



**PUBLIC SUMMARY  
SURVEILLANCE 1 AUDIT (3<sup>rd</sup> CYCLE) ON  
SELANGOR FOREST MANAGEMENT UNIT  
FOR FOREST MANAGEMENT CERTIFICATION**

**Certificate Number: FMC 0007  
Date of First Certification: 1<sup>st</sup> September 2010  
Audit Date: 31 Jan – 02 Feb 2017  
Date of Public Summary: 28 August 2017**

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## **1.0 EXECUTIVE SUMMARY**

The Surveillance 1 Audit on the Selangor Forest Management Unit (hereafter designated Selangor FMU) was conducted on 31 January – 02 February 2017 to assess the continued compliance of the overall forest management system of the Selangor FMU against the requirements of the Malaysian Criteria and Indicators for Forest Management Certification (Natural Forest) [MC&I(Natural Forest)] using the verifiers stipulated for Peninsular Malaysia. The scope of this first surveillance audit was limited to the forest management system and practices on the Permanent Reserved Forest (PRF) within the Selangor FMU.

This first surveillance audit was conducted by a 5-member team comprising Khairul Najwan bin Ahmad Jahari (Lead Auditor) Mohd Razman bin Salim (Auditor) and Puteri Arlydia binti Abdul (Auditor), with Aida Adnan and Rahayu Zulkifli as Observers.

Based on the findings of this first surveillance audit, it was found that Selangor FMU had continued to comply with the requirements of the MC&I(Natural Forest). This first surveillance audit had resulted in one (1) Observation for Improvement (OFI).

This public summary contains the general information on the Selangor FMU, the findings of the first surveillance audit, OFI raised as well as the decision on the continued certification of the FMU.

## 2.0 INTRODUCTION

### 2.1 Name of FMU

Selangor Forest Management Unit

### 2.2 Contact Person and Address

Dr. Mohd Puat bin Dahalan  
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Bangunan Sultan Salahuddin Abdul Aziz Shah,  
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Phone #: 03 5544 7490  
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### 2.3 General Background on the Selangor FMU

The Selangor FMU is managed by the Selangor State Forestry Department (SSFD) and comprised of 250,128.83 hectares of PRF out of the state's total land area of 792,534 hectares. The PRF consists mainly of Inland Forest (148,240 ha), Peat Swamp Forest (82,890 ha) and a small area of Mangrove Forest (18,998 ha). The Inland Forest also includes 11,381 ha of Forest Plantation which was mainly planted with *Acacia mangium*, of which 9,543 ha were leased to the state's agricultural agency, the Perbadanan Kemajuan Pertanian Selangor (PKPS) for harvesting and replanting. The remaining 1,838 ha are managed by the SSFD. However, the forests plantation area is excluded from the certification process, leaving a total of 238,748.83 ha of the Selangor FMU as the scope for certification.

The administration of the Selangor FMU is divided into three forest districts, namely the Hulu Selangor, Selangor Tengah and Klang Forest Districts. The map of the FMU is attached as **Attachment 1**.

A Forest Management Plan (FMP) covering the period 2011 to 2020 was presented during the audit. The mid-term review was completed in December 2015 and covers the period 2011 to 2015. The Selangor FMU continues to be managed on a sustainable basis with the inland forest area under the Selective Management System on a 30-year rotation.

In the Tenth Malaysia Plan, the Annual Allowable Cut (AAC) for the FMU was set at 982 ha. However, the Selangor State Government has imposed a moratorium prohibiting logging operation for a period of 25 years beginning in 2010, as stated in the state budget presentation in 2010, "Ucapan Bajet Dewan Undangan Negeri Selangor 2010, Item 122". No harvesting activities will be conducted until year 2035.

The Selangor FMU as specified under the National Forestry Act 1984 was divided into 10 classes of forest uses as shown below:

Pengkelasan Hutan	Luas (ha)
Hutan Pengeluaran Kayu di bawah Perolehan Kekal	72,546
Hutan Perlindungan Tanah	27,916
Hutan Tadahan Air	44,543
Hutan Perlindungan Hidupan Liar	6,850.87
Hutan Simpanan Hutan Dara (VJR)	2,416
Hutan Lipur	14,601

Pengkelasan Hutan	Luas (ha)
Hutan Pelajaran	1,435
Hutan Penyelidikan	9,643
Hutan bagi Maksud-maksud Persekutuan	817
Hutan Taman Negeri	107,784

#### 2.4 Date First Certified

1<sup>st</sup> September 2010

#### 2.5 Location of the FMU

The FMU is located approximately between 3° 50'14" N to 2° 39'24" N and 100°48'17" E to 101°59'49"E.

#### 2.6 Forest Management System

The FMU followed the principles of sustainable forest management (SFM) and the requirements of the Licence Agreement of the State government. A Forest Management Plan (FMP) 2011 to 2020 was presented during this audit.

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

For the Tenth Malaysia Plan, RMK10 (2011-2015), the annual allowable cut (AAC) for the FMU was set at 982 ha. No harvesting was however conducted during audit period due to the moratorium. During this first surveillance audit, the size of the FMU for certification was 238,748.83 ha.

#### 2.8 Environmental and Socioeconomic Context

The audit is basically limited to the Selangor FMU, a gazetted entity under the management and jurisdiction of the SSFD, and demarcated on the ground by clear boundaries. A total of 238,748.83 ha of the FMU were subjected to the certification process. The physical environment, and related forest-based operations referred to in the audit, and their associated documentation, is confined within the borders of the said FMU. Similarly, the socioeconomic context referred to in the audit is also confined within the FMU borders. The audit report does not concern with matters outside the designated FMU boundaries except, where relevant, for those impacted by FMU activities around the periphery but referred to only for report completeness.

### 3.0 AUDIT PROCESS

#### 3.1 Audit Dates

31 Jan – 02 Feb 2017 (9 man days)

#### 3.2 Audit Team

Khairul Najwan Ahmad Jahari (Lead Auditor)  
 Mohd Razman Salim (Auditor)  
 Puteri Arlydia binti Abdul (Auditor)  
 Aida Adnan (Observer)  
 Rahayu Zulkifli (Observer)

The details on the experiences and qualifications of the audit team members are as in **Attachment 2**.

### 3.3 Standard Used

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

### 3.4 Stakeholder Consultations

A stakeholder consultation was conducted in January 2016 for a period of one month. However, there was no comment received from the stakeholders (**Attachment 3**).

### 3.5 Audit Process

The audit was conducted primarily to evaluate the level of continued compliance of the Selangor FMU's current documentation and field practices in forest management with the detailed of the SOPs listed in the MC&I(Natural Forest), using the verifiers stipulated for Peninsular Malaysia.

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 compliance with the verifiers for a particular indicator, the auditors then decided on the degree of the overall compliance in the indicator and decided whether or not to issue a major or minor NCR or an OFI.

An NCR raised during an audit is categorized as either major or minor 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 or standard of forest management system and practices in the FMU.

The FMU is requested to notify SIRIM QAS International Sdn. Bhd. (SIRIM QAS International) of the proposed corrective actions taken within two weeks from the last date of the recertification audit. The corrective actions as notified by the FMU shall be verified by the Audit Team Leader or a member of the audit team within one month from the last date of audit.

- (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 all minor NCRs. The effectiveness of the resulting actions taken by the FMU must be verified at the next surveillance visit.

- (iii) An OFI is a situation where the auditor has noted an area of concern on the capability of the forest management system to achieve conformance to the requirements of the MC&I(Natural Forest) but without sufficient objective evidence to support non-conformity. The closing of an OFI shall be made during the next surveillance audit.

The coverage of the first surveillance audit is shown in the Audit Plan in **Attachment 4**.

Consultations were held with the Orang Asli community in Kampung Sungai Bumbun in Pulau Carey; the Department of Orang Asli Development (JAKOA) officers in Kuala Langat; and representatives of forestry officers' union (*Kesatuan Pegawai-Pegawai Hutan Melayu Semenanjung Malaysia*) in the Shah Alam office.

Site visits were made to Kuala Langat Utara PRF, Pulau Kelang PRF (Compt. 13, 15), Pulau Kelang Tambahan PRF [VJR plots of Bakau Minyak (*Rhizophora apiculata*) and the rehabilitation

area], Pulau Che Mat Zin PRF (boundary inspection), and the Sungei Buluh PRF (forest nursery and phenology plot).

The Selangor SFD had sent a corrective action plan to the audit team to address the OFI raised and the audit team had reviewed and accepted it. The audit team had prepared an interim first surveillance audit report and sent it to the SFD for comment.

#### 4.0 SUMMARY OF AUDIT FINDINGS

Based on the findings of this first surveillance audit, it was found that the Selangor SFD had continued to manage the FMU in compliance with the requirements of the MC&I(Natural Forest). The surveillance audit had resulted in no issuance of NCR and with only one (1) OFI raised. The details on the OFI raised is shown in **Attachment 5**.

The audit team had reviewed, accepted and verified the five (5) OFIs raised in the previous recertification audit (2016). And these were satisfactorily closed during the present audit. The responses of the audit team leader on the respective corrective actions taken and on the final status of the OFIs are given in **Attachment 6**.

Since the five OFIs raised in the previous audit were successfully closed out, and no major NCR was raised in this surveillance audit, the audit team had thus recommended that the Certificate for Forest Management awarded to the Selangor FMU be duly maintained.

The summary on the findings of the first surveillance audit on the Selangor FMU against the requirements of the MC&I(Natural Forest) are as follows:

Principle	Strengths	Weaknesses
<b>Principle 1 Compliance with Laws and Principles</b>	<p>The SSFD maintained records of all relevant national and local laws and regulations, and policies related to forest management were updated and available. Forest managers were aware of the regulations and forest violations, including follow-up actions which were recorded (<i>Senarai Kertas Siasatan yang didaftarkan pada tahun 2015 dan 2016</i> – List of investigation records in 2015 and 2016).</p> <p>Current list of all legally prescribed fees, royalties, taxes, and other charges was sighted. Records of payment were available (<i>Penyata Akaun Hasil (hingga December 2016), Pejabat Hutan Negeri (Espek)</i> – Statement account on income for the state forestry department).</p> <p>The forest managers were aware of all the binding international agreements and their relevance to forest management. The documents were sighted at the SSFD head office.</p> <p>There was no conflict between the Principles and Criteria with laws and regulations as verified by the head office of the FDPM. The forest</p>	There was no negative finding.

Principle	Strengths	Weaknesses
	<p>managers demonstrated willingness to participate in resolution of such conflicts if they were to arise.</p> <p>The state FMU is legally protected by the provisions in the National Forestry Act 1984 Section 7 to Section 13. There were a total of 70 Permanent Reserved Forests in Selangor. The Gazettement records were sighted in "<i>Warta Hutan Simpanan Kekal (HSK) Negeri Selangor Darul Ehsan</i>". The FMU conducted monthly monitoring activities to check and control forest encroachment including the use of "Forest Monitoring using Remote Sensing" (FMRS Plus). Encroachment records for 2016 were verified in the audit.</p> <p>The SSFD has adopted policies and statements of commitment to manage forest resources on a sustainable basis as stated in the National Forestry Policy 1984 and incorporated in the mission and vision statements of the Forest Management Plan 2012-2020. Interviews with SSFD officers, and documented records, revealed that policies/ statements of commitment to good management practice are consistent with the principles and criteria of the MC&amp;I(Natural Forest). This had also been communicated throughout the organisation and to the contractors and made publicly accessible (<a href="http://forestry.selangor.gov.my/portal/index.php/my/">http://forestry.selangor.gov.my/portal/index.php/my/</a>).</p>	
<b>Principle 2 Tenure and Use Rights and Responsibilities</b>	<p>Records of gazettelement of every forest reserve, licenses and permits were available at the Selangor State Forestry Department, Shah Alam. Assurance of forest use rights were confirmed through interviews with the local community (Orang Asli) in Pulau Carey and with JAKOA officers.</p> <p>Relevant documentation of legal or customary tenure or use rights of local communities such as the National Forestry Act, 1984 (Sections 19, 28, 33, 34, 40 and 62), Aboriginal Peoples Act, 1954 (Sections 6, 7, 8, 10, 13 and 19), and United Nations Declaration on Rights of Indigenous Peoples, 2007 was available. Formal and informal consultations with local communities were regularly held and recorded in Rangers' diary and monthly reports.</p> <p>The SSFD has established a mechanism to resolve land disputes as shown in a flow chart in</p>	<p>There was no negative finding.</p>



Principle	Strengths	Weaknesses
	the guidelines ( <i>Lampiran 1(a) Carta Aliran Proses Pengendalian Aduan Pelanggan</i> (Flow Chart for Handling Customers' Complaint)). Documentation on outstanding land dispute between a department-appointed contractor and a local temporary lease holder was sighted. The local community had access to forest resource for non-commercial consumption. Complaints on such rights were documented in the 'Customer's Complaint Form'. Several district- and state-level government committees also dealt with similar issues.	
<b>Principle 3 Indigenous People's Rights</b>	<p>Records of customary rights of indigenous people (Orang Asli) lands were made available to the auditors including the Aboriginal Peoples Act, 1954 (Sections 2, 3, 6, 7, 8, 10, 11, 12 and 19) and the United Nations Declaration on Rights of Indigenous Peoples, 2007.. Appropriate mechanism exists to address conflicts and grievances (Criterion 2.3.1). Long-established Orang Asli settlements within the FMU were allowed tenure along with the regulated use of forest resources. They however don't have legal ownership on the land.</p> <p>The FMU had the mechanism to ensure safety and protection of sites of social significance to local communities with collaboration from the JAKOA. Such sites were demarcated and mapped and incorporated into forest management. Complaints relating to these sites were addressed through SSFD-Community meetings aimed at long-term protection of these areas. Recent minutes of SSFD-JAKOA meetings, which addressed these issues among others, were sighted during audit.</p>	<p>There was no negative finding.</p> <p>[The FMU is under state ownership. FPIC is only applicable if the community owns the land]</p>
<b>Principle 4 Community Relations and Workers' Rights</b>	<p>Generally, the SSFD has provided sufficient support for training, retraining, local infrastructure, facilities and social programs for departmental staff. A list of the training provided for department staff for 2016 and 2017 was sighted.</p> <p>As members of the government service union, SSFD staff were fully aware of the various regulations relating to safety and health. Policies addressing the occupational safety and health of forest workers and their families were available and adequately disseminated. Minutes of the Health and Safety Committee were kept in the Head Office, Shah Alam. The minutes recorded</p>	There was no negative finding.

Principle	Strengths	Weaknesses
	<p>on 21 December 2016 (Bil 4/2016) were sighted during audit. Demarcation of hazardous areas and provision of guidelines for storage and handling of hazardous materials were verified at the Sg. Buluh Nursery. Workers were aware of the guidelines on chemical use.</p> <p>Supporting staff of the SSFD were permitted to organize into union of their own choice in accordance with ILO Convention No. 87 – The Freedom of Association and Protection of the Right to Organise Convention, 1948 – Articles 2, 3, 5 and 11. Collective bargaining leading to agreements were provisioned in the CUEPACS membership. This concurred with the ILO Convention No. 98, No. 111 and No. 100 which relate to rights for collective bargaining, equal treatment and remuneration. Staff interviews confirmed this.</p> <p>Report of the latest SIA, conducted in August 2010, was available at the SSFD office. The results of social impact evaluation were incorporated in the FMP and discussed in the Mid-Term Review (2011-2020)</p> <p>There were provisions within the national legal frameworks to prevent loss or damage affecting the local people in terms of their customary rights, property, resources, or livelihoods. These included the Federal Constitution, the Aboriginal Peoples Act, 1954, the Forest Management Plan (2011-2020), and the Human Rights Commission of Malaysia Act. Appropriate mechanisms exist to assist the local community with fair and equitable compensation if their customary rights, property, resources, or livelihoods are negatively impacted by forest operations as assured by the regulatory laws and provisions listed above in Criterion 2.3. No grievances had been recorded since the logging moratorium was imposed..</p>	
<b>Principle 5 Benefits From the Forest</b>	<p>Investments and reinvestments were made in forest management by the SSFD in 2016. Details of expenditure were sighted. Total income collected from January to December 2016 from royalties, fines and premiums including cess collections and others, amounted to RM 71 million. The overall management to restore or enhance FMU productive capacity and ecological integrity was outlined in the FMP (2011-2020) and its mid-term review (2011-2015). Productive</p>	<p>There was no negative finding.</p>

Principle	Strengths	Weaknesses
	<p>capacity was sustained through adherence to the AAC of 982 ha.</p> <p>The timber resource is currently protected through imposition of logging moratorium over 25 years beginning in 2010. In the absence of timber production, FMU activities were mainly focused on quarrying.. The SSFD has issued eight licences for quarry activities since 1992.</p> <p>At the time of audit, the total area involved totalled about 300.79 ha. There was no application of permit from local community or industries for other NTFPs such as for bamboo or honey in 2016.</p> <p>Guidelines for reduced/low impact logging was made available during the audit. No logging was conducted due to the moratorium. Regular training was however carried out on techniques of reduced-impact logging as explained in Indicator 4.1.1, for the staff, contractors and licensees.</p> <p>The National Forestry Policy clearly stated the need to diversify products including the utilization of NTFPs and legal provision was provided for collecting these Forest areas demarcated as sensitive for the protection of soil and water resource in the FMU included forests for soil protection (27,916 ha) and catchment forests (44,543 ha). In addition, such areas may also be found in the protected stated park forest (107,784 ha). Guidelines were available for the protection of such sensitive areas. For example, areas above 1000 meters or with slopes exceeding 40 degrees were protected to reduce environmental impacts and conserve the forests.</p> <p>The Selangor FMU complied with the set AAC (Annual Allowable Cut) of 982 ha (303 ha for inland and 680 ha for peat swamp) as stated in the FMP 2016-2020, in line with the decision of the MTN (<i>Majlis Tanah Negara</i>). There was no timber harvest however due to the moratorium.</p>	
<b>Principle 6 Environmental Impact</b>	<p>The Macro Environmental Impact Assessment (MEIA) of the FMU was completed in 2011 and was made available. Accruing recommendation were incorporated in the midterm review of the FMP with several sites of high biodiversity values identified. An IUCN list of Endangered, Rare and Threatened (ERT) species was included in the FMP. In particular, the SSFD had taken initiative to protect a hyper-endemic species, namely the</p>	<p>Proper safety apparels and equipment were used by forest workers at the Sg. Buloh nursery. However, the safety masks and hand gloves were worn out and not usable due to wear and tear. An OFI for Indicator 6.6.3 was therefore raised by the auditor.</p>

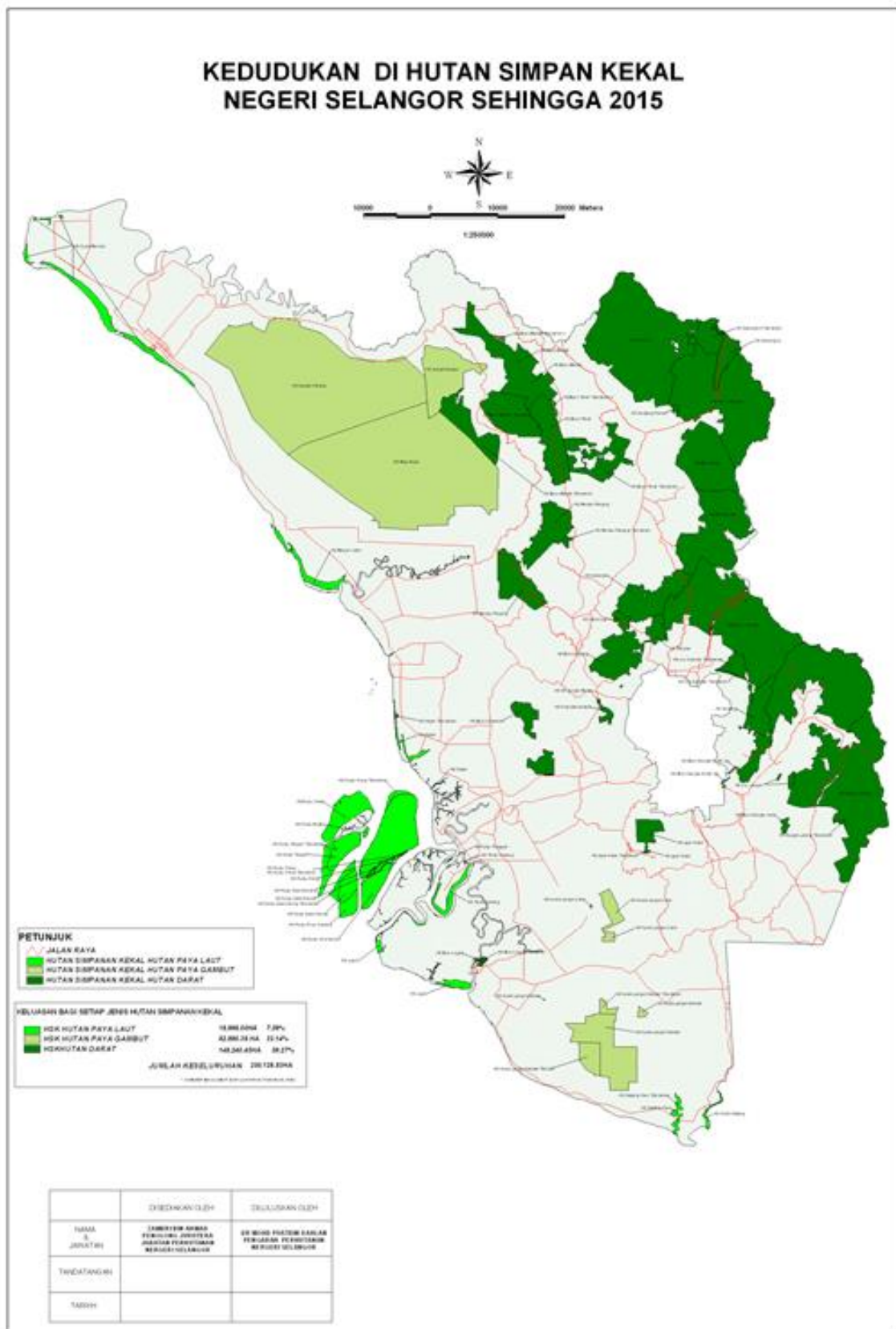
Principle	Strengths	Weaknesses
	<p>Merawan Kanching (<i>Hopea subulata</i>), by designating its location as HCVF area. Follow-up mitigating measures were adequately incorporated into the FMP and its mid-term review.</p> <p>The SSFD had followed the established procedures for the protection of biological diversity, especially ERT species as stipulated in the guidelines specified under the three volumes of the Forest Manual 2003. The manual also contained the “Guidelines for the Establishment and Maintenance of Virgin Jungle Reserves, 1987”. The establishment of riparian buffer strips was specified in the “Guidelines for Reduced Impact Logging in Peninsular Malaysia 2003” and the guidelines for forest roads (2013). In implementing conservation and management activities, the SSFD had cooperated with other government agencies. The FMU also did not issue any permit for hunting and fishing within the PRF area. The Orang Asli communities however, were allowed to utilise forest produce for their subsistence needs.</p> <p>Post-felling inventories were conducted to assess regeneration of residual trees of 2 to 5 years of age after completion of harvesting in accordance with the “Field Manual on Post-felling Forest Inventory”, the “Field Manual of Selective Management System (SMS)” and the “Handbook on Enrichment Planting 1978”. Data collected from Growth Plots and VJRs provided information on FMU diversity. The FMU also participated in the Central Forest Spine (CFS) project to provide biological corridors for wildlife movement.</p> <p>The establishment of VJRs conserved representative areas of existing ecosystems in the FMU. A total of 12 Virgin Jungle Reserves (VJRs) amounting to 2,199 ha were established in accordance with the “Guidelines for the Establishment and Maintenance of Virgin Jungle Reserves 1987”. The PRFs of the FMU were also classified into 10 functional classes of which 9 were under protected forest categories. These areas were demarcated, mapped and incorporated into the FMP (2011-2020).</p> <p>The guidelines for reduced/low impact logging were designed to protect soil from compaction and erosion during harvesting. Riparian buffers were also protected. However, since the</p>	

Principle	Strengths	Weaknesses
	<p>imposition of the moratorium, concerns over harvesting impact were no longer relevant.</p> <p>Management policy on environmentally friendly non-chemical methods of pest management dated 5 August 2014 was made available during the audit. The procedure on the use of approved chemicals titled "Safety and health in the use of agrochemicals" was also made available. The chemicals audited in the nursery were approved by authorities and complied with the Occupational Safety and Health Regulations, 2000.</p> <p>SOPs on waste disposal and on re-cycling of liquid and solid non-organic wastes were available. The SSFD hired a licensed scheduled waste contractor from Kualiti Alam Sdn. Bhd. for the collection and disposal of scheduled wastes.</p> <p>There was no application of biological control agents in the FMU.</p> <p>Exotic species were not used in any silvicultural treatment inclusive of enrichment planting, where indigenous species were exclusively planted.</p> <p>Forest areas designated for conversion into highways spanned 107 ha, involving three PRFs (namely, Ampang, Ulu Gombak and Ulu Langat). This was planned and incorporated into the FMP. The proposal for the forest excision and replacement was verified by the audit.</p>	
<b>Principle 7 Management Plan</b>	<p>The FMP 2011-2020 incorporated all the items (listed from (a) to (i)) as required in Criterion 7.1.</p> <p>The FMP mid-term review (2016-2020), available during the audit, made necessary updates to the management plan. The review incorporated results of monitoring, and of recent scientific expedition and technical information (such as the Rehabilitation Programme of Raja Musa PRF and the study on Quartz Ridge of Genting Klang). The Mangrove and Peat Swamp Management Plan was also similarly reviewed (2009-2019). Interviews with SSFD staff confirmed their awareness and understanding of new scientific and technology information.</p> <p>The FDPM has adequate training facilities in the main campus in the Forestry Training School in Kepong, Selangor State, and off-campus complementary training centres for forest harvesting (in Kuala Berang, Terengganu state; Pusat Latihan Pembangunan Hutan (PLPH); and</p>	<p>There was no negative finding.</p>

Principle	Strengths	Weaknesses
	<p>Sekolah Membalok Negeri Pahang, Lentang). Training was conducted according to approved curricula and delivered by experienced senior staff. Every staff undergoes a series of courses centred on forest management as mandatory to their promotion and advancement. The knowledge and training should assist them in implementing the management plan.</p> <p>The public summary for the FMP (2011-2020) was accessible through the department website below:</p> <p><a href="http://forestry.selangor.gov.my/portal/attachments/article/214/RINGKASAN%20EKSEKUTIF%20RANCANGAN%20PENGURUSAN%20HUTAN.pdf">http://forestry.selangor.gov.my/portal/attachments/article/214/RINGKASAN%20EKSEKUTIF%20RANCANGAN%20PENGURUSAN%20HUTAN.pdf</a></p>	
<b>Principle 8 Monitoring and Assessment</b>	<p>Regulatory monitoring procedures on infrastructure, harvesting, environment and production were available from the Director General's directive. "Guidelines and Procedures for Social Impact Assessment and Monitoring of Forest Management Operations (Peninsular Malaysia) Apr 2012" were also available.</p> <p>Relevant information on items (a) to (e) in Criterion 8.2 were regularly collated from growth plots with the cooperation of the federal FDPM and relevant stakeholders. Documented results and report analyses were verified during the audit.</p> <p>The movement of timber from the FMU was not recorded since imposition of the moratorium in 2010.</p> <p>The SSFD incorporated results from monitoring of non-logging activities, including on HCVF and scientific research, into the reviewed forest management plan (2011-2020).</p> <p>Summary of results on monitoring indicators were made available to the public through the SSFD website; <a href="http://forestry.selangor.gov.my/portal/index.php/my/pensijilan-pengurusan-hutan">http://forestry.selangor.gov.my/portal/index.php/my/pensijilan-pengurusan-hutan</a></p>	<p>There was no negative finding.</p>
<b>Principle 9 Maintenance of High Conservation Values</b>	<p>The SSFD at present had established three HCVFs identified in the FMU through stakeholders' consultations, as verified during the audit. The three sites were monitored biannually and reported.</p> <p>The FMU had conducted stakeholders' consultation with relevant agencies pertaining to the maintenance and enhancement of established HCVF plots. The compliance was consistent with</p>	<p>There was no negative finding.</p>

Principle	Strengths	Weaknesses
	<p>certification requirement of FMU management.</p> <p>Measures to demarcate, maintain and enhance HCVF attributes were improved and documented in the plan for managing forests with HCVF elements in Selangor state (Rancangan Pengurusan Hutan Mempunyai Nilai Pemeliharaan Yang Tinggi (HCVF) di Negeri Selangor). These measures were included in the public summary accessible in the SSFD's web page.</p> <p>Monitoring procedures to annually assess management effectiveness of HCVFs (Rancangan Pengurusan Hutan Mempunyai Nilai Pemeliharaan Yang Tinggi (HCVF) di Negeri Selangor) were made available. The monitoring records of HCVF sites of the highly endemic Merawan Kanching (<i>Hopea subulata</i>) in Kanching PRF were verified in the audit.</p>	

Map of Selangor FMU





**Experiences and Qualifications of Audit Team Members**

<b>Assessment Team</b>	<b>Role/Area of MC&amp;I Requirement</b>	<b>Qualification and Experience</b>
Khairul Najwan Ahmad Jahari	Audit Team leader / Forester	<p>Academic Qualification: B.Sc of Forestry (Forest Management), Universiti Putra Malaysia.</p> <p>Work Experience: Appointed as contract Research Officer in the Natural Forest Division, Forest Research Institute of Malaysia (FRIM), since 2001. Conduct and coordinate a research on 8<sup>th</sup> Malaysian Plan Project. Produce technical reports, meeting, seminar and conferences reports as well as quarterly physical and financial reports. Coordinate and participate field works, multi-level meetings, seminars, conferences and workshops. Spent some time in other existing FRIM projects (inter divisional) as an organizing committee member, division level activities and projects. Currently as Auditor at the Food, Agriculture and Forestry Section (FAF), SIRIM QAS International, since 2009. Involved in conducting assessments on forest management certification (MC&amp;I and FSC P&amp;C), MYNI of RSPO P&amp;C and other management system on ISO 9001, 14001 and OHSAS 1800</p> <p>Training / Research Areas:</p> <p>Attended and passed the following training programmes: Auditor Training Course on Malaysian Criteria and Indicators for Forest Management Certification [MC&amp;I (2002)] organized by MTCC, 30 March – 2 April 2009. EMS 14001: 2004 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 2-6 March 2009. OHSAS 18001: 2007 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 23-27 Feb 2009. QMS 9001: 2008 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 16 – 21 Feb 2009.</p>
Mohd Razman Salim	Auditor/ Forester/ Safety Auditor	<p>Academic Qualification: B.Sc. of Forestry (Forest Production), Universiti Putra Malaysia.</p> <p>Work Experience: Five years experienced as Research Officer at the Forest Research Institute Malaysia (FRIM) since 2007 in a various area such as</p>

		<p>ecological research for lowland and hill dipterocarp forest, Geographic Information Systems, forest inventories, forest harvesting and forest management system (SMS). Participate in organizing committee member, division level activities and projects. Coordinate and collaborate a long term ecological plot and inventory data about 25 years at the Pasoh, Negeri Sembilan with Negeri Sembilan Forestry Department, universities (local &amp; international) and NGOs. Published and presented research findings at the seminars and conferences. Currently as Auditor at the Food, Agriculture and Forestry Section (FAF), SIRIM QAS International Sdn Bhd, since 2013. Involved in conducting assessments on forest management certification [MC&amp;I (Natural Forest)] &amp; [MC&amp;I (Plantations)], MYNI of RSPO P&amp;C and other management systems on ISO 9001, 14001 and OHSA 18001</p> <p>Training / Research Areas:</p> <p>Attended and passed in the following training programmes:</p> <p>Auditor Training Course on Malaysian Criteria and Indicators for Forest Management Certification [MC&amp;I (Natural Forest)] &amp; [MC&amp;I (Plantations)] organized by MTCC, 1-4 December 2013.</p> <p>EMS 14001: 2004 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 18-22 March 2013.</p> <p>OHSAS 18001: 2007 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 11-15 March 2013.</p> <p>QMS 9001: 2008 Lead Auditor Course organized by SIRIM Training Services Sdn Bhd, 4-8 March 2013.</p>
Puteri Arlydia Abdul	Auditor	<p>Academic Qualification:</p> <p>Bachelor in Forestry Science, University Putra Malaysia.</p> <p>Work Experience:</p> <p>February 2012 – April 2015</p> <p>Intertek Certification International Sdn Bhd</p> <p>Business Assurance / Management Certification Audit</p> <p>Certification Administration Executive / Auditor</p> <p>Assist in RSPO P&amp;C, RSPO SCC, RSPO RED, PEFC COC, ISSC DE, ISCC EU (Contract, Audit preparation, Certificate, Etrace)</p> <p>Conduct ISO 9001 Audits</p> <p>May 2011 – January 2012</p> <p>Transparency International Malaysia</p> <p>Non-Government Organisation (NGO) / Forest Governance Integrity Awareness Program</p> <p>Project Research Officer</p>

		<p>Assist in Forest governance integrity awareness programs / events</p> <p>November 2008 – January 2011</p> <p>Forest Plantation Development Sdn Bhd</p> <p>Government Link Company (GLC) / Special Purpose Vehicle by Government to Provide Softloan and Monitor Forest Plantation Program</p> <p>Project Officer / Forester</p> <p>Audit Forest Plantation Against MC&amp;I – Forest Plantation for government grant approval</p> <p>Training / Research Areas:</p> <p>ISO 9001: 2008 Lead Auditor Course dated 19-23 March 2012 &amp; Training on ISO 9001:2015 (final version) dated 21 Sep 2015</p> <p>Specialisation: Silviculture, Forest Ecology, Agroforestry.</p> <p>Latest research: Mapping and Assessment of Present and Future Potential Carbon Storage in Malaysian Forest: Soil Carbon, Woody Debris and Vegetation. RUGs, UPM, 2009-2011</p>
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**Comments Received from Stakeholders and Responses by Audit Team Leader**

<b>No.</b>	<b>Stakeholder</b>	<b>Comments/Issues Raised</b>	<b>Response by Audit Team</b>
		No comments were received from stakeholders.	

## Surveillance 1 Audit Plan

DAY	TIME	PROGRAM		
		Auditor 1 (Najwan)	Auditor 2 (Razman)	Auditor 3 (Puteri)
Day 0		Briefing by Audit Team Leader on the audit plan		
Day 1	9.00 am – 1.00 pm	<ul style="list-style-type: none"> <li>Opening Meeting with representatives of FMU</li> <li>Briefing session by Forest Manager of the FMU</li> <li>Q&amp;A Session</li> <li>Documentation Review</li> </ul>		
	2.00 pm – 5.30 pm	<ul style="list-style-type: none"> <li>Evaluation of changes to the management of the FMU</li> <li>Check on progress of planned activities aimed at enhancing the operation system to achieve improvement in overall performance</li> <li>Check on complaints, stakeholder comments and follow-up actions <ul style="list-style-type: none"> <li>Orang Asli</li> <li>Local Communities</li> <li>Government Agencies</li> <li>NGOs</li> </ul> </li> <li>Evaluate on Forest Management Plan (FMP)</li> <li>Evaluate on procedures for internal audit</li> <li>Evaluate on management review system</li> <li>Principle 1 – Compliance with Laws and Principles</li> <li>Principle 2 – Tenure and Use Rights and Responsibilities</li> <li>Principle 3 – Indigenous Peoples' Right</li> <li>Principle 4 – Community Relations and Workers' Right</li> <li>Principle 5 – Benefits from the forest</li> <li>Principle 6 – Environmental Impact</li> <li>Principle 7 – Management Plan</li> <li>Principle 8 – Monitoring and Assessment</li> <li>Principle 9 – Maintenance</li> <li>Interview with <i>Kesatuan Pegawai-Pegawai Hutan Melayu Semenanjung Malaysia</i></li> <li>Site visit to Compt 6, Kuala Langat Utara PRF</li> <li>Briefing to representatives of FMU on the progress of audit</li> </ul>		
		AUDITOR 1 & 2		AUDITOR 3
Day 2	7.30am – 1.00pm	Site visits <ul style="list-style-type: none"> <li>Compt 13 and 15, Pulau Klang PFR</li> <li>Vjr of Bakau Minyak</li> <li>Rehabilitation area at Pulau Kelang Tambahan PRF</li> </ul>		Site visits <ul style="list-style-type: none"> <li>JAKOA (Kuala Langat)</li> <li>Orang Asli Kampung Sg. Bumbun – Pulau</li> </ul>

		<ul style="list-style-type: none"> <li>Boundaries inspection at Pulau Che Mat Zin PRF</li> </ul>	Carey	
	3.00pm-5.00pm	<ul style="list-style-type: none"> <li>Sungai Buluh Nursery and Phenology Plot at Sungei Buluh PRF</li> </ul>		
		<b>AUDITOR 1</b>	<b>AUDITOR 2</b>	<b>AUDITOR 3</b>
<b>Day 3</b>	8.30 am – 1.00 pm	Documentation and records review		
	2.00 pm – 4.00 pm	<ul style="list-style-type: none"> <li>Preparation of audit report and finding</li> <li>Briefing to representatives of FMU on the progress of audit</li> </ul>		
	4.30 pm	<ul style="list-style-type: none"> <li>Closing Meeting and presentation of findings of audit and discussion on follow-up activities</li> <li>Adjourn Closing Meeting</li> </ul>		

**Details on NCRs and OFIs Raised During Surveillance 1 Audit and Corrective Actions Taken**

<b>OPPORTUNITIES FOR IMPROVEMENT</b>		
<b>Clause</b>	<b>Details</b>	<b>Comments on action taken</b>
6.6.3	<p><u>Forest workers shall be aware of the procedures on the use of approved chemicals in the forest</u></p> <p>Proper safety apparels and equipment such as safety helmet, respiratory mask, goggle, hand glove, safety shoes and apron were made available and were being used by forest workers at the nursery as verified at Sg. Buloh nursery. However, the safety mask and hand gloves were worn out and not suitable for use due to wear and tear.</p>	To be verified during the next audit

## Corrective Actions Taken and Final Status on NCRs and OFIs Raised During Previous Audit

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>The first aid box inspected at the chemical storeroom of Sg. Buloh forest nursery did not separate oral medicine (aspirin) from the remaining mainly externally applied medications which are also poisonous. In addition, the two boxes seen did not have complete lists of their contents to facilitate quick search crucial in case of emergency. An OFI is issued to ensure that the medications are separated in clearly labelled boxes and each supplied with a complete list.</p>	<p>Appropriate safety (first aid box &amp; fire extinguisher) has been prepared at SSFD and Forest District Office and the contents found to be complete and valid. The first aid box inspected in the chemical storeroom of Sg. Buloh forest nursery was made available and only contained externally applied medication. Therefore, the previous OFI for Indicator 4.2.3 was satisfactorily closed.</p>
6.7.1	<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>Spent chemical containers in the Sg. Buloh forest nursery were temporarily kept in the chemical storeroom which had passive ventilation. Under still air condition poison vapour may accumulate and potentially endanger health of handlers. An added concern is the unsatisfactory disposal procedure where the containers were washed, their bases spiked, and the cans buried. The rationale was in the small quantity of chemical used which supposedly did not warrant container disposal through designated agencies. Improper washing may lead to residual chemical leachate entering the soil environment and potentially pollute the soil hydrological system. An OFI is recommended to motivate the management to consider improvement over the current storage and disposal of spent containers in an environmentally appropriate and legal procedure to reduce health risk due to poisonous vapours and also chemical leachates entering the soil system.</p>	<p>During site visit at chemical store at Sg. Buloh nursery, the empty chemical containers which have been triple-rinsed and holed were stored outside of the chemical storeroom and locked. The SSFD also has hired a licensed scheduled waste contractor for collection and disposal of scheduled waste from Kualiti Alam Sdn. Bhd. on 13 January 2017. Therefore, the previous OFI for Indicator 6.7.1 was satisfactorily closed.</p>



8.5.1	<p><u>A summary of the results of monitoring indicators, including those listed in Criterion 8.2, shall be made available to the public.</u></p> <p>A summary of the results of monitoring indicators was made available in the SSFD website (printed version). However, the website is currently under maintenance at the time of audit.</p>	<p>A summary of the results of monitoring indicators was available on the SSFD website;  <a href="http://forestry.selangor.gov.my/portal/index.php/my/pensijilan-pengurusan-hutan">http://forestry.selangor.gov.my/portal/index.php/my/pensijilan-pengurusan-hutan</a>  Therefore, OFI Indicator 8.5.1 was closed.</p>
9.1.1	<p><u>Forest managers shall determine the presence of HCVF attributes in the FMU in accordance with relevant federal, state and local laws, appropriate to scale and intensity of forest management operations in the FMU, and in consultation with relevant stakeholders</u></p> <p>It was found that consultation with stakeholders on the assessment and identification of HCVF was not up to date. It would be appropriate that a proper consultation with major stakeholders be conducted periodically to assess and identify potential HCFV sites.</p>	<p>The FMU has conducted stakeholders consultation with relevant stakeholders for any comment for the identified HCVFs through official letter titled '<i>Penubuhan Kawasan Hutan yang Tinggi Nilai Pemeliharaannya (HCVF) Mengikut Keperluan di bawah Aktiviti Pensijilan Pengurusan Hutan Negeri Selangor</i>' (PHN.SEL.09/23Bil (17)) dated 23 January 2017 to World Wildlife Fund (WWF), Wildlife Department, JKR, and Forest Research Institute of Malaysia (FRIM). Therefore, the previous OFI for Indicator 9.1.1 was satisfactorily closed.</p>
9.4.1	<p><u>Forest managers shall conduct, appropriate to scale and intensity of forest management operations, annual monitoring to assess the effectiveness of the measures in the management of the HCVFs in the FMU</u></p> <p>The two HCVF plots of Merawan Kanching (<i>Hopea subalata</i>), an endangered species highly endemic to the Selangor FMU, have been measured twice (2010 and 2013) for their tree parameters, including height and diameter, for individuals above 15 cm dbh. Average height and diameter for the respective plots (in Kanching PRF, Compartment 1-2, 14) were included in the assessment reports. There was however no analysis on growth rates (height and diameter) included in the second measurement. Growth rates are important</p>	<p>The analysis on growth performance (height and diameter) of the two HCVF plots of Merawan Kanching (<i>Hopea subalata</i>), was conducted by SSFD. The results of the analysis were verified during the audit. Therefore, OFI Indicator 9.4.1 was closed.</p>

	parameters in estimating volume yield and should be considered crucial in any measurement on growth performance. An OFI was proposed for this oversight.	
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