



MANAGEMENT SYSTEM CERTIFICATION

**ADDITIONAL REQUEST FOR INFORMATION (RFI)
RSPO PRINCIPLES & CRITERIA / RSPO INDEPENDENT SMALLHOLDER /
RSPO GROUP CERTIFICATION SCHEME**

1. CUSTOMERS

Are you member of RSPO? Yes No

RSPO Membership No. : _____

2. INFORMATION ABOUT ESTATES/SMALLHOLDERS/OUTGROWERS AND PALM OIL MILL SEEKING CERTIFICATION

2.1 Please specify the Palm Oil Mill seeking RSPO certification. (If more than one site, please provide a separate list.)

(a) Name of Palm Oil Mill : _____
 Address : _____

 Mill Capacity : _____
 No. of Employees : _____

(b) Name of Palm Oil Mill : _____
 Address : _____

 Mill Capacity : _____
 No. of Employees : _____

2.2 Sources of Fresh Fruit Bunches

Are all FFB sourced from directly managed land/estates? Yes No

If no, how much are sourced from smallholders and/or outgrowers : _____


2.3 Estates/smallholders to be included in the RSPO certification.

(a) No. of estates (directly managed) and their acreage : _____

(b) No. of smallholders/outgrowers & their acreage : _____

List of Estate/Smallholders supplying fresh fruit bunches:

| No. | Name of Estate | Address | Land Area | No. of Employee | | Year of Establishment |
|-----|----------------|---------|-----------|-----------------|----------|-----------------------|
| | | | | Full-time | Contract | |
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(c) Has a timebound plan been established (if applicable)? Yes No

If yes, please provide details of the timebound plan :

2.4 RSPO related concern (if any):

(a) Environment (e.g. water shed, wetland (high conservation value habitat) or existence of rare, threatened or endangered species):

(b) Social (e.g. Indigenous people, foreign workers, culture etc.) :

(c) Local community involvement/affected, labour dispute, land dispute:

2.5 Is the Oil Palm operations have been established in areas which were previously owned by other users and/or are subject to customary rights of local communities and indigenous peoples? If applicable, please list down the information in the table below. List of Previous Land Owners or Users:

| No. | Name of Owner / Land User | Address and Contact Number | Land Area | Availability of Contract Agreement | | Year of Ownership |
|-----|---------------------------|----------------------------|-----------|------------------------------------|----|-------------------|
| | | | | Yes | No | |
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2.6 Was the site established on peat land?

2.7 Surrounding Land Use:

Please specify land use surrounding your directly managed land or estates.


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2.8 Travelling mode, time and distance to the site from the nearest airport: including distance to nearest local community/villages.

2.9 Is the organization contracts or outsources non-processing activities to independent third parties i.e. such as labour, transport and external bulking activities? If yes, please specify the activities below.

3. PLANTATION ESTABLISHED AFTER NOVEMBER 2005 (RSPO P&C)

3.1 Please specify whether the plantation has replaced primary forest or High Conservation Value areas:

3.2 Please specify whether the plantation was established on land of more than 300m above sea level/more than 25 degree slope/peat soils:

4. NEW PLANTING

Any new plantings since 1st January 2010? Yes No

If yes, please state when : _____

5. GROUP CERTIFICATION – PLEASE PROVIDE THE LISTING OF THE GROUP MANAGER & ALL GROUP MEMBERS
(This section is applicable to Group Certification only)

5.1 Is there mixed farming (i.e. oil palm is grown together with other crops on the same piece or land or property)? Yes No

If yes, is it a contiguous with the oil palm planting? Yes No

5.2 Is there an organization structure of Group Manager and the Smallholders i.e. Unit of Certification? Yes No

Please state the number of Group Members : _____

5.3 Does the unit of certification include all managed land (or estates) of Group Members? Yes No

5.4 Do all the Group Members have contracts or agreements with the Group Manager to comply with the relevant RSPO Standard for Sustainable Oil Palm Production and the RSPO Standard for Group Certification; and permits assessments by both the Group Manager and an RSPO accredited certification body? Yes No

5.5 Information on group members

(a) Are the Group Members geographically and socio economically different? Yes No


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(b) Do the members have diverse sizes of plantation? Yes No

Please state the range of sizes : _____

(c) Are there current replanting or expansion of activities? Yes No

(d) Have there been new members to the Group since it was established? Yes No

Name & details of new members (e.g. size) : _____

(e) Is there a periodic internal assessment conducted by Group Manager? Yes No

(f) Is there a history (repeated) of non-conformities related to a Group Member? Yes No

6. RSPO INDEPENDENT SMALLHOLDER CERTIFICATION – PLEASE PROVIDE THE LISTING OF THE GROUP MANAGER & ALL SMALLHOLDERS (This section is applicable to Independent Smallholders only)

6.1 Application phase (tick where necessary) Eligibility Milestone A Milestone B

6.2 Information on Independent Smallholders members

(a) NOT a scheme smallholder? Yes No

(b) Total size of oil palm production area is smaller or equal to 50 hectares? Yes No

(c) Have the enforceable decision-making power on the operation of their land and production practices? Yes No

(d) Have freedom to choose how they utilize the land, crops to plant and how to manage them Yes No

(e) Group Entity is a member of RSPO? Yes No

(f) Is your group using FFB traders (handle FFB between the group members and the mill) Yes No

If yes, provide the traders' name : _____

Are the traders certified with RSPO Supply Chain Certification Standard? : _____

Thank you for your co-operation in completing this RFI. Please ensure that all information requested have been provided to expedite the processing.