



**PUBLIC CERTIFICATION SUMMARY
SECOND SURVEILLANCE AUDIT ON ANAP MUPUT FMU
FOR FOREST MANAGEMENT CERTIFICATION**

**Certificate Number: FMC 0006
Date of Certification: 25 July 2013
Date of Public Summary: 21 January 2016**

Certification Body:

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TABLE OF CONTENTS

	CONTENTS	PAGE NO.
1.	INTRODUCTION	3
2.	GENERAL SUMMARY	3
2.1	Name of FMU	3
2.2	Contact Person and Address	3
2.3	General Background on the Anap-Muput FMU	4
2.4	Date First Certified	4
2.5	Location of the Certified FMU	4
2.6	Forest and Management System	4
2.7	Annual Allowable Cut/ Annual Harvest under the Forest Management Plan	5
3.	CERTIFICATION AUDIT PROCESS	5
3.1	Audit Dates	5
3.2	Audit Team	5
3.3	Standard Used	5
3.4	Stakeholder Consultations	5
3.5	Audit Process	5
4.	SUMMARY OF SURVEILLANCE AUDIT FINDINGS	6
5.	RECOMMENDATIONS	14
	Attachments	
1.	Map of the FMU	15
2.	Curriculum Vitae of Members of the Audit Team	16
3.	Surveillance Audit Plan	18
4.	Details of Non-Conformities and Opportunities for Improvement Raised During this Surveillance and Corrective Actions Taken	20
5.	Status of Non-Conformities and Opportunities for Improvement Raised During the Previous Audit	25

1. INTRODUCTION

SIRIM QAS International Sdn. Bhd. (SIRIM QAS International) is the oldest and leading certification, inspection and testing body in Malaysia. SIRIM QAS International provides a comprehensive range of certification, inspection and testing services which are carried out in accordance with internationally recognized standards. Attestation of this fact is the accreditation of the various certification and testing services by leading national and international accreditation and recognition bodies such as the Department of Standards Malaysia (STANDARDS MALAYSIA), the United Kingdom Accreditation Services (UKAS), the International Automotive Task Force (IATF), and the Secretariat of the United Nations Framework Convention for Climate Change (UNFCCC). SIRIM QAS International is a partner of IQNet, a network currently comprising of 36 leading certification bodies in Europe, North and South America, East Asia and Australia.

This surveillance audit on the Anap-Muput Forest Management Unit (hereafter referred as 'Anap-Muput FMU') was conducted on 24-28 August 2015. This was the second surveillance following the first which was conducted on 23 – 29 June 2014. The scope of this surveillance audit was still limited to the forest management system and practices of the natural forest within the Anap-Muput FMU.

This surveillance audit was conducted by a three-member team comprising Dr. Yap Son Kheong (Forester and as Audit Team Leader), Dr. Lim Hin Fui (Sociologist) and Mr. Mohd Razman Salim (Forester) to assess the continued compliance of the Anap-Muput FMU's overall management system and practices against the requirements of the *Malaysian Criteria and Indicators for Forest Management Certification (Natural Forest) [MC&I (Natural Forest)]* using the verifiers stipulated for Sarawak. In addition, this surveillance audit was conducted to verify the corrective actions taken by Zedtee Sdn Bhd (Zedtee) in addressing the Non Conformity Reports (NCRs) and Opportunity for Improvements (OFIs) raised during the previous surveillance audit.

Based on the findings of this surveillance audit, it was found that generally the Anap-Muput FMU had continued to comply with the requirements of the *MC&I (Natural Forest)*. This surveillance audit has resulted in the issuance of one (1) and seven (7) major and minor NCRs respectively and six (6) Opportunity for Improvements (OFIs).

This public certification summary contains general information on the Anap-Muput FMU, the audit process involved, the findings of the audit, NCRs raised as well as the decision by the Certification Panel of SIRIM QAS International on the continued certification of the FMU under the Malaysian Timber Certification Scheme (MTCS).

2. GENERAL SUMMARY

2.1 Name of FMU

Anap-Muput FMU

2.2 Contact Person and Address

Mr. Wong Ing Yung
Lot 2367-2371, 2nd Floor
Boulevard Commercial Centre
Miri-Pujut Road
98008 Miri
Sarawak
Tel : 085-416649
Fax : 085-424064

2.3 General Background on the Anap-Muput FMU

The Anap-Muput FMU is a natural forest concession under Timber Licence No. T/4317, which will expire on 08 March 2024. It covers an area of 83,535 hectares. A map showing the significant features of the FMU is shown in **Attachment 1**.

The FMU is bounded by Sungai (Sg) Muput Kiba to the north; Sg. Malat and Sg. Anap to the east; Sg. Belawit to the southeast; Bukit (Bt) Maleng, Bt. Obar and Bt. Likang mountain ridges on the south and the cut-line common boundary in the west with forest concession Licence No. T/3393.

The FMU was classified as Permanent Forest Estate (PFE) under the Anap Protected Forests (76,935 hectares) under Notification No 587 gazetted on 1st March 1958 and the Mukah Hills Protected Forests (6,600 hectares) under Notification No 1102 and No. 790 which were gazetted on 1st September 1956 and 13th June 1958 respectively.

2.4 Date First Certified

25 July 2013.

2.5 Location of the Certified FMU

The FMU is located between latitudes 2°08'N to 2°32'N, and longitudes 112°37' to 113°E in the Tatau District of Bintulu Division, Sarawak

2.6 Forest and Management System

The FMU has been divided into the following land use classes:

1. Production Forest – mixed hill Dipterocarp forests, mainly for timber production;
2. Inoperable area –steep cliffs, rock outcrops, boulder field, high elevation dwarf forests and mountain ridges in Terrain Class IV area;
3. Jungle reservations – undisturbed and partially disturbed areas which would serve as reference conditions in research studies, refuge and breeding sites, as well as timber tree seed production and conservation of genetic diversity; and
4. Water catchment and permanent ecological sample plots and riparian buffer belts.

The forests were being managed for the following objectives:

1. Optimum utilization of forest resources;
2. Efficient operation and regulation of harvest on a sustained yield basis; and
3. Restoration of forest landscape including regeneration of the forest and productive use of the idle land for sustainable community development.

The FMU was still committed to sustainable forest management (SFM) to achieve the specified objectives with regards to production of a continuous flow of the desired forest products and services without undue reduction in its inherent values and future productivity and without undue undesirable effects on the physical and social environments.

Reduced Impact Logging (RIL) techniques were still being employed using tractor and the 'log fisher' system. The annual coupe was based on the revised general harvesting plan as approved effective 21 September 2010. Only tagged trees were harvested and these trees were marked on the detailed harvesting plan. Monthly production limit has been set by the Sarawak Forest Department at 12,000 cubic metres (m³).

2.7 Annual Allowable Cut/ Annual Harvest under the Forest Management Plan

The AAC was calculated based on OMNI simulation as shown in the FMP giving an estimate on yield in logs volume at 75% or 1.8 m³/ha/year estimated for 90% of the FMU area. The annual allowable cut (AAC) for the period 2011-2024 was estimated at 3,570 ha. The FMU had followed the directive from the Sarawak Forest Department dated 14 July 2015 to set the monthly production limit at 12,000 cubic metres (m³) with 7,200 m³ (60%) as reservation quota and 4,800 m³ (40%) as export quota.

3.0 CERTIFICATION AUDIT PROCESS

3.1 Audit Dates

24-28 August 2015

3.2 Audit Team

Dr. Yap Son Kheong (Forester and as Audit Team Leader)
Dr. Lim Hin Fui (Sociologist)
Mr. Mohd Razman Salim (Forester)

The curriculum vitae of members of the audit team are as in **Attachment 2**.

3.3 Standard Used

Malaysian Criteria and Indicator for Forest Management Certification (Natural Forest) [MC&I (Natural Forest)] using the verifiers stipulated for Sarawak.

3.4 Stakeholder Consultations

A one-month stakeholder consultation was conducted beginning 22 July 2015 to solicit comments from the relevant stakeholders on the compliance of the Anap-Muput FMU to the requirements of the MC&I (Natural Forest). There were no responses received to the letters sent to various stakeholders of the FMU.

In addition, during the on-site audit, consultations were conducted with the local communities living within the FMU, representatives from the relevant regulatory agencies such as the District Forest Office of the Sarawak Forest Department in Bintulu and officers of the Sarawak Forestry Corporation (SFC) in Tatau and the head office in Kuching. The comments obtained from these officers had been incorporated into the audit report.

3.5 Audit Process

The audit was conducted primarily to evaluate the continued compliance of the FMU's current documentation, Standard Operating Procedures (SOPs) and field practices in forest management against the MC&I (Natural Forest), using the verifiers stipulated for Sarawak. The coverage of the audit on the FMU is depicted in the surveillance audit plan which is as in **Attachment 3**.

For each Indicator, the auditors had conducted either a documentation review, consultation with the relevant personnel of the FMU or stakeholders or field audit or a combination of these methods. Depending on the level of compliance with the verifiers of a particular indicator, the auditors then decided on the degree of the FMU's overall compliance with the indicator and decided whether or not to raise a non-conformity report (NCR) or opportunities

for improvement (OFI). An NCR raised during the audit was categorized either major or minor which is defined as follows:

- (i) A major NCR is a non-compliance deemed by the Auditor to be critical and is likely to result in an immediate hazard to the quality of forest management system and practices in the FMU.
The FMU is requested to notify SIRIM QAS International of the proposed corrective actions taken within one month from the last date of the audit and send evidences of implementation of the corrective actions within two months to be verified by the Audit Team Leader or a member of the audit team.
- (ii) A minor NCR is a single observed lapse in compliance by the FMU to the MC&I (Natural Forest).

The FMU shall respond in writing to SIRIM QAS International within one month from the last date of audit detailing the actions to be taken to address the minor NCR. The effectiveness of the resulting actions implemented by the FMU must be verified during the next surveillance visit.

- (iii) An OFI is a situation where the auditor has noted an area of concern on the capability of the FMU to achieve conformance to the requirements of the MC&I (Natural Forest) but without sufficient objective evidence to support a non-conformity. The FMU shall submit a corrective action plan to SIRIM QAS International to be verified and closed out during the next surveillance audit. In case no effective corrective action is taken, the OFI shall then be upgraded to a minor NCR.

4. SUMMARY OF SURVEILLANCE AUDIT FINDINGS

- 4.1 The general findings of audit on the compliance of the Anap-Muput FMU's against the principles of the MC&I (Natural Forest) are as follows:

PRINCIPLE	STRENGTHS	WEAKNESSES
Principle 1 Compliance With Laws and Principles	<p>The FMU had continued to maintain records of all relevant national and local laws and regulations and policies related to forest management.</p> <p>From the financial report presented to the audit team, it was noted that payments had been made for all prescribed fees.</p> <p>The forest managers had expressed their willingness to participate in resolution of conflicts.</p> <p>The FMU's management had continued to be committed to maintain its forest management certification.</p>	<p>There was a violation of the Minimum Wage Order 2012 of the National Wages Consultative Council Act 2011. Monthly pay slips from March - July 2015 were inspected and it was found that a staff at the Sekawie Camp in Sg. Ayam had received a monthly basic wage below the amount specified under the Minimum Wage Order 2012. A major NCR 1/2015 was therefore raised.</p> <p>Encroachment was still being reported at Coupe 23/2022 where a protected <i>Kapur</i> tree which provides a nesting place for hornbills within the FMU had been illegally felled. A minor NCR 2/2015 was raised.</p>
Principle 2 Tenure and User Rights and Responsibilities	All relevant documents related to legal or customary tenure or use rights of the FMU were still being made available during	Nil.

	<p>the audit. These include the gazzatement records of the Anap Protected Forest and Mukah Hills Protected Forest. The timber licence T/4317 had been extended from 2011 to 8 March 2024.</p> <p>There were no documented legal land claims by villagers within the FMU. Forest managers had continued to support legally recognized mechanisms for resolving land claims.</p> <p>Appropriate mechanisms had been employed to resolve disputes over tenure claims and use rights of the local communities through the Anap Sustainable Development Unit Liaison Committee (ASDULC) framework.</p> <p>There were no records of cases that required resolution by the Native Courts or Civil Courts.</p>	
<p>Principle 3 Indigenous Peoples' Rights</p>	<p>The FMU still kept the relevant documentations on the customary rights of the indigenous peoples' lands.</p> <p>Mechanism to resolve conflicts and grievances was established through the ASDULC as mentioned earlier.</p> <p>Records of conflicts and grievances between parties involved concerning their legal and customary rights within the FMU were kept in the 'Report on the Encroachment in Areas within the Anap-Muput FMU'.</p> <p>Since the last surveillance audit in 2014, there was no case of conflict being reported and thus there was no record on conflict resolution.</p>	<p>There was no written procedure for identifying and protecting sites of social and cultural significance and provisions for rights of access to these sites by indigenous peoples. Hence, a Minor NCR 3/2015 was raised.</p>

	<p>There was no commercial utilization of traditional forest-related knowledge and practices within the FMU. There was no legislation on ensuring compensation for their commercial utilization. However, a mechanism had been established for a fair and equitable compensation for the commercial utilization of traditional forest-related knowledge and practices of local communities via the ASDU Liaison Committee. The community leaders within the FMU were paid monthly allowances as tokens for their wisdom and knowledge on the local conditions for the management of the FMU.</p>	
<p>Principle 4 Community Relations and Worker's Rights</p>	<p>Forest managers had provided training for all workers and training records were presented and reviewed by the audit team.</p> <p>Documents on safety operational procedures were available in the camp. There were records of dissemination of up-to-date safety and health information to forest workers.</p> <p>Each of the forest worker had continued to maintain a pocket book as references guide for the correct work procedures to be used in forest operations.</p> <p>The main mechanism employed to expeditiously resolve grievances, and provide fair and equitable compensation for any loss or damage affecting the local communities' legal or customary rights, property, resources, or their livelihoods, caused by forest operations was through the ASDU Liaison Committee (ASDULC).</p>	<p>Valid certificates of fitness 19(1) from DOSH for the 3 air compressors [one unit of model: YL2310B (240V) and two units of model TW-071 (415V)] had not been obtained from DOSH. Thus, the operational procedure was not in accordance with the Factory and Machinery Act 1967. A Minor NCR 4/2015 was therefore raised.</p> <p>An OFI 1 was raised as there was a need for improvement on various safety features in the camps and workshops. It was observed that the first aid boxes provided at the workshop in Sekawie Camp and to the tree tagging team in Muyuk were not fully equipped with the essential materials. During a site visit to the mobile quarters at Coupe 16A, it was observed that 4 fire extinguishers had exceeded their expiry dates. Acetylene tank and oxygen tank gauges at workshop were broken and had to be replaced. The welder at the workshop had not used an earplug during welding work.</p> <p>The management would have to verify with qualified Occupational Health Doctor (OHD) whether it would be compulsory to conduct medical</p>

		<p>surveillance for welder on manganese fumes. An OFI 2 was therefore raised.</p> <p>It was observed that the employment contracts of staff indicated that they were eligible for monthly, annual, medical and maternity leaves. However, the number of days for these leaves was not defined in their employment contract. A Minor NCR 5/2015 was raised.</p> <p>During this surveillance audit, it was still found that the social impact assessment had not been completed thus the local communities (Rumah Mawang, Rumah Sayong, Rumah Merawang and Rumah Agau) directly affected by the forest operations had no access to information on the outcomes of the evaluation. As this OFI was raised during the 2014 surveillance audit, it was therefore upgraded to a Minor NCR 6/2015.</p>
<p>Principle 5 Benefits from the forest</p>	<p>Records of expenditure from 1 May 2014 to 30 April 2015 and a proposed budget of expenditures from 1 May 2015 to 30 April 2016 were presented during this surveillance. The budget had included local community benefits, training for staff under worker benefits while other expenses on environment would be placed under operating expenses.</p> <p>As reported previously, timber had continued to be the main production of the Anap-Muput FMU and only tagged trees were being harvested. The volume of harvest would be controlled by the Annual Allowable Cut (AAC) approved by the Sarawak Forest Department.</p> <p>Following the directive by the Sarawak Forest Department dated 14 July 2015, the</p>	<p>Nil.</p>

	<p>monthly log production limit was set at 12,000 m³ with 7,200 m³ (60%) as reservation quota and 4,800 m³ (40%) as export quota. Record of log production obtained at the Sagan log pond for the period from June 2014 to July 2015 indicated that the harvested volumes were below the 12,000 m³ limit. Non-timber forest products were not harvested except by the local communities for their own consumption.</p> <p>The Implementation of guidelines on reduced/low impact logging was observed in harvesting Coupe 14A. Interviews with tree fellers had indicated that they were aware of the importance of directional felling. Each feller was provided with handbook to guide him on the implementation of the system which was being monitored by a field supervisor. Site inspections and observation on tree felling and hauling using log fisher had shown minimal damages to residual trees.</p> <p>Training on basic chainsaw maintenance and directional tree felling was being provided. Based on random interviews held with tree fellers, it was found that they had understood on the requirements of directional felling to reduce damage to residual stand.</p> <p>The implementation of guidelines to identify and demarcate sensitive areas for the protection of soil and watercourses had continued to be done. The riparian buffer zone was still being clearly demarcated with blue paint on tree trunks such as those seen</p>	
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	<p>along Sungai Anap and Sg. Belaut.</p> <p>Similar riparian buffer belts along streams in Block 18 Coupe 15/2014 were inspected and found to have been demarcated on ground. The buffer zone had remained intact without any sign of disturbances. Some of the nearby tagged trees had not been felled to ensure the buffer zone would not be damaged.</p>	
<p>Principle 6 Environmental Impact</p>	<p>As previously mentioned, an EIA report entitled “<i>Re-entry Hill Logging Within the Anap-Muput FMU Under Timber Licence No. T/4317 and LPF/0039, Bintulu and Sibu Divisions Sarawak</i>” was produced as required under the Natural Resources and Environment (Prescribed Activities) Order 1994. The potential impacts and strategies to mitigate them were written in this report.</p> <p>The monitoring on the potential impacts of harvesting activities on endangered, rare and threatened (ERT) species of flora and fauna had continued to be done within the FMU with the assistance of the Sarawak Forestry Corporation (SFC). The policy on no hunting was still being implemented in accordance to the Wildlife Protection Ordinance 1998.</p> <p>Chapter 7 of the <i>Forest Management Plan for Anap-Muput FMU (2011-2024)</i> had incorporated measures to mitigate environmental impacts as part of the FMU’s environmental management system (EMS).</p> <p>In addition, measures on harvesting according to the</p>	<p>The Record of Protected Trees (Endangered, Rare and Threatened Species) which had been prepared for each Coupe was not in accordance with the accepted classification of these species. An OFI 3 was raised.</p> <p>With the establishment of LPF/0039 bordering the FMU, a buffer zone should be established between this plantation and the natural forest. Similarly, buffer zone should be established around salt licks without any marking of their positions. An OFI 4 was therefore raised.</p> <p>It was observed that used engine oil was stored in tanks at the Keliyau Camp but they had not been marked appropriately and there was no indication on the date of generation. An OFI 5 was therefore raised.</p>

	<p>Reduced Impact Logging (RIL) specifications had continued to be implemented. Protection of wildlife and threatened species had also been incorporated in the research activities as described in the FMP.</p> <p>There were continuous dialogues and education on conservation being organized which formed part of the Conservation and Community Development Committee operating under the Anap Sustainable Development Unit (ASDU).</p> <p>The FMU had also taken actions to restore bare areas by planting <i>Binuang</i>, <i>Kelempayan</i>, <i>Meranti</i> and <i>Durians</i> trees. Records on planting were examined and based on on-site inspection it was observed that seedlings were planted immediately after harvesting, along the road sides and log landing sites.</p> <p>The FMU had continued to implement the RIL guidelines of the Sarawak Forest Department (SFD). Besides the implementation of the RIL, the FMU had used the Log Fisher system of harvesting since December 2014. It was observed that there was a Standard Operating Procedure for Log Fisher Yarding System. Further improvement was made along skid trails with proper construction of water bunds along steep slopes. Inspection on skid trails in Coupe 15 had shown that there were earth buns and minimum blading of soil along the skid trail.</p> <p>There was no conversion of natural forest into non forest land use in the FMU.</p>	
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Principle 7 Management Plan	<p>The revised <i>Forest Management Plan 2011-2024</i> had incorporated data obtained from monitoring and research activities within the FMU.</p> <p>Forest managers had provided training to the workers and training records were made available to the audit team.</p> <p>The summary of the <i>Forest Management Plan for Anap Muput (2011-2024)</i> was made publicly available on the web page of the FMU at www.anapmuputfmu.com.</p>	Nil.
Principle 8 Monitoring and Assessment	<p>Appropriate monitoring procedures for ecological and environmental impacts in accordance with various guidelines of the SFC and SFD appropriate to the intensity of forest operations were developed. Environment Monitoring Reports were still being submitted to the NREB once every 3 months as specified in the contract with the department.</p> <p>It was observed that the logs from the FMU were segregated from logs coming from the LPF logging area.</p> <p>Log tracking using photos of tree stumps in the forest and log ends at the log yard was practiced. This was complimented with tagging records, serial numbers of tree tags, log tags, LPI tags and royalty tags.</p>	<p>During this surveillance, appropriate monitoring procedures for assessing social and economic impacts had not been prepared. Monitoring reports for assessing growth and yield, ecological impacts were also not completed according to schedules. A minor NCR 7/2015 was therefore raised.</p> <p>The FMU had established and conducted initial inventory for Permanent Sample Plot – Cluster Plot No. 18 (PSP CP18) in Coupe 12A dated 24 November 2012. Re-measurement had not been conducted after the second year Y (0+2), as stated in the SOP. Therefore the FMU had not been able to monitor the growth rates, regeneration and condition of the forest and composition and observed changes in the flora and fauna. A minor NCR 8/ 2015 for this Indicator was raised.</p> <p>It was observed that logs registered in the Log Tracking System that had not been transported out of the log pond had not been stored separately for easy checking resulting in the raising of an OFI 6.</p>
Principle 9 Maintenance of High Conservation Value Forests	As noted in the previous surveillance audit reports, consultations with the relevant	Nil.

	<p>stakeholders had been conducted with invitation letters been sent to eleven stakeholders including NGOs on HCVF in the FMU. A consultative dialogue was held with the local communities on 21 March 2011 at Rumah Mancha in Sungai Anap. E-mails had also been sent to all stakeholders for comments in March 2013 and copies were presented during this surveillance audit.</p> <p>The public summary had included the HCVF sites identified and the associated measures for their protection.</p>	
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Based on the findings of this surveillance audit, it was found that the Anap-Muput FMU had generally continued to comply with the requirements of the MC&I (Natural Forest). However, there were still lapses in the management system and practices which had resulted in the issuance of one (1) and seven (7) major and minor NCRs respectively and six (6) Opportunity for Improvements (OFIs). The details on the NCRs and OFIs raised are as in **Attachment 4**.

The management of Anap-Muput FMU had taken appropriate corrective actions to address the major NCR raised. The audit team had reviewed and accepted the corrective actions taken and closed out the major NCR. The Anap Muput FMU had also submitted its proposed corrective actions to address the minor NCRs and OFIs. The proposed corrective action plan had been reviewed and accepted by the audit team. However, these corrective actions shall be verified by the audit team during the surveillance audit.

All the minor NCRs which were raised during the previous surveillance audit had also been satisfactorily closed out following verification of the corrective actions taken by the Anap-Muput FMU. The details on the verification of the corrective actions taken and the status of the NCRs and OFIs raised during the previous surveillance audit are shown in **Attachment 5**.

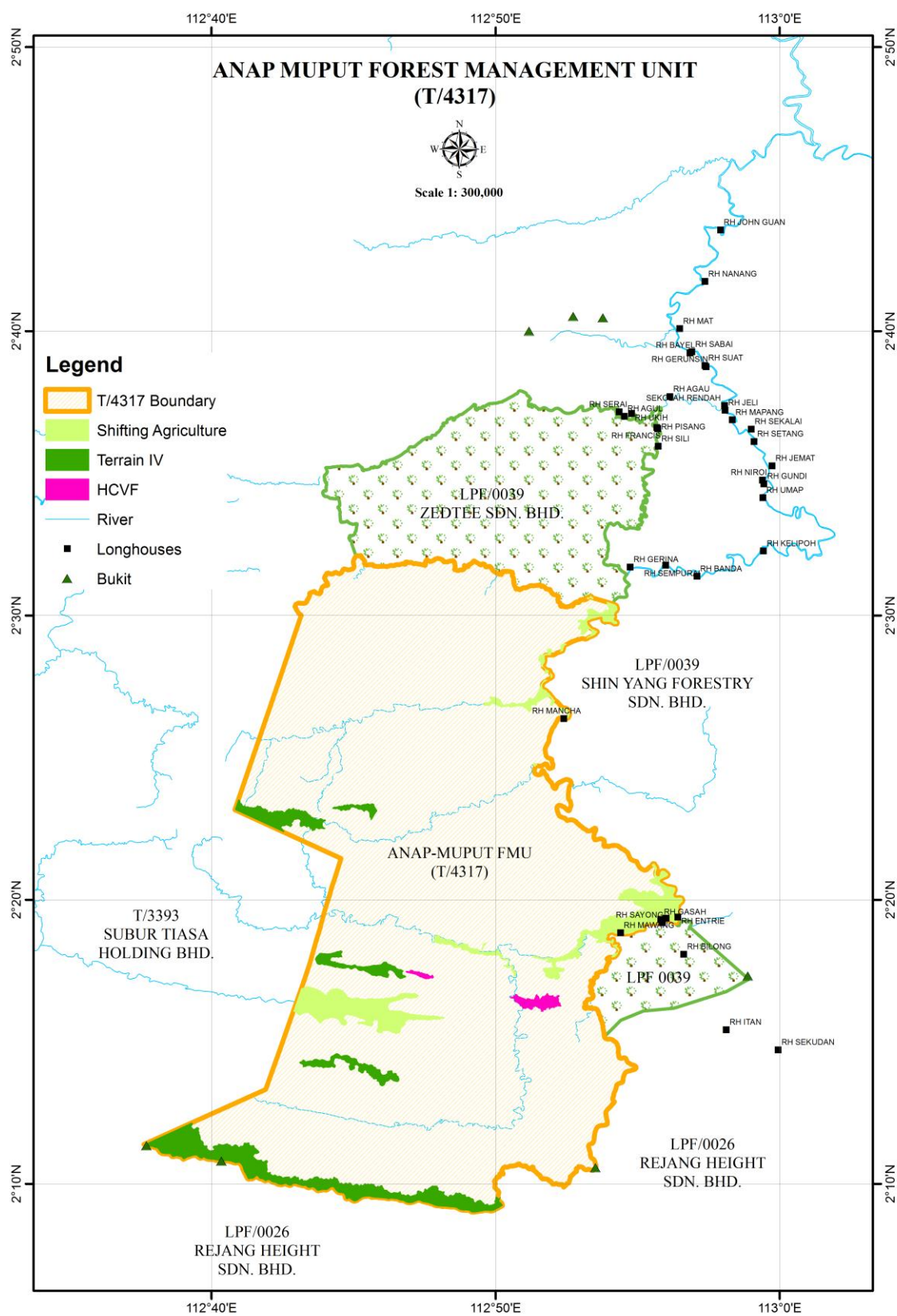
On indigenous peoples' rights, there were no documented new land claims by villagers within the FMU. This was confirmed by the headmen of Rumah Gasah, Mawang and Philip during consultations conducted with the communities during this audit. There were also no new native customary land claims made by villagers outside the FMU.

With regard to Criterion 6.10, there was no conversion of natural forest into plantation or other non-forest land use within the FMU.

5. RECOMMENDATIONS

As the one major NCR raised had been closed out and all the corrective actions taken on the minor NCRs had been reviewed and accepted, the audit team had therefore recommended that the Certificate for Forest Management awarded to the Anap-Muput FMU be maintained.

Map of the Anap Muput FMU



Curriculum Vitae of Members of the Audit Team

Member of Audit Team	Role/Area of MC&I Requirement	Qualifications and Experiences
Dr. S.K. Yap	Assessment Team Leader Environment issues	<p>Academic Qualifications: B.Sc. Hons. Second Class Upper (Botany) Ph. D. in Forest Biology</p> <p>Dr. S.K. Yap a forest/flora ecology consultant for EIA and HCVF. Qualified as lead auditor under the QMS ISO 9001 in September 2013.</p> <p>Currently an independent consultant on forestry, arboriculture and environment and an independent auditor appointed by FSC's accredited certifier - Scientific Certification System (SCS) of USA and SIRIM QAS International to conduct audit for forest management certification under the FSC Principles and Criteria and Malaysian Criteria and Indicators since 2001. He is also an accredited EMS ISO 14001 auditor with SIRIM QAS International and a Lead Auditor for RSPO certification scheme.</p>
Dr. Lim Hin Fui	Social issues	<p>Academic Qualifications: B.A. of Social Science, Universiti Kebangsaan Malaysia Master of Social Science, USM PhD in Social Science, Universiti Malaya</p> <p>He is an independent auditor appointed by SIRIM QAS International to conduct audit on forest management certification related to social issues under the MTCS since 2009. He is also appointed as auditor for RSPO certification scheme.</p> <p>Work Experiences:</p> <ul style="list-style-type: none"> • Forest Research Institute Malaysia – Research Officer (1989-present) • Universiti Malaya – Fellow Researcher (1984-1988) • Universiti Sains Malaysia – Tutor (1981-1983) • Federal land Development Authority – Social Development Officer (1981)
Mr. Mohd. Razman	Forester	<p>Academic Qualification: B. Sc. of Forestry (Forest Production), University Putra Malaysia.</p> <p>Work Experiences: Research Officer at the Forest Research Institute Malaysia (FRIM) (2007-2012) and was involved in the followings:</p> <ul style="list-style-type: none"> • conduct research in various areas such as ecology of lowland and hill dipterocarp forest, geographic information systems, forest inventories, forest harvesting and forest management system (SMS); • member of organizing committee on division level activities and projects; • coordinate and collaborate long term ecological plot and a 25 years inventory data at the Pasoh, Negeri Sembilan with Negeri Sembilan Forestry Department, universities (local & international) and NGOs

		<ul style="list-style-type: none"> published and presented research findings at the seminars and conferences <p>Currently as Auditor in the Food, Agriculture and Forestry Section (FAF), SIRIM QAS International since 2013. Involved in conducting assessments on forest management certification [MC&I (Natural Forest)] & [MC&I (Plantations)], and RSPO sustainable production of palm oil MYNI of RSPO P&C and other management systems certification such as ISO 9001, 14001 and OHSA 18001</p> <p>Has attended and successfully completed/passed the following training programmes:</p> <ul style="list-style-type: none"> Auditor Training Course on Malaysian Criteria and Indicators for Forest Management Certification [MC&I (Natural Forest)] & [MC&I (Plantations)] organized by MTCC, 1-4 December 2013. EMS 14001: 2004 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 18-22 March 2013. OHSAS 18001: 2007 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 11-15 March 2013. QMS 9001: 2008 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 4-8 March 2013.
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Surveillance Audit Plan

DAY	TIME	PROGRAM		
		AUDIT TEAM LEADER (AUDITOR 1)	AUDITOR (2)	AUDITOR (3)
Day 1 24 Aug 2015	10.30 a.m. -12.50 p.m.	<ul style="list-style-type: none"> Travel from Kuala Lumpur to Bintulu MH 2742 Travel to Ayam Base Camp Opening Meeting with representatives of FMU Briefing by Audit Team Leader on the surveillance audit plan and procedure Briefing session by Forest Manager of the FMU Verification of actions taken to close NCRs raised during the Stage 1 audit Evaluation of changes to the management of the FMU Check on progress of planned activities aimed at enhancing the operation system to achieve improvement in overall performance Check on complaints and follow-up actions Evaluate on procedures for internal audit Evaluate on management review system Usage of certification, accreditation marks and the use of MTCC and PEFC logos Q&A Session Confirmation of audit plan Meeting with stakeholders <ul style="list-style-type: none"> Consultation with representatives of regulatory agencies Headmen from local communities) Documentation Review 		
	2.00 p.m. - 6.00 p.m.			
	8.00 p.m. - 10.00 p.m.			
Day 2 25 Aug 2015	7.30 a.m. – 5.00 p.m.	<ul style="list-style-type: none"> Inspection of HCVF sites Protected sites and biological corridors Water catchment sites 	<ul style="list-style-type: none"> Inspection of pre-harvesting and active harvesting areas Road construction and stream buffer belts Tree markings Meeting with field workers of contractors and contractors camps 	<ul style="list-style-type: none"> Meeting with local communities
		<ul style="list-style-type: none"> Review of Day 2 findings Documentation review 		
	8.00 p.m.-10.00 p.m.			

Day 3 26 Aug 2015	7.30 a.m.-5.00 p.m.	<ul style="list-style-type: none"> Boundary and control of encroachment 	<ul style="list-style-type: none"> PSPs Post harvesting areas 	<ul style="list-style-type: none"> Consultation with local communities
	8.00 p.m.-10.00 p.m.	<ul style="list-style-type: none"> Review of Day 3 findings Documentation review 		
Day 4 27 Aug 2015	7.30 a.m.-5.00 p.m.	<ul style="list-style-type: none"> HCVF and water catchment sites Water sampling points 	<ul style="list-style-type: none"> Chemical store Workshop Solid waste disposal 	<ul style="list-style-type: none"> Consultation with local communities Meeting with staff members
	8.00 p.m.-10.00 p.m.	<ul style="list-style-type: none"> Documentation review and review of Day 4 Findings 		
Day 5 28 Aug 2015	7.30 a.m.-11.00 p.m.	<ul style="list-style-type: none"> Inspection of COC process at log pond Consultation with log pond field staff 		
	12.00 p.m.-3.00 p.m.	<ul style="list-style-type: none"> Preparation of closing meeting Issuance of NCRs (if any). 		
	3.00 p.m.-4.30 p.m.	<ul style="list-style-type: none"> Closing Meeting and presentation of findings of audit and discussion on follow-up activities Adjourn Closing Meeting 		
Day 6 29 Aug 2015	7.00 a.m. -12.00 p.m.	Travel to Bintulu and flight back to KL MH 2743		

**Details of Non-Conformities and Opportunities for Improvement
Raised During this Surveillance and Corrective Actions Taken**

Indicator	Specification Major/Minor/ OFI	Detail Non-conformances	Corrective Action Taken	Verification by Assessor
Indicator 1.1.1	Major NCR 1/2015	A violation of <i>Minimum Wages Order 2012</i> of the National Wages Consultative Council Act 2011. Monthly pay slips from March till July 2015 inspected indicated a staff at Sekawei received a basic monthly wage below the amount specified under the Minimum Wage Order 2012.	The infraction was rectified by back payment detailed on pay slip (No. 111043) which was duly acknowledged by Ms. Lucyana. (Appendix 1)	The FMU had taken action to amend the monthly payment of the staff involved and also made back payment for the period involved. The audit team had reviewed, accepted and verified the corrective action taken and major NCR 1/2015 was therefore closed out.
Indicator 1.5.2	Minor NCR 2/2015	There was a report of encroachment at Coupe 23/2022 and illegal felling of a protected nesting tree.	<p>1. Tr Gasah case was heard by the District Officer of Tatau on 29.09.2014 attended by the full ASDULC and AMC ExCo. (Appendix 2). Tr Gasah had promised not to carry out anymore clearing or activity on the land.</p> <p>2. A letter was sent to all Tuai Rumah and Honorary Wildlife Rangers to seek information on the offender and request assistance to warn the local community against such offence. (Appendix 3). Access control at the Gates was strengthened. All <i>belian</i> operators were registered for record of the SFD and SFC.</p>	<p>The action plan taken on encroachment and the promise of no more clearing was accepted.</p> <p>Warnings were sent to all local communities on protecting trees of special significance and the improved gate control would be accepted as appropriate actions. The corrective actions taken would be verified during the next audit.</p>
Indicator 3.3.1.	Minor NCR 3/2015	There was no appropriate written procedure for identifying and protecting sites of social and cultural	<i>SOP REF. CR-02: Community CCD Committee - Procedure #6.a. (i & ii; revised on</i>	The revised SOP would be accepted as the corrective action to be implemented. The

		significance and provisions for rights of access to these sites by indigenous peoples.	<i>April 22, 2014</i>) states that part of the tasks taken by the CCD Committee (which is within the SFMLC framework) is to inform in the ASDULC meeting about availability of food resources and other needs, including identifying and protecting sites that have social and cultural significance. (Appendix 4)	verification of the corrective action would be done during the next audit.
Indicator 4.2.3	Minor NCR 4/2015	Certificates of Fitness for the one unit of air compressor Model: YL2310B (240V) and the two units Model TW-071 (415V) had not been obtained from the DOSH.	New air compressors had been ordered with the de-commission of the old sets.	Accepted the planned corrective action on the ordering of the new equipment to be followed by applying for certificates from the DOSH. However, the verification of these corrective actions would be done during the next audit.
Indicator 4.3.3	Minor NCR 5/2015	The number of days for the monthly, annual, medical and maternity leaves provided was not indicated in the employment contract.	An additional Appendix entitled "Rest Day, Public Holiday & Leave Entitlement" (Appendix 5) has been added to the Letter of Appointment.	The additional appendix as an action taken to clarify the number of leave days was accepted as the corrective action plan to address this minor NCR which would be verified during the next audit.
Indicator 4.4.1	Minor NCR 6/2015	An assessment on social impacts of the FMU's operations directly affecting the communities had not been completed. Therefore, no report was made available. The villagers of the long houses (Rumah Mawang, Rumah Sayong, Rumah Merawang and Rumah Agau) whom were consulted had informed the audit team that they had no information on the results of	<ul style="list-style-type: none"> • An SIA done by Envisar Sdn. Bhd. in 2007 has been updated with an EIA & Periodic EMP conducted by Ecosol Sdn. Bhd. • Community household census and engagement in agro-forestry enterprise was in progress of being implemented. <p>The ASDULC meetings</p>	The audit team had accepted the corrective action plan as appropriate and would verify it during the next audit.

		any social impact assessment.	had regularly updated the community on developments and issues with potential impacts on the community.	
Indicator 8.1.2	Minor NCR 7/2015	Monitoring procedures for assessing social and economic impacts had not been written. Monitoring reports for assessing growth and yield, ecological impacts had not completely been done according to schedules.	<ol style="list-style-type: none"> 1. Three officers were undergoing training to be accredited with NREB to conduct for EIA and prepare monitoring report on assessment of environmental impacts of the FMU's forestry operations. 2. Kyushu University was conducting an ecological studies under the project "Transect Surveys of Vascular Plant Diversity in Sarawak" for the period from 2014- March 2016. 3. Sarawak Inter-Agency Committee for Forest Management was in the process of formulating the appropriate monitoring on assessing social and economic impacts of forestry operation on the local communities. 	The action particularly to have 3 officers to be trained with NREB to conduct EIA and prepare monitoring report had been accepted as corrective action which would be verified during the next audit.
Indicator 8.2.1	Minor NCR 8/2015	Indicator 8.2.1: The FMU had established and conducted initial inventory for Permanent Sample Plot – Cluster Plot No. 18 (PSP CP18) in Coupe 12A dated 24 November 2012. Re-measurement had not been conducted after the second year Y (0+2), as stated in the SOP. Therefore the FMU had not been able to monitor the growth rates, regeneration and condition	<p>Sarawak Inter-Agency Committee for Forest Management Certification was in the process of formulating a PSP establishment & measurement regime.</p> <p><i>SOP-FR/02</i> needs to be revised due to capacity and cost/benefits considerations.</p>	The SOP Ref. FR-02 <i>Permanent Sampling Plots - Regeneration and Yield</i> , particularly Procedure #6, has been revised on September 2, 2015. For a start, the second assessment of PSPs in Coupe 12A (<i>i.e.</i> Y 0+3) would be carried within a year-period, <i>i.e.</i> before the next surveillance audit (Appendix 7).

		of the forest and composition and observed changes in the flora and fauna.		The Sarawak Inter-Agency Committee For Forest Management Certification had planned to formulate PSP establishment and monitoring growth had been accepted as the appropriate corrective actions which the audit team would verify during the next audit.
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OPPORTUNITIES FOR IMPROVEMENT		
Clause	Details	Comments on action taken
4.2.3	<p><u>Appropriate safety and operational equipment in good working condition, including operational procedures, shall be made available to forest workers in the work place.</u></p> <p>i) The first aid boxes provided at the workshop at Sekawie Camp and to the tree tagging team in Muyuk were not fully equipped with handyplast, bandages and iodine. ii) During site visit at mobile quarters at Coupe 16A, it was observed that 4 fire extinguishers could be increased for the housing units. iii) Acetylene tank and oxygen tank gauge at workshop were broken and had to be replaced. iv) The welder at the workshop was not wearing earplug during welding work.</p>	
4.2.4	<p><u>Forest managers shall maintain up-to-date safety records in compliance with all applicable laws and/or regulations covering health and safety of forest workers.</u></p> <p>It is a need for management to verify with qualified Occupational Health doctor (OHD) whether it would be compulsory to conduct medical surveillance for welder on manganese fumes.</p>	
6.2.1	<p><u>Availability and implementation of guidelines to identify and protect endangered, rare and threatened species of forest flora and fauna, including features of special biological interest such as seed trees, salt licks, nesting and feeding areas in the FMU.</u></p> <p>The record of Protected Trees (Endangered, Rare and Threatened Species) listed and tagged for each Coupe was not in accordance with the accepted classification of these species.</p>	
6.3.3 (OFI)	<p><u>Harvesting is designed taking into consideration the need for the conservation of biological corridors and buffer zones for features of special biological interest for wildlife.</u></p> <p>With the establishment of the LPF/0039 a buffer zone had to be established between this plantation with the FMU. Similarly buffer zone should also be established around salt licks and no markings of their positions to be made.</p>	
6.7.1 (OFI)	<p><u>Oil, fuel, tyres, containers, liquid and solid non-organic wastes, shall be disposed of in an environmentally appropriate and legal manner.</u></p> <p>Used engine oil was stored in tanks Keliyau Camp. These tanks would have to be marked appropriately and the date of generation to be added.</p>	
8.3.1 (OFI)	<p><u>Forest Managers shall provide relevant documents for identifying all forest products leaving the area to be certified.</u></p> <p>Logs registered in the Log Tracking System that were not transported out of the log pond could be stored separately for easy checking.</p>	

Status of Non-Conformities and Opportunities for Improvement Raised During the Previous Audit

Indicator	Specification Major/Minor/OFI	Detail Non-conformances	Corrective Action Taken	Verification by Assessor during surveillance
Indicator 1.5.2	Minor NCR #: AM 1/2014	The construction of skid trail ST-1-1 in Block 53 of Coupe 14A following the old trail had passed through a short stretch into the neighbouring forest without the field workers being aware of the boundary.	<p><u>Immediate action:</u> All relevant workmen and logging supervisors had been alerted to be aware of the boundary which has been repainted and sign-posted.</p> <p>Tree fellers shall be specifically shown the boundary with relevant warning before the commencement of felling along ST-1-1. There was stringent supervision during harvest.</p> <p><u>Preventive action:</u> FMU Forest Survey Department shall conduct a review of the competence of the surveyors in fulfilling the RILP requirements.</p> <p>Only experienced/competent surveyors shall be assigned to carry out RILP preparation for logging blocks along the common boundary.</p> <p>On-going discussion with SFC on SOP for PEC management affecting coupes along common boundary for prevention of encroachment and illegal felling involving licencees.</p>	<p>A new road alignment away from the neighbouring forest area next to ST-1-1 in Block 53 Coupe 14 of 80 m in length was shown on a map completed on 1 October 2014. Pegs were erected at the entry and exit point of the encroached section of the road. A sign board indicating the boundary of T4317 and T 3393 was erected. Owing to the collapse of a bridge crossing it was not possible to access the spot but photos were presented.</p> <p>SOP FS/03 FMU Boundary Protection on establishment and protection of the FMU boundary had been presented. The FMU had been defined by 21 distinct reference points (A to U) covering a distance of 187 km. The Forest Manager was tasked to prepare an annual boundary surveillance programme which included the establishment and re-establishment of boundaries, renewal of signage, reconnaissance and intelligence gathering useful for the protection of the FMU.</p> <p>The programme was conducted by trained surveyors competent with topographical surveys, GPS and related skills. The forest manager would verify any breach of FMU boundary for immediate actions. The time</p>

				<p>difference was within 14 days. The forest manager had compiled and maintained all records of work performed under the annual surveillance programme. Installation of licence boundary signage between T/4317 and LPF/0039 was done. This NCR was closed out.</p>
Indicator 4.2.2	Minor NCR # AM 2/2014	<p>The Health and Safety Committee meetings had been incorporated into the Staff and Management Meetings starting from May 2013. The minutes of these meetings had only included a section on Safety and Health.</p>	<p><u>Immediate action:</u> The established Health and Safety Committee will be independent and separate from the Management-Worker Committee (for compliance with legislation).</p> <p><u>Preventive action:</u> The SOP manual shall be revised to clearly define the terms of reference of the Health and Safety Committee.</p>	<p>Minutes of Safety and Health Committee held on 7 December 2014 and 25 May 2015 were presented to the audit team. As there was a separate committee meeting on Health and Safety, this NCR was closed out.</p>
Indicator 4.2.4	Minor NCR # 3/2014	<p>The number of accidents had increased from 3 in 2012 to 6 cases in 2014 but the increase was not examined by the Safety and Health Committee to determine the root causes so as to avert reoccurrence.</p>	<p><u>Immediate action:</u> The 3 cases in 2012 involved a mechanic and two chainsaw operators.</p> <p>The 6 cases in 2013 involved 3 mechanics, 2 truck drivers and 1 surveyor (bitten by snake); 3 cases filed with SOCSO in 2014 involved 2 traffic accidents outside the FMU and 1 surveyor (injured nose while cutting rentis).</p> <p>All cases had been reviewed by the Management-Worker Committee for the respective unit head to follow through with the</p>	<p>SOP HS/05.01 Safety Programme and Procedures was prepared in June 2014. The minutes of meeting recorded all accidents that occurred. The Management-Worker Committee would be informed for appropriate remedy to be taken. Improved workshop layout and facility for the planned permanent caps at Muput and Belawit. Control of traffic movement and improved road signage were observed between Sagan log pond and FMU. This NCR was therefore closed out.</p>

			<p>appropriate remedy.</p> <p>The above and future cases shall be recorded and dealt independently by the Health and Safety Committee.</p> <p><u>Preventive measures:</u></p> <ul style="list-style-type: none"> • Continuing training in Occupational Safety and Health for all workmen. Identify and supply safety equipment to workmen where appropriate. • Improved workshop layout and facility for the planned permanent camps at Muput and Belawit. Improve safety condition at Ayam workshop where appropriate. • Control traffic movement into & within FMU; improve road signage between the Sangan dumping point and FMU for other users 	
Indicator 5.5.1	Minor NCR # AM 4/2014	During the field inspection it was observed that the domestic waste water from the mobile homes at Sg. Kemayau was discharged into drains that lead directly to the river. The headman of Rumah Gasah had also raised the issue of potential pollution of the river to the audit team.	<p><u>Immediate action:</u> The mobile homes at Sg. Kemayau shall be decommissioned as soon as possible.</p> <p>Domestic waste water from the mobile homes would be collected in septic tanks with outfall into the forest away from the river</p> <p><u>Preventive action:</u> Extension of temporary quarters at Ayam Camp.</p> <p>Phased construction of permanent quarters at Belawit Camp.</p>	As an immediate action domestic waste water from the Kelemayau temporary mobile home had been collected in a septic tank with overflow into the forested area away from the river. The temporary camp had been moved in May 2015 to the new site at Sg. Keliyau. The layout of the new camp had been improved with better control of waste disposal. This NCR was therefore closed out.

Indicator 9.4.1	Minor NCR # AM 5/2014	Annual monitoring to assess the effectiveness of monitoring of the two HCVF sites was stated in the SOP for <i>FR 03 HCVF and Biodiversity Module B VI</i> but was not implemented.	<p><u>Immediate action:</u> The boundaries established to protect the HCVFs from logging/harvest would be maintained.</p> <p>Monitoring of the two HCVF sites had been done. The surveillance of the HCVFs' boundaries included:</p> <ul style="list-style-type: none"> • Stage 1 Audit - 22-25 April 2013 • Internal Audit - June 2013 • Field Inspection by research scientists - Dr Hiromitsu Samejima (September 2013), Professor Yahara (June 2014) <p>The Forest Manager shall record and prepare annual report on the monitoring activities and effectiveness of the boundaries</p> <p><u>Preventive action:</u> Management and monitoring of the HCVFs were based on the recommendation of the specialist officers and researchers.</p> <p>AMFMU will incorporate future/ proposed research activities within its HCVFs for revision of the management, monitoring and assessment prescription.</p> <p>The SOP will be revised from time to time to respond to new management recommendation if any, and reconcile assessment and</p>	<p>On 16 April 2015, a 'random' sample of 43 Bindang was re-assessed for growth increment studies. The time-span between the current assessment and November 2012 assessment was 2.5 years apart. The mean diameter of the Bindang in 2015 was 34.82 cm based on the 36 trees sampled. In 2012. The mean diameter increment over 2.5 years was 0.62 cm with annual increment of 0.25 cm.</p> <p>For the HCVF plot consisting of Kapur trees in Coupe 22A/2021, inventory measurement was done in November 2012. The number of trees per ha and the diameters of trees were measured. A total of 107 trees were measured and their diameters varied from 31cm to 140 cm. Over 56% of the trees had diameters exceeding 60cm. Boundary maintenance was conducted in 2015. This minor NCR was therefore closed out.</p>
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			monitoring activities.	
Indicator 1.5.2	OFI # 1/2014	Owing to the proposed development of a mill at Muput and decommission of Sekawie Camp the northern gate was temporary removed. A main gate at proposed Muput camp site could be constructed to control entry.	A new main gate would be constructed at KM 31.	New gate had been erected at the entrance at Muput in addition to the entrance gate at Ayam camp. A record book on vehicles entering the FMU was maintained. This OFI was therefore closed out.
Indicator 4.3.4	OFI # 2/2014	The workers at Sagan Log Pond were not aware of the process on grievances resolution. Appropriate representation in the staff management meeting could be established.	The Administration Department and Sagan Camp-In-Charge will conduct a review and tutorial on "grievance resolution" and other related processes/procedures for the workers at Sagan Camp in July 2014.	The Administration Department and Sagan Camp-In-Charge had conducted a review and tutorial on "grievance resolution" and other related processes/procedures for the workers at Sagan Camp in July 2014. The OFI was therefore closed out.
Indicator 4.4.2	OFI # 3/2014	Social impacts study had been conducted in 2007 and the report could be revised and updated with recent data gathered.	<p>An update of social impacts had been made and reported in "Environmental Impact Assessment of the proposed Belawit oil palm plantation under the licence for planted forest LPF/0039 and within the former ITTO MFMA, in the Bintulu Division, Sarawak (Ref. NREB/6/1/2G/45) May 2011.</p> <p>AMFMU will continue to monitor socio-economic dynamics within ASDU as a result of the implementation of the ASDU IRCM Plan and impacts brought by the SCORE development projects and the Sangan-Melukan road.</p>	The social impact assessment had not been completed thus the local communities (Rumah Mawang, Rumah Sayong, Rumah Merawang and Rumah Agau) directly affected by the forest operations had no access to information on the outcome of the evaluation. This OFI raised during the 2014 surveillance was upgraded to a Minor NCR 6/2015 .

Indicator 5.3.1	OFI # 4/2014	<p>A standard procedure on tree tagging had been instituted within the FMU. There were two incidences where the number of supplementary tags was more than the tags issued to trees for felling. This would have to be minimized.</p>	<p>129 supplementary and 98 harvest tagged logs were manifested for production of Block 32A/Coupe14A by harvest team TL-08(318)/933. 104 supplementary tagged logs were produced from FT-0-0-3 which indicated a high Impact Index of 2.85 (meter of skid trail/tree).</p> <p>RIL assessment in response to the Impact Index was conducted on 27 March 2014. No "Buang Kayu Kecil" was observed and overall score for FT-0-0-3 was 4.3 (with 1C and 3Ds) and certified "Boleh diterima".</p> <p>The assessment suggested that the forest surveyor had failed to tag some harvestable trees during the RILP preparation while the logging team had produced a passable RIL performance.</p> <p>The relevant department will take the necessary action for training and supervision.</p>	<p>Chief Forest Surveyor had alerted all the surveyors on the seriousness of failure on tagging more harvestable trees than supplementary trees. The Impact Index report of Block 32A Coupe 14A was used as a reference. The chief surveyor would conduct more monitoring and audit on tree tagging activities to deter the faults. A pilot study would be carried out where locations of all the tagged harvestable trees would be determined by GPS and felled. A Tree Audit was done in August 2014 on the surveyors' performance an appraisal was conducted. Training of surveyors to improve tagging was implemented following the surveillance which would make it more efficient in tagging of trees to be felled. This OFI was therefore closed out.</p>
Indicator 5.6.1	OFI # 5/2014	<p>The data from the PSPs established within the FMU could be analyzed to provide support to the changes made in the harvesting diameter limit.</p>	<p>There were on-going discussions on PSP, MAI and AAC in ASDU IRCM MOU Steering Committee meetings.</p> <p>The FMU would commence re-measurement of PSPs in January 2015 to assist the Forest Department Sarawak in the related studies and</p>	<p>PSP, MAI and AAC were the subjects of on-going discussions in ASDU IRCM MOU Steering Committee meetings. The MU had commenced re-measurement of PSPs to assist the FDS in the related studies and justification of changes to the cutting limits and Annual Allowable Cut prescriptions. This OFI</p>

			justification of changes to the cutting limits and harvest cycle.	was closed out.
Indicator 6.2.1	OFI # 6/2014	Nesting tree for hornbills at KM 66 could be protected and marked for protection as part of the programme for protection of forest flora and fauna.	<p>The identified <i>Meranti</i> tree at KM 66 has been painted in “Blue” and demarcated in the Geographical Information & Biodiversity Database (GIBD).</p> <p>AMFMU would carry out similar identification and demarcation of all nesting trees visible and accessible from logging roads which were not de-commissioned.</p>	Letters of appeal to all local communities not to destroy such trees were sent. The OFI was closed out.
Indicator 8.3.1	OFI # 7/2014	A flow chart of the whole process of Chain of custody (COC) control could be established so that all staff members at Sagan Log Pond are able to fully understand the process.	<p>COC Department will conduct a tutorial of the COC process for the staff at Sangan Camp in July 2014.</p> <p>A simplified COC flowchart will be posted at Sangan Camp during the tutorial.</p>	A flow chart of the whole process of COC control was prepared and made available to all the staff at the Sagan Log Pond. This OFI was therefore closed out.