



SIRIM QAS INTERNATIONAL SDN. BHD.
 Building 4, SIRIM Complex, No. 1, Persiaran Dato' Menteri,
 Section 2, 40700 Shah Alam, Selangor, Malaysia.

File Ref. : ES10170013

RSPO PUBLIC SUMMARY REPORT

CLIENT : SIME DARBY PLANTATION BERHAD – SOU 5 SERI INTAN

PARENT COMPANY : SIME DARBY PLANTATION BERHAD

RSPO MEMBERSHIP No.: 1-0008-04-000-00

LOCATION OF THE CERTIFICATION UNIT (MILL AND THE SUPPLY BASE):
 (In the case of multisite certification, list additional sites in attachments) :

Certification Unit	Mill and Supply Base	GPS Location		Location
		Latitude	Longitude	
SOU 5 – Seri Intan	Seri Intan POM	3°58'9.22" N	100°59'8.01" E	Kilang Kelapa Sawit Seri Intan, Bt.5 Jln. Maharaja Lela, 36009 Teluk Intan, Perak
	Seri Intan Estate	3°58'13.34" N	100°58'48.51" E	Seri Intan Estate, 36009 Teluk Intan, Perak
	Sabrang Estate	3°58'35.70" N	100°58'26.02" E	Sabrang Estate 36009, Teluk Intan, Perak.
	Sungai Wangi Estate	4°14'33.2" N	100°42'50.6" E	Ladang Sungei Wangi, 32000 Sitiawan, Perak
	Sogomana Estate	4°23'29" N	100°41'40" E	Ladang Sogomana, 32500, Changkat Kruing, Perak

MAP : See Attachment 1

AUDIT DATE: 16-20 December 2019

DURATION : 21 auditor days

TYPE OF AUDIT :



Annual Surveillance Audit No. 4



Recertification Audit

STANDARD: MYNI 2019 FOR RSPO PRINCIPLE & CRITERIA 2018

SCOPE OF CERTIFICATION: Production of Sustainable Crude Palm Oil and Palm Kernel Using Identity Preserved Supply Chain Model

VALIDITY OF RSPO CERTIFICATE : 03 MARCH 2016 - 02 MARCH 2021

The following attachments form part of this report:

Non-conformity Report(s)

List of additional site(s)

Report by Audit Team Leader

Acknowledgement by Client's Representative

Name : Khairul Najwan Ahmad Jahari

Name : [Signature]

Signature : [Signature]

Signature : [Signature]

Date : 26 March 2020

Date : 26/3/2020

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SUMMARY OF AUDITS

Annual Surveillance Audit 1				
On-site audit date	: 3-6 January 2017	No. of auditor days:	12	
Audit team	: Mohd Razman Salim, Mohd Zulfakar Kamaruzaman, & Rozaimée Ab. Rahman			
No. of major NCR	: NA	Indicator: NA	Closing date: 27 February 2017	
No. of minor NCR	: 4	Indicator: 2.1.3, 4.1.2, 4.5.2 & 4.8.2		
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers	Suppliers
	√		√	√
	Contract workers	NGOs	Govt. agency	Independent growers
	√	NA	NA	
	Indigenous people	Contractor	Others (Please specify)	
	NA	√		
Supply base sampled	: Sungai Wangi Estate & Sogomana Estate			
Changes since the last audit	: During this audit, there were changes for planted area in Sg. Wangi Estate with additional of 79.74 ha due to replanting programme at Bilham Division in 2014. This immature field was not updated in the planted area figure during the audit in 2015. While at Sogomana Estate, management has decided to add Cashwood Division and Sg. Bruas Division into Sogomana Estate during this audit. Therefore, planted area and certified area for Sogomana Estate has increased. Thus, the latest total planted area for Sogomana Estate is 2,101.29 ha [Cashwood Division (767.69 ha) and Sg. Bruas Division (267.94 ha)]. While the total certified area is 2,215.98 ha - Cashwood (802.87 ha) and Sg. Bruas (291.15 ha).			

Annual Surveillance Audit 2				
On-site audit date	: 26-28/12/17	No. of auditor days:	12	
Audit team	: Hazani Othman, Ruzita Abd. Gani, Mohd. Zulfakar Kamaruzaman & Rozaimée Ab Rahman			
No. of major NCR	: 6	Indicator: 2.1.1, 4.1.2, 4.4.2, 4.7.2, 4.8.1, D4.1.	Closing date: 27/2/18	
No. of minor NCR	: 1	Indicator: 5.6.3		
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers / Local communities	Suppliers
	√	NA	√	√
	Contract workers	NGOs	Govt. agency	Independent growers
	√	NA	NA	NA
	Indigenous people	Contractor	Others (Please specify)	
	NA	√	NA	
Supply base sampled	: Seri Intan Estate (Main Div) & Sabrang Estate			
Changes since the last audit	: No significant changes observed. However, noted that in Sabrang Estate, the Manager had tender for resignation and on leave during the conduct of audit. At the same time, one of his Assistant Managers was transferred to sisters' estate.			
Report approved by	: Radziah Mohd Daud		Approval date: 5/04/2018	

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Annual Surveillance Audit 3				
On-site audit date	:	17 – 21/12/2018	No. of auditor days:	15.0
Audit team	:	Selvasingam T Kandiah, Ruzita Abd. Gani, Hazani Othman, Ismail Adnan Abdul Malek, Khairul Najwan Ahmad Jahari and Suzalina Kamarariffin		
No. of major NCR	:	3	Indicator: 1.1.2, 4.7.3 & 7.8.1.	Closing date: 19/03/2019
No. of minor NCR	:	2	Indicator: 5.3.3 & 6.5.4	
Indicate by ticking the stakeholders interviewed during the on-site audit		Employees	Settlers	Villagers / Local communities
		✓		✓
		Contract workers	NGOs	Govt. agency
		✓		Independent growers
	Indigenous people	Contractor	Others (Please specify)	
	NA	✓		
Supply base sampled	:	Sungai Wangi Estate, Sogomana Estate, Seri Intan Estate (Main Div) & Sabrang Estate		
Changes since the last audit	:	1) On Sungai Wangi Estate, 200.90Ha planted with Guava had been now planted with Oil Palm. 2) The Palm Oil Mill manager Mr. Mohd Nazir Pazal Karim has been transferred out and replaced by Mr. Azman Talkah.		
Justification of audit planning		Total allocation of audit man day for SOU Seri Intan were: <ul style="list-style-type: none"> • Seri Intan POM = 3 auditor days (for safety and health, environment, mill best practices, GHG verification, etc with 1 day for supply chain certification systems) • Sogomana Estate, Sungai Wangi Estate, Seri Intan Estate and Sabarang Estate = 3 auditor days for each estate (monitoring on critical areas such as buffer zone areas, boundary forest reserve, neighbouring villagers, stakeholder, etc. verified safety) 		
Report approved by	:	Radziah Mohd Daud	Approval date: 1/04/2019	

Annual Surveillance Audit 4				
On-site audit date	:	16 – 20/12/2019	No. of auditor days:	21.0
Audit team	:	Khairul Najwan Ahmad Jahari, Mohd Zulfakar, Mohd Razman Salim, Rozaimée and Mohd Raouf		
No. of major NCR	:	2	Indicator: 1.1.3 and 6.2.2	Closing date: 19/03/2020
No. of minor NCR	:	1	Indicator: 3.3.2	
Indicate by ticking the stakeholders interviewed during the on-site audit		Employees	Settlers	Villagers / Local communities
		✓	-	✓
		Contract workers	NGOs	Govt. agency
		✓	-	✓
	Indigenous people	Contractor	Others (Please specify)	
	NA	✓		
Supply base sampled	:	Sungai Wangi Estate, Sogomana Estate, Seri Intan Estate (Main Div and Selaba Division) and Sabrang Estate		
Changes since the last audit	:	Transferring Selaba Division from Selaba CU to Seri Intan Estate		
Justification of audit planning		Total allocation of audit man day for SOU 5 Seri Intan were:		

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	<ul style="list-style-type: none">• Seri Intan POM = 4 auditor days (for safety and health, environment, mill best practices, GHG verification, etc with 1 day for supply chain certification systems)• Sogomana Estate, Sungai Wangi Estate, Seri Intan Estate and Sabrang Estate = 4 auditor days for each estate (monitoring on critical areas such as buffer zone areas, boundary forest reserve, neighbouring villagers, stakeholder, etc. verified safety)	
Report approved by :	Kamini Sooriamoorthy	Approval date: 26/03/2020

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SUMMARY OF INFORMATION

TABLE 1

	STAGE 2 / RA	ASA 1	ASA 2	ASA 3	ASA 4
Projection Period	Dec 2015 – Nov 2016	Jan – Dec 2017	Jan - Dec 2018	Jan - Dec 2019	Jan - Dec 2020
Certified FFB Processed (MT)	203,571.32	209,794.50	235,763.59	213,459.86	235,638.52
Production of Certified CPO (MT)	43,272.58	45,639.640	53,333.26	46,961.17	51,878.76
Production of Certified PK (MT)	11,226.94	11,538.700	12,966.99	11,740.29	13,195.76
Certified Areas (Ha)	11,244.62	11,244.62	11,244.62	*11,296.76	**12,399.13
Planted Areas (Ha)	-	10,107.17	10,107.17	*10,300.55	**11,276.26
Production Areas (Ha)	8,075.21	8,307.07	8,288.48	8,119.12	9,097.85
HCV Areas / Conservation Areas (Ha)	37.05	37.05	37.05	37.05	***37.05
REMARKS	<p>ASA 3: *Revised certified and planted area reported which has been based on data provided by the Land Department.</p> <p>ASA 4: **Transferring Selaba Division from Selaba CU to Seri Intan Estate. ***The HCV values are expected to be revised to reflect the change in current supply base.</p>				

TABLE 2

	PO	PK
Last years certified volume (MT)	46,961.17	11,740.29
Last year's actual certified sold (MT)	20,117.32	2,583.69
Last year's actual sold under other schemes (MT)	0.00	0.00
Last year's sold conventional (MT)	23,433.71	8,431.69
New year certified volume (MT)	51,878.76	13,195.76

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1.0 AUDIT PROCESS

1.1 Certification Body

SIRIM QAS International Sdn. Bhd. is the 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 and nationally recognised 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) and the International Automotive Task Force (IATF). SIRIM QAS International is a partner of IQNet, a network currently comprising of leading certification bodies in Europe, North and South America, East Asia and Australia.

SIRIM QAS International has vast experience in conducting audits related to RSPO certification. It has certified more than a hundred palm oil mills and several estates to ISO 14001 & OHSAS 18001. SIRIM QAS International has also conducted many audits for sustainable production of palm oil products against the requirements of the RSPO P&C. SIRIM QAS International was approved by the RSPO as a RSPO certification body on 21 March 2008 and re-accredited by ASI on 3 October 2019 (accredited 2014).

1.2 Qualification of audit team

Member of the Audit Team	Role/area of RSPO requirements	Qualifications
Khairul Najwan Ahmad Jahari	Lead Auditor / Social	Possessed B.Sc. of Forestry from Universiti Putra Malaysia with total more than 17 years of working experience in the Forest Management, forest inventories, forest harvesting, remote sensing & GIS. He had 7 years of working experience in the oil palm operation including auditing in HCVF and social issues. He is a qualified Lead Auditor for RSPO P&C, MSPO, and Forest Management (FMC).
Mohd Razman Salim	Auditor / Health & Safety, HCV	Possessed B. Sc. Forestry from Universiti Putra Malaysia with more than 7 years of working experience in the RSPO P&C, RSPO Supply Chain and MSPO Lead Auditor.
Mohd Zulfakar Kamaruzaman	Auditor / Social and Supply Chain	Holds a B.Sc. Forestry. He had 5 years of working experience in the oil palm operation. He is a qualified RSPO P&C, RSPO Supply Chain and MSPO Lead Auditor.
Rozaimie Ab. Rahman	Auditor / Environment and Time Bound Plan	Holds a B. Sc. of Agriculture. He had 7 years of working experience in the oil palm operation. He is a qualified Lead Auditor for RSPO P&C and MSPO.
Mohd Ab Raouf Asis	Auditor / Good Agriculture Practice	Obtained qualification in B.Sc. (Hons) Management Technology Majoring Production and Operation from UTHM in 2007. He has been in the plantation industry for 7 years assisting Estate Manager managing palm oil estates. He has been trained as RSPO as well as MSPO auditor.

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1.3 Audit methodology

The normal sampling of the number of the supply base was using the formula of $0.8\sqrt{y}$. However, for this audit, as the total of supply base was less than 4, 100% sampling was carried out. The supply base covered during the audit were Seri Intan Estate, Sabarang Estate, Sungai Wangi and Sogomana Estate. The audit included an on-site audit to the estates and mill houses to verify the implementation of the requirement of the certification. Interviews with the CU's management, employees, contractors and other relevant stakeholders were also conducted during the audit.

1.4 Stakeholder Consultation

Stakeholder consultation was carried out during the on-site audit. In general, there was no negative comments made against this Certification Unit.

In summary, the stakeholders interviewed during the audit and the evidence from the stakeholder consultation carried out were as tabulated below:

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Stakeholders interviewed	Evidence from stakeholder consultation
1) Employees/ Workers Organizations (including migrant workers)	<p>The following were confirmed during the conduct of audit as there was no evidence to prove otherwise:</p> <ul style="list-style-type: none"> ▪ All workers signed the employment agreements with the estates/mill. They understood the contents of agreement, as these were prepared in Hindi//English/Bahasa as the case may be. For those who couldn't read, the contents were explained to them in language they understood, usually by fellow countrymen who has worked in Malaysia longer. ▪ They are aware of their working hours (8 hours) and confirmed they were paid overtime for any work in excess of 8 hours. There was no forced overtime. ▪ They have been getting salaries above RM1,100 since January 2019. Salaries were paid before the 7th of every month. ▪ No abuse at work, and no sexual harassment. They understand what constitutes sexual harassment. ▪ No discrimination between migrant workers and local workers, between male and female workers. ▪ Comfortable housing with water and electricity provided. Local workers choose to stay in their houses in the nearby villages. ▪ Have access to affordable food from the canteen/sundry shops within the estate/mill premises. ▪ Entitled to free medical facilities at the estate clinic. ▪ Have representatives who attend regular meetings with the management where they can put forward any complaints and or raise any issues. They are aware of the complaints form. They have used them to complaint about house defects. ▪ They knew the types of work offered at mill & estate when they were in their own countries. ▪ All migrant workers keep their own passports.
2) Settlers	Not applicable.
3) Villagers/Local communities (incl. women representatives, displaced communities)	<ul style="list-style-type: none"> ▪ Interviewed local communities (villager representatives) and nearby estates, no land dispute.
4) Suppliers	<ul style="list-style-type: none"> ▪ Fair dealings with the SOU ▪ Payments are made within 1 months of invoice.
5) Contract workers	Not available for this audit.
6) Local & national NGOs	Not available for this audit.
7) Government agencies / Statutory bodies	<ul style="list-style-type: none"> ▪ No land claims/disputes and no social issues. ▪ Harmonious co-existence.
8) Independent growers / Smallholders	<ul style="list-style-type: none"> ▪ There was no third-party FFBs sent to the mill. No contract involved with smallholder.
9) Indigenous people	<ul style="list-style-type: none"> ▪ No indigenous people living nearby to the SOU 5 Seri Intan.
10) Contractor	<ul style="list-style-type: none"> ▪ Sampled contractors signed a contract and understands contractual obligations and the need to comply with legal requirements. ▪ Fair dealings with the SOU. ▪ Payments are made within 1 months of invoice. ▪ The mill and estate staff will verify the work done before his invoice can be approved for payment. ▪ Signing of contract was with HQ. Contract terms are clear and fair. Renewal of contract is via tender system. ▪ Knows about minimum wages and make statutory contributions such as EPF and SOSCO. ▪ Terms and conditions are clear and fair. Have attended RSPO/MSPO briefing and stakeholder meetings. Gives estate copies of worker details and payslips.
11) Previous land owner (if any)	Not applicable.
12) Others (please specify)	Not applicable.

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1.5 Audit plan : Refer to Attachment 2

1.6 Date of next audit : The next surveillance audit will be conducted within 12 months but not sooner than 9 months from this audit. For RA, the next RA will be conducted at least 4 months prior to expiry date of the certificate.

2.0 SCOPE OF CERTIFICATION AUDIT

2.1 Description of the certification unit

The Seri Intan Certification Unit (CU) is one of the Strategic Operating Unit (SOU) of Sime Darby Plantation Berhad (SDPB). Seri Intan Certification Unit is also known as SOU 5 Seri Intan. The SOU 5 Seri Intan comprises of the Seri Intan Palm Oil Mill (Seri Intan POM) and four supply bases; Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate, and Sogomana Estate which are all owned by SDPB.

SOU 5 Seri Intan are located in Teluk Intan, state of Perak, Malaysia. It is operating under Strategic Operating Unit (SOU 5) which consist of one mill, namely Seri Intan Palm Oil Mill (POM), and four (4) contributing estates; Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate and Sogomana Estate.

Seri Intan POM was previously known as Nova Scotia Palm Oil Mill, established in 1969. The Mill situated beside Jalan Maharajalela, 3 kilometers from Teluk Intan town. After 31 years commissioning, the mill was upgraded to new technology POM and commissioned in July 2008 situated at the original mill area. The new mill was launched as Seri Intan Palm Oil Mill and rated at 60mt/hr. Daily FFB intake recorded at 800mt during normal period and 1,100mt during peak crop session.

The Seri Intan POM had a mill capacity of 60 MT/hr.

2.2 Description of the Supply Base (including the planting profile)

The FFB sourced from company owned estates that are certified. Details of the FFB contribution from each source to the Seri Intan Palm Oil Mill are shown in the following tables:

Table 1: Actual FFB production by the supply base for the last reporting period (Jan 2019- Dec 2019)

Estates	FFB Production		Certifying CB
	Tonnes	Percentage (%)	
Seri Intan	44,374.03	21.60%	SIRIM
Sabrang	58,201.49	28.24%	SIRIM
Sungai Wangi	32,636.28	19.87%	SIRIM
Sogomana	40,745.61	15.88%	SIRIM
Bikam	24,974.13	11.98%	SIRIM
Cluny	275.83	0.14%	SIRIM
Bagan Datuk	760.54	0.38%	BSI
Flemington	550.62	0.27%	BSI
Sg Samak	2021.73	1.01%	BSI
Kinta Kelas	373.11	0.19%	BSI
Sabak Bernam	878.47	0.44%	BSI
Total	205,791.84	100.00%	

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Table 2: Projected FFB production by supply base for the next reporting period (Jan 2020- Dec 2020)

Estates	FFB Contribution	
	Tonnes	Percentage (%)
Seri Intan	71,771.12	30.45
Sabrang	51,065.22	21.67
Sungai Wangi	35,298.45	14.97
Sogomana	45,492.02	19.30
Bikam	32,011.68	13.58
Grand Total	235,638.52	100%

Table 3: Actual FFB received and CPO & PK dispatch by Seri Intan POM for the last reporting period (Jan 2019 - Dec 2019)

	Total (MT)
FFB Received	205,791.84
FFB Processed	205,791.84
CPO Production	43,551.03
PK Production	11,015.38
CPO delivered as RSPO certified	20,117.32
CPO delivered under other schemes (MT)	0.00
CPO delivered as non-RSPO certified	23,433.71
PK delivered as RSPO certified	2,583.69
PK delivered under other schemes (MT)	0.00
PK delivered as non-RSPO certified	8,431.69
Credits traded thru Book & Claim	0.00

Table 4: Projected FFB received and CPO & PK dispatch by Seri Intan POM of the next reporting period (Jan 2020 - Dec 2020)

RSPO Supply Chain Mode: Identity Preserved	Total (MT)
FFB Received	235,638.52
FFB Processed	235,638.52
CPO Production	51,878.76
PK Production	13,195.76
CPO delivered as RSPO certified	51,878.76
CPO delivered as non-RSPO certified	0.00
PK delivered as RSPO certified	13,195.76
PK delivered as non-RSPO certified	0.00

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Table 5: Planted and certified area of the Seri Intan CU

Estate	Planted (ha)	Certified (ha)
Seri Intan Estate	3,476.16	4,013.16
Sungai Wangi Estate	2,002.59	2,226.66
Sogomana Estate	2,101.29	2,214.08
Sabrang Estate	3,696.22	3,945.23
Total	11,276.26	12,399.13

Remarks: Increase in hectarage due to the inclusion of Selaba Division in the certified area.

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Table 6: Planting profile for Seri Intan Estate

Year of planting	Planting cycle (1st, 2nd, 3rd, Generation)	Mature / Immature	Planted area(ha)	Percentage of planted area (%)
1995	2nd	Mature	117.80	3.0%
1996	2nd	Mature	348.79	10.0%
1997	2nd	Mature	171.09	5.0%
1998	2nd	Mature	134.39	4.0%
2000	2nd	Mature	103.47	3.0%
2001	2nd	Mature	80.07	2.0%
2004	2nd	Mature	221.19	7.0%
2005	2nd	Mature	202.64	6.00%
2007	2nd	Mature	468.66	13.0%
2008	2nd	Mature	70.62	2.00%
2009	2nd	Mature	364.30	10.00%
2013	3rd	Mature	193.92	6.00%
2015	3rd	Immature	169.46	5.0%
2016	3rd	Immature	149.77	4.0%
2017	3rd	Immature	378.54	11.00%
2018	3rd	Immature	162.99	5.0%
2019	3rd	Immature	138.46	4.0%
TOTAL			3476.16	100.00

Table 7: Planting profile for Sungai Wangi Estate

Year of planting	Planting cycle (1 st , 2 nd , and 3 rd Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
2017	3rd	Mature	308.57	15.41
2017	1st	Mature	200.90	10.04
2017	2nd	Mature	19.07	0.95
2018	3rd	Immature	101.41	5.06
2014	3rd	Mature	79.64	3.98
2012	1st	Mature	272.55	13.61
2006	2nd	Mature	18.27	0.91
2004	2nd	Mature	17.72	0.88
2000	2nd	Mature	251.28	12.55
1999	2nd	Mature	581.37	29.03
1997	2nd	Mature	151.81	7.58
TOTAL			2,002.59	100.00

Table 8: Planting profile for Sogomana Estate

Year of planting	Planting cycle (1 st , 2 nd , and 3 rd Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
2016	3rd	Mature	137.97	6.56
2017	3rd	Immature	286.13	13.62
2015	3rd	Mature	74.16	3.53
2014	3rd	Mature	202.37	9.63
1999	2nd	Mature	669.26	31.85
1998	2nd	Mature	687.38	32.71
1997	2nd	Mature	44.02	2.10
TOTAL			2,101.29	100.00

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Table 9: Planting profile for Sabrang Estate

Year of planting	Planting cycle (1 st , 2 nd , and 3 rd Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
1998	2 nd	Mature	137.89	3.73
2000	2 nd	Mature	388.73	10.52
2001	2 nd	Mature	358.46	9.70
2002	2 nd	Mature	417.89	11.30
2003	2 nd	Mature	100.18	2.71
2005	2 nd	Mature	121.31	3.28
2006	2 nd	Mature	185.76	5.02
2008	2 nd	Mature	134.14	3.63
2010	2 nd	Mature	270.08	7.31
2011	2 nd	Mature	98.11	2.65
2012	2 nd	Mature	96.29	2.61
2013	3 rd	Mature	238.30	6.45
2015	3 rd	Mature	357.43	9.67
2016	3 rd	Immature	266.05	7.20
2017	3 rd	Immature	313.33	8.48
2018	3 rd	Immature	212.27	5.74
TOTAL			3,696.22	100.00

2.3 Organizational Information/Contact Person(s)

The details of the contact person as shown below:

Name	:	Azman Bin Talkah
Position	:	Mill Manager
Address	:	Kilang Kelapa Sawit Seri Intan Bt. 5 Jln. Maharaja Lela, 36009 Teluk Intan, Perak
Phone no.	:	05-6221911
Fax no.	:	05-6214091
Email	:	Azman talkah@simedarbyplantation.com

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3.0 AUDIT FINDINGS

3.1 Changes to certified products in accordance to the production of the previous year

There was no change to the certified products since last assessment.

3.2 Progress and changes in time bound plan (Refer to Attachment 6 for the time bound plan)

i. Have all the estates under the parent company been certified? Yes No

If no, comments on the organization's compliance with the RSPO partial certification rules :

Sime Darby Plantation – Indonesian Operations is in progress to certify all 7 SOUs from 2019 to 2020 as verified through the Time Bound Plan. The SOUs are PT Sime Indo Agro, PT Ladangrumpun Subur Abadi, PT Bersama Sejahtera Sakti, PT Bahari Gembira Ria, PT Guthrie Peccorina Indonesia, PT Sandika Nata Palma & PT Budidaya Agro Lestari.

ii. Are there any changes to the organization's time bound plan? Yes No

If yes, comment in terms of acceptance or non acceptance on the changes in the time-bound plan?

The time bound plan for Sime Darby Plantation Sdn Bhd, updated as at June 2019 is provided in Attachment 7 of this report.

iii. Are there associated smallholders (including scheme smallholders) in the CU Yes No

If yes, have ALL the associated smallholders (including scheme smallholders) where their fruit supply is included, by the mill, in its certification? Yes No

If no, please state reasons Not applicable. There is no associated smallholders supplying FFB to the SOU.

iv. Any new acquisition which has replaced primary forests or HCV areas Yes No

3.3 Other changes (e.g. organizational structure, new contact person, addresses, etc.)

Sime Darby Plantation Sdn Bhd has been changed to Sime Darby Plantation Berhad.

3.4 Status of previous non-conformities * Closed Not closed*

* If not closed, minor nonconformity will be upgraded to major non conformity

3.5. Complaint received from stakeholder (if any)

No complaints from stakeholders were observed.

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4.0 DETAILS OF NON-CONFORMITY REPORT

4.1 For P&C (Details checklist refer to Attachment 6) :

Total no. of minor NCR(s)
(details refer to Attachment 4) List : 1 Indicator 3.3.2 (RAR01/2019)

Total no. of major NCR(s)
(details refer to Attachment 4) List : 2 Indicator 1.1.3 (KN01/2019) and Indicator 6.2.2.
(MRS01/2019)

4.2 For SC (Details checklist refer to Attachment 6) :

Total no. of minor NCR(s)
(details refer to Attachment 5) List : none

Total no. of major NCR(s)
(details refer to Attachment 5) List : none

5.0 AUDIT CONCLUSION

The audit team concludes that the organization has / has not* established and maintained its management system in line with the RSPO P&C requirements of the standard and demonstrated the ability of the system to systematically achieve agreed criterion & requirements.

6.0 RECOMMENDATION

No NCR recorded. Recommended to continue certification.

Minor NCR(s) recorded. Corrective action plan has been accepted. Verification of the NCR(s) to be carried out in the next audit.

Note: Minor NCRs raised in the audit which are not addressed in the subsequent audit shall be upgraded to major NCR.

Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided and accepted by the audit team. The NCR(s) have been satisfactorily closed out.

Recommended to continue certification

Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided but not fully accepted by the audit team. NCR(s)..... have not been satisfactorily closed out within 60 days of the audit. Recommended for suspension of the certificate.

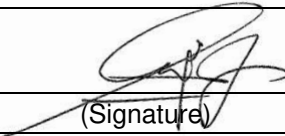
Note: Major NCRs which are not addressed within a further 60 days shall result in the certificate being withdrawn.

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7.0 IT IS CONFIRMED THAT ALL CORRECTIVE ACTIONS TAKEN ON MAJOR NON-CONFORMITIES HAVE BEEN SATISFACTORILY REVIEWED, ACCEPTED AND VERIFIED AND ALL CORRECTIVE ACTIONS PLANS PROVIDED ON MINOR NON CONFORMITIES HAVE BEEN SATISFACTORILY REVIEWED AND ACCEPTED. RECOMMENDED FOR CONTINUATION OF RSPO P & C CERTIFICATION.

Audit Team Leader : Khairul Najwan Ahmad Jahari

(Name)



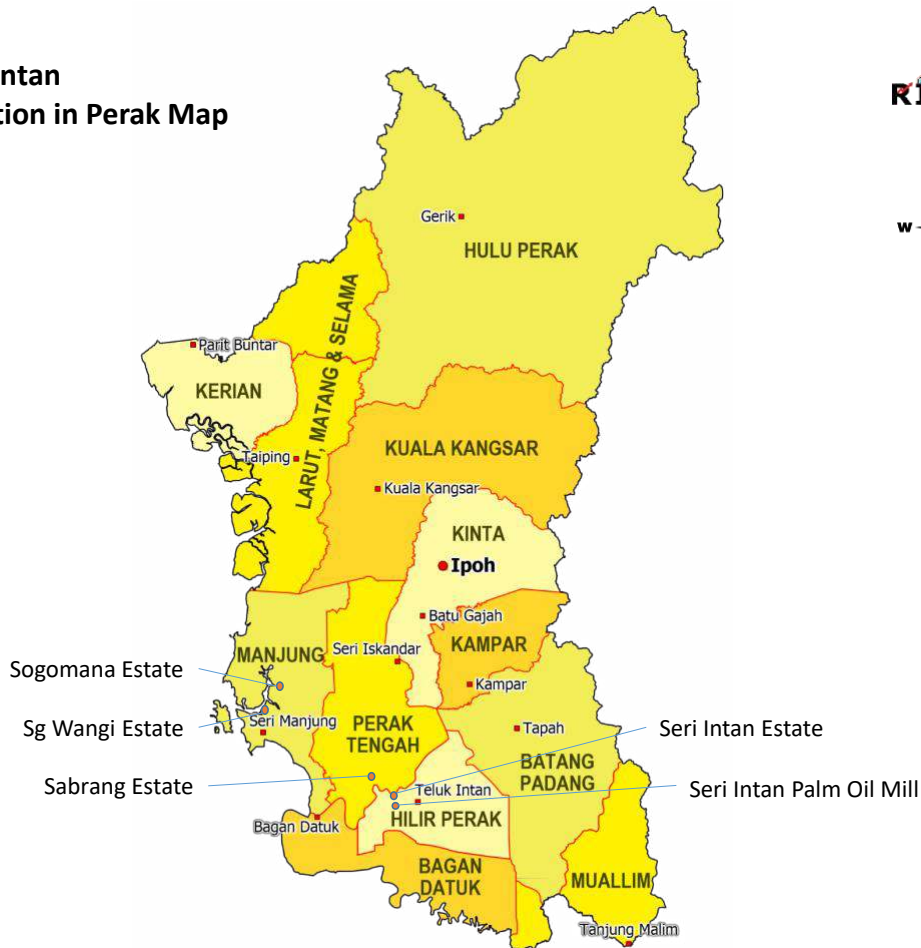
(Signature)

19/3/2020

(Date)

Map of SOU 5 Seri Intan Certification Unit

SOU 5 Seri Intan Estate Location in Perak Map



RSPO Surveillance 4 Audit Plan

1. Objectives

The objectives of the audit are as follows:

- (i) To evaluate the Certification Unit conformance against the RSPO Principles & Criteria Malaysian National Interpretation (MYNI) and RSPO Supply Chain requirements.
- (ii) To verify the effective implementation of corrective actions arising from the findings of last assessment.
- (iii) To make appropriate recommendations based on the assessment findings.

2. Date of assessment : 16 to 20 December 2019

3. Site of assessment : SOU5 - Seri Intan

- Seri Intan Palm Oil Mill
- Seri Intan Estate
- Sabrang Estate
- Sungai Wangi Estate
- Sogomana Estate

4. Reference Standard:

- a. MYNI 2019 for RSPO P&C 2018
- b. RSPO Certifications Systems for P&C, June 2017
- c. RSPO Supply Chain Standard, 2017
- d. Company's audit criteria including Company's Manual / Procedures

5. Assessment Team

- a) Lead Auditor : Khairul Najwan Ahmad Jahari (Social, Time Bound Plan)
- b) Auditors : Mohd Zulfakar Kamaruzaman (Social, Supply Chain)
- : Rozaimie Ab Rahman (Environmental)
- : Mohd Razman Salim (Safety & health)
- : Mohd Ab Raouf Asis (GAP)

If there is any objection to the proposed audit team, the organization is required to inform the Lead Auditor/RSPO Section Manager.

7. Audit Method

Site audits including observation of practices, interviews with interested parties (all categories of contractors, employees, nearby population, etc.), documentation evaluation and evaluation of records.

8. Audit Findings

Audit findings shall be classified as major and/or minor. Major nonconformities shall be addressed within 90 days or else the certificate shall be suspended. If the major nonconformities are still not addressed within another 90 days, the certificate shall be terminated.

If there are five or more major non-compliances within one Principle found during the audit, immediate suspension of RSPO certification shall be recommended.

For minor nonconformities raised in the surveillance audit, corrective action shall be verified in the next audit. These shall be upgraded to major nonconformities if the corrective actions are not satisfactory implemented in the next audit.

9. Confidentiality Requirements

SIRIM QAS International shall not disclose any information concerning the company regarding all matters arising or coming to its attention with the conduct of the programme, which is of confidential in nature other than information, which is in the public domain.

In the event that there be any legal requirements for disclosing any information concerning the organization, SIRIM QAS International shall inform the organization of the information to be disclosed.

10. Working Language : English and Bahasa Malaysia

11. Reporting

- a) Language : English
- b) Format : Verbal and written
- c) Expected date of issue : 2 weeks after the closure of the Major NC / or if only minor NC, 30 days from the last day of this audit.

12. Facilities Required

- a. Room for discussion
- b. Relevant document and record
- c. Personnel protective equipment if required
- d. Photocopy facilities
- e. A guide for each group

13. Assessment Programme Details : As below

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Summary of audit plan

Day	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Monday	POM	POM	Seri Intan	Seri Intan	Sabrang
Tuesday	Seri Intan	Seri Intan	Sabrang	Sabrang	Seri Intan
Wednesday	Sg Wangi	Sg Wangi	Sogomana	Sogomana	Sogomana
Thursday	Sogomana	Sogomana/POM (SC)	Sg Wangi/POM	Sg Wangi/POM	Sg Wangi
Friday	Sabrang	POM (SC)	POM	POM	Sabrang

Date / Time	Coverage of assessment / Activity / Site	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Day 1 - 16/12/2019 Monday 11.00am – 12.00pm	Opening Meeting – Venue: Seri Intan POM <ul style="list-style-type: none"> Audit team Leader - Briefing on assessment objectives, scope, methodology, confidentiality clarification, audit criteria and programmes Organization Representative - Briefing RSPO implementation, significant change on organization activity, structure, certified areas, machinery, FFB supply bases, Time bound plan, actions taken to address previous audit findings. 	✓	✓	✓	✓	✓
12.00pm – 1.00pm	Lunch Break					
1.30pm – 5.30pm	Site observation at Seri Intan POM P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> Laws and regulations Interview with workers, contractors etc. Social aspects -SIA, management plan & implementation, workers' quarters, Stakeholder consultation with affected communities Interview with gender committee, safety committee, worker representative, contractors, supplier, etc 	✓	✓			
1.30pm – 5.30pm	Site observation to Seri Intan Estate P2, P3, P6, P7 <ul style="list-style-type: none"> Occupational safety & health aspects, chemical management Environment, Occupational safety & health aspects, chemical management Good Agricultural Practice such as harvesting, weeding, spraying, EFB mulching, IPM New planting 			✓	✓	
1.30pm – 5.30pm	Site observation to Sabrang Estate P2, P3, P6, P7 <ul style="list-style-type: none"> Good Agricultural Practice such as harvesting, weeding, spraying, EFB mulching, IPM New planting 					✓
Date / Time	Coverage of assessment / Activity / Site	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Day 2 – 17/12/2019 Tuesday	Site observation at Seri Intan Estate P1, P2, P3, P4, P5, P6, P7					

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8.30am – 1.00pm	<ul style="list-style-type: none"> • Laws and regulations • Interview with workers, contractors etc. • Social aspects - SIA, management plan & implementation, workers' quarters, • Stakeholder consultation with affected communities • HCV area • Good Agricultural Practice such as harvesting, weeding, spraying, EFB mulching, IPM • New planting 	✓	✓			✓
	Site observation to Sabrang Estate P2, P3, P4, P6, P7 <ul style="list-style-type: none"> • Occupational safety & health aspects, chemical management • Environment, Occupational safety & health aspects, chemical management • Interview with gender committee, safety committee, worker representative, contractors, supplier, etc 			✓	✓	
1.00pm – 2.00pm	Lunch Break					
2.00pm – 5.30pm 5.30pm	Continue assessment at respective site Travel to Manjung	✓	✓	✓	✓	✓
Date / Time	Coverage of assessment / Activity / Site	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Day 3 – 18/12/2019 Wednesday 8.30am – 1.00pm	Site observation at Sg Wangi Estate P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> • Laws and regulations • Interview with workers, contractors etc. • Social aspects -SIA, management plan & implementation, workers' quarters, • HCV area • Stakeholder consultation with affected communities • Interview with gender committee, safety committee, worker representative, contractors, supplier, etc 	✓	✓			
	Site observation at Sogomana Estate P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> • Laws and regulations • Occupational safety & health aspects, chemical management • Environment, Occupational safety & health aspects, chemical management • Good Agricultural Practice such as harvesting, weeding, spraying, EFB mulching, • IPM New planting • Interview with gender committee, safety committee, worker representative, contractors, supplier, etc 			✓	✓	✓
1.00pm – 2.00pm	Lunch Break					
2.00pm – 5.30pm	Continue assessment at respective site	✓	✓	✓	✓	✓
Date / Time	Coverage of assessment / Activity / Site	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Day 4 – 19/12/2019 Thursday 8.30am – 1.00pm	Site observation at Sogomana Estate P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> • Laws and regulations • Interview with workers, contractors etc. • Social aspects - SIA, management plan & implementation, workers' quarters, • Stakeholder consultation with affected communities 	✓	✓			

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	<ul style="list-style-type: none"> HCV area 					
	Site observation to Sg Wangi Estate P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> Laws and regulations Occupational safety & health aspects, chemical management Environment, Occupational safety & health aspects, chemical management Good Agricultural Practice such as harvesting, weeding, spraying, EFB mulching, IPM New planting Interview with gender committee, safety committee, worker representative, contractors, supplier, etc 			✓	✓	✓
1.00pm – 2.00pm	Lunch Break					
2.00pm – 5.30pm	Continue assessment at respective site	✓				✓
2.00pm – 5.30pm	Site observation to Seri Intan POM P2, P3, P6, P7 & Supply Chain <ul style="list-style-type: none"> Laws and regulations Occupational safety & health aspects, chemical management Environment, Occupational safety & health aspects, chemical management 		✓	✓	✓	
Date / Time	Coverage of assessment / Activity / Site	Najwan	Zulfakar	Rozaimée	Razman	Raouf
Day 5 – 20/12/2019 Friday 8.30am – 11.30am	Site observation at Sabrang Estate P1, P2, P3, P4, P5, P6, P7 <ul style="list-style-type: none"> Laws and regulations Interview with workers, contractors etc. Social aspects - SIA, management plan & implementation, workers' quarters, Stakeholder consultation with affected communities HCV area 	✓				✓
8.30am – 11.30am	Site observation to Seri Intan POM P2, P3, P6, P7 & Supply Chain <ul style="list-style-type: none"> Laws and regulations Occupational safety & health aspects, chemical management Environment, Occupational safety & health aspects, chemical management Site visit and assessment on Supply Chain Implementation including the Model used: General Chain of Custody System Requirements for the supply chain Documented procedures, Purchasing and goods in, Outsourcing activity, Sales and goods out, Processing, Records keeping, Registration, Training, Claims, Internal Audit, Management Review. 		✓	✓	✓	
11.30am – 12.30pm	Audit Team Discussion	✓	✓	✓	✓	✓
12.30pm-2.30pm	Lunch break and prayer					
2.30pm – 3.30pm	Closing meeting	✓	✓	✓	✓	✓

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Attachment 3

**RSPO P&C AUDIT CHECKLIST AND FINDINGS
(MYNI 2019 FOR RSPO P&C 2018)**

Principle 1: Behave ethically and transparently

Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.

Clause	Indicators	Comply Yes/No	Findings																																	
1.1 The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	1.1.1 (C) Documents that are specified in the RSPO P&C are made available to the public.	Yes	SOU 5 Seri Intan continued to use the internet to disseminate public information relating to land titles, human rights, FPIC, safety and health plans, pollution prevention plans and the procedure for complaints and grievances. The SDPSB website address is http://www.simedarbyplantation.com/ . For social programmes on education, environment, community and health, etc, Yayasan Sime Darby as the Foundation has expanded its wings from offering scholarships to outstanding and deserving individuals to funding impactful conservation, outreach and development programmes. The SDPSB website address http://www.yayasansimedarby.com/ .																																	
	1.1.2 Information is provided in appropriate languages and accessible to relevant stakeholders.	Yes	SOU 5 Seri Intan continued to use the internet to disseminate public information relating to land titles, safety and health plans, pollution prevention plans and the procedure for complaints and grievances. The SDPSB website address is http://www.simedarbyplantation.com/ .																																	
	1.1.3 (C) Records of requests for information and responses are maintained.	No	All four (4) Estates and Mill continued to maintain the records of requests for information and responses are maintained which included the government agencies, schools, local communities. However, during the audit it was found the information given to CB regarding RSPO certified area for SOU 5 Seri Intan was incorrect. Data provided for Annual Surveillance Audit (ASA) 2018 and ASA 2019 certified area given does not reflect to the record provided at the time of audit. <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Estate</th> <th colspan="2">Planted (ha)</th> <th colspan="2">Certified (ha)</th> </tr> <tr> <th>ASA 2018</th> <th>ASA 2019</th> <th>ASA 2018</th> <th>ASA 2019</th> </tr> </thead> <tbody> <tr> <td>Seri Intan Estate</td> <td>2,500.45</td> <td>3,476.16</td> <td>2,910.79</td> <td>3,821.88</td> </tr> <tr> <td>Sungai Wangi Estate</td> <td>2,002.59</td> <td>2,002.59</td> <td>2,226.66</td> <td>2,243.71</td> </tr> <tr> <td>Sogomana Estate</td> <td>2,101.29</td> <td>2,101.29</td> <td>2,214.08</td> <td>2,231.56</td> </tr> <tr> <td>Sabrang Estate</td> <td>3,696.22</td> <td>3,696.22</td> <td>3,945.23</td> <td>3,832.71</td> </tr> <tr> <td>Total</td> <td>10,300.55</td> <td>11,276.26</td> <td>11,296.76</td> <td>12,129.86</td> </tr> </tbody> </table> <p>Records of requests for information regarding RSPO certified area was found incorrect. Therefore, Major NCR KN01/2019 was raised.</p>	Estate	Planted (ha)		Certified (ha)		ASA 2018	ASA 2019	ASA 2018	ASA 2019	Seri Intan Estate	2,500.45	3,476.16	2,910.79	3,821.88	Sungai Wangi Estate	2,002.59	2,002.59	2,226.66	2,243.71	Sogomana Estate	2,101.29	2,101.29	2,214.08	2,231.56	Sabrang Estate	3,696.22	3,696.22	3,945.23	3,832.71	Total	10,300.55	11,276.26	11,296.76
Estate	Planted (ha)		Certified (ha)																																	
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Total	10,300.55	11,276.26	11,296.76	12,129.86																																

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Clause	Indicators	Comply Yes/No	Findings
	1.1.4 (C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.	Yes	SOU 5 Seri Intan continued to implement the communication procedure and maintain records on requests for information. The procedure for responding to any communication is as outlined in 'Documentation and Communication Procedure – Manual Sustainable Plantation Management System'. The procedure was made available on the notice boards in the Estate and Mill offices and Muster Grounds.
	1.1.5 There is a current list of contact and details of stakeholders and their nominated representatives.	Yes	All four (4) Estates and Mill continued to maintain the stakeholder's information (name of parties, address, contact number, nominated representatives) which included the contractors, vendors/suppliers, foreign recruitment agencies, embassy, government agencies, schools, local communities, CPO/PK customers, and others.
1.2 The unit of certification commits to ethical conduct in all business operations and transactions.	1.2.1 A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.	Yes	The SOU 5 Seri Intan subscribes to Sime Darby Plantations Sdn Bhd's Code of Business Conduct (COBC). It contains, among others, the following aspects of business conduct: Equal opportunity and non-discrimination, Criminal activities, Harassment & violence, Avoiding conflicts of interests, Guarding against bribery and corruption, How to report a violation, Anti-money laundering and anti-terrorism financing.
	1.2.2 A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.	Yes	In addition, SDPSB also has a Vendor COBC which has been developed to outline the standards of behaviour required by Sime Darby Berhad's vendors which includes expectation to uphold human rights. The Vendor COBC applies to all its suppliers, consultants, agents, contractors /service providers who have direct dealings with the Group. All vendors will be required to declare their compliance to the Vendor COBC through the Sime Darby Berhad Vendor Integrity Pledge which includes a declaration to eradicate all forms of exploitation, including but not limited to modern day slavery and human trafficking.

Principle 2: Operate legally and respect rights

Implement legal requirements as the basic principles of operation in any jurisdiction.

Clause	Indicators	Comply Yes/No	Findings
2.1 There is compliance with all applicable local, national and ratified international laws and regulations.	2.1.1 (C) The unit of certification complies with applicable legal requirements.	Yes	Generally, Seri Intan CU has continued to comply with all applicable local, national and ratified international laws and regulations. The legal register has been updated accordingly. Relevant licences and permits were verified at site.
	2.1.2 A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.	Yes	The SOU 5 Seri Intan had identified, documented and maintained their legal register with written information on legal requirements which related to their operation in legal register entitled 'Legal Requirement Register' (LORR). The PSQM Department is responsible to track changes and the information was disseminated to all its estates and mills.
	2.1.3 Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.	Yes	Auditor has verified the boundary stone and pegs at Seri Intan Estate, Sabrang Estate, Sogomana Estate and Sg. Wangi Estate. The boundary pegs/trenching was visible along the boundary adjacent to another plantation area.

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Clause	Indicators	Comply Yes/No	Findings
2.2 All contractors providing operational services and supplying labour and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.	2.2.1 A list of contracted parties is maintained.	Yes	Contractors providing operational services and supplying labour complied with legal requirements was maintained at "List of Stakeholders".
	2.2.2 All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/accredited) for migrant workers, service providers and labour contractors, is available.	Yes	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements as verified through Online Vendor Registration (OVR) and the Vendor Code of Business Conduct (VCOBC) which apply to all contractors for due diligence and meeting legal requirements.
	2.2.3 All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.	Yes	All contracts contained clauses disallowing child, forced and trafficked labour as verified by audit team.
2.3 All FFB supplies from outside the unit of certification are from legal sources.	2.3.1 (C) For all directly sourced FFB, the mill requires: <ul style="list-style-type: none"> • Information on geo-location of FFB origins. • Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder • One or more supporting documents for claims • Valid MPOB license 	Yes	All Fresh Fruit Bunches are supplied from SOU 5 Seri Intan owned estates which are certified to RSPO. There is no third-party FFB sent to the Seri Intan POM.
	2.3.2 For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1.	Yes	Fresh Fruit Bunches are supplied from SDPB owned estates which are certified to RSPO. There is no third-party FFB sent to the mil.

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Principle 3: Optimise productivity, efficiency, positive impacts and resilience

Implement plans, procedures and systems for continuous improvement.

Clause	Indicators	Comply Yes/No	Findings
3.1 There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.	3.1.1 (C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.	Yes	All four (4) estates visited maintained to have minimum 4 years' business plans. The budget allocations at estates, include activities for operating expenditure i.e. upkeep, cultivation, harvesting & evacuation, welfare, other than that, capital expenditure, RSPO compliance, and others. An attention was given to crop projection, cost of production, cost per ton and per hectare indicators to monitor the performance of each operating unit. The cost of production was reviewed and compared against expenditure each year with projections in place for future years. While, provisions at mill, include the activities for milling process, general charges, RSPO compliance and capital expenditure.
	3.1.2 An annual replanting programme projected for a minimum of five years with yearly review, is available.	Yes	Replanting program was tabulated annually consistence with business plans reviewed. The decision for replanting was guided by Agricultural Reference Manual (ARM), agronomy department and approved by Plantation Monitoring Unit (PMU).
	3.1.3 The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.	Yes	The SOU 5 Seri Intan holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.
3.2 The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.	3.2.1 (C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.	Yes	The management documents in relation to environmental plans and impact assessments implemented by the SOU 5 Seri Intan were made available and maintained at all audited operating units.
	3.2.2 As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template.	Yes	The indicator was not applicable as the indicator still under progress at RSPO site.
3.3 Operating procedures are appropriately documented, consistently	3.3.1 (C) Standard Operating Procedures (SOPs) for the unit of certification are in place.	Yes	SOU 5 Seri Intan continued to use and implement SOPs for each of the processes. Brief version of the SOPs was displayed at the appropriate locations. Copies of the documented SOPs were presented to the audit team. It was observed that activities being implemented which involved safety, health, environmental, quality, employees, and others, had followed the established SOPs.
	3.3.2 A mechanism to check consistent implementation of procedures is in place.	No	There are several mechanisms used to check on consistent implementation of procedures. One of the regular mechanisms used by SOU 5 Seri Intan are internal audits conducted by PSQM. However, during site visit at Sabrang Estate, sighted an evidence of spraying activities near drain

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Clause	Indicators	Comply Yes/No	Findings
implemented and monitored.			side nearby nursery area. Guidelines riparian reserve was not consistent implement and monitored. Therefore, Minor NCR RAR01/2019 was raised.
	3.3.3 Records of monitoring and any actions taken are maintained and available.	Yes	Records of monitoring and actions taken by the estates continued to be maintained. This is to ensure that the established procedures were consistently implemented. Records of monitoring and actions taken by all 3 estates were maintained and kept for a minimum of 12 months.
3.4 A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.	3.4.1 (C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/outgrower scheme, is documented.	Yes	A Social Impact Assessment (SIA) covering four (4) operating units namely Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate and Sogomana Estate was carried out in February – March 2014 by the PSQM Unit of the Sime Darby Plantation. The SIA for the Seri Intan Palm Oil Mill on the other hand was carried out in March 2013 with the participation of internal and external stakeholders, namely workers, union, contractors, suppliers, local community, local government and private entities. Records of meetings with the relevant stakeholders were properly documented and sighted during this fourth Surveillance Audit (2019).
	3.4.2 For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.	Yes	The Environmental Impact aspect were reviewed at least once a year to cover all activities in the SOU 5 Seri Intan. Areas of concern/key findings were identified together with the action plan, person in charge and respective completion date.
	3.4.3 (C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.	Yes	The social and environmental management and monitoring plan were reviewed at least once a year, implemented, reviewed and updated will verify yearly as at to date the plan dated 1/11/2019.
3.5 A system for managing human resources is in place.	3.5.1 Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.	Yes	Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives as listed : Hiring local workers, Hiring foreign workers and Termination.
	3.5.2 Employment procedures are implemented, and records are maintained.	Yes	Employment procedures were implemented, and records were maintained. Audit team has verified all new recruitment workers from Indonesia and India through personal file by employment number, name of employee, employment contract, offer letter, passport consent form and others.
3.6 An occupational health and safety (H&S) plan is documented,	3.6.1 (C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.	Yes	Safety procedure has been established to assists SOU 5 Seri Intan related to implementation on ESH compliance management. Among the objective of the procedure to ensure CU compliance with all the regulation and minimize the risk of noncompliance. The mitigation plan also covered in the HIRARC documents.

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Clause	Indicators	Comply Yes/No	Findings
effectively communicated and implemented.	3.6.2 (C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.	Yes	The effectiveness of the Health and Safety plan to address health and safety risks to people are monitored and verified during the audit.
3.7 All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.	3.7.1 (C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and outgrowers, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.	Yes	Formal training programs for 2019 that covered aspects of the RSPO Principles and Criteria, with regular assessments of training needs were available for all the audited sites. The training plan for each operating unit were established covered staff, workers, pregnant women, etc. A training need identification matrix has been established with target dates for the training identified. The training program includes: ESH Legal & Other requirements, Accident Investigation Techniques, Milling & Estate Activities Training, First Aid Awareness Training – All Workers, Scheduled waste management, Safe Work Procedure for All Stations, Defensive Driving Training, Sime Darby Policy, Social Training, HCV/Bio D Training.
	3.7.2 Records of training are maintained, where appropriate on an individual basis.	Yes	SOU 5 Seri Intan continued to train its executives, staff and workers. Records of training were kept in the training file. The records included information on the title of the training, name and signature of the attendees, name of the trainer, time and venue.
	3.7.3 Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.	Yes	RSPO and RSPO (SCCS) training is provided to all personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS) at the SOU 5 Seri Intan in June 2019.

SUPPLY CHAIN REQUIREMENTS FOR MILLS

Disclaimer text: The following section is taken verbatim from the RSPO Supply Chain Certification Standard (14 June 2017) (RSPO SCCS), general requirements as well as modules D & E for mills. The RSPO SCCS is the document in vigour for these requirements and should be referred to in any cases of uncertainty. Any references to other modules or sections contained in the table below, refer to the RSPO SCCS document. As per RSPO SCCS, all requirements are major Indicators (i.e. equivalent of critical Indicators in P&C 2018).

Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
Definition Identity Preserved Mill D.1	A mill is deemed to be IP if the FFB used by the mill are sourced from plantation/ estates that are certified against the RSPO P&C, or against the Group Certification scheme. Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the	Yes	Seri Intan POM received only certified FFB from SOU Seri Intan Which is Seri Intan Estate, Sabrang Estate, Sogomana Estate and Sungai Wangi Estate. Thus, Seri Intan POM has qualified for the Identity Preserved supply chain system and module. During the P&C assessment, the audit team verified the volumes and sources of certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Module E is applicable.		
Definition Mass Balance Mill E.1	Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.	Yes	Not Applicable since Seri Intan POM is IP Mill.
Explanation (Volume and product integrity) D.2 E.2	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products shall be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report. The mill shall also meet all registration and reporting req. for the appropriate supply chain through the RSPO supply chain managing organisation (RSPO IT platform).	Yes	<p>The mill observed to have met registration and reporting requirements for supply chain through the RSPO Palm Trace. The registration information were: Name: Seri Intan Oil Mill Country: Malaysia. Member Category: Oil Mil Core product: Palm oil Start date: 03/05/2019 End date: 02/03/2020</p> <p>Copy of Shipping Announcement was provided during the audit as evident of compliance to reporting requirement as listed by the standard.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
Documented procedures 5.3.1 D.3 E.3	<p>The site shall have written procedures and/or work instructions to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <p>Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</p> <ul style="list-style-type: none"> • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). • Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organisation's procedures for the implementation of this standard. • The site shall have documented procedures for receiving and processing certified and non-certified FFBs. 	Yes	<p>Seri Intan POM had revised their documented procedure title 'Standard operating procedure for Sustainability Supply Chain and Traceability SD/SDP/PSQM/001'.</p> <p>The procedure was kept in file RSPO Supply Chain Manual (SCM/RSPO/SD) Appropriate changes were also made in the change to include the new clause Production of ISCC certified waste/residues materials at the mill. The Senior Assistant Manager have overall responsible and authority over the implementation of RSPO supply chain requirement in RSPO Seri Intan POM. Interview with sustainability committee member, mill manager, assistant mill manager & weighbridge operator was confirmed they are understood the supply chain requirements. Seri Intan POM had continued to implement the procedures it had on receiving and processing of RSPO certified and non-certified FFBs.</p>
Internal Audit 5.3.2	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organisation;</p>	Yes	<p>As describe under para 18.0 SOP for sustainable Supply Chain and Traceability, Seri Intan POM refer to Internal Audit Procedure (SD/SDP/PSQM/IAP) dated 1/11/17 which is follow the RSPO Supply Chain Certification Standard Revision 2017 requirements. Audit report has also been established. The audit was conducted against the RSPO Supply Chain Certification Standard Revision 2017 requirements.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<ul style="list-style-type: none"> • Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. • Effectively implements and maintains the standard requirements within its organisation. • Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non- conformities shall be subject to management review at least annually. The organisation shall be able to maintain the internal audit records and reports. 		
Purchasing Goods In 5.4 D.4.1/ D.4.2 D.4.1/E.4.2	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBS received. The site shall inform the CB immediately if there is a projected overproduction of certified tonnage. The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.		Seri Intan POM had continued to receive certified FFBS from the CU's own supply bases as well as non-certified FFBS from outsiders. There were 4 supply bases (estates) sending certified FFBS to POM. They were Seri Intan, Sabrang, Sogomana and Sungai Wangi Estates. The validity of the certificate of the supplier has been checked accordingly.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
Outsourcing Activities 5.5	<p>5.5.1 In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO SCCS. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organisation (not the tank farm manager).</p>	Yes	<p>There are one outsource company CPO transporter. The agreement document was available and communication on the RSPO supply chain requirement were communicated to them. Record of training was sighted.</p>
	<p>5.5.2 Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a) The site has legal ownership of all input material to be included in outsourced processes;</p> <p>b) The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The site has a documented control system with explicit</p>	Yes	<p>a) One outsource company CPO transporter with agreement signed.</p> <p>b) There is contract document between Seri Intan POM and the transporters. But there is another attachment (Annexure 5) stated that the contractor agrees that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The RSPO Supply Chain procedure has described on Para 13.0 Outsource Contractor and briefed to the contractor.</p> <p>d) Inspection was carried out as additional effort to ensure no contamination sighted book at AP Post.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<p>procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>		
	<p>5.5.3 The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.</p>	Yes	List of contact person for both transporters were made available and up to date.
	<p>5.5.4 The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.</p>	Yes	No new contractors used for the processing or production of RSPO certified materials.
Record keeping 5.9	<p>5.9.1 The organisation shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO SCCS requirements.</p>	Yes	Sighted CPO and PK delivery note, weighbridge ticket, production data and internal audit records were found up to date.
	<p>5.9.2 Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p>	Yes	Relevant record was maintained for more than 2 years
	<p>5.9.3 The organisation shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate</p>	Yes	The records of the volume purchased (input) and claimed (output) over a period of 12 months was updated in "RSPO&MSPO Mass Balancing Records for Oil Mill".

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of 12 months.		
D.5.1	The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.	Yes	Seri Intan POM has maintained the Real Time basis accounting system to record RSPO certified FFB and deliveries of RSPO certified CPO and PK. Record titled as “RSPO & MSPO Mass Balancing Record for Oil Mills”.
E.5.1	<p>a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis.</p> <p>b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p> <p>The site can only deliver MB sales from a positive stock. Positive stock can include product ordered for delivery within 3 months. However, a site is allowed to sell short i.e. product can be sold before it is in stock.</p>	Yes	Not Applicable since this is IP POM
Conversion Factors 5.10	5.10.2 Where applicable, a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organisations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org).	Yes	Seri Intan POM processed all the received certified crop & their processing output will be based on their actual Oil Extraction Rate (OER) as well as Kernel Extraction Rate (KER). These figures were monitored on daily & monthly basis by the mill using the prepared template (e.g. Monthly Production Report – Physical Movement) to ensure their accuracy as well as monitoring of their ongoing performance.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	5.10.2 Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	Yes	
Processing D.6	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non- certified oil palm product including during transport and storage to strive for 100% separation.	Yes	Global Trading & Marketing (GTM) office informed Seri Intan POM by an e-mail on the dispatch of RSPO certified CPO/PK to relevant buyer (i.e. Sime Darby Jomalina/ Sime Darby KCP Pulau Carey). The dispatch of the RSPO certified CPO/ PK to buyer by Seri Intan POM were made based on a specific contract.
Sales and goods out 5.6	<p>5.6.1 The supplying site shall ensure that the following minimum info for RSPO certified products is made available in document form: The name and address of the buyer; The name and address of the seller;</p> <ul style="list-style-type: none"> • The loading or shipment / delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number. • Information shall be complete and can be presented either on a single document or across a range of 	Yes	Documented procedures related to sales and goods out were sighted and found adequate. The requirement of sales & goods out especially on notation of applicable Supply Chain model & Certificate number being complied by indicating in weighbridge dispatch ticket.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation). For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments.		
Registration of Transactions 5.7	5.7.1 Supply chain actors who: <ul style="list-style-type: none"> • are mills, traders, crushers and refineries; and • take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable. 	Yes	The registration of transaction being carried out by Group Plantation Marketing subordinate. Mill receive copy of transaction input to the system on monthly basis based on contract summary (buyer weight being put in).
	5.7.2 The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform: Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform.	Yes	

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<p>The declaration time to do Shipping Announcement / Announcement is based on members' own standard operating procedures.</p> <p>Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.</p> <p>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</p> <p>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.</p>		
Claims 5.11	5.11.1 The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications & Claims.	Yes	Relevant information on product claim (including applicable Supply Chain model and certificate number) being correctly indicated in the relevant outgoing paperwork. SIPOM has not use RSPO corporate logo as well as trademark logo.

Principle 4: Respect community and human rights and deliver benefits

Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.

Clause	Indicators	Comply Yes/No	Findings
4.1 The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.	4.1.1 (C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders, is documented and communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of	Yes	A policy to respect human rights was documented in the Human Rights Charter - http://www.simedarbyplantation.com/sustainability/human-rights-charter . This Policy states among others, that it will develop its businesses with a sense of humanity, ensuring that they are socially beneficial and do not infringe basic human rights. This policy was communicated to all levels of the workforce and operations. While for suppliers and local communities and prohibits intimidation and harassment by the unit of certification and

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Clause	Indicators	Comply Yes/No	Findings
	certification and contracted services, including contracted security forces.		contracted services, including contracted security forces stakeholders meeting at Seri Intan POM in Nov 2019.
	4.1.2 The unit of certification does not instigate violence or use any form of harassment, in their operations.	Yes	It has been verified that the land is now legitimately owned by SOU 5 Seri Intan from Golden Hope Plantations Sdn Bhd. The audit team had confirmed that there were no land issues related to previous owners.
4.2 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.	4.2.1 (C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.	Yes	The system used by the SOU 5 Seri Intan in resolving disputes and grievances exists in the procedure called "Tatacara Perundingan Dalam Menangani Rungutan Dan Aduan", and "Tatacara Perundingan Dalam Menangani Masalah Sosial". The Mill and Estates within SOU5 each has its own Internal Complaint Book and External Communication Book. The Internal Complaint Books are for employees to lodge complaint pertaining to their houses. The external book was reviewed and found no complaints against the CU. When ensuring anonymity of complainants and whistleblowers, the Sime Darby Code of Business Conduct provides an avenue to direct the grievances to a Hotline number, toll-free numbers, email, fax, or letters to the Whistleblowing Unit at HQ.
	4.2.2 Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.	Yes	Based on interview with stakeholders such as CPO transporter, Boiler supplier/part and Indonesia recruitment agency, and villager representatives, it was found the system was understood by the affected parties.
	4.2.3 The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.	Yes	The SOU 5 Seri Intan keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders through stakeholders meeting.
	4.2.4 The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.	Yes	The system used by the SOU 5 Seri Intan in resolving disputes and grievances exists in the procedure called "Tatacara Perundingan Dalam Menangani Rungutan Dan Aduan", and "Tatacara Perundingan Dalam Menangani Masalah Sosial". The Mill and Estates within SOU 5 has its own Internal Complaint Book and External Communication Book. The Internal Complaint Books are for employees to lodge complaint pertaining to their houses. The external book was reviewed and found no complaints against the CU.
4.3 The unit of certification contributes to local sustainable development as	4.3.1 Contributions to community development that are based on the results of consultation with local communities are demonstrated.	Yes	Contributions to community development that are based on the results of consultation with local communities are demonstrated.

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Clause	Indicators	Comply Yes/No	Findings
agreed by local communities.			
4.4 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.	4.4.1 (C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents related to the history of land tenure and/or the actual legal or customary use of the land are available.	Yes	Copy of legal ownership of the lands for the audited supply base was available. All original copies of ownership documents are kept at the Sime Darby Headquarters in Kuala Lumpur. Evidence of legal ownership of the land including history of land tenure was verified during this audit. At Sabrang Estate, there are 32 grants, all are freehold, and ownership is SDPSB. At Seri Intan, there are 12 titles, at Sungai Wangi 24 titles and at Sogomana 12 titles. For some of titles of these 3 Estates the transfer of ownership from previous owners to Sime Darby is still ongoing. Copy of the letter addressed to the Lembaga Tanah Ladang, Negeri Perak, pertaining to the application for transfer of land ownership from Golden Hope Plantations Sdn Bhd to Sime Darby Plantation Sdn Bhd was sighted.
	4.4.2 Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.2a Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.2b Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.2c Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.

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Clause	Indicators	Comply Yes/No	Findings
	4.4.3 (C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities).	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.4 All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.	Yes	This requirement in this indicator does not apply to SOU 5 Seri Intan
	4.4.5 (C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.	Yes	This requirement in this indicator does not apply to SOU 5 Seri Intan
	4.4.6 There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.	Yes	This requirement in this indicator does not apply to SOU 5 Seri Intan.
4.5 No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own	4.5.1 (C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.	Yes	Based on Social Impact Assessment (SIA) Report for SOU 5 Seri Intan and as reported in Indicator 3.4, there was no new plantings are established in this CU.
	4.5.2 (C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighboring estate.

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Clause	Indicators	Comply Yes/No	Findings
representative institutions.	4.5.3 Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighboring estate.
	4.5.4 To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighbouring estate.
	4.5.5 Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighbouring estate.
	4.5.6 Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighbouring estate.
	4.5.7 New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the	Yes	There were no new lands acquired for plantation and mills after 15 November 2018. The current operation area including mill and estates as per stated in the land title.

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Clause	Indicators	Comply Yes/No	Findings
	right of eminent domain of the federal and state land acquisition legislations.		
4.6 Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with thru a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	4.6.1 (C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place.	Yes	The procedure for identifying legal, customary or user rights, and compensation process is incorporated in the Sustainable Plantation Management System document (Version 1) entitled "Procedures for Handling Boundaries Disputes". In accordance with the Procedures for Handling Boundaries Disputes, the procedure for calculating and distributing fair compensation falls within the purview of the Land Management Department of at the Sime Darby Head Office. The procedure stipulates the involvement of the respective estate management, Land Office, NGOs and the affected parties in the negotiation procedures.
	4.6.2 (C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.	Yes	In accordance with the ' <i>Tatacara Perundingan Dalam Menangani Rungutan Dan Aduan</i> ', the procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established. However, there was no issue/case related to this indicator as verified by audit team during consultation with staff and workers at mill and visited estates.
	4.6.3 Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings.	Yes	There were no scheme small holdings at SOU 5 Seri Intan. The Fresh Fruit Bunches are supplied from SDPB owned estates which are certified to RSPO.
	4.6.4 The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them.	Yes	There was no process and outcomes of any negotiated agreements, compensation and payments to any affected parties.
4.7 For new planting, where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their	4.7.1 (C) A mutually agreed procedure for identifying people entitled to compensation is in place.	Yes	The procedure for identifying legal, customary or user rights, and compensation process is incorporated in the Sustainable Plantation Management System document (Version 1) entitled "Procedures for Handling Boundaries Disputes". In accordance with the Procedures for Handling Boundaries Disputes, the procedure for calculating and distributing fair compensation falls within the purview of the Land Management Department of at the Sime Darby Head Office. The procedure stipulates the involvement of the respective estate management, Land Office, NGOs and the affected parties in the negotiation procedures.
	4.7.2 (C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.	Yes	There was no issue regarding compensation (monetary or otherwise) with villagers, local community and neighbouring estate.

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Clause	Indicators	Comply Yes/No	Findings
FPIC and negotiated agreements.	4.7.3 Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.	Yes	It has been verified that the land is legitimately owned by SOU 5 Seri Intan since 8 March 1908. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor.
4.8 The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.	4.8.1 Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.	Yes	It has been verified that the land is legitimately owned by SOU 5 Seri Intan since 8 March 1908. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor.
	4.8.2 (C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.	Yes	Land conflict is not present in the area of the unit of certification.
	4.8.3 Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4).	Yes	There was no evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations.
	4.8.4 For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).	Yes	There was no conflict or dispute over the land.

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Principle 5: Support smallholder inclusion

Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.

Clause	Indicators	Comply Yes/No	Findings
5.1 The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.	5.1.1 Current and previous period prices paid for FFB are publicly available and accessible by smallholders.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates (Seri Intan, Sabrang, Sg Wangi and Sogomana) which are certified to RSPO. There was no third-party FFB's sent to the mill. Thus, no contract involved with smallholder.
	5.1.2 (C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates (Seri Intan, Sabrang, Sg Wangi and Sogomana) which are certified to RSPO. There was no third-party FFB's sent to the mill. Thus, no contract involved with smallholder.
	5.1.3 (C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates (Seri Intan, Sabrang, Sg Wangi and Sogomana) which are certified to RSPO. There was no third-party FFB's sent to the mill. Thus, no contract involved with smallholder.
	5.1.4 (C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates (Seri Intan, Sabrang, Sg Wangi and Sogomana) which are certified to RSPO. There was no third-party FFB's sent to the mill. Thus, no contract involved with smallholder.
	5.1.5 Contracts are fair, legal and transparent and have an agreed timeframe.	Yes	Consultation with contractors and suppliers' representatives confirmed they are understood of their rights and obligations under the contract. Both contractors confirmed the fairness of the terms of their contract, and payments are usually received within 7 to 10 days of invoice issuance. There was no third-party FFB sent to the mill. Thus, no contract involved with smallholder.
	5.1.6 (C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.	Yes	These contractors interviewed confirmed that payments are made in a timely manner, namely within 7 to 10 days of invoice.
	5.1.7 Weighing equipment is verified by an independent third party on a regular basis (this can be government).	Yes	Weighing Equipment in Seri Intan POM has been calibrated on yearly basis by Metrology Corporation Malaysia Sdn Bhd.
	5.1.8 The unit of certification supports Independent Smallholders with certification, where applicable, ensuring	Yes	Sime Darby Plantation supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the

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Clause	Indicators	Comply Yes/No	Findings
	mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.		smallholders on who runs the Internal Control System (ICS), who holds the certificates, and who holds and sells the certified material.
	5.1.9 (C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.	Yes	A grievance mechanism which respects anonymity and protects complainants is in place at the SOU 5 Seri Intan as per the SOM Procedure for External Communication dated 1/8/2008, and as per SOP Carta Aliran Pengendalian Isu Sosial. The procedures have been communicated to all levels of workforce and to all contractors. As at to date there is no complaint by stakeholders. SOU 5 Seri Intan has invited nearby smallholders to attend the Stakeholder meeting on 25 November 2019 to promote on RSPO certification including grievance mechanism to smallholders.
5.2 The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.	5.2.1 The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.	Yes	Sime Darby Plantation supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.
	5.2.2 The unit of certification develops and implements smallholder support program to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).	Yes	Sime Darby Plantation supports Independent Smallholders to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification.
	5.2.3 Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.	Yes	Sime Darby Plantation supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.
	5.2.4 (C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates. There was no third-party FFB or scheme smallholders sent to the mill
	5.2.5 The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.	Yes	Fresh Fruit Bunches were supplied from SDPB owned estates which are certified to RSPO. There is no third-party FFB or scheme smallholders sent to the mill

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Principle 6: Respect workers' rights and conditions

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

Clause	Indicators	Comply Yes/No	Findings
6.1 Any form of discrimination is prohibited.	6.1.1 (C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.	Yes	The equal opportunities policy is contained within the Sime Darby Social Policy dated January 2015, which states that all employees shall be treated fairly in terms of recruitment, progression, terms and conditions of work regardless of race, caste, nationality, gender, physique, sexual orientation, union membership, political view, religion and age. The Social Policy was displayed on notice boards in both Bahasa Malaysia and English. SOU 5 Seri Intan has adopted this Policy.
	6.1.2 (C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for migrant workers.	Yes	Apart from the Social Policy which states that all employees shall be treated equally, there is also no evidence that there has been any form of discrimination against any employee, or group of employees. As confirmed by the workers during interviews and field observation, payment of wages/salaries, provision of housing and access to benefits and amenities is fair based on observation, review of pay checks, contracts of employment, and interviews of staff, local and foreign workers. Foreign workers are also accorded the same living standards and accommodations as local workers. Sighted also evidence that Workers Agent agreement with Sime Darby Plantation dated in June 2017 at India and Indonesia, the agreement has been listing detail regarding the fee charges to the workers which is Medical, Passport, Card, Transportation, Insurance, Visa, ISC, Flight Ticket and Shirts. Interviewed with India and Indonesia workers also they understand regarding this charge and they satisfied with them.
	6.1.3 The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.	Yes	Based on interviews with the estate and mill management and documentation review (interview assessment and medical report), recruitment selection, hiring and promotion are based on suitable job vacancies, experience, qualification/skill and medical fitness appropriate for the job. Interview of candidates will be done by Manager and the Assistant Managers where an evaluation form is filled up to determine the suitability of the candidate.
	6.1.4 Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.	Yes	There was no pregnancy test conducted by the mill except for Sogomana and Sungai Wangi Estate, conducted on December 2019. The management of Estates and Mill will transfer the pregnant workers to do the light job as per stated in the Social Policy. The said policy states that all employees shall be treated equally, there was also no evidence that there has been any form of discrimination against any employee, or group of employees.
	6.1.5 (C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.	Yes	A Gender Committee has been formed. It was noted that the committee was formed in line with Sime Darby Manual on Implementation of The Gender Policy.

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Clause	Indicators	Comply Yes/No	Findings
	6.1.6 There is evidence of equal pay for the same work scope.	Yes	Interviews with local and foreign (Indian & Indonesian) workers (male and female), found that they agreed that they received equal pay for the same work scope. Interviewed sprayer gang has been paid by piece rate and the same gang also receive the piece rate pay, for harvester also they receive same rate as the all harvester in the estate, only the difference is the rate for tall palm and the short palm. For mill and estate general workers they receive daily payment as per Minimum Wages order 2018.
6.2 Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).	6.2.1 (C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.	Yes	The documentation of pay is in the form of monthly pay slips. Conditions of pay are enclosed in the workers' respective employment contracts.
	6.2.2 (C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed. This includes a form of record for work done by family members.	No	Contracts and conditions of employment are contained in employment contracts signed between the Mill and respective estates on one hand, and their workers on the other. The employment contracts sampled were prepared in either Bahasa Indonesia or in dual-language, namely English and the language commonly used in the worker's country of origin. Among others, the contracts defined the period of employment, wage rate, work benefits, overtime, annual leave, public holidays, contract termination, etc. Details on monthly salary and deductions for every worker and staff are reflected in their pay slips which are issued to the workers during pay day. The employment contracts and conditions of employment for contractor workers (maternity leave, notice of termination of contract & time of payment of wages) not in compliance with Employment Act, 1955. Thus, Major NCR MRS01/2019 was raised.
	6.2.3 (C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.	Yes	SOU 5 Seri Intan has followed the MAPA/NUPW Agreement 2019 which is working hours and breaks of the individual worker are 8 hours work and 0.5 hours break in the between that. The time for break at the all Estate is 10.30am – 11.00am. For Overtime is mutually agreed upon management and workers and meet the legal requirements. Overtime will offer when there is a Job and no discrimination has been observed. During the interview with the workers, they understood the agreement and agree with the CA.
	6.2.4 (C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed	Yes	Visits were made to the workers' housing facilities of each estate reveal that generally, the Estates and Mills provide adequate housing to their employees. The houses are provided rent-free, with subsidized electricity and water by Tenaga Nasional Berhad (TNB) and Lembaga Air Perak (LAP) respectively, which are available 24 hours a day. The houses are generally well-maintained. Each house has between 2 – 3 rooms and generally, not more than 6 persons live in each house. They are also furnished with the basic necessities such as cupboard, mattresses, pillows and cooking facilities. Each house has two rooms and accommodate between 2 to 4 workers per house. Among the facilities provided include a surau, playing field, a kindergarten, creche, grocery shops and a clinic which is managed by a Medical Assistant and a supporting staff.

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Clause	Indicators	Comply Yes/No	Findings
	<p>detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p>		<p>A Visiting Medical Officer (VMO) comes for regular visits once a fortnight to assist linesite inspections, dispensing medical advice and treating patients. Records of visits by VMO for each estate were verified. Other amenities available at the housing complexes of SOU 5 Seri Intan include football field, takraw/badminton court, grocery shop, dispensary, playground, surau, and temple.</p>
	<p>6.2.5 The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p>	<p>Yes</p>	<p>Generally, all units within SOU 5 Seri Intan are located near the towns. Workers have access to adequate, sufficient and affordable food from a grocery shop in Teluk Intan, Manjung or Setiawan town where affordable food are readily available. In addition, there was a grocery shop at each estate of Seri Intan, Sabrang, Sogomana and Sungei Wangi Estate housing complex. A vendor is allowed to come in daily to sell wet food items such as fish, vegetables to those who live at the housing complex. Workers who were interviewed also confirmed that the items are reasonably priced.</p>
	<p>6.2.6 A "DLW" is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE: A written policy with specific implementation plan, committing to payment of a "decent living wage" is in place. The implementation plan with specific targets, and a phased implementation process will be in place, including the following:</p> <ul style="list-style-type: none"> • An assessment is conducted to determine prevailing wages and in-kind benefits already being provided to workers. • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent basket of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment. 	<p>Yes</p>	<p>SOU 5 Seri Intan has follow the MAPA/NUPW Agreement 2019 which is payment of the wages following the Minimum Wages Order 2018. As per current situation in Malaysia, all workers in SOU Seri Intan has been paid by following the Minimum Wages Order 2018. Sime Darby SOU 5 Seri Intan has committed to follow the current "DLW" but, the Malaysian version of "decent living wage" currently has been endorsed by RSPO.</p>

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Clause	Indicators	Comply Yes/No	Findings
	<ul style="list-style-type: none"> The unit of certification may choose to implement the “living wage” payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before an eventual scale-up of the living wage implementation <p>Until such time where the Malaysian version of “decent living wage” has been endorsed by RSPO and implemented by the unit of certification, the Malaysian minimum wage has to be paid.</p>		
	6.2.7 Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.	Yes	All workers in SOU 5 Seri Intan is a permanent and full-time worker and all the workers used for core work such as Harvesting, Manuring, Spraying, Milling Operation, Grading, Engine driver and workshop. There are no temporary workers use in the SOU 5 Seri Intan. For contractors, SOU 5 Seri Intan just use for the transporter FFB from Estate to the mill, which is outsourced to outsider contractor.
6.3 The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.	6.3.1 (C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.	Yes	Recognition of freedom of association is available in the Sime Darby Plantation Social Policy dated January 2015. The policy states that the company respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. This Social Policy is applicable throughout all operating units and is printed and translated in Bahasa Malaysia and were seen being displayed on all the office notice boards and at AP posts.
	6.3.2 Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.	Yes	The National Union Plantation Workers (NUPW) is the union that represents workers of SOU 5 Seri Intan. Union membership is open to both local and foreign workers and the workers representative elected by the NUPW/MAPA itself which is independent party. All issues have been given timeline to solved it .
	6.3.3 Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.	Yes	The National Union Plantation Workers (NUPW) is the union that represents workers of SOU 5 Seri Intan. The Workers Representative in the Union was selected by workers by themselves.
6.4 Children are not employed or exploited.	6.4.1 A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and	Yes	The policy protection of children is covered in the Sime Darby Child Protection Policy dated January 2015. There was no evidence that the estates and the mill at SOU Seri Intan employ anyone below the age of 18 years. Auditor also verify through the contractors in the

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Clause	Indicators	Comply Yes/No	Findings
	included into service contracts and supplier agreements.		SOU 5 Seri Intan and confirmed there was no contractor workers available in the estate and mill.
	6.4.2 (C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.	Yes	There was no evidence that the estates and the mill at SOU 5 Seri Intan employ anyone below the age of 18 years. Auditor also verify through the contractors in the SOU 5 Seri Intan and confirmed contractor workers available in the estate and mill. This was verified by examining the master lists, personal file, contracts and payslip of each operating unit where details of the workers' IC numbers and dates of birth are available. Interviews with workers and staff, as well as observations made during field visits confirm that only those above 18 are employed.
	6.4.3 (C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.	Yes	There was no evidence that the estates and the mill at SOU 5 Seri Intan employ anyone below the age of 18 years. Auditor also verify through the contractors in the SOU Seri Intan and confirmed there is no Contractor workers available in the estate and mill. This was verified by examining the master lists, personal file, contracts and payslip of each operating unit where details of the workers' IC numbers and dates of birth are available. Interviews with workers and staff, as well as observations made during field visits confirm that only those above 18 are employed.
	6.4.4 The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.	Yes	The policy protection of children is covered in the Sime Darby Child Protection Policy dated January 2015. There was no evidence that the estates and the mill at SOU 5 Seri Intan employ anyone below the age of 18 years.
6.5 There is no harassment or abuse in the workplace, and reproductive rights are protected.	6.5.1 (C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.	Yes	The policy to prevent sexual and other forms of violence is included in the Sime Darby Social Policy dated January 2015. In addition, awareness on sexual and other forms of harassments are also briefed during muster and Gender Committee meetings held at each Mill and Estates. The Gender Committee Meetings are being held regularly where topics discussed include sexual harassment and violence. Members to lodge complaints if members encounter such incidence. Interviews with female employees confirmed their understanding of what constitutes sexual harassment.
	6.5.2 (C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.	Yes	The policy to protect reproductive rights of women is contained in the Sime Darby Plantation Gender Policy. In addition, Gender Committees have been established at the Mill and Estate levels to help disseminate awareness on issues relating to reproductive rights. Awareness on reproductive rights are also briefed during muster and Gender Committee meetings held at each Mill and Estates.
	6.5.3 Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.	Yes	In the SOU 5 Seri Intan Gender Committees have been established at the Mill and Estate levels to help disseminate awareness on issues relating to reproductive rights and need of new mothers. An awareness on reproductive rights need of new mothers are also briefed during muster and Gender Committee meetings held at each Mill and Estates. During Visit at All Estates,

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Clause	Indicators	Comply Yes/No	Findings
			The Assessment also has been conducted to all female workers in the SOU 5 Seri Intan once a year to check whether workers are pregnant and the status of them, as at 2019 Surveillance audit, there is no new mothers in the SOU 5 Seri Intan.
	6.5.4 A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.	Yes	A grievance mechanism which respects anonymity and protects complainants is in place at the CU as per the Sime Darby Gender Committee Handbook 1st Edition 2014. The procedures have been communicated to all levels of workforce.
6.6 No forms of forced or trafficked labour are used.	6.6.1 (C) All workers have entered into employment voluntarily, and the following are prohibited: <ul style="list-style-type: none"> Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) Charging the workers for recruitment fees Contract substitution Involuntary overtime Lack of freedom of workers to resign Penalty to the workers for termination of employment Debt bondage Withholding of wages 	Yes	All workers in SOU 5 Seri Intan have entered into employment voluntarily, it was verified during the interview with Indonesian and Indian workers. The workers know they will work in Oil Palm Sector since from their country. The mill and all visited estates have given back passport to foreign workers as verified during interviewed with the workers. However, the foreign workers request the office to keep their passport due to safety reason without any force from Sime Darby SOU Seri Intan Management as verified through 'Consent for Passport Safekeeping. Foreign workers also are freely to take back their passport after filling in 'Borang Pengambilan Passport'. All the passport is stored in the safe locker in manager office with name of worker, passport number. Workers also confirmed there is no involuntary overtime as they will work for overtime if management ask to, they also understand their contract which is they ca resign from Sime Darby which is prior to 8 weeks of notice and they also don't have debt of bondage.
	6.6.2 (C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.	Yes	The SOU 5 Seri Intan adopts the Social Policy dated January 2015 which states that "All employees shall be treated fairly in terms of recruitment, progression, terms and conditions of work and representation race, caste, nationality...".
6.7 The unit of certification ensures that the working environment under its control is safe and without undue risk to health.	6.7.1 (C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.	Yes	All the Estates / Mill Managers were appointed as the Chairman of the ESH committee. The Manager subsequently assigned duties of ESH coordinator to the Assistants or healthcare assistant for the down line implementation of ESH practices in the estates. All identified Executives were officially given a letter for such an appointment. All estates and the mill management conduct regular two-way communication with their employees through the quarterly ESH meeting. Workers during the meeting participated in the discussion mainly on line site and safety. All units adopted the agenda as released GSQM. This agenda list was sighted and adequate to discuss salient issues relating safety, environmental and health.

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Clause	Indicators	Comply Yes/No	Findings
	<p>6.7.2 Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p>	Yes	<p>Accident and emergency procedures are available in adherence to the SPSB policy on 'Crisis Management & Emergency Response' plan - chapter 13 of PQMS, OSH manual and "Accident and Reporting and Investigation Procedure" in chapter 14 of the same manual. Each estates and mill had procedures emergencies situation as listed below in the table. There was formation of ERP Team & ERP for all the identified incidences. The organisation chart for the ERP team was established and displayed for information of the employees. The important telephone contact numbers were also provided therein. Procedures guidelines were produced by GSQM and amended to tailor to the situation differences in the estates and mills. Medical assistant also has visited and checked workers at all visited estates.</p>
	<p>6.7.3 (C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p>	Yes	<p>All workers involved in potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting were provided with appropriate PPE and replaced when damaged. PPE issue and replacements records were verified by the auditors. From interviews conducted with workers and staffs in the field and stores clerks it was established that they had been trained and were aware of safe handling procedures. Sanitation facilities for spraying and manuring operator was available at the store area with facilities such as shower room, washing machine, PPE rack, soap, etc. All the workers are understood and aware related to SOP after chemical application.</p>
	<p>6.7.4 All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p>	Yes	<p>The Mill and Estates provide medical care and SOCSO coverage for all workers. Random records checked confirmed the following; Local Workers and foreign workers – covered by SOCSO and FWCS. Verified through 'Jadual Caruman Bulanan' Borang 8A – and monthly payment has been verified. In addition, the estates and mill provide medical care to all workers using own Medical Assistant services. Cases requiring additional/serious treatment are referred to Hospital Teluk Intan.</p>
	<p>6.7.5 Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p>	Yes	<p>Records of all accidents are kept and filed. The methodology of occupational injuries is recorded using LTA. (Lost Man day MC.) This is summarized officially in the JKKP 8. Records are kept for a minimum 10 years in the office. Summary for the year is described in the JKKP 8 a mandatory requirement for submission to DOSH by Jan of the subsequent year.</p>

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Principle 7: Protect, conserve and enhance ecosystems and the environment

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

Clause	Indicators	Comply Yes/No	Findings
7.1 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.	7.1.1 (C) IPM plans are implemented and monitored to ensure effective pest control.	Yes	As for all SDPB estates, Seri Intan Estate, Sabrang Estate and Sungei Wangi/Sogomana Estate had in place documented integrated pest management (IPM) systems. The procedure referred was in the Agricultural Reference Manual (ARM) Section 15 - Plant Protection.
	7.1.2 Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.	Yes	There was no evidence that species referenced in the Global Invasive Species Database and CABI.org are to be used in managed areas, as per site visited and as per the stakeholder consultation with relevant workers.
	7.1.3 There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities.	Yes	As for the site visit to all estate of Seri Intan Estate, Sabrang Estate, Sungai Wangi/ Estate and Sogomana Estate, it was found there was no use of fire for pest control and no evidence that all the estates have do so.
7.2 Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.	7.2.1 (C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritized.	Yes	Written justification in Standard Operating Procedure (SOP) of all agrochemical was available in Section 15 and 16 of the Agricultural Reference Manual issue:1 version:3 and in the Safety Pictorial Book prepared by Sime Darby Plantation Sdn Bhd.
	7.2.2 (C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.	Yes	All estates continued to have records to show the types of pesticides used with active ingredients and their LD50, where these pesticides had been used, the total quantity, number of applications and active ingredients (ai) per ha. Pesticides are used only when justified and areas used are recorded in bin cards, program sheets, chemical register, field-cost books and in progress reports. Records of pesticides used were available for verification.
	7.2.3 (C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.	Yes	All estates continued to minimise the usage of agrochemicals by implementing IPM. Blanket spraying was not practiced by this CU and soft grasses maintained in the field. It had also been the practice that insecticides are used only after a threshold level has been exceeded as per the Agricultural Reference Manual (ARM) Section 15 -Plant Protection.
	7.2.4 There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.	Yes	There was no prophylactic used of pesticides at CU. In replants area spraying using diluted cypermethrim for immature palms in zero burning of oil palm to oil palm replanting was carried out against Rhinoceros beetles as per SOP. CU has conducted RB census to indicate threshold level before spraying activities has been carried out.

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Clause	Indicators	Comply Yes/No	Findings
	7.2.5 Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks. The due diligence refers to:		All estates only used pesticides that were officially registered under the Pesticides Act 1974 (Act 149) and the relevant provision (Section 53A); and in accordance with USECHH Regulations 2000. From the review of the chemical register, it was noted that all pesticides used are of class III & class IV. The use of paraquat had been banned in all SDPSB estates. There was no evidence of pesticides that are categorized as World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions had been use.
	7.2.5a Judgment of the threat and verify why this is a major threat.	Yes	
	7.2.5b Why there is no other alternative which can be used.	Yes	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	Yes	
	7.2.5d What is the process to limit the negative impacts of the application.	Yes	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	Yes	
	7.2.6 (C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.	Yes	Seri Intan Estate: Person who handled chemical such as spraying, and manuring has been given proper training by the CU and external bodies. During interview with spraying operators, there were understand safety aspect related to safety on handling chemical.
	7.2.7 (C) Storage of all pesticides is in accordance with recognised best practices.	Yes	The chemical stores in all estates were found to be in compliance with the Occupational Safety and Health Act 1994 (Act 514) as well as in the Pesticides Act 1974 (Act 149). Records of purchase, storage and used were maintained. All of the stores were equipped with exhaust fans and the door was secured and keys held by only the storekeeper and attendant. Only authorized personnel are allowed to handle the chemicals. All chemicals were segregated and fertilisers were well stacked. Relevant MSDS/CSDS were available in the stores. Empty pesticides containers were triple rinsed, holes punched in them and stored separately in the scheduled wastes store awaiting proper disposal.

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Clause	Indicators	Comply Yes/No	Findings
	7.2.8 All pesticide containers are properly disposed of and/or handled responsibly if used for other purposes.	Yes	All pesticide containers are properly disposed and handled responsibly.
	7.2.9 (C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.	Yes	There was no aerial spraying has been practiced in the SOU 5 Seri Intan. <i>Neproliphis biserata</i> was maintained and encouraged to be planted in CU. This can be seen in their continuous improvement plan. This was to suppress growth of noxious weeds and thus reduce the use of pesticides for selective weeding. Woody sprayings were carried out whenever necessary and only twice a year. Blanket spraying also was not practiced in order to encourage soft grasses in inter row and frond stacking area.
	7.2.10 (C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.	Yes	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions.
	7.2.11 (C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.	Yes	All estates complied with procedure and guidelines provided the Standard Operating Procedure adopted by the Organisation whereby no work with pesticides is given to pregnant or breast-feeding women. <i>Tidak dibenarkan pekerja wanita yang MENGANDUNG / MENYUSUKAN anak membuat kerja-kerja penyemburan</i>). During site visits there was no breastfeeding women and underage of 18 workers involved in chemical applications. All estates maintained the list of sprayers. Identification of pregnancy status is made by the respective appointed Medical Assistant during the monthly check-up. Field interviews with the lady workers confirmed that such a regulation is a standard practice in the estates and in compliance.
7.3 Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.	7.3.1 A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.	Yes	SOU 5 Seri Intan has identified all wastes and sources of pollution. The Waste Management Action Plan FY 2019 were established to mitigate and control the identified wastes and source of pollution.
	7.3.2 Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.	Yes	At Seri Intan Estate & Sabrang Estate domestic waste for line site and office has been disposed through Teluk Intan Municipal Council 3 times per week. At Sungai Wangi Estate & Sogomana domestic waste has been disposed at dumping site at Teluk Mengkudu, Manjung Municipal Council.
	7.3.3 The unit of certification does not use open fire for waste disposal.	Yes	During site visit at all units of certification, there was no evidence of open fire has been used for waste disposal. All waste material has been disposed through Teluk Intan Municipal Council and Manjung. Municipal Council.
7.4	7.4.1 Good agriculture practices, as contained in SOPs, are followed to manage	Yes	All estates practiced the maintenance of long-term soil fertility by annual application of fertilisers based on periodic foliar and soil analysis, biomass retention (pruned fronds left to decompose in the fields) and some EFB and compost application.

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Clause	Indicators	Comply Yes/No	Findings
Practices maintain soil fertility at, or where improve soil fertility to, a level that ensures optimal and sustained yield.	soil fertility to optimise yield and minimise environmental impacts.		
	7.4.2 Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.	Yes	Periodic tissue and soil sampling were carried out in the Estates to monitor changes in nutrient status and its results formed the basis for the fertilizers input recommendation. The soil analysis provided the indication of soil health and monitor the changes in the organic carbon and total nitrogen. For all estates Agronomic assessment and fertiliser recommendation was conducted by Sime Darby Research Sdn. Bhd. to of formulate the FY2019 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling was carried out accordingly.
	7.4.3 A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.	Yes	All 4 Estates had a nutrient recycling strategy in place which included stacking pruned fronds in the respective fields to decompose, grass cutting harvesters paths and letting the cut mass to decompose in the field, EFB mulching and application of Solid POME. In addition, during replanting, palms were felled, chipped, windrowed and left to decompose.
	7.4.4 Records of fertiliser inputs are maintained.	Yes	Fertilizer application program was monitored using the program sheets, bin cards, field cost book, and others. Records of programs and applications of fertilizers were made available to auditors.
7.5 Practices minimise and control erosion and degradation of soils.	7.5.1 (C) Maps identifying marginal and fragile soils, including steep terrain, are available.	Yes	New soils maps prepared in Nov 2018 Precision Agriculture Unit (NHM) of Sime Darby Research unit shows that there are no fragile soils in all Estates.
	7.5.2 No replanting of any individual, contiguous area of steep terrain (greater than 25°) larger than 25 Ha within the Unit of Certification.	Yes	It was confirmed through topography map that no replanting on the steep terrain (greater than 25°) larger than 25 ha within the Seri Intan Unit Certification.
	7.5.3 There is no new planting of oil palm on steep terrain.	Yes	Auditors has verified through checking the www.globalforestwatch.com , Google Maps, Estate Maps and also through site visit to all four estates. Based on the audit findings, it is confirmed that there was no new planting on steep terrain or new development of areas on steep terrain at SOU Seri Intan.
7.6 Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.	7.6.1 (C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.	Yes	New soils maps were prepared in November 2018, by Precision Agriculture Unit (NHM) of Sime Darby Research unit shows that there are no fragile soils in SOU 5 Seri Intan.
	7.6.2 Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices.	Yes	There was no extensive planting on marginal and fragile soils in SOU 5 Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research.

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Clause	Indicators	Comply Yes/No	Findings
	7.6.3 Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.	Yes	There was sufficient topographic information to guide the planning of drainage and irrigation systems, roads and other infrastructures. The visit to this area confirmed that the area was completely flat with sufficient roads and drains.
7.7 No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.	7.7.1 (C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas.	Yes	Auditors have verified through checking the www.globalforestwatch.com , Google Maps, Estate Maps and also through site visit to all four estates. Based on the audit findings, it is confirmed that there were no new planting or new development of areas on peat at SOU Seri Intan.
	7.7.2 Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peat land Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below).	Yes	It was confirmed through the submission of peat inventory to the RSPO, Seri Intan CU does not have any peat land.
	7.7.3 (C) Subsidence of peat is monitored, documented and minimised.	Yes	There were no peat soils in SOU Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research
	7.7.4 (C) A documented water and ground cover management programme is in place.	Yes	There were no peat soils in SOU Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research
	7.7.5 (C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.	Yes	There were no peat soils in SOU Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research

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Clause	Indicators	Comply Yes/No	Findings
	This is subject to transitional (5 years: 2019 to 2025) arrangement stated in the Drainability Assessment Procedure. Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.		
	7.7.6 (C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2018) and associated audit guidance.	Yes	There were no peat soils in SOU Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research
	7.7.7 (C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2018) and associated audit guidance.	Yes	There were no peat soils in SOU Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research
7.8 Practices maintain the quality and availability of surface and groundwater.	7.8.1 A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:	Yes	All estates had in place and implemented water management plans. Plans for 2019 were sighted. The water management plans were tailored towards how to reduce rain water collection, to improve user awareness and domestic use.
	7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.	Yes	Based on stakeholder consultation with local communities and field visit, there was evidence that the CU does not restrict access to clean water or contribute to pollution of water used by communities.
	7.8.1b Workers have adequate access to clean water.	Yes	As verified at SOU facilities for workers and through interview with workers, all workers have obtained adequate access to clean water via Lembaga Air Perak.
	7.8.2 (C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other	Yes	SOU Seri Intan continued to protect the water courses, including maintaining and restoring appropriate riparian buffer zones along the natural waterways. The estates adopted the existing SDP policy to maintain the buffer by restricting agrochemicals application and left

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Clause	Indicators	Comply Yes/No	Findings																		
	buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017).		undeveloped during replanting. Water courses and wetlands are protected including maintaining and restoring appropriate riparian buffer zones. The guidelines are detailed in the River Reserve Management.																		
	7.8.3 Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.	Yes	Monitoring of the final discharge was carried out on monthly basis. The result was within the limit.																		
	7.8.4 Mill water use per tonne of FFB is monitored and recorded.	Yes	Based on stakeholder consultation with local communities and field visit, there was evidence that the CU does not restrict access to clean water or contribute to pollution of water used by communities.																		
7.9 Efficiency of fossil fuel use and the use of renewable energy is optimised.	7.9.1 A plan for efficiency of the use of fossil fuels and to optimise renewable energy is in place, monitored and documented.	Yes	A plan for improving the efficiency of the use of fossil fuels is in place incorporated into the Environmental Aspect and Impact activities report for 2019, identified in the following i) Environmental Aspect Identification Summary FY 2019 reviewed accordingly. ii) Environmental Impact Evaluation Summary FY 2019 reviewed accordingly.																		
7.10 Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.	7.10.1 (C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.	Yes	<p>GHG emission has been identified and assessed to the all estates and mill through list of waste, EIA, pollution prevention plan, etc. for year 2018 CU calculated the emission through RSPO Palm GHG calculator version 3 (data as table below). CU also submitted GHG foot print report to the RSPO and RSPO annual communication of progress (ACOP) (publicly available report) -:</p> <ul style="list-style-type: none"> https://rspo.org/view-acop-pdf/oil-palm-growers/Sime_Darby_Plantation_Berhad-ACOP2018.pdf http://draft.acop-rspo.org/view-file-uploaded/R_3e1QhGkN7mYlg5g_Carbon+Report+-+SR+Standalone+Sime+Darby+Plantation+2018.pdf <p>SOU Seri Intan has calculate GHG using RSPO Palm GHG calculator and use the Option 2</p> <p>Summary of Net GHG Emission</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th>Emissions per Product</th> <th>tCO2e/tProduct</th> <th>Extraction</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>CPO</td> <td style="text-align: center;">1.25</td> <td>OER</td> <td style="text-align: center;">21.24</td> </tr> <tr> <td>PK</td> <td style="text-align: center;">1.25</td> <td>KER</td> <td style="text-align: center;">5.61</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Production</th> <th>t/yr</th> </tr> </thead> <tbody> <tr> <td>FFB Processed</td> <td style="text-align: center;">178394.81</td> </tr> <tr> <td>CPO Produced</td> <td style="text-align: center;">43317.14</td> </tr> </tbody> </table>	Emissions per Product	tCO2e/tProduct	Extraction	%	CPO	1.25	OER	21.24	PK	1.25	KER	5.61	Production	t/yr	FFB Processed	178394.81	CPO Produced	43317.14
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Crop Sequestration	-712291.39	-0.04	-16681.86	-0.5																																																																																																																															
Conservation Sequestration	0	0	0	0																																																																																																																															
Total	18190.06	0.1	3234.11	0.34																																																																																																																															
	tCO2e	tCo2e/tFFB																																																																																																																																	
Emissions																																																																																																																																			
POME	45569.65	0.22																																																																																																																																	
Fuel Consumption	62.9	0																																																																																																																																	
Grid Electricity Utilisation	1260.27	0.01																																																																																																																																	
Credits																																																																																																																																			
Export of Grid Electricity	0	0																																																																																																																																	
Sales of PKS	0	0																																																																																																																																	

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Clause	Indicators	Comply Yes/No	Findings																
			<table border="1" data-bbox="1048 252 1617 304"> <tr> <td>Sales of EFB</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>46892.82</td> <td>0.23</td> </tr> </table> <p data-bbox="1048 357 1480 379">Palm Oil Mill Effluent (POME) Treatment</p> <table border="1" data-bbox="1048 403 1525 456"> <tr> <td>Divert to compost</td> <td>0%</td> </tr> <tr> <td>Divert to anaerobic digestion</td> <td>100%</td> </tr> </table> <p data-bbox="1048 509 1469 531">POME Diverted to Anaerobic Digestion:</p> <table border="1" data-bbox="1048 555 1525 657"> <tr> <td>Divert to anaerobic pond</td> <td>100%</td> </tr> <tr> <td>Divert to methane capture (flaring)</td> <td>0%</td> </tr> <tr> <td>Divert to methane capture (electricity generation)</td> <td>0%</td> </tr> </table>	Sales of EFB	0	0	Total	46892.82	0.23	Divert to compost	0%	Divert to anaerobic digestion	100%	Divert to anaerobic pond	100%	Divert to methane capture (flaring)	0%	Divert to methane capture (electricity generation)	0%
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Divert to methane capture (flaring)	0%																		
Divert to methane capture (electricity generation)	0%																		
	7.10.2 (C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (guided by the RSPO GHG Assessment Procedure for New Development).	Yes	<p data-bbox="1048 663 2004 855">Records at Sungai Wangi Estate sighted showed there was new planting at the CU. The area converted was from guava cultivated area to oil palm in Dec 2016 (i.e. Fields: G00M, G01M, G02M and G04M). A SEIA was undertaken by the PSQM Department of SDPB on 16/12/2016. The SEIA covered the aspects of boundary control, water resources, river protection, soil erosion and sedimentation of silt, planning of replanting program, protection of sensitive area, waste (oil, toxic, solid and biomass) and air quality control. The area 200.90Ha was planted in 2017.</p> <p data-bbox="1048 858 2004 995">This was affirmed through the Land Use Change (LUC) Analysis exercise as reported in the “Carbon Stock & LUC Analysis Report for Sg Wangi Estate” dated March 2017. The LUC analysis was based on satellite images comparison between years 1998, 2005, 2011 and 2015. Form earlier maps of the estate, it was verified that this new planting area was previously totally planted with Guava.</p> <p data-bbox="1048 999 2004 1050">The carbon stock value for the area before conversion was 1884.38 tCO₂, after the conversion guava to oil palm in Sungai Wangi Estate has increased to 11,084.50 tCO₂.</p>																
	7.10.3 (C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.	Yes	Other significant pollutants in the SOU 5 Seri Intan has been identified in the “Pollution Prevention Plan – FY 2019 & Energy Management Plan 2019”.																
7.11 Fire is not used for preparing land and is prevented in the managed area.	7.11.1 (C) Land for new planting or replanting is not prepared by burning.	Yes	<p data-bbox="1048 1190 2004 1382">SOU 5 Seri Intan maintain a strict Zero Burning Replanting Technique practiced in relation to all new plantings, replanting or other development which published in their website http://www.simedarbyplantation.com/sustainability/beliefs-progress/practices-key-initiatives/good-agricultural-practices/zero-burning-replanting-technique. Estates visited had not practiced any open burning and there was no evidence to show that fire had been used for preparing land for replanting. Observed trunk was chipped and stacked at inter row and left decomposed at field.</p>																

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Clause	Indicators	Comply Yes/No	Findings
	7.11.2 The unit of certification establishes fire prevention and control measures for the areas under its direct management.	Yes	The CU had not practiced any open burning and there was no evidence to show that fire had been used for preparing land for replanting activity.
	7.11.3 The unit of certification engages with adjacent stakeholders on fire prevention and control measures.	Yes	The CU had not practiced any open burning and there was no evidence to show that fire had been used for preparing land for replanting activity.
7.12 Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.	7.12.1 (C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests. A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.	Yes	Records at Sungai Wangi Estate sighted showed there was new planting at the CU. The area converted was from guava cultivated area to oil palm in Dec 2016 (i.e. Fields: G00M, G01M, G02M and G04M). A SEIA was undertaken by the PSQM Department of SDPB on 16/12/2016. The SEIA covered the aspects of boundary control, water resources, river protection, soil erosion and sedimentation of silt, planning of replanting program, protection of sensitive area, waste (oil, toxic, solid and biomass) and air quality control. The area 200.90Ha was planted in 2017. The SEIA was conducted through interview with estate management, sighting of documents, site and surrounding observations as well as participation of affected parties or stakeholders through interviews. As addendum, a SIA was also conducted on 112 workers affected by the crop conversion (new planting) exercise. Seri Intan CU has rehired/relocated some of the local and foreign workers to various units of CU, the rest were voluntarily repatriated.
	7.12.2 (C) HCVs, HCS forests and other conservation areas are identified as follows:		
	7.12.2a For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.	Yes	SOU 5 Seri Intan has conducted assessment on High Conservation Values (HCVs) on 17-20 February 2014. The report titled 'HCV Re-Assessment for Strategic Operating Unit SOU 5 – Seri Intan/Selaba' December 2015. Based on the HCV assessment report, the total area of HCV areas for Seri Intan CU is 37.05 ha.
	7.12.2b: Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.	Yes	Auditors has verified through checking through www.globalforestwatch.com , Google Maps, Estate Maps and also through site visit to all estates. Based on the audit findings, it was confirmed that no new land clearing in existing plantations or new plantings at SOU 5 Seri Intan after 15 November 2018.
	7.12.4 (C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified,	Yes	No RTE species found in the SOU 5 Seri Intan.

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Clause	Indicators	Comply Yes/No	Findings
	<p>they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p>		
	<p>7.12.5 Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p>	Yes	<p>Based on HCV report titled 'HCV Re-Assessment for Strategic Operating Unit SOU 5 – Seri Intan/Selaba' December 2015 and interviews with villagers' representatives, it can be concluded that there were no rights of local communities have been identified in HCV areas.</p>
	<p>7.12.6 All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p>	Yes	<p>Although there was no RTE species found in the SOU 5 Seri Intan, Sime Darby still established their own disciplinary measures if any of their staff or workers found to capture, harm, collect or kill the RTE species.</p>
	<p>7.12.7 The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes</p>	Yes	<p>Progress of implementation of the HCV Management Plan FY2019 for Seri Intan Estate, Sabrang Estate and Sg. Wangi Estate were reviewed and verified on the ground.</p>

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Clause	Indicators	Comply Yes/No	Findings
	of this monitoring are fed back into the management plan.		
	7.12.8 (C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.	Yes	Records at Sungei Wangi Estate sighted showed there was new planting at the CU. The area converted was from guava cultivated area to oil palm in Dec 2016 (i.e. Fields: G00M, G01M, G02M and G04M). The area 200.90Ha was planted in 2017. A comprehensive HCV assessment, including stakeholder consultation, was conducted and reported in the Land Use Change (LUC) Analysis exercise reported in "Carbon Stock & LUC Analysis Report for SOU 5 Sg Wangi Estate" dated March 2017. The LUC analysis which was based on satellite images comparison between years 1998, 2005, 2011 and 2015 showed vegetation changes since 2015. There was no HCV change.

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Clause	Indicators		Comply Yes/No	Findings
4.5.3 Time-bound plan Note: Where there are isolated lapses in implementation of a time-bound plan, a minor non-compliance shall be raised. Where there is evidence of fundamental failure to proceed with implementation of the plan, a major non-compliance shall be raised;	(a)	As a minimum, all estates and mills shall be certified within 5 years after obtaining RSPO membership. Any new acquisitions shall be certified within a 3-year timeframe. Any deviations from these maximum periods requires approval by the RSPO Secretariat.	Yes	SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills. Indonesia PT Bahari Gembira Ria Sime Darby Plantation does not have management control over the plasma scheme. 1 out of 6 Koperasi Unit Desa (KUD) has been RSPO Certified. And all KUD is planned to undergo RSPO Certification by 2020 as reported in the timebound plan. Socialisation with the entire KUD is currently ongoing. Land Use Change Analysis has been completed for Plasma BGR. Refer to RSPO Certificate & Report for PT BGR - https://rspo.secure.force.com/membership/servlet/servlet.FileDownload?retURL=%2Fmembership%2Fapex%2FRSPOCertSearch&file=00P9000001OioYJEAZ PT Sandika Natapalma & PT Budidaya Agro Lestari Perijinan informasi lahan is obtained in 2015 while the other 'perijinan' is still in processing. As at June 2017, the smallholders with the total of 29,914 Ha (58% from the total Ha, 51,715 Ha) of associated smallholders in Indonesia has been certified. Certification process for the remaining associated smallholder's areas was on-going. SDP expect to achieve 100% RSPO certification of associated smallholders and out growers by end 2020. PT Bersama Sejahtera Sakti The new project at KKPA Maju Bersama by the plasma community is currently in nursery stage and not yet due for harvesting, the year of planting was in 2014.

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				<p>PT Ladang Rumpun Subu Rubadi SAP 1 Estate PLASMA will be undergone 2nd stage audit on 2019.</p> <p>PT Guthrie Pecconina Sungai Jernih Estate and the KKPA Estates has undergone audit.</p> <p>PT Sime Indo Agro Only East estate not yet certified – land legalization still in progress.</p> <p>Liberia SDPL has undergone RSPO Main Certification audit scheduled on 19 to 23 March 2018, but the assessment was only completed conducted and put on-hold due to security & safety issue. After due consideration on the current engagement with the House of Representative in Liberia, SDP management decided to postpone the time bound plan of RSPO Certification to 2019 until satisfactory resolution and demonstration of progress towards the 15 recommendations by the Special Legislative Committee of the House of Representative, Liberia in managing the potential risks resulting from the RSPO Certification process. A letter of Request for Extension of RSPO Certification Time Bound Plan for Sime Darby Plantation dated 22 May was sent to RSPO Secretariat, Head of Certification, and with response to Sime Darby Plantation on 23 May 2019 with no objections on the extension.</p> <p>Papua New Guinea (NBPOL) Markham Farming Company Limited (MFCL) / Markham Agro Pte. Ltd. Estimate to be certified on year 2020. The majority of Markham Farms has already been planted by the former owner without following RSPO NPP. Therefore, the Remediation and Compensation Procedure will be required to be full filled in order to achieve certification. The Disclosure has been initiated on 18.10.18. Currently HCV/HCS, SEIA and LUCA are being undertaken in order to submit and mitigation and remediation plan to RSPO. As this process has never been completed through RSPO in less than 2 years, the time frame for the 100% certification of Markham Farms is set to that duration. https://rspo.org/certification/remediation-and-compensation/racp-tracker_no_82</p>
	(b)	Progress towards this plan shall be verified and reported on in subsequent annual surveillance audits by the CB. Where the CB conducting the surveillance audit is different from the CB which first accepted the time-bound plan, the later CB shall accept the	Yes	Time bound plan was verified by CB and it can be confirmed that there were several changes to the current time bound plan as verified during this audit. Liberia has receive and extension of Timebound Plan which is until 2020 and PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965 .

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		appropriateness of the time-bound plan at the moment of first involvement and shall only check continued appropriateness;		
	(c)	Any revision to the time-bound plan or to the circumstances of the company shall cause the time-bound plan to be reviewed by the CB. Changes to the time-bound plan are permitted only where the organization can demonstrate to the CB that they are justified. The requirements will also apply to any newly acquired subsidiary from the moment that the company is legally registered with the local notary or chamber of commerce (or equivalent);	Yes	Time bound plan was verified by CB and it can be confirmed that there were several changes to the current time bound plan as verified during this audit. Liberia has receive and extension of Timebound Plan which is until 2020 and PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965 .
4.5.4 Requirements for uncertified management units:	(a)	No replacement of primary forest or any area required to maintain or enhance H CVs in accordance with RSPO P&C criteria on 7.3. Any new plantings since 1 st January 2010 shall comply with the RSPO New Planting Procedure (NPP). For each new planting development, compliance with the NPP shall be verified by an RSPO accredited CB;	Yes	Based on internal and external audit (ISPO certified) there was no replacement of primary forest or HCV areas in the uncertified management unit. Except for NBPOL area which have potential liabilities of RSPO grower members and the stages of the Remediation and Compensation Procedures (RaCP) that the management units (MUs) are currently undergoing. https://rspo.org/certification/remediation-and-compensation/racp-tracker no 82
	(b)	Land conflicts, if any, are being resolved through a mutually agreed process, such as the RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6;	Yes	Regular discussion was ongoing between Sime Darby Plantation and the group of community (PAC) through bi-monthly Tim Kerja Perwakilan Petani (TKPP) meeting since November 2012. In October 2013, representatives from two of nine villages (Kerunang and Entapang) left TKPP. These two villagers are supported by and working with TuK and OXFAM. They have then requested SDP to enter into Dispute Settlement Facility (DSF) in June 2014. Hence, there were two groups of communities: The TKPP (7 of 9 villages) and the Kerunang & Entapang team (2 of 9 villages). 21 TKPP meetings have been conducted. The most recent one was held on 2/11/2016. Issues related to the 14 demands made by TKPP were closed except for two. As per current status (23/01/2019) SDP and affected parties will be resolved all the issues to proceed with legal review. https://askrspo.force.com/Complaint/s/case/50090000028ErzsAAC/detail

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				However, sighted as at June 2019 PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965 .											
(c)	Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3;	Yes		Based on the internal audit report, there were no labour dispute that are not being resolved through an agreed process for all uncertified units for all 7 uncertified units of Sime Darby Plantation Sdn Bhd - Indonesia as at June 2019.											
(d)	Legal non-compliance, if any, is being addressed through measures consistent with the requirements of RSPO P&C criterion 2.1;	Yes		Based on internal and external audit (ISPO certified) there was no labour disputed recorded at the CU.											
(e)	The audit team shall assess compliance with these rules at each assessment of any of the applicable management units. Assessment of compliance with requirements 4.5.4 (a) – (d) above by the audit team based on self- declarations only by the company, with no other supporting documentation, shall not be acceptable. Verification of compliance shall be based on the following approach:	Yes		SDP PT Mitral Austral Sejahtera already ISPO certified by MUTU Certification International on 30/11/2017 and there was no issue on legal non-compliance for all uncertified unit. However, Sighted as at June 2019 PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965											
	<ul style="list-style-type: none"> A positive assurance statement is made, based upon self-assessment (i.e. internal audit) by organization. This would require evidence of the self-assessment against each requirement; 	Yes	<table border="1"> <thead> <tr> <th>#</th> <th>Name of SOU</th> <th>Name of Units</th> <th>Positive assurance statement and self-assessment</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>PT Sime Indo Agro</td> <td>East Sei Mawang</td> <td>Internal assessment was conducted on 29 May – 3 June 2017 by PT Mutuagung Lestari Auditor</td> </tr> <tr> <td>2</td> <td>PT Ladang rumpun Subur abadi</td> <td>Subur Abadi Plasma 1</td> <td>Internal assessment has been conducted for Subur Abadi Plasma 1 on 22 Feb 2017. The Subur Abadi Plasma 1 Scheme is currently undergoing RSPO Certification under PT Ladangrumpun Suburabadi pending certification. RSPO Pre-assessment has been completed on 20-24 March 2017. The contract between the Certification Body (PT Mutuagung Lestari) and PT Ladangrumpun Suburabadi is available (dated 6 March 2017) which includes the scope of the supply base of Subur Abadi Plasma stated under Clause 2, 1a. There is no outstanding land and social conflicts on the ground. HCV Assessment for Subur Abadi Plasma smallholders have been conducted (by Pollito) in July 2011 before commencement of any new planting. Land Use Change Analysis for the Plasma is in progress.</td> </tr> </tbody> </table>	#	Name of SOU	Name of Units	Positive assurance statement and self-assessment	1	PT Sime Indo Agro	East Sei Mawang	Internal assessment was conducted on 29 May – 3 June 2017 by PT Mutuagung Lestari Auditor	2	PT Ladang rumpun Subur abadi	Subur Abadi Plasma 1	Internal assessment has been conducted for Subur Abadi Plasma 1 on 22 Feb 2017. The Subur Abadi Plasma 1 Scheme is currently undergoing RSPO Certification under PT Ladangrumpun Suburabadi pending certification. RSPO Pre-assessment has been completed on 20-24 March 2017. The contract between the Certification Body (PT Mutuagung Lestari) and PT Ladangrumpun Suburabadi is available (dated 6 March 2017) which includes the scope of the supply base of Subur Abadi Plasma stated under Clause 2, 1a. There is no outstanding land and social conflicts on the ground. HCV Assessment for Subur Abadi Plasma smallholders have been conducted (by Pollito) in July 2011 before commencement of any new planting. Land Use Change Analysis for the Plasma is in progress.
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				3	PT Bersama Sejahtera Sakti	KKPA BSS	New smallholder project currently under preparation to undergo RSPO Certification by 2019, internal audit for PT BSS has been undertaken, the latest internal audit has been conducted on 21 Apr 18.
							There are no outstanding social and land conflicts on the ground. The plasma scheme has already undergone HCV Assessment (conducted by Pollito) in July 2011 before commencement of New Planting. Land Use Change Analysis is in progress.
				4	PT Bahari Gembira Ria	Plasma BGR	Confirmation of the status is in progress. Sime Darby Plantation does not have management control over the plasma scheme. 1 out of 6 Koperasi Unit Desa (KUD) has been RSPO Certified. And all KUD is planned to undergo RSPO Certification by 2020 as reported in the timebound plan. Land Use Change Analysis has been completed for Plasma BGR. Refer to RSPO Certificate & Report for PT BGR - https://rspo.secure.force.com/membership/servlet/servlet.FileDownload?retURL=%2Fmembership%2Fapex%2FSPOCertSearch&file=00P9000001OioYJEAZ https://rspo.secure.force.com/membership/servlet/servlet.FileDownload?retURL=%2Fmembership%2Fapex%2FSPOCertSearch&file=00P9000001OioXOEAZ
				5	PT Guthrie Pecco nina Indonesia	Sungai Jernih Estate and GPI KKPA	Sungai Jernih Estate and GPI KKPA were audited by Mutuagung as verified through Recertification Audit report. The assessment was conducted on 15 – 20 May 2017.
				6	PT Sandika Nata Palma	Karya Palma KKPA SNP	Internal assessment was conducted on 10 Feb 2017.
				7	PT Budidaya Agro Lestari	Pelanjau (PT BAL)	Internal assessment was conducted on 18 - 23 Sept 2016. This PT also has conducted Stage 1 audit on RSPO Certification System, P&C RSPO (2016) and RSPO Supply Chain Certification Standard on 17 – 22 April 2017.
						Sungai Putih (PT BAL)	
						Beturus (PT BAL)	
						KKPA BAL	Smallholder project – targeted for certification by 2020.
					<ul style="list-style-type: none"> Targeted stakeholder consultation, including consultation with the relevant NGO's will be carried out by the audit team. 	Yes	Mutuagung Lestari had conducted the consultation with relevant NGO's as verified by audit team through the Mutuagung Assessment Report.
	<ul style="list-style-type: none"> Desktop study e.g. web check on relevant complaints 	Yes	It was evident that in handling uncertified management unit, SDP engaged with TuK-Indonesia and continued to work on direct engagement with PAC in order to achieve the consensus with the PAC to address all unresolved issues.				

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		<ul style="list-style-type: none"> If necessary, the audit team may decide on further stakeholder consultation or field inspection, assessing the risk of any non-compliance with the requirements. 	Yes	<p>Further information can be obtained from https://askrspo.force.com/Complaint/s/case/50090000028ErzsAAC/detail. However, Sighted as at June 2019 PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965</p>
<p>4.6.4 The CB shall review whether oil palm operations have been established in areas which were previously owned by users and/or are subject to customary rights of local communities and indigenous peoples. If applicable, the CB shall consult directly with all of these parties to assess whether land transfers and/or land use agreements have been developed with their free, prior and informed consent and check compliance with the specific terms of such agreements.</p>		No additional indicators	Yes	<p>As it has been mentioned in 2.2.1 of this checklist, The Land Title for All Estate has been verified, for all estates. The Land Title was under the name of Sime Darby Plantation Bhd. Each estate had legal use of the land through Lands and Surveys Department following the payment of premium and Land fee. Based on this, it has been confirmed that there was no such case concerning the rights of local communities or indigenous people in the SOU 5 Seri Intan</p>
<p>Note:</p> <ol style="list-style-type: none"> 1. For requirements 4.5.4 (a)-(d) above, the definition of major and minor NC is stated in the RSPO P&C. For example, if an NC against a major indicator in a non-certified management unit is identified, the current certification assessment cannot proceed to a successful conclusion unless that is actively addressed; 2. Failure to address any outstanding NC within uncertified unit(s) regarding 4.5.4 (a)-(d) may lead to certificate suspension(s) to the certified unit(s), in accordance with the provisions of these Certification Systems. 				

Details of Non-conformities and Corrective Actions Taken

P & C Indicator Specification Major/Minor	Detail Non-conformances	Corrective Action	Verification by Assessor
<p>6.2.2 Major MRS 01/2019</p>	<p>Finding: Employment contracts and conditions of employment for contractor workers (<u>maternity leave, notice of termination of contract & time of payment of wages</u>) not in compliance with Employment Act, 1955. Objective evidence: Maternity leave notice of termination of contract, and time of payment of wages not stated in the Employment Contract titled 'Kontrak Pekerjaan' for contractor workers at Sabrang Estate. The sampled workers as below: <ol style="list-style-type: none"> 1) Nila A/P Nagappan 2) Dana Kumari A/P Annamalai 3) Rina </p>	<p>Result of Investigation and determination of root cause The contractor's employment letters for workers on terms and conditions were not updated i.e. maternity leave, notice of termination of contract & time of payment of wages were not included due to lack of knowledge and have not attended any training related to Employment Act, 1955 Correction and corrective action plan The management has advised the contractor to revise the current employment letter by including clauses as highlighted i.e. maternity leave, notice of termination of contract & time of payment of wages in compliance with Employment Act, 1955. The new sample employment letter will be shared as guide to other contractors in other estate of the SOU 5 Certification Unit</p>	<p>Three (3) contractors were briefed and trained by Senior Manager regarding the employment letter on 24 December 2019 at Sabrang Estate. Attendance list and pictures of meeting was verified by auditor. The new format of employment contract was distributed among them, which includes maternity leave (Clause 10.4), notice of termination of contract (Clause 7), and time of payment of wages (Clause 4), in compliance with Employment Act, 1955. The new format was received, and signed by each of contractors. Status: Closed.</p>
<p>3.3.2 Minor RAR 01/2019</p>	<p>Finding: SDP - Guidelines riparian reserve was not consistent implement and monitored. Objective evidence: During site visit at Sabrang Estate, sighted an evidence of spraying activities near drain side nearby nursery area.</p>	<p>Result of Investigation and determination of root cause The investigation has been conducted by the Sabrang Estate Management, the root cause is identified as there is no clear demarcation area for the buffer zone at the said drain. Spraying team was overspray the area due to no monitoring by the responsible person in charge Correction and corrective action plan: The management has taken actions to address and cease spraying activity near to watercourse as follows:</p>	<p>Result of Investigation, and determination of root cause, and correction and corrective action plan were accepted and effectiveness of the action taken to be verified during the next audit.</p>

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		<ol style="list-style-type: none"> 1. Briefing and site demonstration to sprayers were conducted on 17/12/2019 2. New signboard on information of “no herbicide” as well as “No Hunting, No Fishing and No Swimming” was erected 3. The area near to watercourses was re demarcated 4. To grass cut nearby area where required to conserve vegetation and to maintain natural watercourses <p>The management will continue to conduct refresher training and campaign to create and cultivate awareness estate workers and stakeholders as a commitment for continual improvement of green and natural watercourses</p>	
<p>1.1.3 Major KN 01/2019</p>	<p>Finding: Records of requests for information regarding RSPO certified area was found incorrect. Objective evidence: The information given to CB regarding RSPO certified area for SOU 5 Seri Intan was incorrect. Data provided for Annual Surveillance Audit (ASA) 2018 and ASA 2019 certified area given does not reflect to the record provided at the time of audit.</p>	<p>Result of investigation and determination of root cause The estate areas statement comprise 2 sources as follows; 1. Areas statement from SAP system is derived from GPS surveyed which detailing on planting fields, nursery, trenches, plantable reserve land, TOL, land acquisition and others 2. Areas statement from Land Management Department, Head Office is derived from grant titles which detailing based on lot numbers. Therefore, to avoid discrepancy and for accuracy of information, the certified areas should be based on figures provided by Land Management Department, Head Office which derived from grant titles as follows Seri Intan Estate – 4,012.16 Ha* Sungai Wangi Estate – 2,226.66 Ha Sogomana Estate – 2,214.08 Ha Sabrang Estate – 3,945.23 Ha Total – 12,399.13 Ha *includes Seri Intan Main – 2,910.79 Ha & Selaba Div – 1,102.37 Ha Note: Selaba Division which was previously certified under SOU 5a, is now included in SOU 5 Seri Intan Correction and corrective action plan</p>	<p>Minutes of Meeting SOU 5 Seri Intan, Closure of RSPO NCR Criteria 1.1, Indicator 1.1.3 (C) dated 20 December 2019 was verified found the meeting was attended Regional Manager and Senior Managers for each estate has decided the correct information. Detail information’s for each estate were signed and certified by Senior manager has been verified and updated in Table 5 to Table 9 in this report.</p> <p>Status: Closed</p>

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		<p>The SOU 5 management has advised all OUs to streamline information based on Land Management Department, Head Office latest update as March 2019.</p> <p>The respective OU to liaise with Land Management Department, Head Office for latest update in future if there are any changes on areas statement and to inform SQM accordingly.</p>	
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Attachment 5

STATUS OF NON-CONFORMITIES PREVIOUSLY IDENTIFIED

P & C Indicator	Specification Major/Minor	Detail Non-conformances	Corrective Action	Verification by Assessor
2.1.1 RA 01 2017	Major	<p><u>Objective evidence:</u> Seri Intan Mill – site visit was observed the following</p> <ol style="list-style-type: none"> 1) Empty lubricant oil drums were located beside monsoon drain , no secondary containment and no sheltered 2) A few empty containers of spent chemical with missing cap 3) Wrong hazard signage for liquid wastes 4) No identification of waste code, waste name on several scheduled waste containers 5) Spill kit not readily available to response if there are any emergency situation 6) Chemical store (calcium carbonate) – no CSDS available at point of use, poor storage condition <p>Seri Intan estate- Site was observed</p> <ol style="list-style-type: none"> 1) wet flooring at schedule waste store 2) Waste labelling 3) Storage condition – hornest nest 4) five empty lubricant containers use to store water at line site <p>Sabrang Estate</p> <ol style="list-style-type: none"> 1) storage chemical at water treatment plant store - no secondary containment. 	<ol style="list-style-type: none"> 1) All empty containers already being removed to secure place before waste being disposed. 2) Missing caps will be replaced before being disposed. 3) Wrong hazard signage will be replaced before being disposed. 4) Training will be conducted to all personnel involve as soon as possible. 5) Spill kit will be made available for emergency situation. 6) CSDS will be made available at near point of use. 	<p><u>Seri Intan Mill</u> Verified records showed that all empty lubricant containers and empty spent containers were disposed to Kualiti Alam Sdn Bhd. Stored empty containers were observed to have their caps appropriate hazard signage were pasted on each container. Spill kits were sighted beside scheduled waste store. Records of safe chemical handling training on 06.03.2018, 22.10.2018 & 23.11.2018 and scheduled waste management training conducted on 23.11.2018 by PQSM officer and attendant list were verified. Calcium carbonate storage area was observed to be need and clean. <u>Seri Intan estate</u> Schedule waste store was observed clean and neat with wastes labelled. At linesite no lubricant containers were observed during the visit. <u>Sabrang Estate</u> Chemicals were now stored on trays (secondary containment). Status: Closed</p>

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<p>5.6.3 RA 02 2017</p>	<p>Minor</p>	<p><u>Objective evidence:</u> Wrong data input for 2016 GHG calculation such as area statement</p>	<p>To verify all data input in the GHG calculator and resend back the GHG Calculation to RSPO.</p>	<p>The data input used in the calculation was using the 2016, and it was confirmed that the data were accurate. Based on the summary report, the following were determined FFB: 148,798.41 mt, CPO: 32,379.09 mt, PK: 8045.26 mt</p> <p>Status: Closed</p>
<p>4.8.1 RA 03 2017</p>	<p>Major</p>	<p><u>Objective evidence:</u> No evidence of training conducted as follows: 1) Seri Intan Mill and Sabrang Estate: Not all training related to first aid provided to all first aid team 2) Awareness on the scheduled waste to all employee. 3) Understanding on the payslip & wages</p>	<p>Update the training programme and conduct the necessary training as per schedule.</p> <p>First aid training was conducted on 6/3/2018 Safe chemical handling & Scheduled waste management training was conducted on 24/1/2018. Understanding on payslip & wages were conducted in 25/1/2018.</p>	<p>Records of trainings conducted on First Aid on 06.03.2018, Safe chemical handling, waste management on 24.01.2018 and on Payslip understanding on 25.01.2018 were verified</p> <p>Status: Closed</p>
<p>4.7.2 RAR 01 2017</p>	<p>Major</p>	<p><u>Objective evidence:</u> At Sabrang Estate <input type="checkbox"/> Hazard for heat stress management working at replanting nursery, and immature areas was not being identified <input type="checkbox"/> Near miss accident occurred on 17/06/2017 was not reviewed by the OSH committee</p>	<p>Management of CU has instructed OSH officer from PQSM department to provide the training for person in charge / OSH committee team to handle and reporting and to do the HIRARC.</p> <p>The PPE (straw hat, gallon of drinking water, shelter) to prevent heat stress already been given by employer to employees who working in the open space areas such as nursery, immature areas and etc. However, found the awareness in worker is low. CU management has conducted immediately morning briefing and training to their employees.</p>	<p>PSQM Department has given training to OSH team and PIC regarding guidelines to conduct HIRARC on 03/01/2018. Members also has reviewed and conducted an assessment to revise the HIRARC regarding heat stress management in open space areas such as nursery, immature areas, and replanting areas. Management also will discuss and review the HIRARC quarterly especially in the OSH meeting.</p> <p>Status: Closed</p>

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<p>4.1.2 RAR 02 2017</p>	<p>Major</p>	<p><u>Objective evidence:</u> (Recurrence issues) At Seri Intan Estate – PPE for frond stacker and harvester i.e. leather hand glove and rubber bot (wellington boots) was observed not in good condition and record of PPE replacement was not available. Seri Intan Mill – water analysis on Oct 2017 exceed limit at sampling point near ramp.</p>	<p>CU management has immediately replaced all broken PPE. The morning briefing and training to their employees during muster call to improve an awareness from employees.</p>	<p>PPE issue records verified showed that PPE in poor conditions had been replaced as and when required. The latest water analysis results at the sampling point near ramp were all within limits Status: Closed</p>
<p>D4.1 MZK 01 2017</p>	<p>Major</p>	<p><u>Objective evidence:</u> Seri Intan POM: Consignment note FFB/Weighbridge Ticket from Certified estate did not consistently contain RSPO certificate Number</p>	<p>The PSQM will liaise with the IT Department to update the system via VNC connection. Estimate to complete on 5 January 2018.</p> <ol style="list-style-type: none"> 1. IT Department will issue the access password to the SQM CER team (limited to update parts certification only). 2. To conduct the SCCS SOP training to the weighbridge operator. 3. To establish the manual stamping and will be using if the SIME WEIGH system having a problem. 	<p>The System had already been repaired, and all latest WB tickets had RSPO Certificate number on them. Status: Closed</p>
<p>4.4.2 MZK 02 2017</p>	<p>Major</p>	<p><u>Objective evidence:</u> Sabrang Estate The following was observed: 1. Field 2010 Rubana Division - traces of chemical activities at Main drain nearing to water gate to main river. Seri Intan Estate The following was observed: 1. Traces of chemical activities at linesite monsoon drain and office compound drain. 2. There is no water sump at tractor wash area, sighted the area that water straight go to the main drain.</p>	<ol style="list-style-type: none"> 1. The management will train the operator immediately and will replace that area with beneficial plant. 2. The management will brief to the linesite people regarding protection of water course and to the workers that watercourse cannot be sprayed. 3. Management will repair the collapse bund and retrain the tractor driver that area cannot wash tractor. 	<p>During this audit no traces of chemical activity was observed, the water sump had been repaired and there was no evidence to show that tractors were being washed there. Status: Closed</p>

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Attachment 6

Table 1: Initial Timebound Plan and Summary of RSPO Certification Status

Financial year (July – June)	Targeted	Achieved/Status	Attachments
Jun-08	5 SOUs	<p>Achievement of Timebound Plan Sime Darby Plantation has had all its SOUs (Malaysian & Indonesian) completing the RSPO Main Assessment by end Dec 2011 in accordance to the initial timebound plan. As at Dec 2011, all Malaysian SOUs have been RSPO certified (with the exception of 2 new oil mills commissioned to replace the current oil mills after the initial timebound plan targets).</p> <p>97% of Sime Darby Plantation's upstream operations is RSPO certified, one SOU - PT MAS pending certification in Indonesia due to some social disputes. Sime Darby Plantation will proceed with the next steps of certification upon satisfactory resolution of the matter. A new mill in Liberia is planned to be commissioned.</p> <p>Note: Time-bound plan to achieve 100% RSPO certification has shifted to 2015 .</p>	For details please refer to Attachments: i) SDP - RSPO Certification Status for Malaysia Operations ii) SDP- RSPO Certification Status for Indonesia Operations iii) Updates on PT MAS iii) RSPO SCCS status for Sime Darby Plantation (Downstream Operations)
2008/2009	20 SOUs (from Malaysia and Indonesia)		
2009/2010	20 SOUs (from Malaysia and Indonesia)		
2010/2011 (End Dec 2011)	17 SOUs (from Malaysia and Indonesia)		

Note: SOU - Strategic Operating Units (consisting of one oil mill and supplying estates)

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Table 2: Details of RSPO Certification Status as at June 2019

Status	Malaysia	Indonesia	Liberia	Total	Remarks
RSPO Certified	33	23	0	56	<p>Malaysia * Effectively 33 Mills (Excluding Bintang Oil Mill) - Note: Sg Samak and Jeleta Bumi, Yong Peng, Sepang, Mostyn and Segaliud POM has been closed down, and Pekaka POM is being mothballed.</p> <p>*SDP acquired Bintang Palm Oil Mill, Talisman Estate, and Lian Seng Estate in Johor in April 2017. Lian Seng Estate is merged into Bk Paloh Estate of SOU 21 Gunung Mas, while Talisman Estate is merged into CEP Nyior Estate of SOU 22 Bk Benut. Lian Seng will be incorporated in the RSPO Certification Scope of SOU Gunung Mas in 2018, whilst Talisman Estate has been incorporated in the RSPO Certification Scope of SOU Bk Benut in 2017. For Bintang Oil Mill, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold as at Dec 2017.</p> <p>Indonesia *Effectively 23 Mills *Note: <i>Angsana Mini POM closed down in 2016. Selabak POM is being mothballed.</i></p>
Planned for Certification/Under going Stage 1 or Stage 2 Assessment/RSPO EB Review	0	1	1	2	<p>SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills.</p> <p>Indonesia PT MAS has undergone RSPO Main assessment and is delayed due to some social disputes. The target date for certification is by 2017 subject to the progress of the matter being resolved.</p> <p>Smallholders As at Dec 2017, a total of 28,712 Ha of smallholders have been certified. The entire KKPA (1-5) in Sebamban, KKPA Sg. Cengal, and Plasma TGK and SIA (East and West Plasma) are now RSPO certified with a production capacity of 465,602 mt of FFB. Total scheme smallholders hectares are 51,353 and total communities are 22,613.</p> <p>Certification process for the remaining associated smallholders areas is on-going. SDP expect to achieve 100% RSPO certification of associated smallholders and outgrowers by end 2020.</p> <p>Liberia Preparation to undergo the RSPO Certification process is in progress and SDP targets to undergo RSPO Certification Stage 2 Assessment in March/April 2018. RSPO NPP process has been completed in 2011.</p>
Total SOUs	33	24	1	58	<p>Other remarks: In March 2015, Sime Darby Plantation completed the acquisition of New Britain Palm Oil Limited (NBPOL). NBPOL is managed under a separate entity and the reporting of timebound plan will be under NBPOL's management. NBPOL is considered as a different entity/member under the RSPO and NBPOL is 100% RSPO Certified.</p>

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SDP - RSPO Certification Status for Malaysia Operations

SOU NO	Name of SOU	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	Sg. Dingin	Karangan, Kedah	12 Aug '11	11-Aug-20	SPO 550179	
2	Chersonese	Kuala Kurau, Perak	5 Oct '11	4-Oct-21	CU-RSPO-815148, RSPO 590800	
3	Elphil	Sg Siput, Perak	18 Jun '11	17-Jun-21	RSPO 550180	
4	Flemington	Teluk Intan, Perak	5 Oct '11	4-Oct-21	CU-RSPO-819144, RSPO 590802	
5	Seri Intan	Teluk Intan, Perak	3 Mar '11	2-Mar-21	CU-RSPO-811218, RSPO 0015	
5	Selaba	Teluk Intan, Perak	3 Mar '11	2-Mar-21	CU-RSPO-819142, RSPO 0016	
5a	Sg Samak		3 Mar '11	NA	NA	
6	Tennamaram	Bestari Jaya, Selangor	3 Mar '11	2-Mar-21	CU-RSPO-819143, RSPO 0014	
7	Bkt Kerayong	Kapar, Selangor	15 Apr '11	14-Apr-21	RSPO 550181	
8	East	Carey Island, Selangor	19 May '10	18-May-20	SPO 543543	
9	West	Carey Island, Selangor	19 May '10	18-May-20	SPO 543594	
9a	Sepang	Sepang, Selangor	19 May '10	NA	NA	
10	Bukit Puteri	Raub, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-815147, 18502206 001, 824 502 14020	
11	Kerdau	Temerloh, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-819155, 18502207 001, 824 502 14019	
12	Jabor	Kuantan, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-819156, RSPO 928288, 824 502 16049	
13	Labu	Nilai, Negeri Sembilan	30 Dec '11	29-Dec-21	CU-RSPO-819163, SGSRSPO/PM/MY13/01284, 824 502 16039, SGS-RSPO/PC17-00004, CURSPO-855480	
14	Tanah Merah	Port Dickson, Negeri Sembilan	19 May '10	18-May-20	SPO 541905	
15	Sua Betong	Port Dickson, Negeri Sembilan	18/2/2014	17-Feb-19	SGS-RSPOPM-MY14/01364, 824 502 16032	Sua Betong Oil Mill has been commissioned to replace Rantau Oil Mill with Certificate No: CU-RSPO-819165, certification date: 30 Dec 2011.
16	Kok Foh	Bahau, Negeri Sembilan	7 Jul '11	6-Jul-21	CU-RSPO-819157, RSPO 928188, 824 502 16051	
17	Kempas	Jasin, Melaka	19 May '10	18-May-20	RSPO 005	
18	Diamond Jubilee	Jasin, Melaka	5 Oct '11	4-Oct-21	CU-RSPO-819146, RSPO 591224	
19	Pagoh	Muar, Johor	28/1/2014	27-Jan-19	RSPO 600305	Pagoh Oil Mill has been commissioned to replace Nordanal Oil Mill with Certificate No: SPO 549297, certification date: 7 Jan 2011.

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19a	Yong Peng	Yong Peng, Johor	20 Oct '10	19-Oct-15	RSPO 550182	
20	Chaah	Chaah, Johor	18 Nov '10	17-Nov-20	RSPO 548299	
21	Gunung Mas	Kluang, Johor	19 May '10	18-May-20	RSPO 901888	
22	Bukit Benut	Kluang, Johor	5 Oct '11	4-Oct-21	CU-RSPO-819147, RSPO 591229	
23	Ulu Remis	Layang-layang, Johor	11 Apr '11	10-Apr-21	SGS-RSPO/PM-00722, 824 502 16042	
24	Hadapan	Layang-layang, Johor	29 Mar '11	28-Mar-21	SGS-RSPO/PM-00715, 824 502 16040, BVC-RSPO20170623-01	
25	Segaliud	Sandakan, Sabah	20 May '10	19-May-15	RSPO 547123	
26	Sandakan Bay	Sandakan, Sabah	1 Oct '08	30-Sep-18	RSPO 537872	
27	Melalap	Tenom, Sabah	21 Jan '11	20-Jan-21	RSPO 547124	
28	Binuang	Kunak, Sabah	16 Jan '09	12-Jul-20	RSPO 001	
29	Giram	Kunak Sabah	16 Jan '09	12-Jul-20	RSPO 002	
30	Merotai	Tawau, Sabah	16 Jan '09	12-Jul-20	RSPO 004	
30a	Jeleta Bumi	Kunak, Sabah	24/5/2010	NA	NA	
30b	Mostyn	Kunak Sabah	16 Jan '09	NA	NA	
31	Lavang	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819166, MUTU-RSPO/053	
32	Rajawali	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819167, RSPO 0020	
33	Derawan	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819169, RSPO 0019	
34	Pekaka	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-815150, MUTU-RSPO/054	Mill is mothballed, supply base merged into Lavang effective Dec 2017.

Legends:

Certification
Withdrawal

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SDP- RSPO Certification Status for Indonesia Operations

NO	Name of PT	Name of Mill	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	PT LAHAN TANI SAKTI	ALUR DUMAI	Bagan Sinembah/Tanh Putih, Pujud, Rokan Hilir, Riau	16-Jan-12	15-Jan-22	MUTU-RSPO/011, SGS-RSPO/PC17-00005, SGS-RSPO/PC17-00005	
2	PT SAJANG HEULANG	ANGSANA MINI	Sebamban, Indonesia	6-Jul-11	6-Jul-16	MUTU-RSPO/006b	Mill closed down
3	PT SAJANG HEULANG	MUSTIKA	Sebamban, Indonesia	3-Jul-13	3-Jul-18	MUTU-RSPO/027	
4	PT LADANGRUMPUN SUBURUBADI	ANGSANA	Sebamban, Indonesia	9-Nov-16	8-Nov-21	MUTU-RSPO/006a	
5	PT LANGGENG MUARAMAKMUR	BEBUNGA	Pamukan Utara, Tanah Grogot, Kotabaru/Pasir, Kalimantan Selatan/Kalimantan Timur	16-Mar-12	3-Aug-22	MUTU-RSPO/014	Recertification of Bebunga POM is in progress.
6	PT KRIDATAMA LANCAR	SUKAMANDANG	Seruyan Tengah, Sampit, Seruyan, Kalimantan Tengah	2-Sep-16	1-Sep-21	MUTU-RSPO/003	
7	PT BAHARI GEMBIRARIA	LADANG PANJANG	Kumpeh Ulu, Jambi, Muaro Jambi, Jambi	9-Jul-12	28-Nov-22	MUTU-RSPO/019	
8	PT TUNGGAL MITRA PLANTATIONS	MANGGALA	Riau, Indonesia	25-Nov-10	24-Nov-20	MUTU-RSPO/002	
9	PT PARI PURNA SWAKARSA	PONDOK LABU	Pamukan Selatan, Tanah Grogot, Kotabaru, Kalimantan Selatan	16-Mar-12	19-Jul-22	MUTU-RSPO/016	Recertification of Pondok Labu POM is in progress.
10	PT BERSAMA SEJAHTERA SAKTI	GUNUNG ARU	Sebamban, Indonesia	21-Oct-16	20-Oct-21	MUTU-RSPO/005	

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11	PT GUTHRIE PECCONINA	RANTAU PANJANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	16-Mar-12	19-Nov-22	MUTU-RSPO/017	Recertification of Rantau Panjang POM is in progress.
12	PT LAGUNA MANDIRI	RANTAU	Sungai Durian, Kotabaru, Kalimantan Selatan	30-Dec-11	05-Feb-22	MUTU-RSPO/009	
13		BETUNG		1-April-14	1-April-19	MUTU-RSPO/035	
14	PT INDOTRUBA TENGAH	SEKUNYIR	Kalimantan Tengah, Indonesia	23-Nov-10	22-Nov-20	MUTU-RSPO/001	
15	PT SWADAYA ANDIKA	SELABAK	Sungai Durian, Kotabaru, Kalimantan Selatan	16-Mar-12	16-Mar-17	MUTU-RSPO/015	Mill is mothballed.
16	PT BINA SAINS CEMERLANG	SG PINANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	11-Sep-12	28-Nov-22	MUTU-RSPO/020	
17	PT TEGUH SEMPURNA	PEMANTANG	Kuala Kuayan, Sampit, Kotawaringin Timur, Kalimantan Tengah	9-Sep-16	8-Sep-21	MUTU-RSPO/004	
18	PT BHUMIREKSA NUSA SEJATI	TELUK BAKAU	Pelangiran, Sg. Guntung, Indragiri Ilir, Riau	01-Dec-16	30-Nov-21	MUTU-RSPO/008	
19		MANDAH		1 April 2014	1 April 2019	MUTU-RSPO/036	
20	PT ANEKA INTIPERSADA	TELUK SIAK	Tualang, Perawang, Siak, Riau	8-Dec-16	7-Dec-21	MUTU-RSPO/007	
21	PT TAMACO GRAHA KRIDA	UNGKAYA	Witaponda, Kolonodale, Morowali, Sulawesi Tengah	10-Jul-12	28-Dec-22	MUTU-RSPO/018	

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22	PT SIME INDO AGRO	BK AJONG	Kalimantan Barat, Indonesia	18-Jul-16	17-Jul-21	MUTU-RSPO/088	
23	PT PADANG PALMA PERMAI/PT PERKASA SUBUR SAKTI	BLANG SIMPO	Karang Baru, Kuala Simpang, Aceh Tamiang, Nangroe Aceh Darussalam	3-May-13	3-May-18	MUTU-RSPO/026	
24	PT SANDIKA NATAPALMA/PT BUDIDAYA AGRO LESTARI	LEMBIRU	Desa Suka Karya Kec. Marau Kab. Ketapang, Kalimantan Barat	3-Jul-14	2-Jul-19	MUTU-RSPO/044	
25	PT MITRAL AUSTRAL SEJAHTERA	MAS Mill	Desa Rahayu Kec. Parindu Kab.Sanggau, Kalimantan Barat	NA	NA	NA	

Legends

Pending Certification by RSPO	Mill closed down/Mothballed
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NA - NOT APPLICABLE