	Sungai Liput Mill	Sungai Liput Village, Kejuruan Muda Sub District, Aceh Tamiang District, Aceh Province, Indonesia	4° 13' 55.00" N	98° 03' 34.00" E	-	Certified	2014	2014		No			
		Sungai Liput Estate		4° 13' 55.00" N	98° 03' 34.00" E	3841.96	Certified	2014	2014		No			
PT Socfin Indonesia - Aek Loba	Indonesia	Aek Loba Mill	Aek Kuasan Sub-district, Asahan District, North Sumatera Province, Indonesia	3° 39' 06.00" N	99° 37' 04.00" E	-	Certified	2015	2015		No			
		Aek Loba Estate		3° 39' 06.00" N	99° 37' 04.00" E	9673.86	Certified	2015	2015		No			
PT Socfin Indonesia – Seumanyam	Indonesia	Seumanyam Mill	Simpang Deli Kilang Village, Darul Makmur Utara Sub District, Nagan Raya District, Aceh Province, Indonesia	3° 57' 55.00" N	96° 33' 55.00" E	-	Certified	2015	2015		No			
		Seumanyam Estate		3° 57' 58.00" N	99° 33' 48.00" E	4446.63	Certified	2015	2015		No			
PT Socfin Indonesia – Seunagan	Indonesia	Seunagan Mill	Desa Purwodadi, Kecamatan Kuala Pesisir, Nagan Raya 23661, Aceh, Indonesia	4° 03' 36.00" N	96° 15' 44.00" E	-	Certified	2015	2015		No			
		Seunagan Estate		4° 03' 36.00" N	96° 15' 44.00" E	4505.59	Certified	2015	2015		No			
PT Socfin Indonesia - Lae Butar	Indonesia	Lae Butar Mill	Desa Rimo, Kecamatan Gunung Meriah, Kabupaten Aceh Singkil, Aceh 24784 Indonesia	2° 23' 28.00" N	97° 57' 24.00" E	-	Certified	2015	2015		No			
		Lae Butar Estate		2° 23' 28.00" N	97° 57' 24.00" E	4727.4	Certified	2015	2015		No			
Okomu Oil Palm Company Main Estate and Extension 1	Nigeria	Okomu Oil Palm Company Main Estate and Extension 1 Mill	Okomu-Udo, Ovia Southwest Local Government Area, Benin, Edo, Nigeria	6° 23' 31.23"N	5° 12' 40.37"E	-	Certified	2019	2020		No			
		Okomu Oil Palm		Okomu-Udo, Ovia Southwest Local	6° 23' 31.23"N	5° 12' 40.37" E	15578.45	Certified	2019	2020		No		

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		Company Main Estate	Government Area, Benin, Edo, Nigeria											
		Okomu Oil Palm Company Extension 1 Estate	Okomu-Udo, Ovia Southwest Local Government Area, Benin, Edo, Nigeria	6° 20' 57.57" N	5° 23' 12.13" E	4154	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23
Okomu Oil Palm Company Extension 2	Nigeria	Okomu Oil Palm Company Extension 2 Mill	Ovia-Northwest and Uhhnmwode Local Government Areas, Edo State, Nigeria	6° 42' 11.25" N	5° 49' 04.84" E	-	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23
		Okomu Oil Palm Company Extension 2 Estate		6° 42' 11.25" N	5° 49' 04.84" E	11416	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23
Socfin Agricultural Company (SL) Limited (SAC)	Sierra Leone	SAC Mill	SAC Plantation, NA, Sahn Malen, Pujehun District, Sierra Leone	7° 26' 16.65" N	11° 53' 22.17" W	-	Certified	2020	2021		No			
		SAC Estate		7° 28' 49.00" N	11° 49' 32.00" W	18473	Certified	2020	2021		No			
Société Africaine Forestière et Agricole du Cameroun (Safacam)	Cameroon	Safacam Mill	Littoral Region, Department of the Sanaga Maritime, Dizangué District, near the city of Edéa, Cameroon	3° 44' 20.75" N	9° 59' 25.99" E	-	Certified	2020	2020		No			
		Safacam TF129, TF136, TF180, TF, Bail Ossa		3° 44' 20.75" N	9° 59' 25.99" E	3992.84	Certified	2020	2020		No			
		Safacam TF151		3° 44' 16.60" N	9° 57' 58.50" E	11403	Certified	2022	2023		No			
		Safacam Provisional Concession		3° 46' 57.10" N	9° 56' 30.40" E	2161.06	Not Certified	2023			Yes	end 2023	Change of timing due to administrative reasons (request)	15-Jun-23



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														for extension of land lease period)
La Société des Caoutchoucs de Grand Béréby (SoGB)	Côte D'Ivoire	SOGB Mill	Grand Béréby, Région de Basassandra, Côte d'Ivoire	4° 41' 20.00" N	7° 5' 27.00" W	-	Certified	2020	2021		No			
		SOGB TF464		4° 41' 20.00" N	7° 5' 27.00" W	6096	Certified	2020	2021		No			
		SOGB TF465, TF466, TF467		4° 35' 3.26" N	7° 6' 8.60" W	28643	Certified	2022	2023		No			
Société Camerounaise de Palmeraies (Socapalm) Eséka	Cameroon	Socapalm Eséka Mill	Socapalm Eseka Plantation, Cameroon	3° 38' 27.60" N	10° 42' 42.84" E	-	Certified	2021	2021		No			
Société Camerounaise de Palmeraies (Socapalm) Mbongo	Cameroon	Socapalm Mbongo Mill	Plantation Sacopalm Mbongo, 19 KM De La RN3, Douala-Younde DIzangue, Littoral, na, Cameroon	3° 51' 54.14" N	9° 51' 22.80" E	-	Certified	2021	2021		No			
		Socapalm Mbongo Estate		3° 51' 54.14" N	9° 51' 22.80" E	6467	Certified	2021	2021		No			
Société Camerounaise de Palmeraies (Socapalm) Mbambou	Cameroon	Socapalm Mbambou Mill	Plantation Sacopalm Mbambou, 25 KM De La RN3, Douala-Younde DIzangue, Littoral, na, Cameroon	3° 43' 55.57" N	9° 51' 49.32" E	-	Certified	2021	2021		No			
		Socapalm Mbambou Estate		3° 43' 55.57" N	9° 51' 49.32" E	11112	Certified	2021	2021		No			
Société Camerounaise de Palmeraies (Socapalm) Edea	Cameroon	Socapalm Edea Mill	Kilometer 27, edea-Kribi road, snaga maritime division, littoral region	3° 34' 14.38" N	10° 6' 39.14" E	-	Certified	2021	2022		No			
		Socapalm Edea Estate		3° 34' 14.38" N	10° 6' 39.14" E	7770	Certified	2021	2022		No			

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Société Camerounaise de Palmeraies (Socapalm) Dibombari	Cameroon	Socapalm Dibombari Mill	N5, Nkapa, Littoral, Cameroon	4° 13' 14.11" N	9° 36' 24.59" E	-	Certified	2021	2022		No			
		Socapalm Dibombari Estate		4° 13' 2.77" N	9° 36' 28.92" E	11180.76	Certified	2021	2022		No			
Société Camerounaise de Palmeraies (Socapalm) Kienké/ Camseeds	Cameroon	Socapalm Kienké Mill	BP 179 Kribi Plantation Socapalm Kienké, RN dEbolowa Km 10, Ocean, Cameroon	2° 51' 23.54" N	9° 58' 30.15" E	-	Certified	2022	2023		No			
		Socapalm Kienké / Camseeds Estate		2° 51' 23.54" N	9° 58' 30.15" E	21720	Certified	2022	2023		No			
Brabanta	DRC	Brabanta Mill	Mapangu, territoire d'Ilebo, province de kasai, RD Congo	4° 22' 36.11" S	20° 17' 22.94" E	-	Certified	2021	2022		No			
		Sanga Sanga, Kadima and Kanangai Estates		4° 22' 36.11" S	20° 17' 22.94" E	1528.29	Certified	2021	2022		No			
		Lumbundji and Savannah Estates	Mapangu, territoire d'Ilebo, province de kasai, RD Congo	4° 24' 36.11" S	20° 21' 22.96 E	5971.31	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23
Agipalma	Sao Tome and Príncipe	Agirpalma Mill	Ribeira Peixe - APT 953 – Caué, Sao Tome and Principe	0° 6' 26.74" N	6° 36' 12.06" E	-	Certified	2021	2021		No			
		Titulo 409 Estate		0° 6' 27.00" N	6° 36' 11.00" E	665	Certified	2021	2021		No			
		Titulo 410 Estate		0° 7' 07.90" N	6° 35' 6.52" E	1735	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23

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Plantations Socfinaf Ghana (PSG)	Ghana	PSG Mill	Mpohor Wassa East District1 of the Western Region Ghana	5° 9' 23.58" N	1° 42' 47.62" W	-	Certified	2022	2022		No			
		PSG Manso Estate	Mpohor Wassa East District1 of the Western Region Ghana	5° 8' 41.28' N	1° 40' 05.84' W	910.67	Certified	2022	2022		No			
		PSG Subri Estate	Mpohor Wassa East District1 of the Western Region Ghana	5° 9' 23.58" N	1° 42' 47.63" W	17242.19	Not Certified	2023			Yes	end 2023	Change of timing due to RaCP validation process	15-Jun-23

**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 1 (one) Critical; 1 (one) Minor nonconformities and 0 of OFI Opportunity For Improvement raised. The *Socapalm Dibombari* 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>	2305724-202301-M1	<b>Issued Date</b>	2/2/2023
<b>Due Date</b>	1/5/2023	<b>Closure Date</b>	19/4/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	3.6.1 (Major)		
<b>Statement of Nonconformity:</b>	Risk assessment to identify H&S issues and safety practices were not adequately established and implemented.		
<b>Requirement Reference:</b>	All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>1. During the visit to the Reception Station, it was seen that a worker was "working at height", where he was cleaning the loose fruits that was lodged at a raised platform with no rail guards or safety harness. The risk associated to this work was not captured in the Dibombari Risk Assessment.</li> <li>2. During the visit to the Reception Station, it was seen that workers were working below the ramp, channeling the bunches from the ramp to the cages. They were seen wearing rubber boots instead of safety shoes. The risk associated to the bunches potentially falling and injuring the workers were not identified and assessed in the Risk Register.</li> <li>3. During the visit to the Mill Workshop, it was noticed that lubricant was "refurbished" in a non-appropriate bottle for temporary usage to take a smaller quantity. Old labels were still attached indicating other consumable substance.</li> <li>4. Risks and hazards related to General Maintenance such as cleaning and raking work at the mill were not adequately identified in the Risk Register of the Mill.</li> </ol>		
<b>Corrections:</b>	<p>To correct the issue observed during the audit, the risk assessment has been updated to include the function of cleaning the loose fruits lodged at the raised platform at the reception area. The preventive measures and hazards linked to this function have therefore been identified, put in place, described to the working staff and implemented immediately.</p> <p>To correct the problem of the PPE control of the subcontractor staff, a Memo has been prepared by the Plantation Director to remind that all subcontractors employed for a repair at the Mill must wear the appropriate PPE (as indicated in their contract). Also a sensitization has been done to the sustainability department and technical department to remind them on the importance to systematically</p>		

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	<p>control the PPE of the staff before starting their work even if they are stressed by an audit.</p> <p>An accident form has been filled for this matter and a request for explanation has been given to the worker due to non-respect of compliance to the company procedures.</p> <p>All risks linked to general maintenance have been analyzed based on each post concerned in order to clearly identify the risk to each post.</p>
<p><b>Root Cause Analysis:</b></p>	<ol style="list-style-type: none"> <li>1. The cleaning of the loose fruits lodged at the raised platform at the reception station was not captured during in the risk assessment due to the fact that this is a punctual function linked to the exceptional situation of loose fruit lodged in this platform.</li> <li>2. All subcontractors employed to conduct a maintenance work must receive appropriate PPE based on the location of their work however due to the emergency of the need at the Mill during the RSPO audit period, the control on the PPE of the subcontractor staff has not been done which has led to incorrect wearing of PPE at the working post.</li> <li>3. Socapalm is certified ISO 14001:2015 and has sensitized its workers on the handling of hazardous products at several times. This issue has been observed due to non-respect of the workers on the procedures, training contents and instructions displayed.</li> <li>4. The function of general maintenance were not clearly/specifically identified by post in the risk assessment as they were included in one general operation called "mill maintenance" but not specifically by post.</li> </ol>
<p><b>Corrective Actions:</b></p>	<p>To correct the issue observed during the audit, the risk assessment has been updated to include the function of cleaning the loose fruits lodged at the raised platform at the reception area. The preventive measures and hazards linked to this function have therefore been identified, put in place, described to the working staff and implemented immediately. To correct the problem of the PPE control of the subcontractor staff, a Memo has been prepared by the Plantation Director to remind that all subcontractors employed for a repair at the Mill must wear the appropriate PPE (as indicated in their contract). Also a sensitization has been done to the sustainability department and technical department to remind them on the importance to systematically control the PPE of the staff before starting their work even if they are stressed by an audit. An accident form has been filled for this matter and a request for explanation has been given to the worker due to non-respect of compliance to the company procedures. All risks linked to general maintenance have been analyzed based on each post concerned in order to clearly identify the risk to each post.</p>
<p><b>Assessment Conclusion:</b></p>	<p>Closing of NCR was conducted on-site on 19/04/2023. The following evidence was verified:</p> <p>Reception station</p> <ol style="list-style-type: none"> <li>1) Updated risk assessment (01/02/2023) that shows the additional of exceptional function has been risk assessed. Working at height is no longer required for the workers at the ramp. It has been taken over by the maintenance team and the risk of working at height was evaluated under their section. The maintenance staff was also able to demonstrate the putting on of safety harness.</li> </ol>

	<p>2) Fencing which also functioned as harness lifeline has been installed at the raised platform to minimize the risk of felling. Contractor’s workers at the reception station</p> <p>1) Memo from the Plantation Director 13/02/2023 that shows all the contractors were reminded to adhere the donning of PPE in accordance with the SOP.</p> <p>2) Workers at the reception station were also found to be wearing safety shoes while working.</p> <p>3) Permis de Feu (Work Permit), doc no. PSR/HSE/MS/AFR, dated 02/04/2023 for a contractor (Futura Engineering SARL) that shows the management has conducted the checking of safety measures including PPE prior to granting a permit to work.</p> <p>4) Field Inspection Report (doc. No. EVST/FOR1(00)) dated 08/04/2023 that shows the management is inspecting the adequacy of PPE worn by the contractor Workshop</p> <p>1) Incident report (doc. No. SITU/FOR2), dated 03/02/2023, that shows the correction and corrective action of the incident about incorrect container used for keeping small amount of lubricant have been established.</p> <p>2) It was observed at the workshop that the container to keep a small amount of lubricant has been correctly labeled. The container used was also not of a former edible product container. Through interview, workers were able to show a good awareness on the importance of having the right way to keep hazardous chemicals.</p> <p>3) A training entitled “Respect and application of procedure and instruction on the handling and management of hazardous product” that shows the workers have been communicated about the correct way to contain/keep lubricants was conducted on 08/02/2023. Training record was made available for verification.</p> <p>4) Guidance of handling of chemicals has been displayed at the mill workshop’s notice board</p> <p>Risk Register</p> <p>1) Updated risk assessment that shows the risks associated to the general maintenance such as cleaning and raking have been included</p> <p>2) Training records on identification, evaluation, and prevention of risk dated 06/02/2023 was conducted by the CEDD (the Health and Safety Coordinator). The main objective of the training is to enhance the knowledge of the staff about the function of the risk register and how to identify the risk related to the work they are doing. The evidence of correction and corrective actions were found to be adequate to close the NCR. The NCR was closed on 19/04/2023. Continuous effective implementation of the corrective actions shall be verified in the next assessment visit</p>
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Non-conformity			
<b>NCR Ref #</b>	2305724-202301-N1	<b>Issued Date</b>	2/2/2023
<b>Due Date</b>	1/2/2024	<b>Closure Date</b>	Next surveillance audit
<b>Indicator &amp; Category (Critical / Minor)</b>	6.2.7 (minor)		
<b>Statement of Nonconformity:</b>	The company uses temporal workers for its core activities		
<b>Requirement Reference:</b>	Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.		
<b>Objective Evidence:</b>	The company employs permanent and temporal workers in their operations. Review of the workers list and interview with the HR manager confirmed the use of temporal workers in the plantations. This goes against the requirements of the indicator.		
<b>Corrections:</b>	Socapalm will communicate to the recruitment agencies to ensure that a strict surveillance is applied to the timeline of their function.		
<b>Root Cause Analysis:</b>	Socapalm employs temporary workers from recruitment agencies called "Interima" and "Proservices" for seasonal operations. However at the time of the audit some of these workers were employed for a longer period as their contracts have been renewed several times. This is exceptional as the amount of temporary staff decrease year after year.		
<b>Corrective Actions:</b>	<p>The corrective actions put in place to resolve this matter are the followings;</p> <ol style="list-style-type: none"> <li>1) Meeting records with Interima and Proservices in order to define the strategy to follow the time of employment of each worker and ensure respect of their working period.</li> <li>2) Statistic table showing the reduction of the temporary staff employed showing that after the "temporary" period for which they are employed, either they decide to leave, either they are confirmed at permanent employee.</li> </ol>		
<b>Assessment Conclusion:</b>	The correction action plan is accepted. Effectiveness of corrective action taken will be further verified in the next surveillance		

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Good cooperation given by the management team of SOCAPALM Dibombari.

**3.3.1 Status of Nonconformities Previously Identified and Observations**

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-M1	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	13/09/2022	<b>Closure Date</b>	26/10/2021
<b>Indicator &amp; Category (Critical / Minor)</b>	3.1.1 (Critical)		
<b>Statement of Nonconformity:</b>	Socapalm Dibombari did not provide a documented business or management plan covering a minimum of 3 years		
<b>Requirement Reference:</b>	A business or management plan (minimum three years) shall be documented and includes, where applicable, a jointly developed business case for Scheme Smallholders.		
<b>Objective Evidence:</b>	SOCAPALM DIBOMBARI did not provide a documented business or management plan covering a minimum of 3 years. The company provided a business plan covering the period 2020 to 2035 for the entire Five (5) SOCAPALM company sites including that of Dibombari and its inputs. However, this plan did not include traceable information on Dibombari required by this RSPO requirement. The company provided a DIBOMBARI SPECIFIC PLAN Management plan "SOCAPALM Plan De Gestion 2019-2021 Dibombari. However, this document is a compilation of annual budgets for 2019,2020 and 2021 though they contained a number of key elements required by this RSPO standard except the description of consideration of attention to quality of planting materials. The company's evidence of the approval for this business plan as shown to the audit team however was an approval by email dated 31/08/2020 at 10.54, from the financial controller on the subject RE: Budget 2021_SINBA, was for the approval of the 2021 budget and not the "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI". The audit team there did not get evidence of an approved documented SOCAPALM DIBOMBARI business plan to meet this RSPO requirement		
<b>Corrections:</b>	Provision of the approved "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI"		
<b>Root Cause Analysis:</b>	The Business Plan of Socapalm for 2020 to 2035 is approved but comprises all sites without an individual detail for Dibombari. For this reason, there is a business plan per site however the mail or official letter showing the approval of "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI" with projections on 3 years could not be found by the plantation manager at the time of the audit.		
<b>Corrective Actions:</b>	<p>The plantation manager will request the General Manager an evidence of approval and compliance with financial requirements "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI". The description of attention to quality material is included the documented plan</p> <p>Evidence of compliance documents            General Manger approval of "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI"</p>		
<b>Assessment Conclusion:</b>	<p>ASA1 verification:            Business for 3 years projection from 2022-2024 named SOCAPALM PLAN DE GESTION 2022-2024 DIBOMBARI was verified. Attention of quality material is included in the management plan.</p>		



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<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	No recurrence of issues observed and the previous major NC is remain closed.
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Non-conformity			
<b>NCR Ref #</b>	2110623-202109-M2	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	13/09/2022	<b>Closure Date</b>	26/10/2021
<b>Indicator &amp; Category (Critical / Minor)</b>	7.2.6 (Critical)		
<b>Statement of Nonconformity:</b>	Pesticide handlers at SOCAPALM DIBOMBARI did not demonstrate understanding of the hazards and risks related to their use and to observe the company's procedures for appropriate PPE use.		
<b>Requirement Reference:</b>	Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out		
<b>Objective Evidence:</b>	Pesticide handlers at SOCAPALM DIBOMBARI did not demonstrate understanding of the hazards and risks related to their use and to observe the company's procedures for appropriate PPE use. Pesticide applicators demonstrated adequate knowledge of the hazards and risk of the pesticides in used and were seen in their appropriate PPEs during site visit for direct observation and interviews in Parcel 4 of Division 2. However, pesticides handlers at the chemical stores could not demonstrate adequate knowledge of the hazards and risk in the handling of these pesticides and did not observe the appropriate precautions. For example, a visit to the main chemical store sighted chemical handlers at the store without their appropriate protective overall as indicated by the company's procedures. Safety Data Sheet (SDS) for sampled pesticides in use was not readily available for easy reference when asked. For example, the MSDS for Evisect and Almephon 50 LS. There was also inadequate understanding of the LD50 on the MSDS to enhance their knowledge of appropriate handling of pesticides. At the Division 2 Chemical shop, instructions displayed for the required PPE tor entry into the shop did not include the required PPEs such as a respirator and hand glove. A worker was sighted in the shop not using a respirator and hand gloves.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Training to stores men on the wearing of PPE and hazards of handling chemicals</li> <li>2. Placement of the MSDS missing</li> <li>3. Training on these new MSDS and their contents</li> <li>4. Development of Visitor Box containing disposal PPE for visitors</li> <li>5. Instruction will be posted on which PPE to provide to visitors</li> <li>6. Verification of the table of chemicals (LD 50, WHO classifications, etc.)</li> <li>7. Supply of PPE for the store men if not available</li> </ol>		
<b>Root Cause Analysis:</b>	The person in charge of the stores are not enough trained on their own risks inside the stores (handling of the chemicals, presence in the stores, etc.) because the trainings covers the sprayers		

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<b>Corrective Actions:</b>	<p>The company will update the annual training program and organize more specific trainings to the store men and persons handling chemicals to ensure they all understand the risks of their function. The training will cover the interpretation of the contents of MSDS, the signs posted on the stores and their meanings and the visitor management. The company will ensure that appropriate PPE are available for the store men and if not will organize a supply. The list of chemicals will be amended by including a monitoring system for the availability and the updating of MSDS.</p> <p>Evidence of compliance documents</p> <ol style="list-style-type: none"> <li>1. Evidence of the updating of the training program</li> <li>2. Evidence of training and evaluation</li> <li>3. Evidence of Supply PPE</li> <li>4. Updated list of chemical products by adding statements of availability of MSDS</li> </ol>
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>Continuous training programme has been given to workers based on annual training plan (Sensitization and Awareness for 2023, document dated December 2022). Training evaluation was evident to demonstrate effectiveness of training given. For example training carried out for incompatible of chemical storage was carried out on 22/10/22 and to ensure that information for in the MSDS is duly understood by workers. Latest list of chemical and PPE issuance records were made available for verification.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>No recurrence of issues observed and the previous major NC is remain closed.</p>

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-M3	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	13/09/2022	<b>Closure Date</b>	26/10/2021
<b>Indicator &amp; Category (Critical / Minor)</b>	7.2.2 (Critical)		
<b>Statement of Nonconformity:</b>	SOCAPALM DIBOMPARI records of pesticide use provided did not include the active ingredients used, and the amount of active ingredients used.		
<b>Requirement Reference:</b>	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided		
<b>Objective Evidence:</b>	SOCAPALM DIBOMPARI records of pesticide use provided did not include the active ingredients used, and the amount of active ingredients used. The company provided records of pesticides in terms of the name, the monthly quantity and the total quantity for the period from January to August 2021. The company also provided sample records of pesticide use for Division 1. The records kept at the Division included, pesticides used for each named block, the area of the block, the planting year, date (for example, the records for 5/7/2021), the type application, (eg circle, the team), the area treated for each type of application and the cumulative area (ha). It also included the type of pesticides, the LD50 values (for ingestion, contact and inhalation) and the quantity of the pesticide (eg glyphosate, 2,4 D, Tristar) used		

	in litres and quantity per ha in (litre/ha. It also includes the quantity of water used. These records did not include the active ingredient used and the quantity of active ingredient as required by this RSPO standard
<b>Corrections:</b>	Integration of the quantity of active ingredient per ha in all register and records of pesticides
<b>Root Cause Analysis:</b>	Whilst all contents required by the RSPO standard have been included, the element of the quantity of active ingredient per ha has been forgotten in the record.
<b>Corrective Actions:</b>	All records of pesticides will be updated with the mention of quantity of active ingredient per ha. The company will update training program and provide training for all the responsible persons in charge of recording data's on pesticides.  Evidence of compliance document 1) Revised records of chemical 2) Training record, attendance sheets, evidences of evaluation
<b>Assessment Conclusion:</b>	ASA1 verification: Active ingredients per Ha of chemical applied summarized on monthly basis. Details on each chemical used can be found under the summary of chemical register for 2022 and 2023. Regular sensitization and awareness programme for workers included in the annual training plan (Sensitization and Awareness for 2023, document dated December 2022).
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	No recurrence of issues observed and the previous major NC is remain closed.

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-M4	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	13/09/2022	<b>Closure Date</b>	26/10/2021
<b>Indicator &amp; Category (Critical / Minor)</b>	3.8.6 (Critical)		
<b>Statement of Nonconformity:</b>	The mill has not conducted any internal audit as of the time of this audit		
<b>Requirement Reference:</b>	<p>The mill shall have a written procedure to conduct an annual internal audit to determine whether the mill;</p> <ol style="list-style-type: none"> <li>1. Conforms to the requirements in the RSPO SC requirements for mills and the RSPO Rules on Market Communication and Claims.</li> <li>2. Effectively implements and maintains the standard requirements within its organization.</li> </ol> <p>Any con-conformities found as part of the internal audit shall be issued and required corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mills shall maintain the internal audit records and reports.</p>		
<b>Objective Evidence:</b>	The company has a documented procedure captioned Internal and External Audit procedure revised on the 31/03/2021 and signed by the Sustainable Development		

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	<p>Manager. The objective of the procedure is to define provisions relating to the organization’s planning, implementation and follow up of internal and external audits. The procedure applies to Socapalm activities in a bid to access the conformity of the management and operational system as per the requirement of the RSPO P&amp;C 2018 revised</p> <p>The company has an excel table designed for carrying out of internal audits but have not conducted any internal audit as of the time of the this audit.</p>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Revision of the table and organization of the internal audit.</li> <li>2. Establishment of the audit report, according the requirements of the procedure and the new RSPO’s standards for the supply chain certification</li> </ol>
<b>Root Cause Analysis:</b>	The Internal Audit conducted on the Supply Chain Certification Standard was done in December 2020 and in March 2021 on the previous criteria’s but not on the revised version of the standards therefore was not covering all areas of the SCCS.
<b>Corrective Actions:</b>	The Company will update the template of the Internal Audit to ensure it covers all criteria’s of the last version of the SCCS. After revision, the audit will be conducted based on this standard and following the Company procedure on internal audit.
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>The last internal audit for RSPO SCCS was carried out on 12/10/2022. The audit has covered the pertinent elements of supply chain for mass balance module requirement for the mill using the latest RSPO P&amp;C Cameroon NI April 2022. No non-conformity raised and only 1 (one) observation raised as the result of audit.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	No recurrence of issues observed and the previous major NC is remain closed.

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N1	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	2.1.2 (Minor)		
<b>Statement of Nonconformity:</b>	The company engages the services of three third party contractors who provide labour for maintenance activities in their estate. They are Interima, Pro-service and MDB. The company could not provide evidence on the payment of the social security contribution (CNPS) for the contract workers working under MDB.		
<b>Requirement Reference:</b>	A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors.		
<b>Objective Evidence:</b>	Socapalm Dibombari relies on three ways to track changes in the law. They include a signed contract with Amadeo a law firm which grants them access to a multipurpose platform where they can access all updates in the countries laws. Copies of the signed contract document was made available to the audit team for review.		

	<p>The company has also subscribed to The Cameroun Tribune, an official newspaper which publishes newly passed laws in the country for circulation. Socapalm Edea is also a member of an association of employers called GICAM (Groupement Inter Patronal Du Cameroun employer’s association). They have a common platform through which they track any changes to any of the laws. Since 2019, there has not been any changes to the agricultural related laws.</p> <p>The company engages the services of three third party contractors who provide labour for maintenance activities in their estate. They are Interima, Pro-service and MDB. The company could not provide evidence on the payment of the social security contribution (CNPS) for the contract workers working under MDB.</p>
<b>Corrections:</b>	The company will ensure that MDB provides all evidence of CNPS
<b>Root Cause Analysis:</b>	The company has requested evidence of social security contribution (CNPS) from MDB however they did not provide it to the Company before the audit as they are still in progress of collection.
<b>Corrective Actions:</b>	The company will collect all evidence of social security contribution (CNPS) for the contract workers working under MDB.
<b>Assessment Conclusion:</b>	<p>ASA1 verification:            Evidence of social security contribution (CNPS) for the contract workers working under MDB was verified with the following documents :</p> <ul style="list-style-type: none"> <li>i) Informations recapulatives de votre teledclaration du 12/1/2023</li> <li>ii) Evidence of payment via SCB Cameroon dated 13/1/2023</li> </ul> <p>All workers under ETS DJEUDJE were covered with CNPS no recurrence of issue observed.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	The previous NC was closed effectively on 2/2/23 with sufficient evidence of implementation

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N2	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	2.2.3		
<b>Statement of Nonconformity:</b>	The company has no signed contracts with the independent smallholders		
<b>Requirement Reference:</b>	All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection		
<b>Objective Evidence:</b>	<p>The company has signed contracts with all their contractors. A review of sampled contracts reviewed include</p> <ol style="list-style-type: none"> <li>1. Contract of agreement between Socapalm Dibombari and PN Services Sarl dated 16 July 2021.</li> <li>2. Contract of exploitation between Socapalm Dibombari and ETS MANIE DJEUDJE on the 01/07/2020</li> </ol>		

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	<p>3. Contract for provision of cleaning services between Socapalm Dibombari and ETS GENERATION OF THE EXCELLENCE signed on 09/04/2016</p> <p>The company does not employ young workers in their operations. However, the company currently does not have a contract with the smallholders but they have shared their policy on disallowing child, forced and trafficked labour with the smallholders. However, the policy is not binding on the smallholders. During interview with the smallholders they did indicate that they have not signed to any of the policy and as such is not binding on them</p>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Organization of a meeting with the small holders</li> <li>2. Training and signature</li> <li>3. Register containing evidence that all smallholders have received a copy of the engagement document.</li> </ol>
<b>Root Cause Analysis:</b>	<p>The document signed by the smallholders has been explained and discussed with the smallholders without copies providing to them which must be done to ensure that they understand the clause of it and respect the requirements (no employment of staff below 18 years old, etc.)</p>
<b>Corrective Actions:</b>	<p>All smallholders have been contacted and invited to come to the office of Socapalm to receive a description of its content, ensure they have understood the requirements of the policies and procedures of Socapalm.</p> <p>All smallholders have signed the document and a copy has been provided to all smallholders.</p> <p>A compliance monitoring plan have been putting in place to ensure the effectiveness compliance of stakeholders.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> <li>1. Attendance list of meeting</li> <li>2. Register of signature</li> <li>3. Organization of a meeting with the small holders</li> <li>4. Training and signature</li> <li>5. Register containing evidence that all smallholders have received a copy of the document</li> <li>6. Compliance monitoring plan</li> </ol>
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>Evidence of contract agreement for service provider available for verification for the said contractors. For smallholder, sensitization programme and meetings were carried out frequently to give awareness on the company's SOP (smallholders and external parties) and policies. For example, latest session/meeting was carried out on 9/11/22 and 30/11/22. Acceptance records (engagement documents) related to the sessions was made available for verification..</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>The previous NC was closed effectively on 2/2/23 with sufficient evidence of implementation</p>

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Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N3	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.2.3 (minor)		
<b>Statement of Nonconformity:</b>	Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels		
<b>Requirement Reference:</b>	The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders		
<b>Objective Evidence:</b>	<p>Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels:</p> <ul style="list-style-type: none"> <li>• The complaint file N ° 824 (acknowledgment of receipt on 07/09/2021), and classified as a minor complaint, relating to the request for reclassification of an employee was not closed until the time of the audit, no follow-up was given to the applicant when the closing period has passed;</li> <li>• Also, the acknowledgment of receipt of complaint No. 53 does not bear any discharge (signature) from the administration or from the applicant to demonstrate that he has indeed received a return from Socapalm;</li> <li>• The complaint closure form N ° 60, supposed (accord Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels:ing to the complaint management procedure) to give the status of progress in the treatment of the complaint is neither signed, signed nor dated by both parties (Socapalm administration and applicant).</li> </ul>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Investigation on the Complaints 824, 53, 60</li> <li>2. Analyse on the root causes of these complaints</li> <li>3. Training to the person in charge of the resolution of the grievances</li> <li>4. Discussion in "Comité des Griefs"</li> <li>5. Respect of the procedure for all new grievance recorded</li> </ol>		
<b>Root Cause Analysis:</b>	<p>At the time of the reception of these complaints, the "Comité des Griefs" and the Sustainability Department were not in place therefore the management of the grievances was not closely followed and analysed.</p> <p>The procedure was not described and detailed with the person in charge of the grievance resolution that lead to the fact that they were not aware of the deadlines to respect.</p>		
<b>Corrective Actions:</b>	<p>The creation of the sustainability department with the appointment of staff moving on the various sites has created an improvement on the follow-up of the grievance and the respect of the procedure.</p> <p>Training plan have been updated by added a subject on complaints management. Trainings have been done to all the persons in charge reception of complaints of the grievance resolution to ensure deadlines, reports, acknowledgement of receipt and all forms are known and respected.</p> <p>Training have been given to all those involved in the complaints process, starting to the secretary and up to the plantation manager.</p>		

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	<p>The creation of the Comité des griefs and therefore the organization of meetings on the grievance management will ensure that a platform of discussion is available to assist on the resolution of these grievances.</p> <p>Socapalm has also engaged the Earthworm Foundation to assist and guide them on the improvement of the management of the grievances.</p> <p>Socapalm has developed an inspection periodic checklist in order to ensure monthly verification is carried out on the management of the grievances and the respect of the procedure. Results of these checklists are communicated to the persons in charge and translated into action plans for remediation. These results are also used and discussed at the meeting of the Comité des Griefs.</p> <p>The meeting of the Comité of griefs includes a chapter of revision of the respect of the procedure on each site. The day before the meeting, the staff will have to send the grievance logging file to the sustainable team to verify the respect of the procedure.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> <li>1. Attendance list on trainings and evaluations</li> <li>2. Memo on the Sustainability Department Creation</li> <li>3. Memo on the Comité des Griefs Creation</li> <li>4. Minute of the meeting of the Comité des Griefs</li> <li>5. Investigation report on the complaints 824, 53,60</li> <li>6. Updated training program</li> </ol>
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>Monitoring of complaints and grievance was done rigorously by ensuring the SOP is fully respected. An internal memo dated 21/12/2022 was sent to management team (plantation director, plantation and sustainability team) to ensure that resolution time for minor and major complaints are being respected. A monitoring sheet named "Tableau spécifique de suivi des plaintes mis à jour" for 2023 was sighted. No pending or unresolved issues in the monitoring table and timeline of closure is fully respected.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>The previous NC was closed effectively on 2/2/23 with sufficient evidence of implementation.</p>

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N4	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	6.3.2 (Minor)		
<b>Statement of Nonconformity:</b>	The examination of the archives of the workers 'representatives (union representatives) did not show any recorded relationship between the management of Socapalm and the workers' representatives for the year 2021		



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<b>Requirement Reference:</b>	Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages and made available upon request
<b>Objective Evidence:</b>	The examination of the archives of the workers `representatives (union representatives) did not show any recorded relationship between the management of Socapalm and the workers' representatives for the year 2021; the last meeting between the two parties dating back to 2020, with reports only signed by the management of Socapalm.
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Investigation of the archives of the workers representatives</li> <li>2. Signatures and copies provided on the minutes</li> <li>3. Meetings with Worker’s representatives on the importance of their roles and responsibilities to represent the workers and record the meetings</li> </ol>
<b>Root Cause Analysis:</b>	The meetings with the workers representatives were not properly recorded. Every meetings organized with the workers representatives must be well recorded to ensure that worker’s concerns are raised and discussed during the meetings. Action plans can therefore be developed to follow the issues raised. Without minutes of these meetings, there are no evidence that the meetings are covering an agenda and addressing the issues of the workers. Also, the minute will help to track the management of a workers concern. The worker’s representatives did not sign the latest minutes of the meeting due to the absence of clear timeframes to sign it.
<b>Corrective Actions:</b>	<p>Socapalm will conduct a meeting with the workers representatives to remind the importance of keeping minutes of each meetings. Socapalm will update the training plan by including a subject on the functions of the worker’s representative. Socapalm will provide training to the worker’s representative by an agreed organism. A memo has been elaborated with the Code of Labor requirements and the details of the process for the worker’s representatives meetings such as the frequency of the meeting, the person in charge of the report, the agenda, the disclosure of the meetings results, the archives, etc.</p> <p>A training has been done on the contents of this memo which integrates the details of the process.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> <li>1. Attendance list on meetings and evidence of signatures of the meetings list</li> <li>2. Updated training program</li> <li>3. Evidences of training and evaluation of worker’s representatives.</li> </ol>
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>The latest meeting with worker's representative was carried on 26/1/2023. Minute of meeting was kept by representative and the copy held by management as to ensure that meeting minutes are readily available for verification.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	The previous NC was closed effectively on 2/2/23 with sufficient evidence of implementation

Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N5	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	7.3.2 (Minor)		
<b>Statement of Nonconformity:</b>	Workers of SOCAPALM DIBOMBARI did not dispose of domestic waste material according to the company's procedures.		
<b>Requirement Reference:</b>	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
<b>Objective Evidence:</b>	Workers of SOCAPALM DIBOMBARI did not dispose of domestic waste material according to the company's procedures. The company's procedures (section 1 of the procedures "Procedure de gestion des dechets, GNAC version 3 of 30/4/2020) require that domestic waste in the communities are collected in sack/sacks and sent the landfill. At Mbohjo Camp 1, the company could not show the landfill in which domestic waste are disposed. The audit team also came across open disposal of heaps of waste within the community. At Mbonjo Camp 2, there was a pit sighted for the disposal of waste. The team came across disposal of waste in and around the pit which also had no fence.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Trainings must be organized to ensure that the procedure of Socapalm is understood, known and respected by all.</li> <li>2. The organization of the waste management in the village must be improved</li> </ol>		
<b>Root Cause Analysis:</b>	<p>The training of the burning of the waste was not done efficiently therefore the workers living in the villages are not enough aware on the prohibition of the use of fire to eliminate waste.</p> <p>Most of the trainings are conducted at the workplace and does not cover the person living in their camp such as their family.</p>		
<b>Corrective Actions:</b>	<p>Training to workers at the workplace will be conducted with additional trainings inside their camp at various time to ensure awareness on the prohibition of the use of fire to eliminate waste.</p> <p>Frequent cleaning will be done to remove the waste and demarcation around the disposal area will be organised.</p> <p>Socapalm will improve on the organization of the waste collection and disposal inside their villages.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> <li>1. Attendance list on trainings</li> <li>2. Pictures on cleaned areas</li> </ol>		
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>As part of continuous sensitization programme for workers, the latest session was done on 17/1/23 on the segregation and sorting of waste. On top of the sensitization programme, HSE inspection was also used as part of enforcement on improper waste disposal which was carried out on monthly basis. Waste disposal manifest was evident for non-degradable waste on 18/9/2022 for plastic waste under license collector, Waste Recycling SAR. Based on site review at worker's camp, waste segregation and disposal was done in effective manner.</p>		

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<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	The previous NC was closed effectively on 2/2/23 with sufficient evidence of implementation.
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Non-conformity			
<b>NCR Ref #</b>	2110623-202109-N6	<b>Issued Date</b>	14/09/2021
<b>Due Date</b>	Next surveillance audit	<b>Closure Date</b>	2/02/2023
<b>Indicator &amp; Category (Critical / Minor)</b>	7.3.3		
<b>Statement of Nonconformity:</b>	Socapalm Dibombari used fire to dispose of domestic waste against its own policy and RSPO requirement		
<b>Requirement Reference:</b>	The unit of certification does not use open fire for waste disposal.		
<b>Objective Evidence:</b>	SOCAPALM DIBOMBARI used fire to dispose of domestic waste against its own policy and RSPO requirement. The company has a policy to prohibit the use of fire as stated in section 3 (Commitment) and specifically 3.1 (Best Management Practices) of the SOCFIN Group Policy for Responsible Management. Site visit to the Mbongo Camp 1 community came across the use of fire in disposing domestic waste at a waste dump located inside the community		
<b>Corrections:</b>	Trainings must be organized to ensure that the procedure of Socapalm is understood, known and respected by all.		
<b>Root Cause Analysis:</b>	<p>The training of the burning of the waste was not done efficiently therefore the workers living in the villages are not enough aware on the prohibition of the use of fire to eliminate waste.</p> <p>Most of the trainings are conducted at the workplace and does not cover the person living in their camp such as their family.</p>		
<b>Corrective Actions:</b>	<p>Training to workers at the workplace will be conducted with additional trainings inside their camp at various time to ensure awareness on the prohibition of the use of fire to eliminate waste. Frequent cleaning will be done to remove the waste and demarcation around the disposal area will be organised.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> <li>1. Attendance list on trainings</li> <li>2. Pictures on cleaned areas</li> </ol>		
<b>Assessment Conclusion:</b>	<p>ASA1 verification:</p> <p>The latest waste segregation training was carried out on 17/1/23. The training was given by head of agriculture department to the workers and chief of the camp. Related training records (attendance and evaluation) made available for verification. Monitoring of no use of fire for disposal incorporated in the HSE checklist and was done on monthly basis. No reported case of open fire/waste disposal based on checklist and site visit at division 1 &amp; 2 camp.</p>		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	With the effective implementation of action plan, the previous minor NC was closed on 2/2/2023.		

Opportunity for Improvement	
OFI#	Description
OFI 1	<p><b>Indicator 7.12.5</b></p> <p><b>OFI Statement:</b> SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15th November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring. See finding in section 7.12.2</p> <p>The company has HCV management and monitoring plans (Plan De Gestion Des Hautes Valeurs de Conservation) for identified HCVs.</p> <p>Consultation with stakeholders during the audit came up that, the company has not consulted relevant stakeholders in the identification and management of the HCVs. However, the company provided evidence of being in active consultation with the company to identify potential HCVs in consultation for their management and monitoring. According to the company, a follow up meeting with Souza community (one of the complaint communities), the community mentioned of having a burial site and a Worship site within the company’s plantation. The community provided a proposal to SOCAPALM, through a CSO (SYNARPACAM) proposing to do a joint management of the mentioned sites with SOCAPALM. This was confirmed during a meeting with SYNARPACAM who shared a copy of the proposal for the joint management with the audit team. A meeting held on the 18/01/2021 between the company and the community agreed that the team of the community and the company visit the proposed HCV 6 site on 25/01/2021. This site visit was done as planned by a team of about 20 including SOCAPALM workers, the chief of Mbonjo1 the Chief of Souza, the President of SYNARPACAM among others). According to the company, during a brainstorming exercise at the Site where the community team shown the company as to how to manage the site, It was agreed that an independent expertise be sought to better advise the communities and the Company on the best approach to manage the identified site. At this point, HCV Africa was agreed to be the external expert.</p> <p>Also, as part of company’s FPIC process, SOCAPALM and the Souza community visited the same site again including other sites as part of a meeting of 04/06/2021. At this meeting, the Chief of Souza designated 4 elders to be part of this process. At the time of the audit, HCV Africa was on site and as the external expert agreed with the communities on 25/01/2021. A meeting between the communities and HCV Africa had taken place and at this meeting, the management of these sites (both Mbonjo 1 cemetery site and Souza cemetery site) has been proposed. Summary of community discussion was supposed to be ready soon. Based on these findings, the audit team agreed to raise an OFI so that the company can complete the process and incorporate the management and monitoring of these HCV 6 in its existing plans for implementation.</p> <p><b>Verification / Follow-up actions:</b> Based on consultation made with the communities, no issues highlighted with regards to HCV 6 @ cemetery site for Souza and Mbonjo village. Socapalm Dibombari continue to consult with the concerned/affected communities on their sacred sites. In February 2022, HCV Africa has been appointed to conduct HCV monitoring study for HCVs within Socapalam Dibombari. The HCV Africa assessor’s recommendation is that this site be spiritually repatriated out of the concession in consultation and negotiation with the Souza Village Chief and his Council. Frequent bipartite meeting was also continuously carried out with the concerned community. For example, Mbonjo I, latest meeting was carried out on 21/7/2022 and no sacred site issued raised by the them.</p>
OFI 2	<p><b>Indicator 6.2.7</b></p> <p><b>OFI Statement:</b> The company engages the services of both permanent and contract workers in their operations as are full-time employees. The company when necessary secures the services of temporal</p>

	<p>workers through a recruitment agencies. These workers are released at the end of their short term contracts or made permanent workers.</p> <p>Also the company engages the services of a third party contractor who provides labour services for field activities including harvesting, pruning, loose fruit picking among others. All these workers are given an initial contract for 6 months contracts and renewable for another 6 months just once according to Cameroon labour law. After 12 months of continuous work they are made permanent.</p> <p>It was observed during the audit that previously, most of the contract workers were not issued contract documents. Although the company has taken steps to ensure all contract workers are issued contract documents as of July 2021, the audit team has an OFI against the indicator to monitor the progress of the contracts in subsequent audits.</p> <p><b>Verification / Follow-up actions:</b> This has not effectively resolved and raised under minor NC indicator 6.2.7</p>
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### 3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2110623-202109-M1	Critical	3.1.1	14/09/2021	Closed, 26/10/2021
2110623-202109-M2	Critical	7.2.6	14/09/2021	Closed, 26/10/2021
2110623-202109-M3	Critical	7.2.2	14/09/2021	Closed, 26/10/2021
2110623-202109-M4	Critical	3.8.6	14/09/2021	Closed, 26/10/2021
2110623-202109-N1	Minor	2.1.2	14/09/2021	Close out on 2/2/2023
2110623-202109-N2	Minor	2.2.3	14/09/2021	Close out on 2/2/2023
2110623-202109-N3	Minor	4.2.3	14/09/2021	Close out on 2/2/2023
2110623-202109-N4	Minor	6.3.2	14/09/2021	Close out on 2/2/2023
2110623-202109-N5	Minor	7.3.2	14/09/2021	Close out on 2/2/2023
2110623-202109-N6	Minor	7.3.3	14/09/2021	Close out on 2/2/2023
2305724-202301-M1	Major	3.6.1	2/2/2023	Close out on 19/4/2023
2305724-202301-N1	Minor	6.2.7	2/2/2023	Open

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

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss *Socapalm Dibombari* Certification Unit's environmental and social performance, legal and any known dispute issues.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of

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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.

<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)
External	Communities (Bamono Ba Mbengue, Nkende, Souza, Mbonjo II)	Face to face
External	Labour Contractors	Face to face
External	FFB Suppliers	Face to face
Internal	Workers Representatives	Face to face
Internal	Gender Committee	Face to face

<b>Stakeholders comment</b>	
<b>1</b>	<p><b>Feedbacks:</b></p> <p>The meeting brought representatives from all four communities and they include the chiefs, elders, youth and women leaders and representatives of the FOCARFE (NGO working with the community). The meeting started with initial resentments from the representatives towards the certification of Socapalm Dibombari. They believed they had some unresolved issues with the company that has needs to be addressed before the certification of the company. Although in general they acknowledged the original landowner of land used for Socapalm operations is the government, they mentioned some of the issues to include</p> <ol style="list-style-type: none"> <li>1. Land use rights. They indicated that Socapalm in general were awarded a total of 78,000 ha of farm land by the government. However, after a series of consultations, 20,000ha of the land was to be released back to the community. They are of the view that although discussions has been completed on the release of the land, Socapalm is the reason for the delay in the implementation of the agreement.</li> </ol> <p>Still on the land issue, they raised concerns on the increasing population in the surrounding villages and as such there will be the need for extra space to cater for the population growth. They have therefore place a request to Socapalm Dibombari to release part of their land on humanitarian grounds to the surrounding communities including Bamono Ba Mbengue, Nkende, Souza, Mbonjo II.</p> <ol style="list-style-type: none"> <li>2. They also raised concerns about the lack of natives of the communities occupying top managerial positions. They indicated that They complained to the audit team that the natives are limited to only plantations and temporal works.</li> <li>3. They further raised concerns on contributions to community development by the company. They claim to have sent several request and also others has been discussed at meetings with the company but the company was yet to provide that assistance. They mentioned some of their request to include electrification Souza community and water supply.</li> </ol> <p><b>Audit Team verification and response:</b></p> <p>A follow up with management and review of records of meetings with attendance records confirmed discussions with the communities, management and government on the proposal to release some sections of land used by Socapalm. However, the proposal has been submitted to government for their further action and as such the issue is now beyond the company.</p>

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	<p>On their concerns of natives not giving senior management positions, the company indicated that most of the managers are from the communities. Also, the company has a recruitment procedure in place that gives equal opportunity to everyone. However, priority is first given to workers from the communities. This was confirmed from further interviews and review of documents as request for workers are first sent to the communities through their chiefs.</p> <p>On contributions to community development, the company made available records of the minutes of meetings with communities where they put several request for assistance. Some of their request which has been met includes rehabilitation of water reservoir, support to education and construction of community centers. There are others which are still under considerations after discussions with the community representatives</p>
<b>2</b>	<p><b>Feedbacks:</b></p> <p>The stakeholder meetings brought together 16 contractors who provide labour services for farm maintenance. They include EST DJM, Shammah, Manex III, CESCO SARL, ETS Manie and many more. In general, the contractors indicated having a good working relationship with the company. During the engagement, the only issue of concern that they raised has to do with the one-sided nature of the contract they sign with the company. They will like to be involved in the contract development.</p> <p><b>Audit Team verification and response:</b></p> <p>Interview with management indicates they hold periodic meetings with the contractors where they discuss the contract and their implementation but this has never come up. They stated that the issue will be discussed in their next meeting.</p>
<b>3</b>	<p><b>Feedbacks:</b></p> <p>Interview with the independent smallholder farmers indicates they have a good working relationship with the company. When it comes to issue of FFB pricing, payment for the supply of FFB, trainings and periodic engagements they are happy with the company. Currently, they have no issue of concern.</p> <p><b>Audit Team verification and response:</b></p> <p>Review of documents and interviews did not identify any issue of concern.</p>
<b>4</b>	<p><b>Feedbacks:</b></p> <p>Interview with the workers' representatives indicates an improved working relationship with the company. There are monthly meetings with management where workers' rights and conditions are always discussed. They have no issue of concern.</p> <p><b>Audit Team verification and response:</b></p> <p>Review of documents and interviews did not identify any issue of concern.</p>
<b>5</b>	<p><b>Feedbacks:</b></p> <p>Interview with the Gender Committee did not identified any issue of concern.</p> <p><b>Audit Team verification and response:</b></p> <p>Review of documents and interviews did not identify any issue of concern.</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
Socapalm Dibombari	The emphythéotique	11,480 ha	Yes	No	Compliance

	lease held by Socapalm covers a period of 60 years				

Previous land owner / user comment	
<b>1</b>	<p><b>Feedbacks:</b> NA</p> <p><b>Audit Team verification and response:</b> Since there is no change on the lease term or any right to use the land, the interview with the previous land owner was carried out by the previous audit team</p>



### 3.5 Impartiality and conflict of interest

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



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**Formal Signing-off of Assessment Conclusion and Recommendation**

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that Socapalm Dibombari Certification Unit has complied with the Cameroon National Interpretation 2022 of the RSPO P&amp;C 2018 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that Socapalm Dibombari Certification Unit is remain certified.</p>	
<b>Report prepared by</b>	<b>Acceptance of Assessment Conclusion</b>
<b>Name: Mohamed Hidhir Bin Zainal Abidin</b>	<b>Name: Céline Schmitz</b>
<b>Company Name: BSI Services (M) Sdn Bhd</b>	<b>Company Name: Socapalm</b>
<b>Title: Lead Auditor</b>	<b>Title: Sustainability Manager</b>
<p><b>Signature:</b></p> 	<p><b>Signature:</b></p> <p><i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p> 
<b>Date: 17<sup>th</sup> May 2023</b>	<b>Date: 20/05/2023</b>

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance	
<p><b>Principle 1: Behave ethically and transparently</b></p>			
<p>Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p><b>Criteria 1.1:</b> The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>			
<p>1.1.1</p>	<p><b>(C)</b> Management documents that are specified in the RSPO P&amp;C are made publicly available.                      - Critical (Major) compliance -</p>	<p>List of management documents are made publicly available to all relevant stakeholders. These documents are updated when necessary on yearly basis and the updated documents are also shared with the stakeholders. However, there is no change required for the update. Those documents are made publicly available by displaying on notice boards in and around the company. The company has also shared copies of all such documents including updated ones with the communities through their chiefs and representatives. Interview with community chiefs confirmed receipt of the company documents. The documents include:</p> <ol style="list-style-type: none"> <li>1. Policy on the protection of reproduction rights</li> <li>2. Policy on sexual harassment and other forms of harassment</li> <li>3. Policy on child labour</li> <li>4. Human rights policy</li> <li>5. Policy of freedom of association and collective bargaining</li> <li>6. Special labour policy</li> <li>7. Ethical conduct policy</li> <li>8. Whistle blower policy</li> <li>9. HSE policy</li> <li>10. Policy on Equal Employment Opportunities</li> </ol>	<p>Complied</p>

		<p>11. The procedure for handling external complaints</p> <p>12. Policy on the protection of protected areas</p>	
1.1.2	<p>Information is provided in the official language used in the area in which the unit of certification is located and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The official written and spoken language in Cameroon is French and as such all their information are documented in French and shared with all relevant stakeholders. During interview, company confirmed that the local language which is commonly spoken and understood by the relevant stakeholders (including communities and workers) are used during consultations. Copies of the company's documented information have been shared with the relevant stakeholder according to the result from the interview with the communities during the stakeholder consultations.</p>	Complied
1.1.3	<p><b>(C)</b> Records of requests for information and responses are maintained.</p> <p>- Critical (Major) compliance -</p>	<p>The company maintains records of all request for information from stakeholders and responses by the company in a file. The file was made available to the audit team for review. However, the file reviewed contains records of request for assistance. Interview with the secretary to the manager indicates they have not received any request for information for the year under review</p>	Complied
1.1.4	<p><b>(C)</b> Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a documented procedure captioned Procedure de Communication et de Consultation last updated in July 2021. The document was updated to include information on the sensitization of the document during induction. The objective of the document is to ensure transparent communication between the company and stakeholder. The document has been made available to the communities. Evidence of signed acknowledgement of receipts by the chiefs and representatives from Souza, Nkende, Bomono Da Mbengue 1 communities confirmed the documents has been shared with them. This was further confirmed during the audit stakeholder engagement.</p>	Complied

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1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	The company has an updated list of their stakeholders with their names, contact number and address among others. Samples stakeholders were selected for the stakeholder interviews	Complied
<b>Criteria 1.2:</b> The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	The company has a documented policy on Ethical Conduct which states the company’s commitment to operating in an honest, integrity and transparent manner in compliance with national applicable laws and international agreement. The document states that the company engages in fair and open competition by treating competitors, suppliers, customers and colleagues according to the principles of fair competition. The policy has been communicated to all the workers during their morning muster and it has also been shared along with other company policies and procedures with the contractors. Evidence of signed acknowledgement of receipts by the contractors including Shammah on the 26/01/2023 was seen and reviewed by the audit team	Complied
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	The company periodically conducts internal audits among their workers and contractors to monitor the implementation of the policy. Reviewed sampled internal report captioned Monitoring Checklist for Sub-contractors conducted on the 07/10/2022. The director of plantations is responsible for the implementation of the policy.	Complied
<b>Principle 2: Operate legally and respect rights</b> Implement legal requirements as the basic principles of operation in any jurisdiction.			
<b>Criteria 2.1:</b> There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<b>(C)</b> The unit of certification complies with applicable legal requirements. - Critical (Major) compliance -	Socapalm – Dibombari continues to comply with all applicable legal requirements. During the assessments legal permits and license were available for verified to be all active. The plantation has established a procedure entitled <i>Systeme De Management Environnemental; Procedure D’identification Et D’Evaluation Des Obligations De</i>	Complied

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		<p><i>Conformite; Creation Date: 03/2013; Revision Date: 03/2021; Version: 03</i>, which ensures the plantation is up to date and in compliance with all existing and new legal requirements.</p> <p>Sampled the license and permits as below:</p> <ol style="list-style-type: none"> <li>1. Environmental Permit N°00065 dated 01/11/2018 for the manufacture, import or distribution of non-biodegradable packaging with a thickness greater than 16 microns. This permit was issued by the Ministry of the Environment and Nature Protection and Sustainable Development, Cameroon.</li> <li>2. Environmental Permit for the Disposal of Medical and Pharmaceutical Waste; Date: 10/04/2017; Permit Number: N° 00414/L/MINEPDED/SG/DNCSGDGPC; By Department of Standards and Control, Republic of Cameroon.</li> <li>3. Authorization to sample the Discharge of Industrial Wastewater for the benefit of SOCAPALM – Dibombari. Order N°00000109 MINEE/CAB dated 09/10/2020 from the Ministry of Water and Energy, Cameroon.</li> </ol> <p>Authorization to sample the Discharge of Industrial Wastewater for the benefit of SOCAPALM – Dibombari. Order N°00000084/MINEE/CAB dated 30/07/2020 from the Ministry of Water and Energy, Cameroon.</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors.</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari relies on three ways to track changes in the law. They include a signed contract with Amadeo, a law firm which grants them access to multipurpose platforms, where they can access updates to the country’s laws and legal requirements. Copies of the signed contract document was made available for verification.</p> <p>The company has also subscribed to “The Cameroun Tribune”, an official newsletter which publishes newly passed laws in the country for circulation. Socapalm - Dibombari is also a member of an association of employers called GICAM (Groupement Inter Patronal Du Cameroun</p>	Complied

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		<p>Employer’s Association). They have a common platform through which they track any changes to any of the laws.</p> <p>Socapalm – Dibombari have established a procedure entitled <i>Systeme De Management Environnemental; Procedure D’Identification Et D’Evaluation Des Obligations De Conformite; Creation Date: 03/2013; Revision Date: 03/2021; Version: 03.</i></p> <p>The company has a documented legal register titled “Socapalm Compliance Chart with Legal and Other Requirements”. The register contains all laws applicable to the company’s operations.</p>	
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>Socapalm – Dibombari Certification Unit have maintained visible demarcated boundary packs along its legal boundaries. During the site visit along the boundary at Socapalm Dibombari Estate - Division 1 with Bomono Gare Village and Nkoume Village, and at Division 2 along the boundary with Souza Village, it was noticed that the boundary was clearly demarcated by erected red poles. There was no evidence of plantings beyond the boundary poles. Socapalm – Dibombari POM is located within the Dibombari Estate concession. The mill is separated from the estate via fencing along the boundary of the mill compound.</p>	Complied
<p><b>Criteria 2.2:</b> All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>			
2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>The company maintains a list of their contractors in the updated stakeholder list. The list is made up of suppliers, labour/service contractors and smallholders. The list was made available to the audit team for review. Some of the contractors were selected for interviews during this audit.</p>	Complied
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>- Minor compliance -</p>	<p>Reviewed sampled contracts including</p> <ol style="list-style-type: none"> <li>1. Contract of agreement between Socapalm Dibombari and Est Shammah Service made on the 01/07/2022 and valid for one year.</li> </ol>	Complied

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		<p>2. Contract of agreement between Socapalm Dibombari and Manex III Enterprise made on the 01/01/2023 to the 30<sup>th</sup> June 2023.</p> <p>3. Contract of agreement between Socapalm Dibombari and Cesco made on the 01/01/2023 to the 30<sup>th</sup> June 2023.</p> <p>All contracts review had a clause on meeting all applicable legal requirements. Evidence of compliance to the payment of workers social security(CNPS) was made available to the audit team for review.</p>	
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>Reviewed sampled contracts including</p> <ol style="list-style-type: none"> <li>1. Contract of agreement between Socapalm Dibombari and Est Shammah Service made on the 01/07/2022 and valid for one year.</li> <li>2. Contract of agreement between Socapalm Dibombari and Manex III Enterprise made on the 01/01/2023 to the 30<sup>th</sup> June 2023.</li> <li>3. Contract of agreement between Socapalm Dibombari and Cesco made on the 01/01/2023 to the 30<sup>th</sup> June 2023.</li> </ol> <p>All contracts review had a clause on disallowing child, forced and trafficked labour. The company has a signed agreement with the farmers to comply with the company's policies. Interview with sampled contractors and FFB suppliers confirmed compliance to the requirements.</p>	Complied
<p><b>Criteria 2.3:</b> All FFB supplies from outside the unit of certification are from legal sources.</p>			
2.3.1	<p><b>(C)</b> For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> <li>• Information on geo-location of FFB origins;</li> <li>• Proof of the ownership status or the right/claim to the land by the grower/smallholder, signed by the chief of the concerned village and two leaders designated by the village council;</li> <li>• Where applicable, valid planting/operating/trading licence, or is part of a cooperative that allows the buying and selling of FFB.</li> </ul>	<p>The company sources FFB directly from their estate and also from the smallholders. Information on geo-location of FFB origins from Socapalm Dibombari Estate is Latitude 04° 13' 18" N, Longitude 09° 36' 28" E. Also the legal rights to the use of land was seen and reviewed as indicated in indicator 4.4.1</p> <p>The company maintains a list of all their smallholders with records of their registration codes, GPS coordinates and many more.</p>	Complied

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	<p>- Critical (Major) compliance -</p>	<table border="1"> <thead> <tr> <th>Farmer's Registration Codes</th> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>010011</td> <td>4.3197890</td> <td>9.6413270</td> </tr> <tr> <td>010170</td> <td>4.2219730</td> <td>9.3370490</td> </tr> <tr> <td>010394</td> <td>4.1741400</td> <td>9.3945800</td> </tr> </tbody> </table>	Farmer's Registration Codes	Latitude	Longitude	010011	4.3197890	9.6413270	010170	4.2219730	9.3370490	010394	4.1741400	9.3945800			
Farmer's Registration Codes	Latitude	Longitude															
010011	4.3197890	9.6413270															
010170	4.2219730	9.3370490															
010394	4.1741400	9.3945800															
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence is as listed in Indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>N/A. The company does not source their FFBs indirectly</p>			<p>Not Applicable</p>												
<p><b>Principle 3: Optimise productivity, efficiency, positive impact and resilience</b> Implement plans, procedures and systems for continuous improvement.</p>																	
<p><b>Criteria 3.1:</b> There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>																	
3.1.1	<p><b>(C)</b> A business or management plan (minimum three (3) years) is documented that includes, where applicable, a jointly developed business case for scheme smallholders</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has a documented business plan covering 25 years planning period starting 2018 and specific plan covering 2021 - 2023. The plan covers the entire SOCAPALM group and includes both industrial and smallholder plantations. The other budgets on CAPEX and OPEX are based on projection of yield per hectare (YPH) for FFB and CPO and PK for mill operation.</p>			<p>Complied</p>												
3.1.2	<p>An annual replanting programme projected for a minimum of five year with yearly review, is available</p>	<p>SOCAPALM Dibombari has a documented 5 years replanting programme covering 2023 to 2027. The programme covers both division 1 and 2</p>			<p>Complied</p>												



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	- Minor compliance -	plantation. Replanting is guided by the company SOP Planting and Replanting AGR 11, Version 2 of 01/2020. For the next 5 years programme (2023 – 2027), total replanted area will be as per below: <ol style="list-style-type: none"> <li>1. 2023: 111.94 Ha</li> <li>2. 2024: 496.85 Ha</li> <li>3. 2025: 493.15 Ha</li> <li>4. 2026: 553.81 Ha</li> <li>5. 2027: 514.09 Ha</li> </ol>	
3.1.3	The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken. - Minor compliance -	SOCAPALM Dibombari held an annual management review for 2022. Records of minutes of the review for 2022 (Rapport de Comite de Direction de synthesis de l’annee 2022) dated 19/12/2022 was available and reviewed during the audit. The agenda for the meeting included the minimum elements required by this RSPO standard.	Complied
<b>Criteria 3.2:</b> The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.			
3.2.1	<b>(C)</b> The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification. - Critical (Major) compliance -	Action plan for continuous improvement implemented by individual operating unit within the certification unit based on consideration of the social impacts, which in general includes welfare of employees, and relationship between the relevant stakeholders.	Complied
3.2.2	As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template. - Minor compliance -	RSPO metric template version 2.1 is used for the reporting of SOCAPALM Dibombari Certification Unit’s metrics (economic, social and environment). Data reporting period is January to December 2022 for (social and environment metrics) and economic metrics from Feb 2022 – Jan 2023 (counting back from audit month). Based on verification with input data, no discrepancies of data reported for the said period for all metrics.	Complied
<b>Criteria 3.3:</b> Operating procedures are appropriately documented, consistently implemented and monitored.			

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3.3.1	<p><b>(C)</b> Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>The company has continued to implement the established SOPs for both the mills and the estate. The Estate SOPs dated 01/2020 is made up of 16 procedures which includes procedures on Planting and Replanting, Spraying, Harvesting and other related core plantation activities. The mill SOP is made up of 8 procedures and includes procedures for sterilization, weighbridge, FFB analysis and FFB reception until the POME treatment. During field visit by the audit team, it was observed that copies of the procedures were made available at the various operational sites. Interview with the relevant personnel has confirmed on the understanding of SOP for their task and job.</p>	Complied									
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p> <p>- Minor compliance -</p>	<p>Mechanism to check consistent implementation of procedure is based on internal check and balance via internal audit and HSE check by internal team. Summary of internal audit and inspection carried out as per the following:</p> <table border="1" data-bbox="1131 847 1977 1094"> <thead> <tr> <th>Date of audit/inspection</th> <th>Type of inspection/audit</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>14-15/01/2022</td> <td>ISO 14001:2015 internal audit</td> <td>6 NCs and 15 observation raised</td> </tr> <tr> <td>10-12/10/2022</td> <td>RSPO P&amp;C internal audit</td> <td>No findings raised.</td> </tr> </tbody> </table> <p>Result of audits will be used as the measurement of conformance against company's own procedures and relevant safety standards as well as RSPO/ISO standard requirements.</p>	Date of audit/inspection	Type of inspection/audit	Remarks	14-15/01/2022	ISO 14001:2015 internal audit	6 NCs and 15 observation raised	10-12/10/2022	RSPO P&C internal audit	No findings raised.	Complied
Date of audit/inspection	Type of inspection/audit	Remarks										
14-15/01/2022	ISO 14001:2015 internal audit	6 NCs and 15 observation raised										
10-12/10/2022	RSPO P&C internal audit	No findings raised.										
3.3.3	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor compliance -</p>	<p>Records of monitoring and any actions taken are maintained and available for verification during the assessment as reported under indicator 3.3.2</p>	Complied									

<p><b>Criteria 3.4:</b> A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			
3.4.1	<p><b>(C)</b> In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders, and including the impacts of any smallholder/outgrower scheme is documented. A copy of the executive summary of the SEIA and Environmental and Social Management Plan is deposited at the Town Hall.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within SOCAPALM Dibombari certification unit. It has however undertaken independent SEIA for its operations including its mill. In line with legal requirements, the company has an updated report which assessed the implementation of its SEIA "Rapport D'évaluation du PGES SOCAPALM Plantation de Dibombari. The company has also conducted independent SEIA to update its existing environmental and social audit carried out in 2017 with a written report titled "Mise A Jour Du Plan De Gestion Environnementale Et Sociale Du Complexe Industriel Socapalm Dibombari Situe Dans Le Departement Du Moungo, Region Du Littoral". The assessment was carried out by CAP Developpement Sarl (Cabinet D'études Techniques) (CAPDEV), an approved entity with registration number N° RC/YAO/2014/B/649 with approval to conduct SEIA studies from the Ministry of the Environment, Nature Protection and Sustainable Development (MINEPDED): Approval of impact studies and environmental audits under A-EIE / AE N ° 00000019 of September 05, 2016. As captured in the report, the context for this updated SEIA by the company was to meet RSPO requirements. Consequently, the terms of reference, the key objectives of the assessment covered the key items required by this RSPO standard. The study identified several potential negative impacts and proposed management plans and monitoring plans in different forms to include, the company specific management and monitoring plans as prescribed by the "Ministère de l'Environnement, de la Protection de la Nature et du Développement Durable (MINEPDED). Among the several potential negative impacts identified were pollution of soil and surface water and disappearance of species, soil erosion, pollution of waterways and degradation of swamps and destruction of cultural sites in the concession. The methodology of the study included a wide stakeholder consultation which included interviews with individual's government officials, meetings with fringe</p>	<p>Complied</p>

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		communities as well as with NGOs especially with officials of SYNAPARCAM (National Synergy of Farmers and Residents of Cameroon) including its National President. The SEIA summary and management plan is deposited during townhall session/bipartite meeting/stakeholder session meeting.	
3.4.2	For the unit of certification, an SEIA, or an environmental and social impact audit is available and social and environmental management and monitoring plans have been developed with the participation of affected stakeholders. - Minor compliance -	SOCAPALM Dibombari has SEIA management and monitoring plan developed with the participation of affected stakeholders which is being implemented. The independent SEIA conducted by CAPDEV for the company - "Mise A Jour Du Plan De Gestion Environnementale Et Sociale Du Complexe Industriel Socapalm Dibombari Situe Dans Le Departement Du Moungo, Region Du Littoral" included Social and Environmental management and monitoring plans. Per the methodology of the assessment, the ensuing plan was also developed with the participation with stakeholders. This was confirmed in a meeting with officials of SYNAPARCAM an NGO and the Souza community. These plans are documented and were available and being implemented. The plan is reviewed every 2 years in consultation with the stakeholders where mitigation as are discussed. Refer to environmental management plan dated 1/6/2022.	Complied
3.4.3	<b>(C)</b> The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way. - Critical (Major) compliance -	SOCAPALM Dibombari Social and environmental management monitoring plan (Mise a Jour du plan de Gestion Environnementale et Sociale du Complexe Industriel SOCAPALM Dibombari, of June 2022) is being implemented, reviewed and updated regularly to include its reporting obligation to the Ministry of Environment (Plan de Gestion Environnemental et Social du complexe industriel de Dibombari tel que prescrit par le MINEPDED). The established plan carried out in participatory way and in line with MINIPED requirements.	Complied

**Criteria 3.5:** A system for managing human resources is in place.

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3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives.</p> <p>- Minor compliance -</p>	<p>The company has a documented procedure for recruitment last updated on the 06/12/2021 and approved by the Director general for implementation. The procedure provides guidelines for the recruitment of both Permanent and Temporal workers. The procedure review indicates there is first a demand by a relevant depart for staff which is communicated to the HR office. The HR manager then sends a memo to the community chiefs to announce about the vacancy and also an advert is displayed on the company's notice boards.</p> <p>The company then proceeds to accept applicant and then shortlist base on qualification. The shortlisted applicants are subjected to interviews and test. The most qualified is then selected and undergoes a medical review. If the results of the medical review find him/her fit, an appointment letter is issued and the worker is taken through an induction process.</p> <p>Interview with the workers' representatives indicates the procedure has been shared and communicated to the workers' representatives. This has further been communicated to the work force.</p>	Complied
3.5.2	<p>Employment procedures are implemented and records are maintained. If necessary, there are calls for applications favouring the recruitment of local residents with equal competence.</p> <p>- Minor compliance -</p>	<p>The company maintains records of all their employment processes which was made available to the audit team. Reviewed letters for workers sent to the Mbonjo 2 community chief on the 22/12/22. Through community announcement 17 natives were employed on the 19/01/2023 after going through the procedures.</p>	Complied
<b>Criteria 3.6:</b> An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<p><b>(C)</b> All operations are risk assessed to identify H&amp;S issues. Mitigation plans and procedures are documented and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm – Dibombari Certification Unit has established a Risk Register documented in "<i>Hierachisation Des Risques</i>", effective 28/10/2020, that has identified all risks associated to workstations in the estate and mill. The identified risks have been established its control measures. The mill and estate management conduct monthly site inspections to ensure the risk mitigation methods are adhered to accordingly. Training programs</p>	Non-compliance

		<p>are in place to train all personals regularly on the mitigation plans as well.</p> <p>During the field visit document reviews, the implementation of the risk controls was verified. Evidence such as implementation of safe operating procedures, usage of PPEs and sensitisation programs were available and verified.</p> <p>Nevertheless, the Risk Register and Safety Norms were not adequately established. Evidence as below.</p> <ol style="list-style-type: none"> <li>1. During the visit to the Reception Station, it was seen that a worker was "working at height", where he was cleaning the loose fruits at a raised platform with no rail guards or safety harness. The risk associated to this work was also not captured in the Dibombari Risk Assessment.</li> <li>2. During the visit to the Reception Station, it was seen that workers were working below the ramp, channelling the bunches from the ramp to the cages. They were seen wearing rubber boots instead of safety shoes. The risk associated to the bunches potentially falling and injuring the workers were not identified and assessed in the Risk Register.</li> <li>3. During the visit to the Mill Workshop, it was noticed that lubricants were stored in plastic bottles that was were not properly labelled. Old labels were still attached indicating other consumable substance.</li> <li>4. Risks and hazards related to General Maintenance such as cleaning and raking work at the mill were not adequately identified in the Risk Register of the Mill.</li> </ol> <p>Hence a Critical Non-Conformity was raised.</p>	
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<p>3.6.2</p>	<p><b>(C)</b> The effectiveness of the H&amp;S plan in addressing health and safety risks to people is monitored. - Critical (Major) compliance -</p>	<p>The mill and estate ensure that the health and safety in their operations are continuously monitored. The monitoring of the Health and Safety Plan at the certification unit was sampled as below.</p> <ol style="list-style-type: none"> <li>1. Audiometric test was conducted in April 2022 for workers exposed to excessive noise at the estate and mill, by <i>Cabinet Medical Francois De Paul</i>. The results indicated that 5 workers had abnormal results where they were provided recommendations. The recommendations were verified to be removal from jobs related to excessive noise, referred to a specialist for further check-up, to be provided appropriate PPE and to conduct retest within a specific timeframe. The management were able to show evidence that all recommendations were addressed accordingly.</li> <li>2. Socapalm Dibombari conduct monthly inspections at the worksites. The report was documented and available in the "Monthly Control Checklist Report". Sighted the report from 18 – 23/08/2022, carried out by Mr. François Corneille WOUDOU on the Dibombari Mill and Estate. The points and operations concerned by this evaluation are:             <ul style="list-style-type: none"> <li>- The stores</li> <li>- Laboratories</li> <li>- Factory</li> <li>- Hazardous product mixing areas</li> <li>- Sanitary facilities</li> <li>- First aid boxes</li> <li>- Fire extinguishers and safety installations</li> <li>- Field operations</li> <li>- Transport of chemical products</li> <li>- The fuel station</li> </ul> </li> </ol>	<p>Complied</p>
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**Criteria 3.7:** All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.

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3.7.1	<p><b>(C)</b> A documented programme that provides training is in place, which is accessible to all staff, workers, scheme smallholders, outgrowers and subcontractors, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&amp;C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm – Dibombari Certification Unit has established a training program for 2023 entitled “<i>Programme de sensibilisation et de formation -SOCAPALM – 2023.</i>” The program consists of training needs that has been identified for each worker at each operation as well as gender specific training, trainings for smallholders and stakeholders, etc. The estate and mill have begun to implement the trainings that have planned for the year. The training plan for 2022 were also reviewed where all planned trainings have been conducted accordingly.</p>	Complied								
3.7.2	<p>Records of training are maintained, where appropriate, on an individual basis.</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari Certification Unit have maintained all records of training and sensibilisation that has been conducted in accordance to the training programs. The records were made available for verification. Sampled the training records for the trainings stated below:</p> <table border="1" data-bbox="1131 783 1977 1046"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Training on Dangerous Substance at the Laboratory.</td> <td>25/10/2022</td> </tr> <tr> <td>Training on Chemical Products and Combability Chart at the Laboratory.</td> <td>25/10/2022</td> </tr> <tr> <td>Supply Chain Management System Training</td> <td>12/07/2022</td> </tr> </tbody> </table>	Training	Date	Training on Dangerous Substance at the Laboratory.	25/10/2022	Training on Chemical Products and Combability Chart at the Laboratory.	25/10/2022	Supply Chain Management System Training	12/07/2022	Complied
Training	Date										
Training on Dangerous Substance at the Laboratory.	25/10/2022										
Training on Chemical Products and Combability Chart at the Laboratory.	25/10/2022										
Supply Chain Management System Training	12/07/2022										
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor compliance -</p>	<p>Socapalm – Dibombari POM has identified the following personnel as critical in the implementation of the supply chain. They are the Mill manager, Deputy Mill manager, Weighbridge Clerk and Personnel in-charge of expedition.</p> <p>The mill has established a training plan for Supply Chain Training and Development Plan Including RSPO P&amp;C 2018 (Rev 2020) dated February 2020 for persons critical to the implementation of the SCCS.</p> <p>Records on training reviewed were: Supply Chain Management System Training conducted on 12/07/2022.</p>	Complied								



<b>Criteria 3.8:</b> Supply chain requirements for mills.			
Procedure note: all requirements are classified as Critical Indicators. However it will not contribute to suspension if there is more than 5 non-compliance within a principle)			
3.8.1	<p><b>Identity Preserved Module</b></p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&amp;C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>Socapalm – Dibombari POM uses the Mass Balance Module as it’s FFB are sourced from its own supply base estate which is certified and FFB Collection Centres and smallholders that are uncertified against the RSPO P&amp;C 2018 Standard. Hence this indicator is not applicable.</p>	Not Applicable
3.8.2	<p><b>Mass Balance Module</b></p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>Socapalm – Dibombari POM receives RSPO certified FFB and uncertified FFB. Therefore, the mill qualifies for the Mass Balance Supply Chain System and module. During the RSPO assessment, the audit team verified the volumes and sources of certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products. Based on the mass balance records, only volume of certified products has been declared for incoming and outgoing RSPO Mass Balance products.</p>	Complied
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&amp;C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in section 10 of this public summary report.</p>	Complied

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<p>3.8.4</p>	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	<p>The registration of PalmTrace is carried out by the Finance Department, Socapalm HQ. All transactions are registered in the PalmTrace. Details of Registration were captured as below:</p> <table border="1" data-bbox="1137 475 1971 853"> <thead> <tr> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Member Name</td> <td>Societe Camerrounais De Palmeraies "Socapalm" S.A. - Dibombari</td> </tr> <tr> <td>Commodity</td> <td>Palm Oil</td> </tr> <tr> <td>Type of Business</td> <td>Oil Mill</td> </tr> <tr> <td>Palm Trace Member ID</td> <td>RSPO_PO1000011314</td> </tr> <tr> <td>Supply Chain Model</td> <td>Mass Balance</td> </tr> <tr> <td>License Status</td> <td>Active</td> </tr> </tbody> </table>	Description	Details	Member Name	Societe Camerrounais De Palmeraies "Socapalm" S.A. - Dibombari	Commodity	Palm Oil	Type of Business	Oil Mill	Palm Trace Member ID	RSPO_PO1000011314	Supply Chain Model	Mass Balance	License Status	Active	<p>Complied</p>
Description	Details																
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Palm Trace Member ID	RSPO_PO1000011314																
Supply Chain Model	Mass Balance																
License Status	Active																
<p>3.8.5</p>	<p>Documented procedures  The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ol style="list-style-type: none"> <li>Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</li> <li>Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</li> <li>Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard.</li> </ol>	<p>Documented Procedures.</p> <ol style="list-style-type: none"> <li>Socapalm – Dibombari have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D'Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne D'Approvisionnement</i>; Document Creation Date: 09/2020; Doc Revision Date: 24/04/2022.</li> <li>Records demonstrating compliance with the supply chain model requirements were available. Among the records verified were. <ol style="list-style-type: none"> <li>Supply Chain Management System Training conducted on 12/07/2022.</li> </ol> </li> <li>Identification of the roles of and responsibilities for the Supply Chain and Traceability at Dibombari POM was documented in the in <i>Systeme De Management; Liste Des Points Critiques Et Du Perosnnel Implique Dans La Chaîne De Tracabilite De Socapalm-Dibombari</i></li> </ol>	<p>Complied</p>														

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	<p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>	<p><i>Selon Les SCCS 2020; Date De Mise a Jour: 12/01/2023; Date De Creation: 06/01/2021.</i> The documents state the SCCS roles and responsibilities of each personal that have been identified in the process.</p> <p>Socapalm – Dibombari have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaine D’Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaine D’Approvisionnement</i>; Document Creation Date: 09/2020; Doc Revision Date: 24/04/2022. The document details the procedure for receiving certified and uncertified FFB at the mill.</p>	
<p>3.8.6</p>	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill;</p> <p>a) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b) Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>Socapalm Dibombari has established a documented procedure for Internal Audit entitled Management Procedure – Internal and External Audit Procedure; Creation Date: 10/09/2020; Revision Date: 24/02/2022.</p> <p>Latest internal audit was conducted for RSPO Supply Chain Requirements for Mills as per report Audit Internal Supply Chain dated 11/10/2022. No non-conformity regarding supply chain was issued during the assessment. All records and reports of the Internal Audits were maintained and available for verification.</p>	<p>Complied</p>
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBS received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p>	<p>Purchasing and Goods In.</p> <p>1. Socapalm – Dibombari Oil Mill receives certified and uncertified FFB to be processed at the mill. All incoming FFB are provided Delivery Documents (<i>Livraison Regimes Usine</i>) at the weighbridge where the tonnage and certified and uncertified source are verified. Records of</p>	<p>Complied</p>

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	<p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>incoming FFB were sampled – Livraison Regimes Usine; Document Number: 242791; Source: Socapalm Estate; Tonnage: 5,260 kg; Date: 17/06/2021.</p> <p>2. The mill is aware that they are to inform the CB if there is any projected overproduction of certified tonnage. As of the audit date there were no overproduction of certified tonnage.</p> <p>Socapalm – Dibombari have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D’Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne D’Approvisionnement</i>; Document Creation Date: 09/2020; Doc Revision Date: 24/04/2022. The document under clause 6.1.2 – <i>Produits et/ou des documents de palmier a huile a huile non conformes</i> which states, <i>for all industrial FFB sent to the factory without delivery documents, the weigher is not authorized to admit the tractor on the bridge for weighing; he has to return them to the truck.</i></p>	
<p>3.8.8</p>	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ul style="list-style-type: none"> <li>a) The name and address of the buyer;</li> <li>b) The name and address of the seller;</li> <li>c) The loading or shipment / delivery date;</li> <li>d) The date on which the documents were issued;</li> <li>e) RSPO certificate number;</li> </ul>	<p>As of to date all RSPO Products are sold as conventional. There were no sales of RSPO Certified products from the mill. Nevertheless, the mill has established procedure - Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D’Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne D’Approvisionnement</i>; Document Creation Date: 09/2020; Doc Revision Date: 24/04/2022. The procedure details out the minimum information required for RSPO Certified Products available in a document form.</p>	<p>Complied</p>

	<ul style="list-style-type: none"> <li>f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations);</li> <li>g) The quantity of the products delivered;</li> <li>h) Any related transport documentation;</li> <li>i) A unique identification number.</li> </ul>		
<p>3.8.9</p>	<p>Outsourcing Activities</p> <ul style="list-style-type: none"> <li>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification.</li> <li>ii) The mill shall ensure the following:               <ul style="list-style-type: none"> <li>a) The mill has legal ownership of all input material to be included in outsourced processes</li> <li>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</li> <li>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</li> <li>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</li> </ul> </li> </ul>	<p>Socapalm Dibombari does not outsource any of the activities. Transportation of CPO and PK is by the buyer themselves as well. Hence this indicator is not applicable.</p>	<p>Not Applicable</p>

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3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	Details of contractors are available in the list of contractors.	Complied
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	The list of contractors is updated from time to time by the mill. The information of any newly appointed contractor is shared with BSI through pre-audit information request prior to the audit. The information is provided to the assessment team.	Complied
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> <li>i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</li> <li>ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</li> <li>iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</li> <li>iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> <li>a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis.</li> <li>b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</li> <li>c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock).</li> </ul> </li> </ul>	<p>The company keeps both hard and soft copies of all records of information which includes weighbridge ticket, ARC, delivery note, Mill and training reports and many more. The retention time for record keeping is for a minimum of 2 years as stated in their procedures.</p> <p>The company has a production report titled Certified Finished Product in which they record all production and sales of CPO. Review of the document shows the company balances their account on daily basis using the real time accounting system. As to date, no physical RSPO product claim made.</p>	Complied

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3.8.13	<p><b>Extraction Rate</b> The oil extraction rate (OER) and the kernel extraction rate(KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>The oil extraction rate (OER) and the kernel extraction rate (KER) is based on actual production performance. For the last review period (29 March 2022 – December 2022), the OER and KER;</p> <table border="1" data-bbox="1133 475 1975 576"> <tr> <td style="text-align: center;">OER</td> <td style="text-align: center;">KER</td> </tr> <tr> <td style="text-align: center;">21</td> <td style="text-align: center;">4.65</td> </tr> </table>	OER	KER	21	4.65	Complied
OER	KER						
21	4.65						
3.8.14	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>Extraction rates updated periodically to ensure accuracy against actual performance or industry average. As for SOCAPALMDibombari, OER and KER updated on daily basis based on actual production performance</p>	Complied				
3.8.15	<p><b>Processing</b> For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	<p>N/A. Mill is under MB.</p>	Complied				
3.8.16	<p><b>Registration of Transactions</b> i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date. ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p>	<p>Written under 6.6 of Procedure Supply and Traceability Produce according to RSPO P&amp;C 2018 and including standard for supply certification system, Doc code: PR.01 GAT, revision: 5, dated 24/2/2022. Exportation of certified product, sales announcement done via PT within 3 months from date of physical delivery. As to date no physical RSPO claim made under SOCAPALM Dibombari</p>	Complied				
3.8.17	<p><b>Claims</b> The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	<p>RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims</p>	Complied				

<b>General corporate communications</b>			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	Review of the Socfin Group website ( <a href="https://www.socfin.com/en/certifications">https://www.socfin.com/en/certifications</a> ) establishes communication about the company's commitment to the RSPO standards.	Complied
4.2	In corporate communications a member is allowed to: <ul style="list-style-type: none"> <li>• Display its RSPO membership status</li> <li>• Display the RSPO web address (www.rspo.org)</li> <li>• State that the member supports the work of the RSPO</li> <li>• State the member's history with regard to the RSPO.</li> <li>• Use the RSPO trademark to promote its membership of the RSPO.</li> </ul> Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.	Corporate communication @ off-product claim made by SOCAPALM Edea is towards certification progress (latest update: 9/3/2023) as reported in the ( <a href="https://www.socfin.com/en/certifications">https://www.socfin.com/en/certifications</a> )	Complied
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	No misleading statement made by the company as verified on the website	Complied
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	No misleading statement made by the company as verified on the website	Complied
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No evidence of RSPO corporate logo used by SOCAPALM Dibombari as verified through documentations and websites.	Complied
<b>Business to business communications</b>			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer. As to date, no physical claim made by SOCAPALM Dibombari	Complied



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5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	As to date, no physical claim made by SOCAPALM Dibombari. If there is any physical RSPO claim, Shipping documentation will be verified and conformance with the requirements of RSPO SCCS. In the weighbridge ticket, it stated that i.e product/commodity with SCC model (CPO/Palm Kernel RSPO MB) and RSPO certificate number.	Complied
5.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>a) If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b) If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	SOCAPALM Dibombari is not under distributor or wholesaler category. Thus, this requirement is not applicable.	Not Applicable
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	No information detailing the presence of certified palm oil contained within a product as SOCAPALM Dibombari is not end product manufacturer.	Not Applicable
<b>Minimum Mass Balance content</b>			

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	95% or above of the oil palm content must be RSPO MB-certified.	Oil palm content is 100% CPO and claim as RSPO MB-certified.	Complied
	Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.	Non-certified FFB comes from external crop and since SOCAPALM Dibombardi is using Mass Balance module, the non-certified volume is covered in the Mass Balance sheet.	Complied
<b>Labelling and trademark (MB)</b>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> <li>• Surrounded by the text: 'Certified sustainable palm oil'.</li> <li>• The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim.</li> <li>• The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'.</li> <li>• Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch).</li> <li>• In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications &amp; Claims document.</li> </ul>	SOCAPALM Dibombardi does not use the RSPO label in its product (CPO & PK).	Complied
<b>Messaging (MB)</b>			

	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> <li>• [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain.</li> <li>• The volume of [oil palm products]/[palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations.</li> </ul> <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> <li>• Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product.</li> </ul>	<p>No evidence of storytelling in product related communication. Hence, this requirement is not applicable</p>	<p>Not Applicable</p>
<p><b>Principle 4: Respect community and human rights and deliver benefit</b>          Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.</p>			
<p><b>Criteria 4.1:</b> The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>			
<p>4.1.1</p>	<p><b>(C)</b> A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRDs), is documented and communicated to all levels of the workforce, operations, supply chain and local communities, and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a documented policy on Human rights dated 07/03/2019 and approved by the Director General. The document identifies Human rights as rights inherent to all human beings regardless of race, sex, nationality, ethnicity, religion or any other status.</p> <p>The policy prohibits intimidation and harassment in its activities and in the activities of contracted services including contracted security forces.</p> <p>The human rights policy together with other company policies has been made available and communicated to the contractors, communities and workforce</p>	<p>Complied</p>

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		Interview with community chiefs and representatives from the Bamono Ba Mbengue, Nkende, Souza, Mbonjo II all confirmed they has not been any incident of human right abuses by the company.	
4.1.2	The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations. - Minor compliance -	Interview with community chiefs and representatives from the Bamono Ba Mbengue, Nkende, Souza, Mbonjo II and the workers representatives all confirmed there has not been any incident of human right abuses by the company.	Complied
<b>Criteria 4.2:</b> There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
4.2.1	<b>(C)</b> The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRDs, community spokespersons and whistleblowers, where requested, without the risk of reprisal or intimidation and follows the RSPO policy on respect for HRDs. - Critical (Major) compliance -	The company has a documented procedure captioned Procedure De Gestion Des Plaintes Extrernes dated 30/05/2022. The procedure provides timelines for acknowledging receipt of complaints and for resolving the complaints submitted. It also makes provisions to ensure the animosity of the complainant when requested.	Complied
4.2.2	Procedures are in place to ensure that the system is understood by the affected parties, including illiterate parties. - Minor compliance -	The procedure has been shared with all the relevant stakeholders and has also been communicated to their understanding. Records of communicating the procedure to the communities was made available to the audit team for review. They include <ol style="list-style-type: none"> <li>1. Reunion Bilan Annuel 2021 Date: 13<sup>th</sup> January 2022 Attendance: 13 representatives from Mbonjo I and Mbonjo II community</li> <li>2. Reunion Bilan Annuel 2022 Date: 14<sup>th</sup> January 2022 Attendance: 9 representatives from Nkende community</li> </ol>	Complied

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b	<p>The unit of certification keeps parties to a grievance informed of its progress, including against the agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The company has received a total of 25 complaints during the year under review and all the cases has been successfully closed. There are no outstanding case at the time of this audit and interview with the community liaison manager indicates at all times the progress of the resolution process and the outcomes are communicated to the parties involved.</p>	Complied
4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p> <p>- Minor compliance -</p>	<p>The procedure reviewed makes provisions for the complainant to have the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p>	Complied
<b>Criteria 4.3:</b> The unit of certification contributes to local sustainable development as agreed by local communities.			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>The company has contributed to a number of social projects in the various communities which includes rehabilitation of water reservoir, support to education and construction of community centers. All these contributions are based on consultations with the communities or direct request by the communities to the company. Reviewed records of meetings on the 19/05/2022 captioned Reunion Bipartite with 20 representatives from the Mbengue 2 community where they put forward their request to the company</p>	Complied
<b>Criteria 4.4:</b> Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	<p><b>(C)</b> Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm Dibombari has land documents showing their rights to the use of land for the Dibombari operations. Reviewed a document captioned bail Emphyteotique en Faveur de la Societe Camerounaise des Palmeraies (Socapalm). The document shows the agreement was made between the state Ministry of Economic and Finance, Ministry of Town Planning and Urban Development and Socapalm represented by the Director general.</p>	Complied

		Interview with chiefs and representatives from Bamono Ba Mbengue, Nkende, Souza and Mbonjo II all confirmed none contributed land to Socapalm's operations and they have no land issue with the company.	
4.4.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <ul style="list-style-type: none"> <li>- Minor compliance -</li> </ul> <p>4.4.2a Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making;</p>	N/A The agreement leading to the acquisition of the land for Socapalm Dibombari operations was mainly between the state which owns the land and the company. The communities did not contribute land towards the operations of Socapalm. Hence FPIC process not required	Complied
	4.4.2b Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken;	The agreement leading to the acquisition of the land for Socapalm Dibombari operations was mainly between the state which owns the land and the company. The communities did not contribute land towards the operations of Socapalm.	
	4.4.2c Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.	Reviewed records of meeting between representatives of communities including Mbonjo 1, Mbonjo 2, Bomono Ba Mbenge, Bomono Ba Jedu and the company during the social and environmental audit of the company. During the meeting the social and environmental implications of the operations of the company were discussed with the communities as well as the benefits. Records of the meeting confirming the participation of the communities in the Audit Environnemental Et Social (Social and Environmental Audit) were seen and reviewed	
4.4.3	<b>(C)</b> Maps of an appropriate scale showing the extent of recognised legal, customary or user rights, and resources of social, economic and cultural significance are developed through participatory mapping involving	Socapalm Dibombari has map showing legal rights to the use of the land and was made available to the audit team for review. The maps were developed in consultation and participation of the communities as confirmed by the communities during the community consultations.	Complied

	affected parties (including neighbouring communities, where applicable, and relevant authorities). - Critical (Major) compliance -		
4.4.4	All relevant information is available in appropriate forms and in the official language used in the area in which the unit of certification is located, including assessments of impacts, proposed benefit sharing, and legal arrangements. - Minor compliance -	All the documents of the company are written in the French language which is the official written and spoken language in Cameroon. The company has shared some copies of the documents including the maps to the communities and others are also available on request.	Complied
4.4.5	<b>(C)</b> Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose. - Critical (Major) compliance -	The communities are representative by their local authorities including the village chief, elder (Notable), Elite, male, female and youth representatives. When there are any changes to the representatives it is communicated to the company. The company also request from the communities, their list of representatives at the beginning of each year. The copy for the year under review was made available to the audit team. They had the signatures of the chief of the community.	Complied
4.4.6	There is evidence that the implementation of the agreements negotiated through FPIC is annually reviewed in consultation with affected parties. - Minor compliance -	Not Applicable. Agreement towards land acquisition is with the state. No community contributed land to Socapalm operations	Not Applicable
<b>Criteria 4.5:</b> No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
4.5.1	<b>(C)</b> Documents showing identification and assessment of demonstrable legal, customary and user rights are made available to all affected communities. - Critical (Major) compliance -	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
4.5.2	<b>(C)</b> FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable

	<p>communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>		
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
4.5.4	<p>To ensure local food and water security as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p> <p>- Minor compliance -</p>	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
4.5.6	<p>Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable



4.5.7	New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or anti-drug programmes. - Minor compliance -	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
4.5.8	<b>(C)</b> New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	N/A. The company has not undertaken any new plantings since the last audit	Not Applicable
<b>Criteria 4.6:</b> Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	<b>(C)</b> A mutually agreed procedure for identifying legal, customary or use rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.	Not Applicable
4.6.2	<b>(C)</b> A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.	Not Applicable
4.6.3	Evidence is available that equal opportunities are provided to the vulnerable sections of local populations and indigenous people to hold land titles for small holdings. - Minor compliance -	The company does not have smallholdings in their operations	Not Applicable
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.	Not Applicable

<b>Criteria 4.7:</b> Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	<p><b>(C)</b> A mutually agreed procedure for identifying people entitled to compensation is in place.</p> <p>- Critical (Major) compliance -</p>	Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.	Not Applicable
4.7.2	<p><b>(C)</b> A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.</p> <p>- Critical (Major) compliance -</p>	Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.	Not Applicable
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>Socapalm is an existing plantations acquired as a result of agreement between the state and the company. The process did not require the payment of compensation because communities did not contribute land to the company's operations.</p> <p>However, the company gives priority to the communities when there is the need for employment by the company. Notices are sent to the communities through their chiefs who receive their applications and send same to the company.</p>	Complied
<b>Criteria 4.8:</b> The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.			
4.8.1	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p> <p>- Minor compliance -</p>	Interview with chiefs and representatives from Bamono Ba Mbengue, Nkende, Souza and Mbonjo II all confirmed none of the communities contributed land to Socapalm Dibombari operations and there are no dispute over the land managed by the company	Complied
4.8.2	<p><b>(C)</b> Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see</p>	Interview with chiefs and representatives from Bamono Ba Mbengue, Nkende, Souza and Mbonjo II all confirmed none of the communities	Complied

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	Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Critical (Major) compliance -	contributed land to Socapalm Dibombar operations and there are no dispute over the land managed by the company	
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations, and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -	Interview with chiefs and representatives from Bamono Ba Mbengue, Nkende, Souza and Mbonjo II all confirmed none of the communities contributed land to Socapalm Dibombari operations.	Complied
4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with the involvement of affected parties (including the vulnerable sections of neighbouring communities and indigenous people where applicable). - Minor compliance -	Interview with chiefs and representatives from Bamono Ba Mbengue, Nkende, Souza and Mbonjo II all confirmed none of the communities contributed land to Socapalm Dibombari operations and there are no dispute over the land managed by the company	Complied
<p><b>Principle 5: Support smallholder inclusion</b>          Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.</p>			
<p><b>Criteria 5.1:</b> The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.</p>			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	<p>The current and previous prices for the FFB are publicly displayed at the office of the smallholders, mill entrance, security gate, posted on the whatsapp page of the FFB Suppliers, the weighbridge and also on the door of the cashier's office (where smallholder farmers frequently visit for their money and payslips). This is made transparency for those FFB sellers.</p> <p>Interview with the Independent smallholders as FFB sellers confirmed the above and also they indicated that copies of the prices are shared</p>	Complied

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		with them and also posted at the smallholders' office. A visit to the weighbridge shows a copy of the price list posted on the board.	
5.1.2	<p><b>(C)</b> Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Price of FFB in Cameroun is determined and set by a committee made up of Government, Producers and Smallholder union. However, the company meets with the independent smallholders to discuss the set prices. New prices are immediately communicated to the FFB suppliers via their common group whatsapp page.</p> <p>A copy of the minutes of meeting dated 19/01/2023 was made available to the audit team for review. The meeting titled Socapalm Plantations Villageoises (Reunion Trimestrielles). The meeting was attended by 32 smallholder farmers. On the meeting agenda was the pricing of FFB and payments.</p>	Complied
5.1.3	<p><b>(C)</b> Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>FFB pricing is set by the government in consultations with the Palm producers and smallholder associations. However, interview with smallholders confirmed that the company normally buys its FFB from the smallholders at prices relatively higher than the government approved prices. In addition, the company pays a little more as incentives to famers who are able to make six months' continuous sales of FFB to the company. This was also confirmed through document review of the payment procedures</p>	Complied
5.1.4	<p><b>(C)</b> Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and/or other support mechanisms where applicable.</p> <p>- Critical (Major) compliance -</p>	<p>The company holds meetings with all their FFB suppliers at least three times in a year. Such meetings are open to all the FFB suppliers and external stakeholders depending on the services they provide to the farmers. Reviewed records of the meeting held on the 19/01/2023. Attendance records reviewed showed 233 participants in the last meeting</p>	Complied
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>The company sources FFB from independent smallholders and as such does not have an existing contract with them. However, each FFB</p>	Complied

		supplier has signed onto a document captioned Accuse de reception in which they acknowledge receipt of all the policies and procedures of the company and is binding on them as long as they trade with the company.	
5.1.6	<p><b>(C)</b> Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	<p>The company currently does not have a contract which mandates them to buy FFB from the smallholders and also the smallholders are not obliged to sell to the company. Based on this, the smallholders have the right to sell their FFB to any buyers. However, engagements between the smallholders and the company in the sales of FFB to the company are guided by documented procedures. There are two ways Dibombari employs in the payment for the supply of the FFB by the smallholders. For payment of FFB that are up to 500,000 CFA the company pays directly by cash to the smallholders. However, for payment in excess of 500,000 CFA the company pays directly into the bank accounts of the smallholders. Payments for the supply of FFBs are done at the end of the month. However, smallholders can access up to 80% of their money as advanced payment and the balance is paid at the end of the month. Payments are preceded by the issuing of payslips. This kind of arrangement is the same with the previous assessment. Review of a copy of the payslip made available to the audit has the following information: registration number, number of FFB, Weight and Net pay</p>	Complied
5.1.7	<p>Weighing equipment is verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>The weighbridge is verified every three months by Campagnie Africaine De Pesage et Instrumentation (CAPI). The certificate of verification was made available to the audit for review. The certificate with number 0001808 indicated the verification was done on the 19/01/2023.</p>	Complied
5.1.8	<p>The unit of certification supports independent smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>Socapalm Dibombari was certified last year and this is their first surveillance audit. However, the company has developed a plan with the objective of supporting the farmers towards certification. The plan captioned Plan D'Inclusion des Petits Planteurs a la Norme RSPO dated 10/01/2023 and signed by the supervisor of the outgrowers. The plan has programmes such as geo-reference of the farms, legality of farm</p>	Complied

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		lands, Sensitization on RSPO and training on financial management. The company has already started implementing sections of the plan such as geo-referencing the farm lands and securing legal documents of the farmland.	
5.1.9	<p><b>(C)</b> The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.</p> <p>- Critical (Major) compliance -</p>	The company has a documented grievance mechanism for its external stakeholders including the smallholders. Interview with the smallholder during the surveillance audit or on 19/01/2023 confirmed they are aware and they demonstrated knowledge on the procedures used to lodge a grievance.	Complied
<b>Criteria 5.2:</b> The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	<p>The unit of certification consults with interested smallholders (irrespective of type), including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>- Minor compliance -</p>	<p>The company had a meeting with the smallholders on the 19/01/2023 to assess the needs of the farmers. Base on their responses a plan for the year of 2023 was drawn. The plan captioned Plan D' Assistance Aux Planteurs 2023 dated 20/01/2023 and signed by the Director of Plantations. Some of the planned support include</p> <ol style="list-style-type: none"> <li>1. Road maintenance to their farms</li> <li>2. Advice to the farmers on Good Agricultural Practices</li> <li>3. Facilitating the ability to obtain farm materials and chemical products</li> </ol>	Complied
5.2.2	<p>The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <p>- Minor compliance –</p> <p><b>PROCEDURAL NOTE:</b></p>	<p>The company has developed a plan captioned Plan D' Assistance Aux Planteurs 2023 and dated 20/01/2023. The plan has information on</p> <ol style="list-style-type: none"> <li>1. Road maintenance to their farms</li> <li>2. Advice to the farmers</li> <li>3. Facilitating the ability to obtain farm materials and chemical products</li> <li>4. Transportation of their FFB</li> </ol>	Complied

	The RSPO has recently developed a separate standard for independent smallholders and the Cameroon NI Working Group has decided to make it applicable to all independent smallholders in Cameroon.		
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of Fresh Fruit Bunch (FFB) production. - Minor compliance -	The company has developed a plan to assist the farmers promote the legality of their FFB. The plan captioned Plan D' Inclusion des petits Planteurs a la Norme RSPO and dated 25/01/2021 information on a. Information on the geo reference of their farms b. Documenting land for their farms c. Sensitization of child labour Information is not only on certification but also build their capacity on GAP to help improve their productivity. Records of the plan dated 25/01/2021 was shared with the audit team	Complied
5.2.4	<b>(C)</b> Evidence exists that the unit of certification trains scheme smallholders on pesticide handling. - Critical (Major) compliance -	There are no scheme smallholders in Socapalm Dibombari operations. However, the company assist the independent farmers with chemicals for their farms and in line with that provide trainings to the farmers on chemical handling. Records of the training on chemical handling was made available to the audit team for review.	Complied
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme. - Minor compliance -	The company holds three main meetings with the independent farmers in the year. During the last meeting for the year, the company reviews all the support made to the farmers and also publicly declares such reports. Reviewed records of the meeting held on the 19/01/2023 with 51 farmers in attendance. In the records there are information on support provided to the farmers which is captured under the heading Plan d'assistance aux PV realise 2022 and Prevision Plan d' assistance aux PV 2023	Complied

**Principle 6: respect workers' rights and conditions**

Protect workers' rights and ensure safe and decent working conditions.

**Criteria 6.1:** Any form of discrimination is prohibited.

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6.1.1	<p><b>(C)</b> A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a documented policy on Equal employment opportunities dated 26/04/2019 and approved by the general manager. The policy states that Socapalm Dibombari is committed to providing an environment which is free from discrimination by complying with relevant national laws and international agreements.</p>	Complied
6.1.2	<p><b>(C)</b> Evidence is provided that workers and groups including vulnerable sections of local communities, indigenous people, women, and migrant workers have not been discriminated against. Evidence includes migrant workers’ non-payment of recruitment fees.</p> <p>- Critical (Major) compliance –</p> <p><b>PROCEDURAL NOTE:</b>  When recruiting, the rights and needs of persons with disabilities and vulnerable persons must be taken into account.</p>	<p>Interview with sampled workers during the audit period did not identify any worker been discriminated against. This was further confirmed by the workers representatives during the stakeholder engagements</p>	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, and access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>The company has a documented procedure for recruitment last updated on the 06/12/2021 and approved by the Director general for implementation. The procedure provides guidelines for the recruitment of both Permanent and Temporal workers. The procedure review indicates there is first a demand by a relevant depart for staff which is communicated to the HR office. The HR manager then sends a memo to the community chiefs to announce about the vacancy and also an advert is displayed on the company’s notice boards.</p> <p>The company then proceeds to accept applicant and then shortlist base on qualification. The shortlisted applicants are subjected to interviews and test. The most qualified is then selected and undergoes a medical review. If the results of the medical review find him/her fit, an appointment letter is issued and the worker is taken through an induction process.</p>	Complied



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		Reviewed letters for workers sent to the Mbonjo 2 community chief on the 22/12/22. Through community announcement 17 natives were employed on the 19/01/2023 after going through the procedures.	
6.1.4	Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women. - Minor compliance -	Interview with the company's doctor, Gender committee and sampled female workers in the plantations indicate pregnancy test are only conducted at the request of the worker.	Complied
6.1.5	<b>(C)</b> A gender committee is in place specifically to raise awareness, identify and address issues of concern, and identify opportunities and improvements for women. - Critical (Major) compliance -	The company has a Gender Committee in place with an objective to handle issue of sexual harassment, violence against women and other issues of concern to all workers but with emphasis on women. The committee set up by management is made up of 25 members. The committee has a documented plan of activities for the year which was made available for review.  The committee have monthly meetings with the workers where they sensitise them on various issues of concern such as reproductive rights policy, sexual harassment and many more. Interview with sampled women in the plantation confirm knowledge of the Gender committee and the engagements they have with the workers	Complied
6.1.6	There is evidence of equal pay for the same work scope. - Minor compliance -	The company has a salary grade (Grille des Salaires) dated 01/01/2023 which guides the determination and payment of salaries for all Socapalm workers. Interview with the workers both permanent, temporal and contract workers indicates there is equal pay for equal work done	Complied
<b>Criteria 6.2:</b> Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).			
6.2.1	<b>(C)</b> Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in the official languages used in the area in which the unit of certification is located, and explained to them in a language they understand.	The company has a Collective agreement (Convention Collective Nationale De L'Agriculture Et Activites Connexes) which outlines all the conditions of the workers including their salary, overtime payment, sick leave, holidays, maternity leave and many more. The agreement is the result of negotiations between the representatives of the workers,	Complied

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	- Critical (Major) compliance -	employers and Ministry of employment and social security. The document is written in French which is the official spoken and written language in Cameroon. Interview with the workers' representatives confirms copies of the agreement has been share and also communicated to their understanding.	
6.2.2	<p><b>(C)</b> Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed, including work done by family members. Remuneration must be based on the position held and length of service must be taken into account for the evolution of the level of the salary step.</p> <p>- Critical (Major) compliance -</p>	For all workers employed including contract workers, contracts of agreement are issued. The contract of agreement has information on the agreed salary, working hours and other conditions of the service. Also, at the end of each month, the workers are issued payslips which has information on their salaries, deductions, overtime, maternity leave, holidays, allowances and others. Interview with sampled workers in E3 and C2 blocks indicates they understand the content of the agreement and payslips and all information provided are accurate.	Complied
6.2.3	<p><b>(C)</b> There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	The company has a collective agreement which outlines the workers' conditions of service based on the labour code. The document states that working hours for all workers is 8 hours a day and 48 hours a week for agricultural workers. Overtime is paid to all workers who works in excess of the 48 hours a week or work done on holidays.	Complied
6.2.4	<p><b>(C)</b> The unit of certification provides adequate housing, sanitation facilities, drinking water supplies, electricity, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (five (5) years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	The company makes available to most of their workers' accommodation facilities owned by the company. For workers who are not housed by the company, they are given rent allowance each month to cater for their accommodation needs. A visit to the housing in Camp 1 and 2 confirmed housing for workers. There was evidences of the company renovating and also putting up new houses to accommodate all their workers.	Complied

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6.2.5	The unit of certification makes efforts to improve workers’ access to adequate, sufficient and affordable food. - Minor compliance -	Most of the workers communities have markets where they access all their food and other necessities	Complied
6.2.6	A Decent Living Wage (DLW) is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours. - Minor compliance -	The country has a national minimum wage of 36,270 CFA below which no industry is allowed to pay. Currently the company is paying 40,649 CFA as its minimum wage. In addition, there are some in-kind benefits that the company makes to their workers. The in-kind benefits include housing, transportation for school children, free medical care for worker, spouse and family, water and electricity. The company has conducted an assessment of the pay and in-kind benefit that they provide to their workers. A review of the assessment report indicates the company in total pays a minimum wage of 80,719 CFA to their workers which is 40,070 CFA more than the national minimum wage. Reviewed sampled workers’ pay slips for both permanent and contract workers and did not identify payments below the national minimum wage	Complied

**PROCEDURAL NOTE:**

The RSPO Labour Task Force will prepare guidance on the DLW implementation, including details on how to calculate a DLW, expected for 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist.

STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE (Endorsed by the RSPO BoG on 7 November 2019)

With reference to the procedural note of Indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist.

Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.

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In the absence of such benchmarks, RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks. These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.

For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification, aligned with the RSPO Guidance for Implementing a Decent Living Wage.

Once these benchmarks are available, this procedural note is no longer applicable. The unit of certification shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process, which includes:

- Updated assessment on prevailing wages and in-kind benefits.
- Annual progress on the implementation of living wages.
- Where a minimum wage, based on the equivalent of baskets of goods, is stipulated in the Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment.
- The unit of certification may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation.

6.2.7	Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal. - Minor compliance -	The company employs permanent and temporal workers in their operations. Review of the workers list and interview with the HR manager confirmed the use of temporal workers in the plantations. This is against the requirements of the indicator.	Non-compliance
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**Criteria 6.3:** The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.

6.3.1	<p><b>(C)</b> A published statement recognising freedom of association and right to collective bargaining in the official language used in the area in which the unit of certification is located is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	The company has a documented policy on the freedom of Association and collective bargaining dated 25/04/2019 and approved by the general manager. The document indicates Socapalm respect its employees' right to join and form unions of their own choosing without fear of reprisal intimidation or harassment.	Complied
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		The document is in French and has been communicated to their workers. This was confirmed by the workers' representatives during the audit interview. Currently there are three unions in the company. They are <ol style="list-style-type: none"> <li>1. Union de sydica libre du Cameroon (USLC)</li> <li>2. Confederation de sydica des travailleurs du Cameroon (CSTC)</li> <li>3. Confederation des sybdicats Autonomes du Cameroon (CSAC)</li> </ol>	
6.3.2	Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in the official language used in the area in which the unit of certification is located and made available upon request. - Minor compliance -	The company has a workers' representative who engages management on the workers conditions. Meetings are held ones every month and during such meetings, minutes are taken by both stakeholders. Records of meeting on the 07/12/2022 was made available for review. The records has the signatures of all management present together with the workers representatives and duly stamped with the company's stamped.	Complied
6.3.3	Management does not interfere with the formation or operation of registered unions/labour organisations or associations, or other freely elected representatives for all workers, including migrant and contract workers. - Minor compliance -	Interview with the worker's representatives indicates management does not interfere in the operations and day to day running of the Union.	Complied
<b>Criteria 6.4:</b> Children are not employed or exploited.			
6.4.1	A formal policy for the protection of children, including prohibition of child labour and remediation, is in place and included into service contracts and supplier agreements. - Minor compliance -	The company has a documented policy on Child labour dated 26/04/2019 and approved by the general manager. The policy defines Child labour as work that deprives children of their childhood, their potential and their dignity and that is harmful to their physical and mental development. Review of sampled contractor agreement shows a clause on the prohibition on the use of child labour in their operations. The policy has also been communicated to all workers during their morning musters.	Complied
6.4.2	<b>(C)</b> There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above	The company does not employ any worker below the age of 18. A review of the recruitment procedure provides guidelines on the employment of	Complied

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	company policy minimum age, whichever is higher. There is a documented age screening verification procedure. - Critical (Major) compliance -	the worker. The document indicates conditions for employment and it includes the provision of his National Identification card to confirm the age of the worker.	
6.4.3	<b>(C)</b> Young persons may be employed only for non-hazardous work, with protective restrictions in place for that work. - Critical (Major) compliance -	Review of sampled employment file and field visit did not identify the use of children below the age of 18 years in their operations.	Complied
6.4.4	The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live. - Minor compliance -	The company communicates all their policy to all their workers during their early morning muster. The policy has also been shared with all their contractors and communities as confirmed from the signed letter acknowledging receipts by each of the stakeholders	Complied
<b>Criteria 6.5:</b> There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	<b>(C)</b> A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -	The company has a documented policy on sexual harassment and all other forms of harassment and violence in the work place dated 23/04/2019 and approved by the general manager. Interview with sampled workers confirmed the policy has been communicated to their understanding through engagements with the gender committee.	Complied
6.5.2	<b>(C)</b> A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -	The company has a documented policy on the dated 23/04/2019 and approved by the general manager. The policy states that the company recognises the right of all employees to decide freely and responsibly the number and timing of their children. The policy has been communicated to the workers and interview with sampled women confirm the policy has been communicated to their understanding	Complied
6.5.3	Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified. - Minor compliance -	Management has assessed the needs of new mothers and records of the assessment was made available to the audit team for review. Records of the meetings were made available for review. The records identified some of the needs to include an increase in the breastfeeding time of 1	Complied

		hour and maternity leave. The issues has been forwarded to management for consideration.	
6.5.4	A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce. - Minor compliance -	The company has a documented procedure captioned Procedure de Gestion des Plaintes Interne dated 24/05/2022. The procedure provides timelines for acknowledging receipt of complaints and for resolving the complaints submitted. It also makes provisions to ensure the animosity of the complainant when requested. The procedure has been communicated to the workers as confirmed during field visit and interview with sampled workers and also the workers' representatives. There were no reported complaints during the year under review	Complied
<b>Criteria 6.6:</b> No forms of forced or trafficked labour are used.			
6.6.1	<b>(C)</b> All work is voluntary and the following are prohibited: <ul style="list-style-type: none"> <li>Retention of identity documents or passports or international vaccinations cards;</li> <li>Payment of recruitment fees by the job seeker;</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> <li>The suppression of the right to annual leave.</li> </ul> - Critical (Major) compliance -	The company does not have migrant workers in their operations but review of documents and interview with sampled workers confirm the use of temporal workers in their operations. However, there were no evidence of involuntary works in the company or any of the issues raised by the indicator.	Complied
6.6.2	<b>(C)</b> Where temporary or migrant workers are employed, a specific labour policy and procedures are established and implemented.. - Critical (Major) compliance -	The company employs temporal workers in their operations and in line with the requirement has a policy for migrant and temporal workers dated 25/04/2019 and approved by the General manager. There were no reported cases of abuse of temporal workers in the company	Complied

Criteria 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p><b>(C)</b> The responsible person(s) for H&amp;S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>As per Cameroonian legal compliance, the operational head of the organisation is responsible of all Health and Safety matters in the organisation. Plantation De Dibombari have identified the Directeur de Plantation, Mr. PASCAL Julian Franck as the PIC for Health and Safety matters in the plantation. A safety committee has been established lead by the Directeur de Plantation, which includes representatives from the management and workers. The representatives from the workers were elected among the workers by the workers themselves to represent them at the Safety Committee. The establishment of the Safety Committee was verified in the document entitled Actualisation du <i>Comite d'Hygiene et Securite au Travail</i>, dated 21/04/2022.</p> <p>The Safety Committee conducts quarterly Safety and Health meetings to address all issues related to health, safety and hygiene in the estates and mills. Records of meeting minutes conducted for the year 2022, dated 05/01/2022 (01-2022), 30/03/2022 (02-2022), 26/06/2022 (03/2022) and 10/10/2022 (04/2022) were available for verification.</p>	Complied
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the official language used in the area in which the unit of certification is located. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Socapalm – Dibombari has established Plan D'urgence de La Socapalm dated February 2015. This emergency plan (more specifically Internal Operation Plan) is implemented to deal with emergency situations that may arise on the site of the SOCAPALM factory in Dibombari, in particular fires and/or explosions and their consequences, accidents etc. It defines the organization of rescue and intervention in the event of an accident, to react promptly to emergency situations that may occur on their site and aims to protect personnel, populations and the environment.</p> <p>Accident and emergency procedures are available in the mill and estate and displayed at various locations in the head office, divisional office and mill compound. Workers are trained on the procedures and evacuation</p>	Complied



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		<p>and response drills are simulated to prepare the workers for the actual situations.</p> <p>First Aiders were available in the mill and estate. In the estate the first aid boxes were placed in the trucks of each operation. The <i>Chef d'equipe (supervisor)</i> of each operation has been identified as the First Aider responsible for handling the First Aid Boxes. While for the mill the First Aid box is placed at the respective stations with the Station Head identified as the First Aiders responsible for handling the boxes. All personals responsible for the First Aid Boxes have undergone specific trainings, conducted by the Dibombari Medical Centre. Interview with the sampled First Aiders indicated that they were able to distinguish the items in the first aid boxes and its uses.</p> <p>The Medical Centre of Dibombari maintains the accident records for all accidents and incidents that occur are Socapalm Dibombari Certification Unit. The records were available in the document entitled "<i>Registre d'Accidents, d'Incidents et de Premiers Secours</i>". The report itself is updated by the Doctor in-charge. The accidents are divided into categories such as Accidents that lead to death, minor accidents, and severe accidents. The detailed breakdown of the accidents is stated under indicator 6.7.5 in the report.</p>	
6.7.3	<p><b>(C)</b> Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm – Dibombari Certification unit have ensured all workers, regardless of being own employed or contractor’s workers are all provided appropriate PPEs with accordance to the job they conduct. During the visit to the Herbicide Applicators, Loose Fruit Pickers, Harvesters and FFB Loaders, it was sighted that the workers were wearing all appropriate required PPEs. Interview with the workers indicated that the PPEs were provided free of charge without any deductions to their salary. Sanitisation facilities were available at each division in the estate. Visit to the Sanitisation Facility indicated that the</p>	Complied

		facilities were well maintained and used by the herbicide applicators to clean themselves prior to returning home.													
6.7.4	All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with national law or by the unit of certification where national law does not offer protection. - Minor compliance -	All Dibombari Plantation workers directly recruited, and contractor’s workers are entitled to free medical at the Medical Centre of Dibombari which are occupational related. Accidents which are non-occupational can also be referred to the Medical Centre of Dibombari were the worker and family members of the worker are covered up to 80% of the medical cost. All workers and their family, regardless of if they are directly employed by the plantation or by the contractors are covered by insurance which is borne by the management and respective contractors. This was further confirmed during the interview with the workers and stakeholders.	Complied												
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA). - Minor compliance -	Records of Lost Time Accident (LTA) and other statistics were maintained and available at the Medical Centre of Dibombari and available for verification. Records were summarized as below. <table border="1" data-bbox="1131 890 1973 1219"> <thead> <tr> <th>Description</th> <th>Total Number of Days</th> </tr> </thead> <tbody> <tr> <td>Total Number of Accidents Cases</td> <td>30</td> </tr> <tr> <td>Total Number of Severe Accidents Cases</td> <td>6</td> </tr> <tr> <td>Occupational Disease Cases</td> <td>1</td> </tr> <tr> <td>Number of Accidents with Lost Days</td> <td>7</td> </tr> <tr> <td>Number of Lost Days due to Accident Cases</td> <td>144</td> </tr> </tbody> </table>	Description	Total Number of Days	Total Number of Accidents Cases	30	Total Number of Severe Accidents Cases	6	Occupational Disease Cases	1	Number of Accidents with Lost Days	7	Number of Lost Days due to Accident Cases	144	Complied
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**Principle 7: PROTECT, CONSERVE AND ENHANCE ECOSYSTEMS AND THE ENVIRONMENT**

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

**Criteria 7.1:** Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

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7.1.1	<p><b>(C)</b> IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm Dibombari have established IPM Plans, available in the <i>De'partement Agricole Agricultural Department; Plan De Gestion Integree des Ravageurs; Version: 01; Updated: 04/2021.</i></p> <p>The objective of the plan states that "The plan makes it possible to examine the techniques currently used to control harmful organisms, to integrate appropriate methods minimizing the increase in pest populations by making it possible to maintain the use of pesticides at economically justified levels, thus reducing the risks for health and the environment".</p> <p>Evidence of implementation of IPM plans were verified as below&gt;</p> <ol style="list-style-type: none"> <li>1. Outbreak of pest and diseases in the plantations are monitored and treatment or control carried out only when specific thresholds are reached thus minimizing the use of pesticides.</li> <li>2. Establishment of beneficial plants that is used to attract natural predators for pests such as leaf eating insects and caterpillars.</li> </ol>	Complied
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented. The unit of certification sets up a control mechanism for invasive species, for example for mucuna spp, aumania spp, etc.</p> <p>- Minor compliance -</p>	<p>No species referenced in Global Invasive Species Database and CABI.org are used in managed areas. This was confirmed based on the interviews with the management, workers, and local surrounding communities. Records of pest and disease control also confirmed that there was no use of such species in the managed area.</p>	Complied
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances, i.e., where no other effective methods exist, and with prior approval of government authorities.</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari Certification Unit has a zero-fire use policy. No use of fire was observed at the time of the audit.</p>	Complied
<p><b>Criteria 7.2:</b> Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>			

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7.2.1	<p><b>(C)</b> Justification of all pesticides used is demonstrated. Selective products (pesticides approved by the State of Cameroon) and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm - Dibombari Certification Unit maintains and applies chemicals within the approved list of pesticides in Cameroon - <i>Liste Des Pesticides Homologues au Cameroun, au 18/04/2019, Liste réservée au Grand Public</i>”.</p> <p>Besides that, the organisation has established a controlled documented, titled “<i>Standards De Traitements Herbicides 2019</i>”. The document states the types of pesticides, its targeted pests and the mode of application accordingly. All documents were available for verification during the assessment.</p>	Complied
7.2.2	<p><b>(C)</b> Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are made available by the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm - Dibombari Certification Unit maintains records of pesticides used to include the specific records required by this RSPO Standard. These records were available at the divisional office and reviewed during the assessment. These records are maintained in <i>Rapport Mensuel: Suivi Utilisation des Produits Chimiques 2022</i>. The records include the pesticide used, the active ingredients, the amount of pesticide, the area treated, the amount of active ingredient used and their LD 50s.</p>	Complied
7.2.3	<p><b>(C)</b> Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm Dibombari demonstrated its plan to reduce the use of pesticides in its operations as part of its IPM plans. The company’s IPM plan, <i>De’partement Agricole Agricultural Department; Plan De Gestion Integree des Ravageurs; Version: 01; Updated: 04/2021</i> is implemented to identify pests and diseases and the appropriate control methods to minimize the use of pesticides. Outbreak of pest and diseases in the plantations are monitored and treatment or control carried out only when specific thresholds are reached thus minimizing the use of pesticides.</p>	Complied
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines.</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari has developed an IPM Plan (<i>De’partement Agricole Agricultural Department; Plan De Gestion Integree des Ravageurs; Version: 01; Updated: 04/2021</i>) for the management of</p>	Complied

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		<p>identified pest categories such as Coelaenomodera minuta, Oryctes monoceros, rats, birds and Cercospora elaeidis.</p> <p>The IPM plan clearly stipulates that prophylactic use of pesticides in pest control is not a recommended approach at Brabanta. Pesticides are used uniquely for curative treatment.</p>					
7.2.5	<p>Pesticides that are categorised as World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks:</p> <p>- Minor compliance -</p> <p>The due diligence refers to:</p> <p>7.2.5a Judgment of the threat and verify why this is a major threat.</p> <p>7.2.5b Why there is no other alternative which can be used.</p> <p>7.2.5c Which process was applied to verify why there is no other less hazardous alternative.</p> <p>7.2.5d What is the process to limit the negative impacts of the application.</p> <p>7.2.5e Estimation of the timescale of the application and the steps taken to limit application to the specific outbreak.</p>	<p>Socapalm - Dibombari did not use pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions. The certification unit maintain a list of pesticides in use (<i>Rapport Mensuel: Suivi Utilisation des Produits Chimiques 2022</i>) which was made available for review during the assessment. The WHO categorizations had been specified for each of these products and none of them was found to be in the Class 1A or 1B. Review of the company's records of pesticides consumption at the various Divisions and the Palm Nursery (<i>Rapport Mensuel : Suivi Utilisation des Produits Chimiques 2022</i>) and inspection at the Chemical Stores did not come across any evidence of use of any WHO Class 1A or 1B pesticide. Interviews with pesticide handlers, applicators and chemical storekeepers further confirmed this.</p>	Complied				
7.2.6	<p><b>(C)</b> Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide applicators at Socapalm - Dibombari had completed the necessary training and were found to apply pesticides as per product requirements. Records of training were available and reviewed during the assessment as below.</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Training on Dangerous Substance at the Laboratory.</td> <td>25/10/2022</td> </tr> </tbody> </table>	Training	Date	Training on Dangerous Substance at the Laboratory.	25/10/2022	Complied
Training	Date						
Training on Dangerous Substance at the Laboratory.	25/10/2022						

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		<table border="1"> <tr> <td>Training on Chemical Products and Combability Chart at the Laboratory.</td> <td>25/10/2022</td> </tr> </table> <p>Besides the general training, the company have also a comprehensive sprayer competency evaluation to include written and practical field examinations to select only the best workers who meet the company's requisite competence for pesticide application. Records of tests scores for pesticide candidates were available and reviewed during the assessment.</p> <p>Interview with the sampled pesticide applicators and chemical storekeeper further confirmed that they have been provided with adequate trainings as they were well aware on the procedure and safety aspects of handling pesticides and chemicals.</p>	Training on Chemical Products and Combability Chart at the Laboratory.	25/10/2022	
Training on Chemical Products and Combability Chart at the Laboratory.	25/10/2022				
7.2.7	<p><b>(C)</b> Storage of all pesticides in accordance with recognized best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm - Dibombari stored all pesticides according to the recognized best practices. The company have established pesticides storage procedure ("Procedure De Gestion Des Produits Chimiques dated 04/04/2020). The company has chemical storage facilities to include temporary chemical storage facilities at its main office, nursery and at the divisions. Visit to the main office store and facilities at the main office and at the divisions found pesticides in storage to have been well stored according to procedure. Chemicals were seen to be labelled and the SDS were available on site. The stores were under lock and key and only authorized personals are able to enter the store with appropriate PPEs.</p>	Complied		
7.2.8	<p>All pesticide containers are properly disposed of and/or handled responsibly and may not be reused for the same purpose nor, for example, for mixing.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari continued to manage its pesticide containers in responsibly manner. The company has procedures for handling empty chemical containers (procedure de gestion des dechets GNAC version 4 of 5/10/2022). Some chemical containers are reused by the Agriculture Department for storage of mixed pesticide to the field for application. The company has a designated secured shed for receiving and for temporary storage of empty pesticide containers before they are picked up by approved 3<sup>rd</sup> party hazardous waste collectors. Movement of</p>	Complied		

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		pesticide container are accompanied by Waybills to account for them. The storage area attendant keeps a notebook to record, the date, sources of the waste/container (eg Division #), quantity (in terms of pieces, description of the waste, waybill number and signature of the receiving attendant, the dispatching unit and approved by the HSE manager. These records were reviewed during the audit.	
7.2.9	<p><b>(C)</b> Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Critical (Major) compliance -</p>	Socapalm - Dibombari Certification Unit does not use aerial spraying to apply pesticide. Interview with managers established that the company does not encourage this approach as it is considered not appropriate and capital intensive. Direct observation at the stores, workshop and in the field also indicated there were no evidence of using aerial spraying in the application of pesticides	Complied
7.2.10	<p><b>(C)</b> Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm - Dibombari conducted specific bi-annual medical surveillance for its pesticide operators. The plantation maintains up-to-date list of workers applying and handling pesticides and this was available and reviewed during the assessment. The company has procedures for monitoring its pesticide applicators who needs to undergo annual medical test documented in "<i>Prise en charge medicale et suivi des travailleurs exposes aux produits chimiques</i>", Doc. No: MEDIC 09.</p> <p>Prior to being appointed as a pesticide operator, the worker must undergo a medical check up to be declared fit to be appointed as a pesticide operator. Subsequently, medical surveillance is conducted twice a year for them. Records of bi-annual medical surveillance for pesticide applicators were available at the company's medical centre and were reviewed during the assessment. The records included summary report for batches of pesticide applicators. The latest medical surveillance conducted was dated 09/05/2022 and 07/12/2022 which resulted in all workers being fit to work. Workers who show abnormal symptoms or chemical related diseases are referred to government lab for further examination and a memo is provided to the Director General</p>	Complied

		<p>for recommendation of removal from chemical related works. As of to date there were no cases of workers showing results of chemical related diseases from the test conducted.</p> <p>The test results for physical examination, full blood count, x-ray, liver and kidney function test, blood pressure were among the test done. For each batch of workers, the records included their names, date of birth (age), the names and details of the specific pesticides they handle to include the active ingredients and their LD50.</p> <p>Interview with sample of pesticide applicators confirmed that they have undertaken their annual medical test and are treated at the company's clinic or referred to other medical facilities should their results show any related medical condition.</p>	
<p>7.2.11</p>	<p><b>(C)</b> No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>- Critical (Major) compliance -</p>	<p>Plantation de Dibombari does not employ workers below the age of 18 in the plantation and mills. This was verified during the assessment conducted.</p> <p>Dibombari – Socapalm has established a Medical operating procedure which states Medical care and monitoring of workers exposed to chemicals (Page 12; Code: MEDIC.09; Version: 00; creation date: 11/2020) 7.5 Special Cases (Page 5) - <i>A pregnant or breastfeeding woman working with chemical products (or in any other high-risk position) will be removed from her position and transferred to another equivalent position that does not entail any risks for the smooth running of her pregnancy or breastfeeding.</i></p> <p>Records were available where chemical operators who were identified to be pregnant were transferred to other non-chemical related operations for 13 months, where a recommendation letter is submitted to the Director General and the Plantation Manager for their execution.</p>	<p>Complied</p>
<p><b>Criteria 7.3:</b> Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>			



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<p>7.3.1</p>	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented in accordance with applicable laws and regulations.</p> <p>- Minor compliance -</p>	<p>SOCAPLM Dibombari has a documented waste management plan "Plan de gestion des dechets: Plantation de Dibombari, PGD, Version 00 of 05/04/2021. No latest review of the plan as to date. The plan has identified the source of the company's waste and categorize them into various types of waste to include general waste, hazardous waste, non-hazardous waste among others based on their toxicity and hazard characteristics. The plan includes how each identified waste is to be managed to include recycling for waste such as EFBs, reuse for some empty pesticide containers or oil fibre for the boiler, disposal at the waste dump for general waste and those for disposal by approved agents. Direct observations, inspection at the dump sites and waste centers, review of records and interview with workers confirmed the implementation of the company's waste management plan.</p>	<p>Complied</p>						
<p>7.3.2</p>	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has generally disposed its waste consistent with its waste management procedures which are understood by workers. The company's procedures ("Plan de gestion des dechets: Code: GDE , Version 04 of 05/10/2022) identify its waste into different categories to include, general waste, hazardous waste, non- hazardous among others. Hazardous waste such as empty pesticides containers, used oil etc are picked by approved third party hazardous waste service providers for disposal while clinical waste is incinerated in the company's incinerator. Example of waste disposal summary as per below:</p> <table border="1" data-bbox="1131 1109 1977 1399"> <thead> <tr> <th data-bbox="1131 1109 1413 1189">Waste type</th> <th data-bbox="1413 1109 1691 1189">License contractor information</th> <th data-bbox="1691 1109 1977 1189">Manifest of waste</th> </tr> </thead> <tbody> <tr> <td data-bbox="1131 1189 1413 1399">Waste bags and waste oil</td> <td data-bbox="1413 1189 1691 1399">TPV Cameroon" located in Yaoundé; Tel: 699798368 (Approval number assigned by the State</td> <td data-bbox="1691 1189 1977 1399">WASTE TRACEABILITY MANIFESTO, N°024/2022/MTD/MI NEPDED/DRP/MCE of 06/17/2022</td> </tr> </tbody> </table>	Waste type	License contractor information	Manifest of waste	Waste bags and waste oil	TPV Cameroon" located in Yaoundé; Tel: 699798368 (Approval number assigned by the State	WASTE TRACEABILITY MANIFESTO, N°024/2022/MTD/MI NEPDED/DRP/MCE of 06/17/2022	<p>Complied</p>
Waste type	License contractor information	Manifest of waste							
Waste bags and waste oil	TPV Cameroon" located in Yaoundé; Tel: 699798368 (Approval number assigned by the State	WASTE TRACEABILITY MANIFESTO, N°024/2022/MTD/MI NEPDED/DRP/MCE of 06/17/2022							

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		<p>of Cameroon: 00053 of July 16, 2019.          The State comes to the field to ensure that the quantities of waste declared to be evacuated are correct and are removed by an approved service provider and issues this document</p>	<p>Verified recycler certificate and disposal certificate dated 26/6/2022          Quantity: 3125 kg</p>	
		<p>Electrical and Electronic Waste</p>	<p>TECHNOLOGICAL SOLIDARITY" located in Yaoundé (Approval number assigned by the State of Cameroon: 00096 of October 08, 2019</p>	<p>WASTE TRACEABILITY MANIFESTO, N°011/2022/MTD/MI NEPDED/DRP/MCE of 05/25/2022          Quantity: 620 kg</p>
<p>7.3.3</p>	<p>The unit of certification does not use open fire for waste disposal.          - Minor compliance -</p>	<p>SOCAPALM Dibombari did not use open fire for waste disposal. The company is guided by the Socfin Group Policy for Responsible Management (Section 5: Commitment to our planet) of the policy dated 30/3/2022. In the policy statement, the company commits to fight deforestation and preserve the environment by prohibiting the use of fire. In addition to the said group policy, included in HSE policy dated 26/4/2019, a commitment on environmental protection where no use of fire for soil preparation or waste disposal. Interview with workers confirmed that, the company has policy against the use of fire to dispose waste. Direct observation during the audit also did not come across any evidence of the use of fire to dispose of waste.</p>		<p>Complied</p>

<b>Criteria 7.4:</b> Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agricultural practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari has documented SOPs on Good Agriculture Practices and these procedures are implemented to manage soil fertility of its plantation, optimize yield and to minimize environmental impact. These procedures were made available and reviewed during the audit include:</p> <ol style="list-style-type: none"> <li>1. Procedures for soil analysis, Soil and Leaf sampling SOCFINCO Planters manual.</li> <li>2. Legume cover crop procedures (Etablissement de la plante legumineuse de couverture AGR1 15 Version 02 approved on 10/02/2020,</li> <li>3. Palm Leaves sampling procedures (Echantillonnage Follaire des Palmiers AGR 14 Version 2 approved on 10/02/2020,</li> <li>4. Organic fertilization procedures (Fertilization Organique AGR 12 Version 02 approved on 10/08/2020</li> <li>5. Inorganic fertilization procedures - Fertilization Minerale AGR13 approved on 01/2020 and</li> <li>6. Road and erosion maintenance procedures (Procédures D'entretien des Routes Et Erosion, AGR 0 of 15/04/2021).</li> </ol> <p>Review of these procedures and implementation records, direct field observations and interviews with workers during the audit confirmed that these procedures are being implemented.</p>	Complied
7.4.2	<p>Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health..</p> <p>- Minor compliance -</p>	<p>To monitor and manage changes in soil fertility and plant health, periodic soil and tissue sampling is carried out by Socapalm - Dibombari. The company has a documented Palm Leaves sampling procedures (Echantillonnage follaire des palmiers AGR 14 Version 2 approved on 10/02/2020) for collection of leaves yearly for analysis. Analysis is carried out by its sister company SOGB Laboratories in Cote d'ivoire.</p>	Complied

		<p>Interviews with staff of the agronomic department revealed that soil analyses are done periodically, while tissue analyses are done every year.</p> <p>The report of annual tissue sampling for 2022, (Campagne de Diagnostic Foliaire Plamer 2022 Plantation: Socapalm Dibombari) was verified during the time of the audit. The results of the sampling are used in determining the quantities of fertilizers applied.</p>	
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has nutrient recycling strategy for the recycle of EFB, fibre, sludge and ashes aimed at achieving optimal use of inorganic fertilizers. This is contained in the company's Organic fertilization procedures "fertilisation organique" AGR12 Version 02 of 01/2020.</p> <p>The estate-maintained records of EFB that are used as organic fertilisers (Mulch). During the site visit to the estate, the EFB application was observed and confirmed to tally with the records that were shown.</p>	Complied
7.4.4	<p>Records of fertiliser inputs are maintained.</p> <p>- Minor compliance -</p>	<p>There exists an Annual Fertilizer Plan. The plan for 2022 was seen at the time of the audit together with the application records (Epadange Manuel D'engrais) which includes quantities and types of fertilizers applied per division of the plantation, the active ingredient, among other things. The quantities of fertilizer applied and recorded are based on the results of the tissue and soil analyses.</p>	Complied
<b>Criteria 7.5: Practices minimise and control erosion and degradation of soils.</b>			
7.5.1	<p>Practices minimise and control erosion and degradation of soils.</p> <p>- Minor compliance -</p>	<p>Socapalm - Dibombari has maps which identify marginal and fragile soils. For example, "Map of slope intervals of the Dibombari AOI" which maps the company's plantation into slopes of 0-8 degrees, 9-25 degrees and 25-66 degrees. The entire area is almost located within 0-8 degrees with few areas around water drainages within the 9-25 degrees zone. Interviews with managers and direct observation confirmed that, the soils in the company's plantation were generally fragile and that the element of slope then becomes important indicator for management of</p>	Complied

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		these fragile soil. The company provided for review maps of the plantation block on the different elevation to give idea of the steep terrains and for that matter those areas with potential for soil erosion	
7.5.2	There is no extensive replanting of oil palm on steep terrain. - Minor compliance -	Socapalm - Dibombari has not carried replanting of oil palm on steep terrain. The last year of replanting was in year 2013. There has also not been any replanting after that year.	Complied
7.5.3	There is no new planting of oil palm on steep terrain. - Minor compliance -	Socapalm - Dibombari has not carried out new planting of oil palm on steep terrain. Review of area statement and interview with managers and a Civil Society organization confirmed that, the last oil palm plantation in Dibombari was established on 30 June 2000. There has been no new plantation established since this date.	Complied
<b>Criteria 7.6:</b> Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.6.1	<b>(C)</b> To demonstrate the long-term suitability of land for oil palm cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations. - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting after 15 <sup>th</sup> November 2018. The last old plantation was established on 30 <sup>th</sup> June 2000.	Complied
7.6.2	Extensive planting on marginal and fragile soils is avoided or, if necessary, done in accordance with the soil management plan for best practices. - Minor compliance -	SOCAPALM Dibombari has not carried out any new planting after 15 <sup>th</sup> November 2018. The last old plantation was established on 30 <sup>th</sup> June 2000.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	SOCAPALM Dibombari has not carried out any new planting after 15 <sup>th</sup> November 2018. The last old plantation was established on 30 <sup>th</sup> June 2000.	Complied
<b>Criteria 7.7:</b> No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	<b>(C)</b> There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas.	SOCAPAL Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High	Complied

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	- Critical (Major) compliance -	Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective 15 November 2018) to the RSPO Secretariat. - Minor compliance -	SOCAPAL Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied
<b>PROCEDURAL NOTE:</b> Maps and other documentation of peat soils are provided, prepared and shared in line with the RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below).			
7.7.3	<b>(C)</b> Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied
7.7.4	<b>(C)</b> A documented water and ground cover management programme is in place - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied
7.7.5	<b>(C)</b> For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five (5) years prior to replanting. The assessment result is used to set the timeframe for future replanting, and for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit	SOCAPALM Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied

	for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation. - Critical (Major) compliance -		
7.7.6	<b>(C) All</b> existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for Existing Oil Palm Cultivation on Peat' version 2 (2018) and associated audit guidance. - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied
7.7.7	<b>(C) All</b> peat areas not planted and reserved in managed areas (regardless of depth) are protected as 'peatland conservation areas'; unit of certification are prohibited from constructing drainage channels, building roads and new electricity lines on peatlands; unless if it is for a non-corporate land clearance. Peatlands are managed in accordance with 'RSPO Best Management Practices for the Management and Rehabilitation of Natural Vegetation related to Oil Palm Cultivation that already exists in Peatlands' (the latest version) along with relevant audit guidelines. - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils.	Complied
<b>Criteria 7.8:</b> Practices maintain the quality and availability of surface and groundwater.			
7.8.1	A water management plan is in place and implemented to promote more efficient use and continued availability of water sources, and to avoid negative impacts on other users in the catchment. The plan addresses the following: - Minor compliance - 7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.	SOCAPALM Dibombari has continued to implement water management plan to promote more efficient use and continued availability of water sources, and to avoid negative impacts on other users in the catchment. The plan " <i>Plan De Gestion Des Eaux Du Complexe Industriel Socapalm Dibombari: Situe Dans Le Departement Du Moungo, Region Du Littoral dated November 2020</i> " was developed by an independent consultant CAP Developpement Sarl (Cabinet d'etudes Techniques). The plan was based on relevant RSPO requirement of water management and included identification of water sources, efficient use of water, renewal	Complied

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		of water sources, impact on the watershed and local actors, access to drinking water and how the plan is to be implemented to avoid contamination of surface and underground water. The actions in the plan are being implemented. Water sources have been identified and being protected from contamination, through the establishment and management of riparian buffer zones, responsible application of pesticides and treatment and non-discharge of mill effluent into the environment as well as monitoring of protection actions to ensure their effectiveness.	
	7.8.1b Workers have adequate access to clean water.	The company provides adequate access to clean water for its workers. The company at the time of the audit had 7 boreholes which supply water to workers housing and the Mill. Construction was on-going during the audit to extend the mechanized boreholes to the workers housing. Flowmeters are installed and the volume of water usage monitored. Water quality is analysed bi-annually, and results were available and reviewed during the audit. For example, the water analysis report for "Forage Village MBONDJO I" of 7/12/2022, ref: SCP/MBO-F06/07-12-2-22 and the analysis report for Forage Cité Cadre on 7/12/2022, ref: SCP/MBO-F03/07-12-2-22	
	7.8.1c Depending on the agroecological zones, set up a guide for interpreting the results of water analyses (Ph) by an accredited body. - Minor compliance -	Accredited body has been appointed to set up a guide for interpreting the results of water analyses (Ph). Based on latest results, ref: SCP/MBO-F06/07-12-2022, pH result recorded within range limit set 6.5 - 8.5). Approval from the ministry is referred to, AR/0439/A/MINMIDT/SG/DI/SDRI/SEC/MM dated June 2019 .	Complied
7.8.2	<b>(C)</b> Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with the 'RSPO Manual on BMPs for the Management and Rehabilitation of Riparian Reserves' (April 2017). - Critical (Major) compliance -	SOCAPALM Dibombari aims to protect water courses and wetlands. The company Water management plan and the HCV management and monitoring plan have water protection to include riparian and buffer zone maintenance and protection. The company water courses, and wetlands protection are guided by the RSPO Manual on Best Management Practices for management and rehabilitation of riparian	Complied



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		<p>reserves. Review maps identifying the various palms in the river and those that are present in the river only during the raining seasons. The palms have been marked with different colours to separate them from any chemical applications during the rainy and dry seasons. Review the updated procedure caption Protected area procedure revised in September 2021. On page 7 of the procedure titled registration of communication, the new operation to consider the palm within the riparian areas and those that fall within the over flown banks. Treatment of these palms are subjected to the presence of the river within the proximity. During site verification done at field G4-76, demarcation was made clear at buffer zone area. No evidence of any chemical or physical activities at demarcated areas as identified as HCV 4 @ riparian buffer zone.</p>	
<p>7.8.3</p>	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.          - Minor compliance -</p>	<p>SOCAPALM Dibombari treated its mill effluent to be in compliant with national requirements. The company uses the open pond system for the treatment of its mill effluent. The company has Effluent management plan, with strategy, assigned responsible person for the ponds with targets, for analysis and regular check. The company carries out monthly analysis of its mill effluent by a 3<sup>rd</sup> party (QHSE Consulting) as part of its compliance obligations. The parameter tested are;</p> <ol style="list-style-type: none"> <li>1. Pollution parameter (COD, BOD, Oil and Grease, Nitrogen Kjeldahl, Phenol, Ammonium, Nitrates)</li> <li>2. Organoleptic Parameter (Odour, Salinity, Turbidity)</li> <li>3. Physico-Chemical parameter (pH, conductivity, temperature, dissolved O2, TDS)</li> </ol> <p>Based on the results for 2022 and 2023 (to date), no off-specification parameter recorded as mill processing less than its rated capacity. On average, BOD recorded less than 50 mg/l and continuously comply with the limit set.</p>	<p>Complied</p>

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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.          - Minor compliance -</p>	<p>SOCAPALM Dibombari continued to monitor and record its water use to include mill water use per tonne of FFB. The company has installed flow meters for the record of its water intake and use. Daily flow meter readings are taken and recorded in a registered notebook. Monthly summaries are captured and analysed on a spreadsheet "Reporting POM Dibombari 2022" Records for January 2022 to December 2022 recorded at 1.33 m3 per tonne FFB processed slightly high compared to 1.3 m3 per tonne FFB. This is due to actual FFB received is less than target (95,055 tonne vs 127,053 tonne)</p>	Complied
<b>Criteria 7.9:</b> Efficiency of fossil fuel use and the use of renewable energy is optimised			
7.9.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy is in place, monitored and reported.- Minor compliance -</p>	<p>SOCAPALM Dibombari continued to implement the established plan to improve fossil fuels and to optimize renewable energy. This plan is documented (Plan D'optimisation de L'utilisation De L'energie et de Gestion Des Energies Renouvelables TECH PL 01 MBO Version 01 of 01/2020) was available for review during the audit. The plan is being implemented and monitoring. Different energy sources available on site are identified in the plan namely:</p> <ol style="list-style-type: none"> <li>1. Three turbo alternators of 575KW power,</li> <li>2. One 235KW power line and</li> <li>3. One generator of 320 KVA.</li> </ol> <p>Fully operational all machine days is required to running a minimum biomass energy of 90% which requires vigorous monitoring. Consequently, the plan details actions and responsibilities to ensure that set targets are met. For example, Optimize the plant's operating rate on the turbo alternator (TA) using the external network (ENEO / GE) only for starting the boilers. Renewable energy use per ton FFB (in the case of Dibombari "Turbine power produced/ton FFB processed kWh/t FFB), Electricity use in production (in the case of Dibombari Power consumed/ton FFB processed kWh/t FFB) among other required items</p>	Complied

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		of this RSPO required were all included in the POM spreadsheet, with targets monitored and reported. For example, for 2022, Renewable energy use per ton FFB had a target of > 16 and recorded resulted ranged between 14.6 (todate December 2022) @ 93% utilization.	
<b>Criteria 7.10:</b> Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.			
7.10.1	<p><b>(C)</b> GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has identified and assessed its GHG, developed reduction plan which is being implemented and audited. The documented plan ("plan de reduction des gas `a effet de serre et autres polluants importants" of 08/04/2021. The plan covers emission reductions from its plantation as well as mill operations.</p> <p>The company has also reported its monitoring of GHG through the RSPO Palm GHG version 4 Calculator and this was reviewed and approved during the audit. These include the implementation of the SOCFIN Group Policy for Responsible Management for the prohibition of the use of fire in its operations. which covers all of its plantation operations, use of cover crops to reduce pesticides, use of folia to inform the development of its fertilizer programme and to optimize the use of inorganic fertilizers. Results of the plan is publicly reported on the RSPO Palm GHG platform. The results for FY 2022 reported under appendix B.</p>	Complied
7.10.2	<p><b>(C)</b> Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them is prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has not carried out any new planting since 2014. Thus, this indicator is not applicable.</p>	Not Applicable
7.10.3	<p><b>(C)</b> Other significant pollutants are identified and plans to reduce or minimise them are implemented and monitored.</p>	<p>SOCAPALM Dibombari has identified other pollutants associated with its operation and has developed plans which are being implemented and monitored. Section 6 (Autres Polluants Importants) of the plan "plan de</p>	Complied

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	<p>- Critical (Major) compliance -</p>	<p>reduction des gas `a effet de serre et autres polluants importants" of 08/04/2021" identifies other pollutants namely: noise, dust and Hexane. These as part of its Environmental and Social Audit report submitted to the Regional Delegates of the Ministry of Environment, Nature Protection and Sustainable Development - MINEPDED of February 2018 (Plan De Travail Annuel De La Mise En Œuvre Du Programme De Gestion Environnementale Et Social : Adresse au Delege Regional du MINEPDED Du Littoral Conformement au Rapport D'audit Environnemental Et Social de Fevrier 2018 Pour Le Compte De La Plantation Socapalm de Dibombari (Department Du Moungo)) and through an annual work plan of which the plan for 2022 was available and reviewed during the audit. Implementation and monitoring of plan was carried out by HSE team. For example, waste disposal was made by license contractor (registered under ministry) and based on type of waste disposed. Summary of waste disposal arrangement as per below:</p>						
		<table border="1"> <thead> <tr> <th data-bbox="1128 852 1413 922">Waste type</th> <th data-bbox="1413 852 1693 922">License contractor information</th> <th data-bbox="1693 852 1980 922">Manifest of waste</th> </tr> </thead> <tbody> <tr> <td data-bbox="1128 922 1413 1390">Waste bags and waste oil</td> <td data-bbox="1413 922 1693 1390"> <p>TPV Cameroon" located in Yaoundé; Tel: 699798368 (Approval number assigned by the State of Cameroon: 00053 of July 16, 2019.</p> <p>The State comes to the field to ensure that the quantities of waste declared to be evacuated are correct and removed by an</p> </td> <td data-bbox="1693 922 1980 1390"> <p>WASTE TRACEABILITY MANIFESTO, N°024/2022/MTD/MI NEPDED/DRP/MCE of 06/17/2022</p> <p>Verified recycler certificate and disposal certificate dated 26/6/2022</p> <p>Quantity: 3125 kg</p> </td> </tr> </tbody> </table>	Waste type	License contractor information	Manifest of waste	Waste bags and waste oil	<p>TPV Cameroon" located in Yaoundé; Tel: 699798368 (Approval number assigned by the State of Cameroon: 00053 of July 16, 2019.</p> <p>The State comes to the field to ensure that the quantities of waste declared to be evacuated are correct and removed by an</p>	<p>WASTE TRACEABILITY MANIFESTO, N°024/2022/MTD/MI NEPDED/DRP/MCE of 06/17/2022</p> <p>Verified recycler certificate and disposal certificate dated 26/6/2022</p> <p>Quantity: 3125 kg</p>
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			approved service provider and issues this document	
		Electrical and Electronic Waste	TECHNOLOGICAL SOLIDARITY" located in Yaoundé (Approval number assigned by the State of Cameroon: 00096 of October 08, 2019	WASTE TRACEABILITY MANIFESTO, N°011/2022/MTD/MI NEPDED/DRP/MCE of 05/25/2022 Quantity: 620 kg
<b>Criteria 7.11:</b> Fire is not used for preparing land and is prevented in the managed area.				
7.11.1	<b>(C)</b> Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	SOCAPALM Dibombari committed to prohibit the use fire in new planting or replanting. The company continued to operate under the SOCFIN Group Policy for Responsible Management section 3 (Commitments) subsection 3.1 (Best Management Practices) where the group has committed to minimize and prevent its environmental impacts to include the prohibition of the use of fire among others. This policy is being implemented in the company and therefore no sign of the fire used and observed during the surveillance audit. There was no new planting and replanting. See findings for section 7.3.3 The unit of certification does not use open fire for waste disposal.		Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	SOCAPALM continued to implement mechanism for fire prevention and fighting. These include established fire teams and installed facilities to fight fire in the event of fire emergency especially during the dry seasons. The company consults with relevant stakeholders on its prevention and fighting measures. The company's consultation includes fire awareness and the its firefighting procedures. For example, letters addressed to the communities on fire "Information En Cas d'Incendie dans les communautes". The company's firefighting equipment include a fire truck and truck mounted with water tanks. The		Complied

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		company as part of its fire management also react and carries out field verification in the event of a notification for fire by RSPO through the Global Forest Watch fire alert system. An RSPO Internal Hotspot & Fire Monitoring report in which the company carried out field verification on was available and reviewed during the audit.	
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	SOCAPALM continued to implement the protocol with communities and other stakeholders on fire prevention and what to do in the event of fire. For example, letters addressed to the communities on fire "Information En Cas D'Incendie dans les communautes". The company has carried out fire awareness and firefighting training for communities and records of training were available and reviewed during the audit.	Complied
<p><b>Criteria 7.12:</b> Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p> <p><b>PROCEDURAL NOTE for 7.12:</b>          The 2018 RSPO P&amp;C include new requirements to ensure the effective contribution of RSPO to halting deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Toolkit in the revised standard.          The RSPO ToC also commits RSPO to balancing sustainable livelihoods and poverty reduction with the need to conserve, protect and enhance ecosystems.          High Forest Cover Countries (HFCCs) urgently require economic opportunities that enable communities to choose their own development path, while providing socio-economic benefits and safeguards.          Adapted procedures will be developed to support the sustainable development of palm oil by indigenous peoples and local communities with legal or customary rights. These will apply in specific HFCCs, and within those, in High Forest Cover Landscapes (HFCLs).          The development of these procedures will be guided by a No Deforestation Joint Steering Group (NDJSG) of RSPO and HCSA members. In HFCCs, RSPO will work through national and local participatory processes with governments, communities and other stakeholders to develop these procedures. A timeframe for these activities is stipulated in the Terms of Reference for the NDJSG and publicly available.</p>			
7.12.1	<b>(C)</b> Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.	SOCAPALM Dibombari has not damaged primary forest or HCV through land clearing since November 2005. The last old plantation established by the company was on 30 June 2000. The company has also not carried out any new planting after 15th November 2018.	Complied

	<p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Critical (Major) compliance -</p>		
<p>7.12.2</p>	<p><b>(C)</b> HCV and HCS forests, and other conservation areas are identified as follows:</p> <p>- Critical (Major) compliance -</p> <p>7.12.2a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p>	<p>SOCAPALM Dibombari has not carried out any new planting after 15 November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and a the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories.</p> <ul style="list-style-type: none"> <li>• HCV 1 due to the presence of the African Manatee in the Wouri Estuary and HCV 2 for the Wouri Estuary itself which was assessed as large and qualifies as an Intact Forest Landscape (IFL).</li> <li>• HCV 3 water courses and the riparian buffer zones.</li> <li>• HCV 4 Multiple erosion and areas of sedimentation in all catchment areas.</li> <li>• HCV 5 – Fishing areas, firewood and medicinal plants collection and drinking</li> <li>• Water areas for Plantation villages (i.e., those in the Concession) and neighbouring villages (those outside the Concession) and</li> <li>• HCV 6 - Sites of cultural value including 1) a colonial-era border post in Mbonjo Village 2 which is recognised by the Government for its historical significance ad 2) two burial grounds identified in the Concession</li> </ul>	<p>Complied</p>

		<p>Section 9.2 (Recommendations for each value) gave recommendation for the management of each identified HCV and corresponding monitoring protocols. Cross-cutting recommendations also given in section 9.3</p> <p>Recommendations for HCV 1-3 included:</p> <ul style="list-style-type: none"> <li>• The monitoring and restricting access to certain areas of the management area to prevent and discourage direct exploitation of fauna and flora.</li> <li>• Development and implementation of initiatives to give communities alternative sources to those that are derived from exploiting HCVs 1</li> <li>• Appointment of an environmental control officer (ECO) to facilitate implementation of management initiatives</li> <li>• For HCV 4-6 included:</li> <li>• The company to develop and implement a water management and erosion control plan for water quality to support several rare, threatened and endangered (RTE) species, the livelihoods and the health of communities reliant on the watercourses.</li> <li>• Monitor sites of cultural value to ensure that the integrity of the sites is maintained.</li> </ul>	
	<p>7.12.2 b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p> <p><b>PROCEDURAL NOTE</b>, 7.12.2: For details of transitional measures, refer to Annex 5: RSPO transition from HCV assessments to HCV-HCSA assessments.</p>	<p>SOCAPALM Dibombari has not carried out any new planting after 15 November 2018.</p>	



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7.12.3	<p><b>(C)</b> In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari is located in Cameroon. Cameroon is not included in the list of the list of High Cover Landscapes (HFCLs)</p>	<p>Complied</p>
<p><b>PROCEDURAL NOTE for 7.12.3:</b> There should be demonstrable benefits to the local community; clear recognition of legal and customary lands based on participatory land use planning; and development should be proportional to the needs of the local community, with a balance between conservation and development. This procedure will also cover planting on previous or abandoned agricultural land/plantations. All other P&amp;C requirements apply, including FPIC and HCV requirements.</p>			
7.12.4	<p><b>(C)</b> Where HCVs and HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five (5) years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15<sup>th</sup> November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring recommendation were also made as reported under 7.12.2</p>	<p>Complied</p>
7.12.5	<p>Where rights of local communities have been identified in HCV areas and HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, to encourage their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15<sup>th</sup> November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at</p>	<p>Complied</p>

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		<p>the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring recommendation were also made as reported under 7.12.2. Latest engagement/consultation with communities was done with Souza village on 26/7/22.</p>	
<p>7.12.6</p>	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to have captured, harmed, collected, traded, possessed, or killed these species.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari continued to protect rare threatened and endangered (RTE) species within its concession area. This includes those identified in the company’s HCV assessment “Socapalm – Dibombari Plantation, High Conservation Value Assessment, Cameroon of April 2020.” The assessment identified the presence of all the 6 HCV categories in the company’s concession to include HCV1 which included flora, aquatic and terrestrial species such as Chimpanzees and their habitats. The company is implementing management and monitoring recommendation from its HCV assessment. SOCAPALM Dibombari has HCV procedures (Procédure de gestion des zones des Haute Valeur de Conservation, Code GHVC Version 1 of 15/04/2021. Section “Espèces rares, menacées et en danger – RTE) where the company makes reference to identified RTEs from its HCV assessment and makes commitment to protect them. This section of the procedures also details measures for the protection of the identified RTEs to include:</p> <ol style="list-style-type: none"> <li>1. Awareness and education of communities,</li> <li>2. Comply with all legal requirements related to the protection of the habitats of RTEs,</li> <li>3. Creation and management of buffer zones among others. The HCV procedures also include stated disciplinary action against those found to capture, harm, collect, trade, possess or kill these RTEs.</li> </ol> <p>Eco-guards are trained and their competence evaluated to carry patrols as part of protection of RTEs and training records were available and reviewed during the audit. For example the training on the procedures HCV (knowledge and operation) was carried out 28/04/2022. There is a</p>	<p>Complied</p>

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		checklist for Eco-guard Patrols namely: (Formulaire rapport mensuel Surveillance des zone HCV par l'ECO Patrouille). Records of continuing engagement with the communities on HCVs including RTE were also available and reviewed during the audit. For example, the meeting with Souza village on 26/7/22.	
7.12.7	The status of HCVs and HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan. - Minor compliance -	SOCAPALM Dibombari continued to implement HCV procedures (Procédure de gestion des zones des Haute Valeur de Conservation, Code GHVC Version 1 of 15/04/2021 The HCV procedures also include the HCV management plan ((Plan De Gestion Des Hautes Valeurs de Conservation) for identified HCVs which is being implemented. It also has annual work plans (Planning Annuel De Monitoring des Zone Ripariennes 2022) separately managing HCVs in each Division. Records of monitoring were available and reviewed during the audit. For example, monitoring report "Formulaire Rapport Mensuel Surveillance Des Zones HCV Par L'Eco Patrouille" dated 31/10/2022 Division II, Block G7, Parcels 1 & 11 was verified. Based on the report, no negative outcomes reported.	Complied
7.12.8	<b>(C)</b> Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies. - Critical (Major) compliance -	SOCAPALM Dibombari has not cleared any land for plantation since November 2005. The last old plantation established by the company was on 30 June 2000. The company has also not carried out any new planting after 15th November 2018.	Complied

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**Appendix B: GHG Reporting Executive Summary**

The GHG emissions that were produced in **2022** for **Dibombari POM** 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 **2022** for **Dibombari POM** and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	0.72
PKO	0

Extraction	%
OER	21.63
KER	4.62

Production	t/yr
FFB Process	95,055
CPO Produced	20,558
PKO Produced	4,391

Land Use	Ha
OP Planted Area	3,807.5
OP Planted on peat	0
Conservation (forested)	1,904.41
Conservation (non-forested)	0
<b>Total</b>	<b>5,711.91</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	10,731.48	0.22	0	0	0	0	10,731.48	0.22
CO <sub>2</sub> Emission from fertilizer	401.75	0.01	0	0	0	0	401.75	0.01
NO <sub>2</sub> Emission	133.48	0	0	0	0	0	133.48	0
Fuel Consumption	783.51	0.02	0	0	0	0	783.51	0.02
Peat Oxidation	0	0	0	0	0	0	0	0
<b>Sink</b>								
Crop Sequestration	-14,114.78	-0.29	0	0	0	0	-14,114.78	-0.29
Conservation Sequestration	-16,834.98	-0.34	0	0	0	0	-16,834.98	-0.34
<b>Total</b>	<b>-18,899.55</b>	<b>-0.38</b>	0	0	<b>18,317.64</b>	0	<b>-581.91</b>	<b>-0.38</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	18,632.41	0.2
Fuel Consumption	28.74	0
Grid Electricity Utilization	0	0
<b>Credit</b>		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
<b>Total</b>	<b>18,661.14</b>	<b>0.2</b>

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

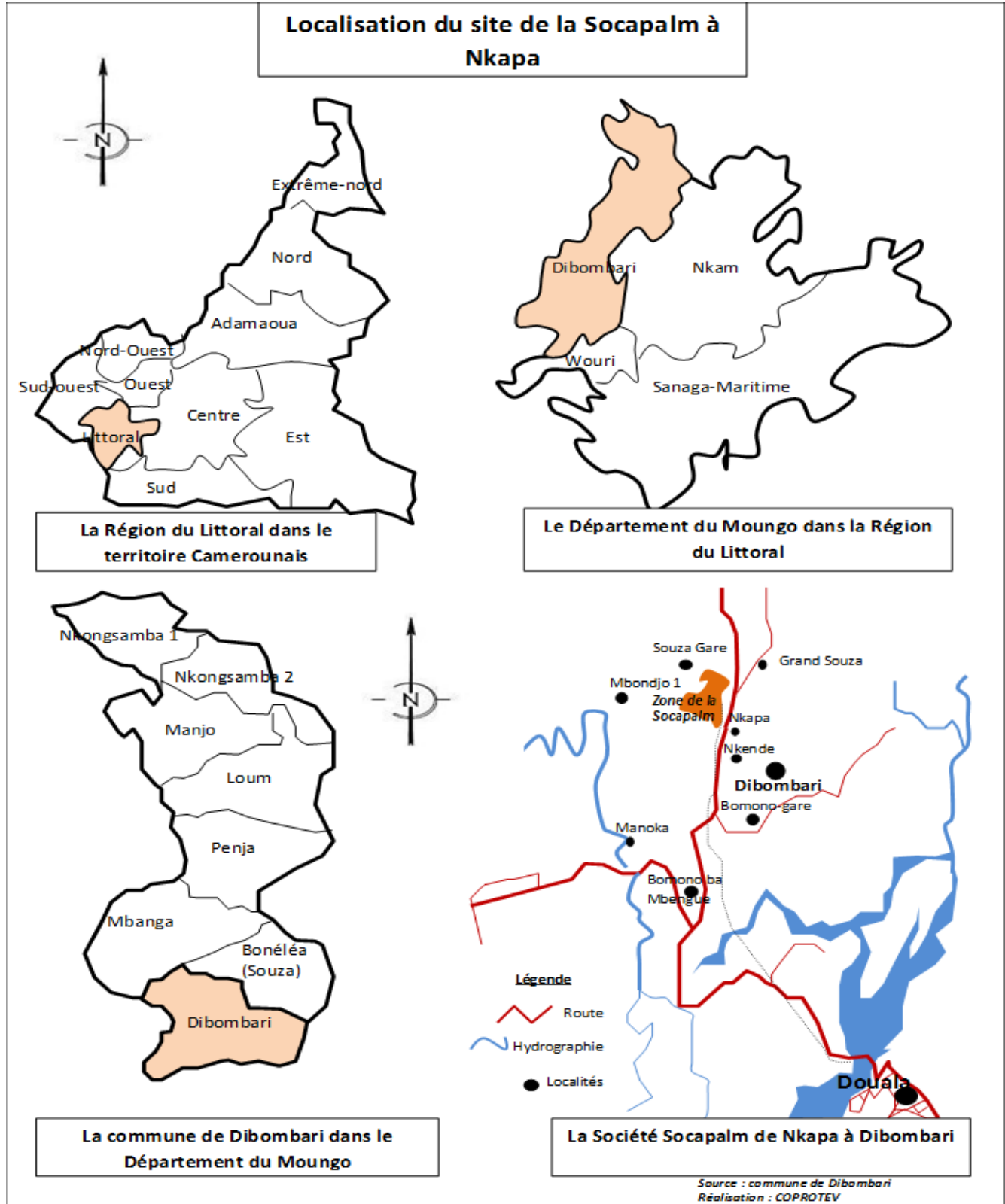
Emissions	tCO <sub>2</sub> e
PK from own mill	0
PK from other source	0
Fuel Consumptions	0
<b>Total Crusher emissions</b>	<b>0</b>

\*This mill has no kernel crusher operation.

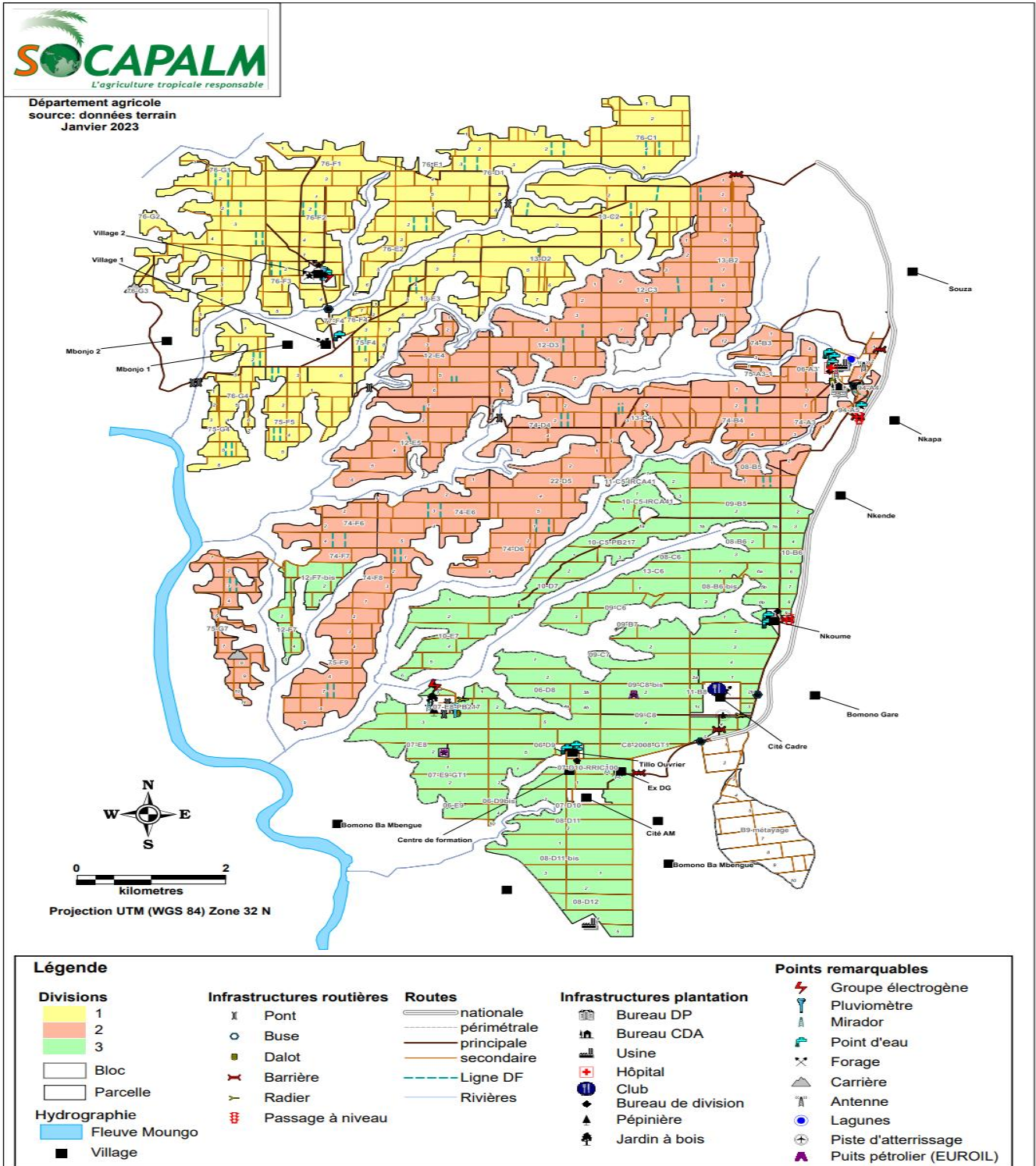
<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

**Appendix C: Location Map of Certification Unit and Supply bases**



**Appendix D: Estate Field Map**







## Appendix F: List of Abbreviations

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