



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
	Bikam Estate	4° 02' 48.3"N	101° 17' 54.7"E	35600 Sungkai, Perak

MAP : See Attachment 1

AUDIT DATE : 11–15 Oct 2021

DURATION : 14 auditor days (onsite)

TYPE OF AUDIT :

Annual Surveillance Audit No.
xxx

Recertification Audit (2020)

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 (extended to 02 March 2022)

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 : MOHD ZULFAKAR KAMARUZAMAN

Name : FRANCIS NG

Signature :

Signature :

Date : 7/1/2022

Date : 3/2/2022.

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SUMMARY OF AUDITS

Stage 2 audit / Recertification audit				
On-site audit date	: 11 – 15 Oct 2021 (14 a.d.)	No. of auditor days	: 20 Auditor Days	
Remote audit date	: 1 – 3 Feb 2021 (6.0 a.d.)	:		
Audit team	: Onsite: Mohd Zulfakar bin Kamaruzaman (LA), Mohd Ab Raouf bin Asis, Rohazimi Mat Nawi, Dzulfihar Azmi (LA-remote), Rozaimie bin Ab Rahman, Rohazimi Mat Nawi (TA-remote)			
No. of major NCR	: 1	Indicator: 3.8.7 (SC)	Closing date : 7/1/2022	
No. of minor NCR	: Nil	Indicator : N/A		
Indicate the stakeholders interviewed during the on-site audit	Employees / Workers organizations	Settlers	Villagers / Local communities	Suppliers
	x		x	
	Contract workers	Local & National NGOs	Govt. agency / Statutory bodies	Independent growers / Smallholders
	Indigenous people	Contractor	Others (Please specify)	
		x		
Supply base sampled	: Seri Intan Estate, Sungai Wangi Estate, Sogomana Estate, Bikam Estate			
Justification of audit planning	: Mill = 3 mandays (2 day-safety, environment, GHG, Social + 1 day-supply chain) Seri Intan Estate = 3 mandays (safety, environment, GAP, Social, HCV) Sungai Wangi Estate = 3 mandays (safety, environment, GAP, Social, HCV) Sogomana Estate = 2 mandays (Documentation is in one office which is under Sungai Wangi Estate and partially covered during Sungai Wangi Estate) Bikam Estate = 3 mandays (safety, environment, GAP, Social, HCV)			
Name of peer reviewer	: Dr Dzolkhifli Omar			
Report approved by	: Kamini Sooriamoorthy	Approval date: 28/01/2022		

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SUMMARY OF INFORMATION

TABLE 1

	RA	ASA 1	ASA 2	ASA 3	ASA 4
Projection Period	Oct 2021 – Sept 2022				**Jan - Dec 2020
Certified FFB Processed (MT)	206,068.210				235,638.52
Production of Certified CPO (MT)	43,994.347				51,878.76
Production of Certified PK (MT)	10,933.674				13,195.76
Certified Areas (Ha)	*14,474.29				12,399.13
Planted Areas (Ha)	*13,106.62				11,276.26
Production Areas (Ha)	*10,693.17				9,097.85
HCV Areas / Conservation Areas (Ha)	*39.04				37.05
REMARKS	<p>RECERTIFICATION *Transferring Bikam Estate from Selaba CU to Seri Intan CU.</p> <p>**This was the projected period based on audit carried out last year. However, during the conduct of RA in Oct 2021, the actual reporting period has been extended to 22 months as the recertification audit was delayed due to Covid-19 pandemic restrictions. The actual reporting period i.e. Jan 2020-Sept 2021, was reflecting the actual stocks and transactions carried out by the CU.</p>				

TABLE 2

	PO	PK
Last years certified volume (MT)	*74,635.90	*17,805.57
Last years actual certified sold (MT)	56,010.810	10,287.530
Last years actual sold under other schemes (MT)	-	-
Last years sold conventional (MT)	6,421.680	4,828.800
Last year actual sold CSPO credits (where applicable)	5,000.000	-
New year certified volume (MT)	43,994.347	10,933.674

*Volume extension has been applied and approved by RSPO.

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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
Mohd Zulfakar Kamaruzaman	Lead Auditor Supply Chain, HCV, Social (External), Metrics Template	Holds a B.Sc. Forestry from UPM. 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.
Mohd Ab Raouf bin Asis	Auditor Social (Internal), GAP, Time Bound Plan	Holds a B.Sc. (Hons) in 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 is a qualified RSPO and MSPO Lead Auditor.
Rohazimi Mat Nawi	Auditor Good Milling Practice, Safety, Environment, GHG	Hold B. Sc (Hons) Chemical_Gas Engineering from Universiti Teknologi Malaysia. He has been in the Plantations Industry with various company having served in Palm Oil Mill more than 5 years. He was qualified in the auditing line with experienced in Sustainability (MSPO), QMS, EMS, OHSMS and RSPO/MSPO Supply Chain audit.

1.3 Audit methodology

The audit covered the Seri Intan palm oil mill and four of its supply base. The sampling shall be conducted in conformance with the requirement specified in the RSPO Certification Systems Document, Nov 2020. The 4 out of 5 supply base covered during the audit are Seri Intan Estate, Sungai Wangi Estate, Bikam Estate and Sogomana Estate. The audit included an on-site audit to the estates, mill and local communities 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

SIRIM QAS International had initiated the stakeholder consultation by announcing the invitation in the RSPO and SIRIM QAS International's websites in 16 December 2020. In addition, SIRIM QAS International had also sent invitations through letters to the relevant stakeholders, including government agencies and Non-Governmental Organisations (NGOs). 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 RM1,200 since January 2020. 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 (including women representatives, displaced communities)	Interviewed local communities from villager representatives confirmed 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.
6) Local & national NGOs	Not available.
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	There was no third-party FFBs sent to the mill. No contract involved with smallholder.
9) Indigenous people	No indigenous people living nearby to the SOU.
10) Contractor	<ul style="list-style-type: none"> ▪ Sampled CPO Transporter, FFB transporter, hardware supplier have been providing services to the SOU more than 5 years. 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.

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	<ul style="list-style-type: none"> ▪ 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 statutory contributions such as EPF and SESCO. ▪ 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. The SOU did not have other management system certification beside of RSPO P&C and Supply Chain.

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
(January 2020 to Sept 2021)**

Estates	FFB Production		Certifying CB
	Tonnes	Percentage (%)	
Seri Intan	55,646.640	18.53	SIRIM
Sabrang	80,174.970	26.70	SIRIM
Sungai Wangi	35,484.540	11.82	SIRIM
Sogomana	61,704.670	20.55	SIRIM
Bikam	37,542.170	12.50	SIRIM
Cluny	18,491.180	6.16	SIRIM
Bagan Datuk	1,138.140	0.38	BSI
Flemington	771.590	0.26	BSI
Sg Samak	6,183.440	2.06	BSI
Sabak Bernam	2,298.890	0.77	BSI
Bukit Talang	311.800	0.10	BSI
Sg Buloh	326.320	0.11	BSI
KKS Selaba	204.150	0.07	SIRIM
Total	300,278.500	100.00	

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**Table 2: Projected FFB production by supply base for the next reporting period
(Oct 2021 – Sept 2022)**

Estates	FFB Contribution	
	Tonnes	Percentage (%)
Seri Intan	41,213.640	20.00
Sabrang	61,820.460	30.00
Sungai Wangi	26,788.870	13.00
Sogomana	51,517.050	25.00
Bikam	24,728.190	12.00
Grand Total	206,068.210	100.00

**Table 3: Actual FFB received and CPO & PK dispatch by Seri Intan POM for the last reporting period
(January 2020 to Sept 2021)**

	Total (MT)
FFB Received	300,278.500
FFB Processed	299,627.745
CPO Production	62,890.980
PK Production	15,344.206
CPO delivered as RSPO certified	56,010.810
CPO delivered under other schemes (MT)	-
CPO delivered as non-RSPO certified	6,421.680
PK delivered as RSPO certified	10,287.530
PK delivered under other schemes (MT)	-
PK delivered as non-RSPO certified	4,828.800
Credits traded thru Book & Claim	5,000.000

**Table 4: Projected FFB received and CPO & PK dispatch by Seri Intan POM of the next reporting period
(Oct 2021 – Sept 2022)**

RSPO Supply Chain Mode: Identity Preserved	Total (MT)
FFB Received	206,068.210
FFB Processed	206,068.210
CPO Production	43,994.347
PK Production	10,933.674

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
*Bikam Estate	1,830.36	2,075.16
Total	13,106.62	14,474.29

**Increase in hectareage due to the inclusion of Bikam Estate 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

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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	3 rd	Mature	74.16	3.53
2014	3 rd	Mature	202.37	9.63
1999	2 nd	Mature	669.26	31.85
1998	2 nd	Mature	687.38	32.71
1997	2 nd	Mature	44.02	2.10
TOTAL			2,101.29	100.00

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

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Table 10: Planting profile for Bikam Estate

Year of planting	Planting cycle (1 st , 2 nd , and 3 rd Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
2001	1 st Generation	Mature	131.38	7.18
2002	1 st Generation	Mature	45.39	2.48
2003	1 st Generation	Mature	75.21	4.10
2005	1 st Generation	Mature	29.02	1.59
2007	2 nd Generation	Mature	129.56	7.08
2008	2 nd Generation	Mature	96.49	5.27
2010	2 nd Generation	Mature	240.87	13.16
2011	2 nd Generation	Mature	237.68	12.99
2014	2 nd Generation	Mature	115.23	6.30
2016	2 nd Generation	Mature	215.12	11.75
2017	2 nd Generation	Mature	279.37	15.26
2019	2 nd Generation	Immature	161.88	8.84
2020	2 nd Generation	Immature	73.16	4.00
TOTAL			1830.36	100

2.3 Organizational Information/Contact Person(s)

The details of the contact person are 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

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 :
As in the TBP dated March 2021.

- 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?

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- 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 NA
-
- 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.)

No changes

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

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

3.5. Complaint received from stakeholder (if any)

No significant complaints from stakeholders were observed. Refer social criteria for more information.

4.0 DETAILS OF NON-CONFORMITY REPORT

4.1 For P&C (Details checklist refer to Attachment 3) :

Total no. of minor NCR(s) List : Nil
(details refer to Attachment 4)

Total no. of major NCR(s) List : Nil
(details refer to Attachment 4)

4.2 For SC (Details checklist refer to Attachment) 3:

Total no. of minor NCR(s) List :
(details refer to Attachment 4)

Total no. of major NCR(s) List : 1 (3.8.7)
(details refer to Attachment 4)

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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 NCRs .

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.

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 : MOHD ZULFAKAR BIN
KAMARUZAMAN



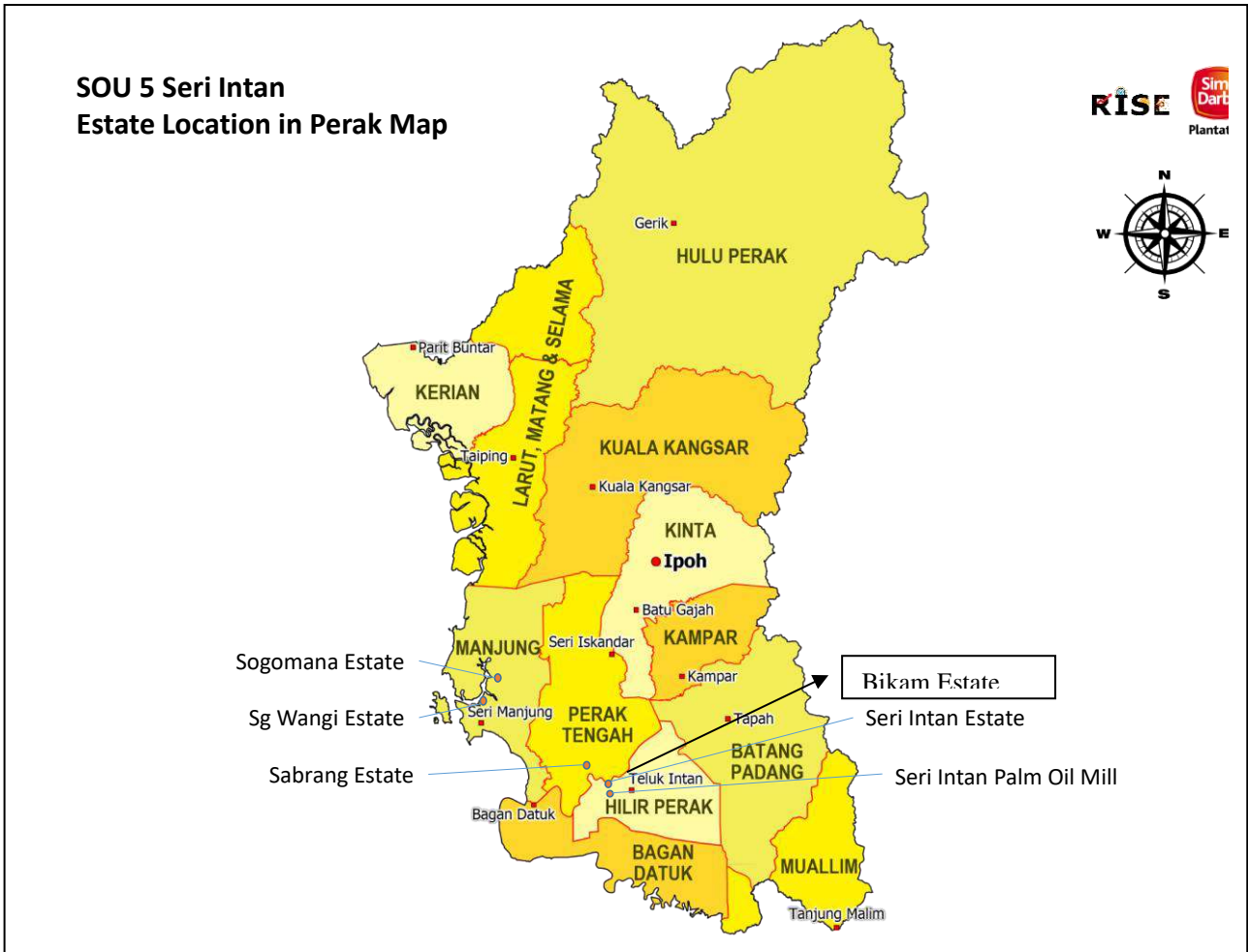
7/01/2022

(Name)

(Signature)

(Date)

Attachment 1 – Map of Seri Intan SOU



RECERTIFICATION AUDIT PLAN

1. Objectives

The objectives of the audit are as follows:

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

2. Date of assessment : 11 - 15 October 2021

3. Site of assessment : SOU Seri Intan
 i) Seri Intan POM
 ii) Seri Intan Estate
 iii) Sungai Wangi Estate
 iv) Sogomana Estate
 v) Bikam Estate

4. Reference Standard :

- a. MYNI 2019 of RSPO P&C 2018
- b. RSPO Certification System Documents, Nov 2020
- c. Company's audit criteria including Company's Manual/Procedures

5. Assessment Team

- (i) Audit Team Leader: Mohd Zulfakar bin Kamaruzaman (**MZK**) - SCCS, HCV, Social (External Stakeholder)
 - (ii) Auditor: i) Mohd Ab Raouf bin Asis (**MAR**) – GAP, Social (Employee and Internal Stakeholder)
 ii) Rohazimi Mat Nawi (**RMN**) – Safety, Environment, GHG
 - (iii) Witnessed: N/A
 - (iv) Technical expert: N/A
- 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 or field checks including observation of practices, interviews with internal and external stakeholders and interested parties (employees, nearby population, etc.), documentation review and evaluation of records.

8. RSPO 2018 Principles and Criteria (P&C) Metrics Template

The RSPO 2018 Principles and Criteria (P&C) Metrics Template outlines a set of strategic outcome-based metrics relating directly to the RSPO P&C and is aligned with the RSPO Theory of Change. This Metrics Template comes into effect on 1 June 2021 and all audits against the 2018 P&C or the relevant National Interpretation conducted from 1 June 2021 onwards shall prepare and submit this Metrics Template for the audit team to review during audit.

Please submit the Metrics Template to Lead Auditor according to this period:

- a) Reporting time frames for economic data are:
 - i. Calendar year (January to December): **January 2020 to December 2020**, and
 - ii. 12 month period counting up to two months before audit month: **Oct 2020 to Sept 2021**
- b) Reporting time frames for demographic data:
 - i. For mill and estate workers: **as of 31 December 2020**
 - ii. For smallholders and outgrowers: **January 2020 to December 2020**

- c) Reporting time frame for all other social and environmental data:
i. **January 2020 to December 2020**

The updated Metrics Template (as attached, the version 2.0) will be enforced from 1 August 2021. For audits conducted during the transition period from 1 June to 31 July 2021, members are encouraged to use the updated version but are also allowed to use the previous version (version 1.0). All audits conducted from 1 August 2021 onwards must use the updated Metrics Template (version 2.0).

9. Audit Findings

Audit findings shall be classified as major and/or minor. Major non conformities shall be addressed within 90 days or else the certificate shall be suspended. If the major non conformities 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 non conformities raised in the surveillance audit, corrective action shall be verified in the next audit. These shall be upgraded to major non conformities if the corrective actions are not satisfactory implemented in the next audit.

10. 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.

- 11. Working Language** : English and Bahasa Malaysia

12. 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.

13. 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

- 14. Assessment Programme Details** : As below.

Day 1: 11/10/2021 (Monday)

Time	Activities / areas to be visited			Auditee
8.30am	Opening Meeting (Sungai Wangi) – Audit team introduction and briefing on assessment objectives, scope, methodology, criteria and programmes by SIRIM QAS Audit Team Leader.			
9.00am	Briefing on the organization background and implementation of RSPO at CU (including actions taken to address previous audit findings) by company Management Representative. Logistics discussion to the sites to be visited.			Management Representative
9.15 am	To assign each audit team members – site and the P&C requirements			
	Raouf (Sungai Wangi) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Social aspects - SIA, management plan & implementation, workers' quarters. • Interview with employees, gender committee, worker representative, union representative, etc • Linesite inspection • Complaints and grievances • Time bound plan and uncertified management units • Good agriculture practices at site 	Zulfakar (Sungai Wangi) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Land title • Social aspects - SIA, management plan & implementation, stakeholders. • Interview with local communities, contractors, suppliers. • Complaints and grievances on stakeholders • Inspection of protected sites with HCV attributes • Forested area, plantation boundary, adjacent and neighbouring land use, riparian zone • HCV Assessment management plan & implementation 	Rohazimi (Sungai Wangi) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Environmental management – witness activities at site • Waste & chemical management • Interview with workers, safety committee and contractors • Facilities at workplace • Occupational safety & health practice – witness activities at site • Training and skill development programmes • Continuous improvement 	
13.00pm	LUNCH BREAK			All
14.00pm	Continue assessment	Continue assessment	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / Debrief meeting with client on issues (if any) / Discussion on potential NCRs / End of Day 1 audit			All

Day 2: 12/10/2021 (Tuesday)

Time	Activities / areas to be visited			Auditee
8.30am	Overview of current activities at Supply base sites			Respective Scheme Manager
9.00am	To assign each audit team members – site and the P&C requirements			Guide(s) for each auditor
	Raouf (Sogomana) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Social aspects - SIA, management plan & implementation, workers' quarters. • Interview with employees, gender committee, worker representative, union representative, etc • Linesite inspection • Complaints and grievances 	Zulfakar (Sogomana) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Land title • Social aspects - SIA, management plan & implementation, stakeholders. • Interview with local communities, contractors, suppliers. • Complaints and grievances on stakeholders • Inspection of protected sites with HCV attributes 	Rohazimi (Sogomana) Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Environmental management – witness activities at site • Waste & chemical management • Interview with workers, safety committee and contractors • Facilities at workplace 	Guide(s) for each auditor

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	<ul style="list-style-type: none"> Time bound plan and uncertified management units Good agriculture practices at site 	<ul style="list-style-type: none"> Forested area, plantation boundary, adjacent and neighbouring land use, riparian zone HCV Assessment management plan & implementation 	<ul style="list-style-type: none"> Occupational safety & health practice <ul style="list-style-type: none"> – witness activities at site Training and skill development programmes Continuous improvement 	
13.00pm	LUNCH BREAK			All
14.00pm	To assign each audit team members – site and the P&C requirements			Guide(s) for each auditor
	Continue assessment	Continue assessment	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / Debrief meeting with client on issues (if any) / Discussion on potential NCRs / End of Day 2 audit			All
Day 3: 13/10/2021 (Wednesday)				
Time	Activities / areas to be visited			Auditee
8.00am	Overview of current activities at Supply base sites			Respective Scheme Manager
8.30am	To assign each audit team members – site and the P&C requirements			Guide(s) for each auditor
	Raouf (Seri Intan)	Zulfakar (Seri Intan)	Rohazimi (Seri Intan)	Guide(s) for each auditor
	Site visit and assessment on implementation: <ul style="list-style-type: none"> Laws and regulations Social aspects - SIA, management plan & implementation, workers' quarters. Interview with employees, gender committee, worker representative, union representative, etc Linesite inspection Complaints and grievances Time bound plan and uncertified management units Good agriculture practices at site 	Site visit and assessment on implementation: <ul style="list-style-type: none"> Laws and regulations Land Title Social aspects - SIA, management plan & implementation, stakeholders. Interview with local communities, contractors, suppliers. Complaints and grievances on stakeholders Inspection of protected sites with HCV attributes Forested area, plantation boundary, adjacent and neighbouring land use, riparian zone HCV Assessment management plan & implementation 	Site visit and assessment on implementation: <ul style="list-style-type: none"> Laws and regulations Environmental management – witness activities at site Waste & chemical management Interview with workers, safety committee and contractors Facilities at workplace Occupational safety & health practice <ul style="list-style-type: none"> – witness activities at site Training and skill development programmes Continuous improvement 	
13.00pm	LUNCH BREAK			All
14.00pm	To assign each audit team members – site and the P&C requirements			Guide(s) for each auditor
	Continue assessment	Continue assessment	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / Debrief meeting with client on issues (if any) / Discussion on potential NCRs / End of Day 3 audit			All

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Day 4: 14/10/2021 (Thursday)

Time	Activities / areas to be visited	Auditee	
8.00am	Overview of current activities at Supply base sites	Respective Scheme Manager	
8.30am	To assign each audit team members – site and the P&C requirements	Guide(s) for each auditor	
	Raouf (SIPOM)	Zulfakar (SIPOM)	Rohazimi (SIPOM)
	Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Social aspects - SIA, management plan & implementation, workers' quarters. • Interview with employees, gender committee, worker representative, union representative, etc • Linesite inspection • Complaints and grievances • Time bound plan and uncertified management units 	Site visit and assessment on Supply Chain Implementation incl. the <ul style="list-style-type: none"> • 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 Interview with PIC SCCS, contractors, etc.	Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Environmental management – witness activities at site • Waste & chemical management • Interview with workers, safety committee and contractors • Facilities at workplace • Occupational safety & health practice – witness activities at site • Training and skill development programmes • Continuous improvement And MSPO Supply Chain Requirements.
13.00pm	LUNCH BREAK	All	
14.00pm	To assign each audit team members – site and the P&C requirements	Guide(s) for each auditor	
	Continue assessment	Continue assessment	Continue assessment
16.00 - 18.00pm	Audit team discussion / Debrief meeting with client on issues (if any) / Discussion on potential NCRs / End of Day 4 audit	All	

Day 5: 15/10/2021 (Friday)

Time	Activities / areas to be visited	Auditee	
8.00am	Overview of current activities at Supply base sites	Respective Scheme Manager	
8.30am	To assign each audit team members – site and the P&C requirements	Guide(s) for each auditor	
	Raouf (Bikam)	Zulfakar (Bikam)	Rohazimi (Bikam)
	Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Social aspects - SIA, management plan & implementation, workers' quarters. 	Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Land Title • Social aspects - SIA, management plan & implementation, stakeholders. 	Site visit and assessment on implementation: <ul style="list-style-type: none"> • Laws and regulations • Environmental management – witness activities at site

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	<ul style="list-style-type: none"> • Interview with employees, gender committee, worker representative, union representative, etc • Linesite inspection • Complaints and grievances • Time bound plan and uncertified management units • Good agriculture practices at site 	<ul style="list-style-type: none"> • Interview with local communities, contractors, suppliers. • Complaints and grievances on stakeholders • Inspection of protected sites with HCV attributes • Forested area, plantation boundary, adjacent and neighbouring land use, riparian zone • HCV Assessment management plan & implementation 	<ul style="list-style-type: none"> • Waste & chemical management • Interview with workers, safety committee and contractors • Facilities at workplace • Occupational safety & health practice <ul style="list-style-type: none"> – witness activities at site • Training and skill development programmes • Continuous improvement 	
13.00pm	LUNCH BREAK			All
14.00pm	To assign each audit team members – site and the P&C requirements			Guide(s) for each auditor
	Continue assessment	Continue assessment	Continue assessment	All auditor
16.00	Audit team discussion			All auditor
16.30 - 17.00pm	Discussion and acceptance on assessment findings with Management Representative and visited site Plantation / Scheme Manager Closing meeting at CU / End of audit			All

**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	SDPSB 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 is http://www.yayasansimedarby.com/ .
	1.1.2 Information is provided in appropriate languages and accessible to relevant stakeholders.	Yes	SDPSB 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 available in English at http://www.simedarbyplantation.com/ .
	1.1.3 (C) Records of requests for information and responses are maintained.	Yes	Requests for information and responses were maintained accordingly through the inspections book and letters in the mill and supply bases.
	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 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	Stakeholder Lists for all estates and Mill at the CU were sighted. The CU continued to maintain and updated 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	1.2.1 A policy for ethical conduct is in place and implemented in all business	Yes	The Seri Intan CU subscribes to Sime Darby Plantations Sdn Bhd's Code of Business Conduct (COBC). It contains, among others, the following aspects of business conduct: <ul style="list-style-type: none"> • Equal opportunity and non-discrimination

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Clause	Indicators	Comply Yes/No	Findings
to ethical conduct in all business operations and transactions.	operations and transactions, including recruitment and contracts.		<ul style="list-style-type: none"> • Criminal activities • Harassment ad violence • Avoiding conflicts of interests • Guarding against bribery and corruption • How to report a violation. • Anti-money laundering and anti-terrorism financing <p>For recruitment of foreign workers (through agents), the 'SOPP - Workforce Management Unit, WMU-SOPP', Online Vendor Registration (OVR) and the Vendor Code of Business Conduct (VCOBC) were applied.</p>
	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, contractor's / 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	It was evident that Seri Intan CU continue to comply with most of the applicable laws and regulations.
	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, Bikam 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	A list of contracted parties is maintained in the List of Stakeholders 2021 at SOU Seri Intan.
	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 contain 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 mill.

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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 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, chaired by the mill and estates managers.
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	Mill has established the Continual Improvement Plan which covers issues related to waste reduction, mill operation, and Social, Environmental and Company profit. The plan stated the improvement issue, workstation, mitigation plan and person responsible to monitor the implementation. Sighted the continual improvement plan as follows: <ul style="list-style-type: none"> i. Waste reduction – to proper record and tracking the usage of hydraulic and lubricant oil for each machinery ii. Mill operation – to minimize using clean water for dilution and ex-centrifuge discharge iii. Social – implementing total productive maintenance and 5s activity at all station. The estates visited has established the Continual Improvement Plan and documented in several management plan i.e. Pollution Reduction Plan, GHG reduction Plan, Waste Management Plan, Environmental Management Plan, Energy Management Plan.
	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	Auditor has verified all the data in metric template was accurate as per reported.

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Clause	Indicators	Comply Yes/No	Findings
<p>3.3 Operating procedures are appropriately documented, consistently implemented and monitored.</p>	<p>3.3.1 (C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p>	<p>Yes</p>	<p>Seri Intan CU 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.</p> <ul style="list-style-type: none"> • Agriculture Reference Manual (ARM) dated 01/07/2011, • Estate Quality Management System (EQMS) Manual dated 01/11/2008, • Safety Standard Operating Procedures (SSOP) dated 25/02/2015, • Sustainable Plantation Management System Manual (SPMS), • “Guidelines on River Management” Manual, ESH Management System Manual dated 01/07/2012, • Occupational Safety and Health Manual dated 03/03/2008, • Pictorial Safety Standards, and Security Guidelines (PSS). • Plantations / Mill Quality Management System (PQMS / MQMS) standard operating manual • Laboratory Process Control Manual • Security Guidelines <p>The ARM included all operations in the estates from seedlings in nursery to planting of young palms and plantation upkeep to mill FFB receipt, grading, processing, quality analysis and security. For all 4 estates, on top of the EQMS, contents of the Agriculture Reference Manual were disseminated to the workers through morning roll call and trainings. The Manual is also kept in the administration office where everyone can refer to.</p>
	<p>3.3.2 A mechanism to check consistent implementation of procedures is in place.</p>	<p>Yes</p>	<p>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.</p>
	<p>3.3.3 Records of monitoring and any actions taken are maintained and available.</p>	<p>Yes</p>	<p>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 4 estates were maintained and kept for a minimum of 12 months. Among the records sighted at the estates included:</p> <ul style="list-style-type: none"> • Work Program Sheets, Field cost books, Bin cards, Harvesting Intervals, Monthly Progress & Report Account, rainfall data, etc. Harvesting standards were monitored using SDSB’s Plantation Micro Macro Program (PMMP). • PA’s Reports, Agronomic Reports, Performance Monitoring Reports (PMU Reports). • Records of control / issuance records, such as Store Bin Cards, Kernel Stock, Oil Tank Stock, boiler water test etc. • Stakeholders visits and communication, e.g. Complaint Books, correspondence, etc • Daily muster chits at estates. • Structured Oil Recovery Assessment (SORA).

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Clause	Indicators	Comply Yes/No	Findings
<p>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.</p>	<p>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.</p>	<p>Yes</p>	<p>No new planting.</p>
	<p>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.</p>	<p>Yes</p>	<p>Seri Intan POM and the supplying estates (Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate, Sogomana Estate and Bikam Estate) have carried out Social Impact Assessment (SIA) on 24 Feb. to 04 Mar. 2014 for estate and 23 to 25 Apr. 2013 for mill by Social & Environment Project Unit, PSQM Department. The methodology of the assessment was through field interview with workers, government authorities and local communities, site observation and documentation review. Feedbacks from the stakeholders were recorded in the assessment report. Social profile such as social background of employees, background of local community, education, safety & health, living condition, stakeholder engagement and infrastructure and amenities. The participation of internal and external stakeholders, namely workers, union, contractors, suppliers, local community, local government and private entities. Records of feedback with the relevant stakeholders were properly documented and verified.</p> <p>Auditor has verified the latest stakeholder's consultation for Seri Intan POM, Seri Intan Estate, Sungai Wangi Estate and Bikam Estate using methods of questionnaire due to COVID 19 MCO Restriction. Meanwhile, for Sogomana Estate, they are using face to face methodology. The questionnaire form was submitted to external and internal stakeholders i.e. government agencies, school, villagers and private sectors (contractors and neighboring estates). Evidence of the above stakeholder consultation conducted are available and the stakeholder feedback were recorded in the SIA plan. Summary recorded of stakeholder consultation conducted by the Seri Intan CU via questionnaire methodology. So far, no negative impacts were observed during the stakeholder's feedback or meeting.</p> <p>Mill has identified objectives, plan and action to be taken i.e., on NUPW concern on engagement meeting on annual basis, but the management supposed to engaged with NUPW annually. There were some issues rectified during audit, but the management managed to solve and captured in the social action plan i.e., on the promotion especially among the local employees.</p>
	<p>3.4.3 (C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p>	<p>Yes</p>	<p>Management plan on Social Impact Assessment was developed with issues reported during meetings, stakeholder's meetings and gender committee's meetings. The management plan has included the key findings of housing condition/ living improvement and feedbacks from stakeholders. The plan has incorporated the action plan, status, person in charge and the completion date. So far, no negative impacts were observed during the stakeholder's feedback or meeting.</p>

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Clause	Indicators	Comply Yes/No	Findings
			For environment, the organization had maintained Environmental Management Plan including waste management, energy management, diesel reduction plan, pollution and prevention plan and GHG Reduction Plan. Latest review had been conducted in Oct 2021. Sighted that during site visit at estates and mill, the implementation of mitigation plan was found adequate to mitigate any negative impact.
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	The recruitment process was clearly stated in the procedure where the recruitment was based age, medical fitness and etc. There is not any discrimination based on religion, gender, nationality and etc during their recruitment. The recruitment process is based on skills, capabilities, medical fitness necessary and etc. Employment procedures for retirement and termination are available in the local workers' employment contracts. Similarly, foreign workers' contracts also contain provision for mutual termination. Retirement procedure is not applicable to foreign workers.
	3.5.2 Employment procedures are implemented, and records are maintained.	Yes	Evidence of implementation is available from workers' files such as application form, interview, medical test and issuance of letter of offer.
3.6 An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.	3.6.1 (C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.	Yes	The risk of all operations was assessed and documented under HIRARC. The HIRARC was also reviewed accordingly. Thereafter reviews were initiated for where applicable i.e. incidences of accidents, new process, changes in work process. HIRARC documentation is adequate to address any hazard situation should need arises.
	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 implementation health & safety plan has been monitored on daily basis. All the precaution i.e. safety signboard, pictorial safety standards, PPE, etc has been published and display at workplace areas (notice board, muster call, etc). CU also monitored safety risk in workplace operation by every 3 months. Sighted evidence of workplace inspection has been carried out accordingly.
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 programmes for 2021 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 units 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: <ul style="list-style-type: none"> • ESH Legal & Other requirements • Safe handling of electrical equipment • Use & Standard Exposure of Chemical Hazardous to Health (USECHH) 2000 • Accident Investigation Techniques • Milling Activities Training • Estate Activities Training • Emergency Respond Plan Training (e.g. Chemical spill, poisoning, Fire. Lightning) • Competent First Aider Training

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Clause	Indicators	Comply Yes/No	Findings
			<ul style="list-style-type: none"> • 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	Appropriate training for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS) has been conducted in June 2021 attended by Staff and workers at critical control point and briefed to the contractor on same date. Attendance list & photograph was seen.

SUPPLY CHAIN REQUIREMENTS FOR MILLS

Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be IP is the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO P&C, or against a Group Certification Scheme</p> <p>Certification for the CPO mills is necessary to verify the volumes and sourced of certified FFB entering the mill, the implementation of any processing control as and volume sales of RSPO certified products. If a mill processes certified and uncertified FFB without physically separating them, the inly MB Module is applicable.</p>	YES	Seri Intan POM received only certified FFB from SOU Seri Intan Which is Seri Intan Estate, Sabrang Estate, Bikam Estate, Sogomana Estate and Sungai Wangi Estate. They also receive diverted certified crop from Cluny Estate, Bagan Datuk Estate, Flemington Estate, Sg Samak Estate, Sabak Bernam Estate, Bukit Talang, Sungei Buloh Estate, KKS Selaba. The diversion was made in accordance to guideline in Standard Operating Procedure (SOP) for Sustainable Supply Chain & Traceability under the Sustainable Plantation Management System. 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
3.8.2	<p>Mass balance Module</p> <p>A mill is deemed to be MB is the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base.</p>	NA	Not Applicable
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	YES	This has been made available, as in Table 4 of this report.
3.8.4	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organisation (RSPO IT platform).</p>	YES	<p>The mill observed to have met registration and reporting requirements for supply chain through the RSPO Palm Trace. The registration information were:</p> <p>Name: Seri Intan Oil Mill Country: Malaysia. Member Category: Oil Mil Core product: Palm oil Copy of Shipping Announcement was provided during the audit as evident of compliance to reporting requirement as listed by the standard.</p>
3.8.5	<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> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. • Complete and up to date records and reports that demonstrate compliance with 	YES	<p>- Seri Intan POM had revised their documented procedure title 'Standard operating procedure for Sustainability Supply Chain and Traceability SD/SDP/PSQM/001',. The procedure described the following:</p> <p>Clause 4.0 ~ the responsibility of for the implementation of RSPO SCC i.e. head of operating unit Clause 5.0 ~ Control of document & records such as weighbridge tickets, consignment note , training record & contracts. Record retention for 10 years. Define the critical control point :estate –</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<p>the supply chain model requirements (including training records).</p> <ul style="list-style-type: none"> • 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. 		<p>weighbridge, mill – weighbridge, admin office, ramp, CPO despatch area, CPO storage tank. Kernel silos.</p> <p>Clause 6.0 ~ Delivery of FFB from the estate – relevant record involved, flowchart for crop diversion, list of mill and their supply chain model i.e. IP or MB</p> <p>Clause 7.0 ~ Receiving FFB at the mill – list of supply base, rules for determining diverted FFB destination, relevant record</p> <p>Clause 8.0 ~ Production of ISCC certified Waste/Residues – Follow SOP Separate Oil Recovery System</p> <p>Clause 9.0 ~ process monitoring – for IP model mill need to ensure no mixing of RSPO certified and non-certified</p> <p>Clause 10.0 ~ CPO and PK despatch – [Clause 9.1] all delivery of CPO and PK shall be in accordance with the contract allocated by Global Trading & Marketing (GTM) department. [Clause 9.2] Outgoing document for CPO and PK 9e.g. contract, weighbridge ticket / despatch note) shall specify the following information which can be either presented in single document or across a range of document Trade name / RSPO IP, RSPO certificate no. : RSPO 0025,</p> <p>Clause 11.0 ~ Non-conforming material / product – requirement to downgrade the RSPO Product</p> <p>Clause 12.0 ~ product claim – shall follow RSPO rules on market communication & claim</p> <p>Clause 13.0 ~ Outsourced contractor - the mill has established list of outsourced contractor. Sighted list of transporter for CPO and PK.</p> <p>Clause 14.0 ~ Training – the mill shall provide training for relevant personnel carrying the task at tech critical control point (CCP).</p> <p>Clause 15.0 ~ Reclassification of mill's supply chain model - Reclassification of mill's supply chain model may be determined by GTM/ PSQM. CB shall be notified. All communicated shall be recorded.</p> <p>Clause 16.0 ~ Production volume</p> <p>Clause 17.0 ~ Conversion Factors</p> <p>Clause 18.0 ~ Internal Audit</p> <p>Clause 19.0 ~ Complaints</p> <p>Clause 20.0 ~ Management Review</p> <p>- Appropriate training for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS) has been conducted in June 2021 attended by Staff and workers at critical control point and Attendance list & photograph was seen.</p> <p>- Letter of Appointment as Person in Charge for Environmental/ Quality Management Systems (inclusive of RSPO SCCS) for the Assistant Manager dated in Jan 2021 sighted and found adequate. He's being assisted by Second Clerk and other relevant mill personnel.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.6	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organisation;</p> <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. 	YES	<p>As describe under para 18.0 SOP for sustainable Supply Chain and Traceability issue no 5 dated April 2019, TPOM 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> <p>RSPO internal audit was conducted in October 2020 by the appointed internal auditors. The internal audit has followed the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. There are no NCR raised by auditor. Audit Attendance sheet, audit plan, audit notes, was sighted by auditor.</p> <p>Management review meeting has been conducted on dated October 2020 (combine RSPO, RSPO SCCS and MSPO), after the internal audit process.</p> <p>For the year 2021, internal audit has been planned and clashed with the conduct of the external audit. The internal audit was postponed in November 2021. The auditor has sighted the Audit Plan for the internal audit exercise.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings									
3.8.7	<p>The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.</p>	NO	<p>SIPOM had continued to receive certified FFB from own Estate Which is Seri Intan Estate, Sabrang Estate, Bikam Estate, Sogomana Estate and Sungai Wangi Estate. They also receive diverted certified crop from Cluny Estate, Bagan Datuk Estate, Flemington Estate, Sg Samak Estate, Sabak Bernam Estate, Bukit Talang, Sungei Buloh Estate, KKS Selaba. The validity of the certificate of the supplier has been checked accordingly. Sighted sample FFB consignment note for Seri Intan Estate, Sabrang Estate, Bikam Estate, Sogomana Estate and Sungai Wangi Estate. Verified through SIPOM weighing system called 'Simeweigh'.</p> <p>Monitoring records titled as "RSPO & MSPO Mass Balancing Records for Oil Mills" has recorded the tonnage of certified FFB and its supplying estate.</p> <p>However, Sighted evidence there is overproduction of certified tonnage for CPO PK and Seri Intan POM has yet to inform the CB. The figure as below:</p> <table border="1" data-bbox="1070 628 1883 730"> <thead> <tr> <th></th> <th>CPO</th> <th>PK</th> </tr> </thead> <tbody> <tr> <td>Projected</td> <td>57,878.76 mt</td> <td>13,195.76 mt</td> </tr> <tr> <td>Actual</td> <td>62,890.98 mt</td> <td>15,344.206 mt</td> </tr> </tbody> </table> <p>Thus, Major NCR MZK 01 2021 has been raised.</p>		CPO	PK	Projected	57,878.76 mt	13,195.76 mt	Actual	62,890.98 mt	15,344.206 mt
	CPO	PK										
Projected	57,878.76 mt	13,195.76 mt										
Actual	62,890.98 mt	15,344.206 mt										

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.8	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single-documents or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documentation and specification documentation):</p> <ul style="list-style-type: none"> a) The name and address of buyer; b) The name and address of the seller c) The leading or shipment/delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (IP or MB or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation i) A unique identification number 	YES	<p>The procedure in handling of sale and delivery was sighted and found adequate. Sales activities usually handled by Sime Darby Plantations Berhad and Global Trade Marketing Department (HQ) on behalf of Seri Intan POM.</p> <p>Sample of deliveries document were sighted during the audit and it was found all related information were adequate. Seri Intan POM's RSPO certificate number and product name together with model used were stated in the delivery documents.</p>

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<p>3.8.9</p>	<p>Outsourcing Activities</p> <p>(i) The mill shall not outsource its milling activities. In cases where the mill outsourced activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO SC Certification.</p> <p>(ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that CB has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to the respective operations, systems, and all information, when this is announced in advance.</p>	<p>YES</p>	<p>There are 1 outsource company CPO transporter, agreement signed in December 2020. The agreement document was available and communication on the RSPO supply chain requirement were communicated to them. There is a clause regarding Supply chain in the 'annexure 5' of agreement. Record of training dated in May 2020 for transporter contractor was sighted by the auditor.</p> <p>There is contract document between Seri Intan POM and the transporters. In clause (d) Rountable Sustainable Palm Oil (RSPO) and Malaysia Sustainable Palm Oil (MSPO) Supply Chain Certification Standards in (iii) 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>The RSPO Supply Chain procedure has described on Para 13.0 Outsource Contractor and briefed to the contractor in Aug 2021. There is contract document between Seri Intan POM and the transporters. In clause (d) Rountable Sustainable Palm Oil (RSPO) and Malaysia Sustainable Palm Oil (MSPO) Supply Chain Certification Standards in (iii) stated that the contractor agrees that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>
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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.10	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.	YES	List of contact person for both transporters were made available and up-to-date in the stakeholder list.
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	YES	No new contractors used and will be used in the future for the processing or production of RSPO certified materials.
3.8.12	i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.	YES	Sighted CPO and PK delivery note, weighbridge ticket, production data, internal audit and management review records were found up-to-date.
	ii) 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.	YES	Relevant record was maintained for more than 10 years as per Standard operating procedure for Sustainability Supply Chain and Traceability SD/SDP/PSQM/001'.
	iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.	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".
	iv) For Mass Balance Module, the mill: a. shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis. b. All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.	YES	Not Applicable since this is IP POM

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	c. The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock.)		
3.8.13	Extraction rate The oil extraction rate(OER) and the kernel extraction rate(KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.	YES	Seri Intan POM process 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.
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	YES	Extraction rates has been updated monthly as per stated in Monthly Production Report (Physical Movement)
3.8.15	Processing For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.	YES	Marketing department responsible for the purchase and sell of raw material and finished product respectively. Relevant information will be provided to SIPOM for reference on site. The dispatch of the RSPO certified CPO/ PK to buyer by SIPOM were made based on agreement, as per noted in sales contract. The receiving pit, pipelines and tanks in SIPOM were thoroughly cleaned, swept and flushed before RSPO certified CPO was pumped in to avoid contamination. Dedicated tanks were used to store RSPO certified CPO from SIPOM. The same practice occurs for separate handling of certified palm kernel. For traceability of a specific batch of RSPO certified CPO back to the supplying POM, SIPOM kept the relevant documents such as the weighbridge ticket, CPO dispatch note, Dispatch oil quality ticket, Authorization from transporter, Borang MPOB L3, CPO dispatch authorization were issued by the POM.
3.8.16	Registration of Transactions i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO	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
	<p>certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform</p>		
3.8.17	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	YES	Relevant information on product claim (including applicable Supply Chain model and certificate number) being correctly indicated in the relevant outgoing paperwork. Seri Intan POM 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 certification and contracted services, including contracted security forces.	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 in Sept 2020. Most of the estate's stakeholders meeting at the estates can't be conducted due to MCO. The stakeholders were notified and given the survey form to replace the meeting on the same date. So far to date no issues has been raised by the external stakeholder.
	4.1.2 The unit of certification does not instigate violence or use any	YES	The audit team has interviews with villager representatives and from the interviews, it was confirmed that there is no evidence that the oil palm operations have instigated violence or use any form of harassment in maintaining peace and order in their current and planned operations.

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Clause	Indicators	Comply Yes/No	Findings
	form of harassment in their operations.		
<p>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.</p>	<p>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.</p>	<p>YES</p>	<p>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 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, Human Rights Defenders (HRD), community spokesperson 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. There is Also new channel to complaint, 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 name Suara Kami, Ulula, and Whistle blowing Channel.</p>
	<p>4.2.2 Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p>	<p>YES</p>	<p>The audit team has interviews with villager representatives and from the interviews, the system was understood by the affected parties.</p>
	<p>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.</p>	<p>YES</p>	<p>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.</p>
	<p>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.</p>	<p>YES</p>	<p>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 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. The conflict resolution mechanism includes the option of access to independent legal and technical advice. The complainants may choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p>

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Clause	Indicators	Comply Yes/No	Findings
			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.
4.3 The unit of certification contributes to local sustainable development as agreed by local communities.	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 such as: <ol style="list-style-type: none"> 1. Employing workers/staff selected from within the nearby villages and settlements 2. Grass cutting to Sekolah Tamil Nova Scotia 3. <i>"Bantuan Mangsa Banjir Changkat Jong"</i> 4. Vaccination Programme for External Stakeholder in All Estate
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	Evidence of legal ownership of the land including history of land tenure was verified during this audit. For Seri Intan Estate, Sabrang Estate, Sungai Wangi, Bikam Estate and Sogomana the land was previously owned by Kumpulan Guthrie Berhad and Golden Hope. It was then transferred to Sime Darby after the merger in 2007. Kumpulan Guthrie Berhad and Golden Hope has bought and Lease the land from Perak State government since 8 March 1908. Each estate had legal use of the land through an Ownership signed by the Lands and Surveys of Perak following the payment of premium and Land fee. All land in both estates are in <i>Mukim</i> Sitiawan, P. Cangkat Keruing, Pengkalan Baharu, Beruas, Lumut, Durian Sebatang, Bidor, Sungkai. 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. Some of the grants/titles are for cultivation of rubber, orchard and sugar cane. In the letter to Lembaga Tanah Ladang, Negeri Perak, it was noted that the conversion of the land to oil palm had been included.
	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. Consultation with villager representatives confirmed this.
	4.4.2a Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities,	YES	

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Clause	Indicators	Comply Yes/No	Findings
	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.		
	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	
	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	
	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. Consultation with villager confirmed this.
	4.4.4 All relevant information is available in appropriate forms and languages, including assessments of	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. Consultation with villager representatives confirmed this.

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Clause	Indicators	Comply Yes/No	Findings
	impacts, proposed benefit sharing, and legal arrangements.		
	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 representative institutions.	4.5.1 (C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.	YES	This requirement in this indicator does not apply to SOU 5 Seri Intan.
	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	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.
	4.5.3 Evidence is available that affected local peoples understand they have the right to say 'no' to	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
	<p>operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p>		<p>Consultation with villager representatives found that there was no new planting operations on villagers' land at SOU 5 Seri Intan.</p>
	<p>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.</p>	<p>YES</p>	<p>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. Consultation with villager representatives found that there was no new planting operations on villagers' land at SOU 5 Seri Intan.</p>
	<p>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.</p>	<p>YES</p>	<p>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. Consultation with villager representatives found that there was no new planting operations on villagers' land at SOU 5 Seri Intan.</p>
	<p>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.</p>	<p>YES</p>	<p>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. Consultation with villager representatives found that there was no new planting operations on villagers' land at SOU 5 Seri Intan.</p>

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Clause	Indicators	Comply Yes/No	Findings
	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 right of eminent domain of the federal and state land acquisition legislations.	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. Consultation with villager representatives found that there was no new planting operations on villagers' land at SOU 5 Seri Intan.
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	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.
	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	The procedure for identifying legal, customary or user rights, and compensation process is incorporated in the Sustainable Plantation Management System document titled "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.
	4.6.3 Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings.	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.
	4.6.4 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 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.
4.7	4.7.1 (C) A mutually agreed procedure for identifying people entitled to compensation is in place.	YES	There was no process and outcomes of any negotiated agreements, compensation and payments to any affected parties.

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Clause	Indicators	Comply Yes/No	Findings
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 FPIC and negotiated agreements.	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	The procedure for identifying legal, customary or user rights, and compensation process is incorporated in the Sustainable Plantation Management System document titled "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.
	4.7.3 Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.	YES	There was no issue regarding compensation (monetary or otherwise) with villagers, local community and neighbouring estate.
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. Consultation with villager representatives confirmed that all local communities had their own land title.
	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	As above.

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Clause	Indicators	Comply Yes/No	Findings
	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	As above.
	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 evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations.

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, Bikam, 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, Bikam, 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, Bikam, 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	YES	Fresh Fruit Bunches were supplied from SDPB owned estates (Seri Intan, Sabrang, Bikam, 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.

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Clause	Indicators	Comply Yes/No	Findings
	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.		
	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. 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. Audit team has verified the latest payments record for Mechmar Cochran on August 2021. All contractors interviewed (see Indicator 5.1.5 above) confirmed that payments are made in a timely manner, namely within 7 to 10 days of invoice. Fresh Fruit Bunches are supplied from SDPB owned estates (Seri Intan, Sungai Wangi, Sabrang and Sogomana) which are certified to RSPO. There is no third-party FFB sent to the mil, Thus, no contract involved with smallholder. The contractors and Suppliers are quite satisfied with the payment using MEX System.
	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 (Mettler Toledo 60,000kg No.002075 and No.052467) 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 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.	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. SOU 5 Seri Intan has invited nearby smallholders to attend the Stakeholder meeting and encourage them to get the RSPO Certificate, however currently their preference only MSPO as this certification is compulsory by the Government.
	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. The procedures have been communicated to all levels of workforce and to all contractors. As at to date there is no complaint by stakeholders.
5.2	5.2.1 The unit of certification consults with interested smallholders (irrespective of	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
The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.	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.		smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material. SOU 5 Seri Intan has invited nearby smallholders to attend the Stakeholder meeting and encourage them to get the RSPO Certificate, however currently their preference only MSPO as this certification is compulsory by the Government.
	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 SOU 5 Seri Intan has invited nearby smallholders to attend the Stakeholder meeting and encourage them to get the RSPO Certificate, however currently their preference only MSPO as this certification is compulsory by the Government.
	5.2.3 Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.	YES	As above.
	5.2.4 (C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.	YES	As above.
	5.2.5 The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.	YES	As above.

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,	Yes	SDPSB has implemented Group Sustainability & Quality Policy Statement. The policy shall be guided by the commitments spelt out in the Company's in Human Rights Charter (HRC) where the management is committed to treat all employees fairly in terms of recruitment, progression, terms and conditions of work and representation regardless of race, caste, nationality, gender, sexual orientation, union membership, political view, religion and/or age.

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Clause	Indicators	Comply Yes/No	Findings
	gender identity, union membership, political affiliation or age.		The policy has been briefed to all the workers. The policy was also displayed at the notice board outside the office. The effectiveness of the implementation will be verified during onsite audit.
	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	Based on interview conducted with sampled employees and Union representative at (Sungai Wangi, Sogomana, Seri Intan Estate, Seri Intan POM and Bikam) there was no claim or evidence that the employees have been discriminated, including charging of recruitment fees for migrant workers.
	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 including 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	Currently, there was no pregnant women at SOU Seri Intan as verified with medical assistant and during interview session with women workers. If there is any pregnant women found by management or informed by staff and workers, the management of estate and mill will transfer the pregnant worker to do any light job as per stated in the Social Policy states that all employees shall be treated equally. There is also no evidence of discrimination against any employee, or group of employees including pregnant women.
	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 or appointed committee member and it was noted the committee was formed in line with Sime Darby Manual on Implementation of the Gender Policy. The latest Gender Committee Meeting has been held Oct & Dec, 2020. The meeting agenda covers, among other things, policy awareness, grievances procedures, newly appointed committee, functions of the Gender Committee, woman health and reproductive, and the activities for the year 2020. The minutes of meeting were verified by auditor and found that gender committee was in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women in Seri Intan CU.
	6.1.6 There is evidence of equal pay for the same work scope.	Yes	Based on interview and documentation review with sample employees, the actual pay that the harvester from Indonesia get was in line with the harvester from same nationalities.
6.2 Pay and conditions for staff and workers and for contract workers always meet	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	Yes	For the Seri Intan CU documentation of pay is in the form of monthly pay slips. Conditions of pay are contained in the workers' respective employment contracts. Samples of the monthly pay slips and employment contracts were made available and reviewed during the remote audit. Labour laws, union and/or other collective agreements detailing payments and other conditions, was made available in the languages understood by the workers and

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Clause	Indicators	Comply Yes/No	Findings
at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).	languages (English or Bahasa Malaysia) and explained to them in language they understand.		explained to them by a management during induction. Sighted latest induction in Aug 2020 at Seri Intan CU. Each pay slip documents the name of employee, month of pay, income (basic, overtime, reimbursement, allowances), deductions (statutory such as EPF, SOCSO and non-statutory such as donation to mosque funds, Temple funds), net salary, annual leave and medical leave taken, etc. Samples of payslips were sighted and verified that workers are being paid in accordance with the requirements stipulated under the Minimum Wages Order (Amendment) 2020 and Employment Act 1955.

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	<p>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.</p>	<p>Yes</p>	<p>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 regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, 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. For the local workers, there is evidence that the payment of statutory contributions such as EPF, SOCSO and Employment Insurance Scheme are being made in accordance with the relevant legal provisions.</p>
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Clause	Indicators	Comply Yes/No	Findings
	<p>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.</p>	<p>Yes</p>	<p>The Seri Intan CU has complied with legal requirements and MAPA/NUPW Agreement 2019 on regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements. The working hours as per MAPA/NUPW Agreement 2020 were, working hours for 8 hours and 0.5 hours break in the between the time. The time for break at the all Estate is 1030-1100am. For overtime, it has been mutually agreed upon between the management and workers and met the legal requirements. Overtime will be offered when there is additional job and no discrimination observed.</p> <p>Approval has been obtained from the Jabatan Tenaga Kerja Semenanjung Malaysia for Sime Darby Plantations Sdn Bhd workers to work up to 130 hours per month, subject to terms and conditions contained in the said letter. Among the conditions imposed include:</p> <ul style="list-style-type: none"> - Workers are not to work more than 7 hours per day; - Overtime on rest day, public holiday, public holiday replacement should not exceed 4 hours; - Obtain written approval from workers. <p>It has been verified during this remote audit that all the above conditions were being complied with. A sample of the workers' daily input form attendance reports for the months, worker's authorization of overtime was reviewed.</p> <p>Apart from statutory salary deductions for EPF, EIS and SOCSO, deductions are also made for electricity, water, NUPW membership, temple and mosque funds. There is evidence that workers' request for salary deductions and approval from the Labour Office have been duly obtained.</p>
	<p>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 detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p>	<p>Yes</p>	<p>Visits were made to the workers' housing facilities of each estate reveal that the estates and mill have provide adequate housing to their employees. The houses provided with rent-free, subsidized electricity and water by Tenaga Nasional Berhad and Lembaga Air Perak 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 three rooms and accommodate 3 to 6 workers for each house.</p> <p>Among the facilities provided are surau, football field, takraw/badminton court, grocery shop, dispensary, playground, surau, temple, kindergarten, crèche, and clinic which is managed by a Medical Assistant and a support staff. A visiting Medical Officer comes for regular visits once a fortnight to assist with linesite inspections, dispensing medical advice and treating patients.</p>

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Clause	Indicators	Comply Yes/No	Findings																																							
	6.2.5 The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.	Yes	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.																																							
	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. 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: <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. The unit of certification may choose to implement the "living wage" payment in a specific section as a pilot project; 	Yes	Based on the suggested method(s) by RSPO guideline, an assessment of the Prevailing Wage was conducted in an RSPO Certified Unit in Seri Intan CU and the Prevailing Wage was found to be as follows: <table border="1"> <thead> <tr> <th>In-kind Benefits</th> <th>Local Worker</th> <th>Foreign Worker</th> </tr> </thead> <tbody> <tr> <td>Wages</td> <td>1133.46</td> <td>1386.44</td> </tr> <tr> <td>Service bonus</td> <td>47.77</td> <td>10.78</td> </tr> <tr> <td>Housing & Electricity & Water</td> <td>218.21</td> <td>218.21</td> </tr> <tr> <td>Education</td> <td>8.62</td> <td>0.00</td> </tr> <tr> <td>Creche Facilities</td> <td>2.05</td> <td>0.00</td> </tr> <tr> <td>Healthcare</td> <td>14.77</td> <td>14.77</td> </tr> <tr> <td>Transport</td> <td>8.99</td> <td>8.99</td> </tr> <tr> <td>Food</td> <td>13.00</td> <td>13.00</td> </tr> <tr> <td>Sports and Recreation facilities</td> <td>0.40</td> <td>0.40</td> </tr> <tr> <td>Welfare</td> <td>8.33</td> <td>8.73</td> </tr> <tr> <td>Telecommunication</td> <td>5.00</td> <td>5.00</td> </tr> <tr> <td>Total Value of Prevailing Wage</td> <td>1470.77</td> <td>1676.10</td> </tr> </tbody> </table>	In-kind Benefits	Local Worker	Foreign Worker	Wages	1133.46	1386.44	Service bonus	47.77	10.78	Housing & Electricity & Water	218.21	218.21	Education	8.62	0.00	Creche Facilities	2.05	0.00	Healthcare	14.77	14.77	Transport	8.99	8.99	Food	13.00	13.00	Sports and Recreation facilities	0.40	0.40	Welfare	8.33	8.73	Telecommunication	5.00	5.00	Total Value of Prevailing Wage	1470.77	1676.10
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Clause	Indicators	Comply Yes/No	Findings
	<p>the pilot will then be evaluated and adapted before an eventual scale-up of the living wage implementation 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>		
	<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.</p>	<p>Yes</p>	<p>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. The working contract and the payslip of all transporter contractor workers at the estate were verified, and it can be confirmed that, all workers are local and their wages all above RM2,000 and the contractor has complied with the law which is pay their SOCSO, EPF and Insurance.</p>
<p>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.</p>	<p>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.</p>	<p>Yes</p>	<p>Remote The Group Sustainability & Quality Policy Statement signed by Group Managing Director includes as below: We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> ▪ Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. ▪ Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. <p>Company respect the rights of all personnel to form and join trade unions of their choice to bargain collectively. The workers have their freedom to join the NUPW/MAPA union.</p>
	<p>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.</p>	<p>Yes</p>	<p>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. Among issues discussed is regarding workers grievance, work issues, and welfare issues. All issues have been given timeline to solved it.</p>
	<p>6.3.3 Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected</p>	<p>Yes</p>	<p>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 themself.</p>

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Clause	Indicators	Comply Yes/No	Findings
	representatives for all workers including migrant and contract workers.		
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 included into service contracts and supplier agreements.	Yes	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director includes as below: We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> • Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. • Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. • Ensuring Favourable Working Conditions: We ensure decent living and working conditions for all our employees. We strive to provide a fair wage and access to basic needs for all our employees and workers in our operations. • Enhancing Safety and Health: We provide a safe and healthy working environment for our employees and workers in our operations and support the wellbeing of our communities. • Respecting Community Rights and the Rights of Indigenous People: We uphold the process of Free, Prior and Informed Consent and recognise that the local communities have the right to give or withhold their consent to proposed projects that may affect the lands they own, occupy or otherwise use. • Protecting the Rights of Vulnerable People: We respect the rights of vulnerable people such as marginalised groups, persons of different abilities and refugees. • Protecting the Rights of Children: We seek to promote the wellbeing of children and safeguard them from any form of maltreatment or exploitation, including child sex tourism, child trafficking, child labour and child pornography. <p>For contractors, the abolishment of child labour & protecting the rights of children available in the Vendor COBC, Human Rights Charter-protecting the rights of children. This was verified by examining the master lists of each operating unit where details of the workers' IC numbers and dates of birth are available.</p>
	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	<p>There was no evidence that the estates and the mill at Seri Intan CU has employed anyone below the age of 18 years. 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. Auditor also verify through the contractors in the SOU Seri Intan and confirmed there is no Contractor workers available in the estate and mill.</p>

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Clause	Indicators	Comply Yes/No	Findings
	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 Group Sustainability & Quality Policy Statement signed by Group Managing Director includes as below: We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to: • Eliminating Violence and Sexual Harassment: We seek to promote an environment where all forms of harassment and abuse are eliminated and to provide support for victims. • Eradicating any form of Exploitation: We endeavour to eradicate any form of forced or bonded labour, slavery, human trafficking and sexual exploitation. The policy was communicated through the Gender Committee meeting.
	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	SDPB has implemented Social Policy, Gender Policy and Social & Humanity Management Policy dated January 2015 where the management is committed to develop and apply a policy to prevent sexual harassment and other forms of violence against women and to protect their reproductive rights. The policy was displayed on the notice board which was accessible by the workers. Briefing of the policies was conducted during morning muster and safety town hall and the policies was displayed at the notice board outside the office.
	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, 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 2021 Surveillance audit, there is no new mothers in the SOU 5 Seri Intan.

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Clause	Indicators	Comply Yes/No	Findings
	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. Training regarding Grievance mechanism has been briefed to the all workers and also during gender meeting.
6.6 No forms of forced or trafficked labour are used.	<p>6.6.1 (C) All workers have entered into employment voluntarily, and the following are prohibited:</p> <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 <p>6.6.2 (C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p>	Yes	<p>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.</p> <p>SDPB has implemented a Sime Darby's Human Rights Charter and can be easily access via www.simedarbyplantation.com where they committed as below:</p> <ol style="list-style-type: none"> a. Providing equal opportunity b. Respecting freedom of association c. Eradicating any form of exploitation d. Ensuring favourable working conditions e. Enhancing Safety and Health <p>All the foreign workers will be provided with induction training prior to work. Besides, they were provided with decent living condition and free from any discrimination. The workers informed that they were treated equally without any discrimination and allow joining NUPW freely. No contract substitution has occurred through interviewed with the workers.</p>

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<p>6.7 The unit of certification ensures that the working environment under its control is safe and without undue risk to health.</p>	<p>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.</p>	<p>Yes</p>	<p>All estates / mill manager was appointed as the Chairman for the ESH committee for a 3 year term via letter issued by the Regional GM. Duties among others to handle issues relation to safety and health welfare of the employees. The duties are delegated in divisions by the respective Assistants. All estates /mill management conduct regular two-way communication with their employees through the quarterly ESH meeting. The agenda discussed follows the guidelines provided by GSQM. Discussions as sighted in the minutes are bilateral involving participation from both employer and employees. Additional issue where deemed important by the committee are included in the discussion. The agenda discussed in the safety meeting among others are:</p> <ul style="list-style-type: none"> • Workplace inspection (workplace inspection are conducted prior the safety meeting) • Line site visit report • Accident statistics/report • Unsafe act • Legislative requirement / update • GCAD/GSQM Audit highlight • Safety & Heath Program. • Environmental • Report on compliance by Contractors / Employees training <p>The agenda discussed in the safety meetings are adequate to address the issue relating to OSH and also to update the new legislative requirement.</p>
	<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>	<p>Yes</p>	<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. The first aid boxes were available at various points in the mill complex including laboratory, office, workshop, process control room etc. Similarly, the estates distributed the first aid box to the mandores and brought along to the field during operations. In addition, there are also first aid boxes kept in the office, store and workshops. 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 JKPP 8. Records are kept in the office. Summary for the year is described in the JKPP 8 a mandatory requirement for submission to DOSH by Jan of the subsequent year. Cases if any are reviewed during safety meetings.</p>

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	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.	Yes	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 Sighted also at mill, distribution of PPE had been well recorded. Sighted during site visit such as at lab, high noise areas, workshop, and loading ramp, all employees equipped with appropriate PPE.
	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.	Yes	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 for month of July, August and September. 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.
	6.7.5 Occupational injuries are recorded using Lost Time Accident (LTA) metrics.	Yes	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 JKPP 8. Records are kept in the office. Summary for the year is described in the JKPP 8 a mandatory requirement for submission to DOSH by Jan of the subsequent year. Cases if any are reviewed during safety meetings. Where required submissions of JKPP 6, 7 & 8 to DOSH were compiled under the legislative requirement. Investigations and revision of HIRARC where appropriate were made accordingly.

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	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. The IPM program among others includes pest management of rats, bagworms, nettle caterpillars, rhinoceros beetles and Ganoderma. The IPM technique for rats includes rearing barn owls (<i>tyto alba</i>), bagworm control includes the planting of beneficial plants such as <i>Cassia</i>

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Clause	Indicators	Comply Yes/No	Findings
<p>managed using appropriate Integrated Pest Management (IPM) techniques.</p>			<p><i>cobanensis</i>, <i>Antigonan leptopus</i> and <i>Turnera sublata</i> and for rhino beetles is by using pheromone trap. All estates carried out monthly detection and observation of leaf eating pests, rat damage and diseases like Ganoderma. These detection and observations were carried by staff. When damaged/disease was observed, proper census was then carried out. Records showed no outbreak had been taken place. During the audit, it was observed a number of beneficial plants had been planted and all estates had plants in polybags, ready for planting in the Nursery. Records showed that beneficial plants were continuously planted in by all estates visited. Rat baiting was by calendar baiting at 2 campaigns per year. Baiting will be continued until bait acceptance fell below 20% of baits replacement.</p>
	<p>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.</p>	<p>Yes</p>	<p>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.</p>
	<p>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.</p>	<p>Yes</p>	<p>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.</p>
<p>7.2 Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>	<p>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.</p>	<p>Yes</p>	<p>Written justification in Standard Operating Procedure (SOP) of all agrochemical was available in Section 15 and 16 of the Agricultural Reference Manual and in the Safety Pictorial Book prepared by Sime Darby Plantation Sdn Bhd. The Manual has included a chemical register list which indicates the use of selective products that are specific to the targeted pest, weed or disease. The use of selective products that are specific to the target pest, weed or disease were demonstrated in the Agricultural Reference Manual.</p>
	<p>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.</p>	<p>Yes</p>	<p>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.</p>
	<p>7.2.3 (C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p>	<p>Yes</p>	<p>All estates continued to minimize 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.</p>

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Clause	Indicators	Comply Yes/No	Findings
			<p>As part of the IPM plans, management of all estates had established nectariferous beneficial plants (<i>Cassia cobanensis</i>, <i>Antigonon leptopus</i> and <i>Turnera Sublata</i>) nurseries for continuous planting in order to attract natural predators and thus to reduce use of insecticides. During the visit it was observed a number of beneficial plants had been planted and all 4 estates had plants ready for planting in the nurseries.</p> <p>In order to reduce the use of rat baits to control rats, Barn Owls was encouraged as indicated by Barn Owl census records. Until to-date Barn Owl boxes were sighted in the fields. The estates aimed to establish more Barn Owl boxes to ultimately achieve a ratio of 1 box to every 10 Hectares.</p>
	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.
	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:	Yes	<p>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. Acephate, an organophosphate insecticide, was used at Seri Intan Estate in 2020 for trunk injection to treat bagworm attack. From records and interviews with workers, staff and estate assistants, found that they were trained, all precautions taken, and all legal requirements met. Signboards indicated 'AWAS Dilarang Masuk', block, dates</p>
	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	

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Clause	Indicators	Comply Yes/No	Findings
	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	Person who handled chemical such as spraying, and manuring has been given proper training by the CU and external bodies. During interview (phone call) 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.
	7.2.8 All pesticide containers are properly disposed of and/or handled responsibly if used for other purposes.	Yes	Empty pesticides containers have been disposed through programme “empty chemical recycling programme” by SS Setia Teknologi Enterprise (approved by Jabatan Pertanian Bahagian Kawalan Racun Perosak and DOE).
	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	Yes	Specific medical Surveillance had been conducted for pesticide (Blood Cholinesterase level) operators.

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Clause	Indicators	Comply Yes/No	Findings
	documented action to treat related health conditions, is demonstrated.		
	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 63 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 2020 were established to mitigate and control the identified wastes and source of pollution. The most significant environmental receptors for the estates and mill operations were: <ul style="list-style-type: none"> • Air – sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping – biogas emission) – GHG. • Water – cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blowdown. • Land – scheduled waste, clinical waste, Industrial waste, domestic waste and industrial/process waste. • Action taken: <ul style="list-style-type: none"> • Air emission has been controlled by mill by installed the ESP to captured particulate emission from boiler emission • Final discharge water has been monitored by monthly basis by accredited laboratory and reported to DOE. SW has been disposed through DOE contractor and domestic waste has been disposed through Teluk Intan Municipal Council.
	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.

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Clause	Indicators	Comply Yes/No	Findings
<p>7.4 Practices maintain soil fertility at, or where improve soil fertility to, a level that ensures optimal and sustained yield.</p>	<p>7.4.1 Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p>	<p>YES</p>	<p>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. Maintaining soil fertility was guided by the following:</p> <ul style="list-style-type: none"> i) ARM Section 2 – Nursery Techniques ii) ARM Section 4 – Land Preparation iii) ARM Section 8 - Manuring. iv) ARM Section 17 – Leguminous Cover Crop Establishment <p>Fertilizer application, which was of paramount importance for maintenance of soil fertility, were carried out based on the recommendation made by the agronomist from Sime Darby Research Sdn. Bhd. Annual fertilizer recommendations were made based on annual foliar sampling while soil sampling was carried out on a 5-year cycle basis by Sime Darby Research Sdn. Bhd. The recommendation by the Agronomist were also available during the inspection and the application of fertilizers had been carried out as recommended and scheduled. Noted from the records that the actual amounts of fertilisers applied in 2019 were as per recommendation from Agronomist report dated in April 2021 on fertilizer recommendations.</p>
	<p>7.4.2 Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.</p>	<p>Yes</p>	<p>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.</p> <p>For all estates Agronomic assessment and fertiliser recommendation was conducted by Sime Darby Research Sdn. Bhd. to of formulate the FY2020 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling was carried out in June-August 2021 for all estates. Soil analysis for T-N, Av-P, Ex-K, Ex-Ca and Ex-Mg was carried at 5-year intervals. The sampling for estates were carried out between Sept-Oct 2020.</p>
	<p>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.</p>	<p>Yes</p>	<p>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. Compost and POME currently not applied in all estates.</p>
	<p>7.4.4 Records of fertiliser inputs are maintained.</p>	<p>Yes</p>	<p>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. From the review of the records, noted that the actual fertilizer application for 2020 and 2021 was a slight delay with the recommendation due to labor shortage.</p>

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Clause	Indicators	Comply Yes/No	Findings
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	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. Slope map was prepared by Precision Agriculture, SDPB.
	7.5.2 No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in 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 SOU.
	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 were no new planting or new development of areas 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 prepared in November 2018 Precision Agriculture Unit (NHM) of Sime Darby Research unit shows that there are no fragile soils in all Estates. Peat soils areas shown in previous maps is now identified as not peat soils.
	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 Seri Intan based on the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research.
	7.6.3 Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.	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 at SOU Seri Intan
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 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:	Yes	It was confirmed through the submission of peat inventory to the RSPO, SOU Seri Intan does not have any peat land.

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Clause	Indicators	Comply Yes/No	Findings
	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).		
	7.7.3 (C) Subsidence of peat is monitored, documented and minimised.	Yes	There was no peat soils in SOU Seri Intan based on site visits and 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 was no peat soils in SOU Seri Intan based on site visits and 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. 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.	Yes	There was no peat soils in SOU Seri Intan based on site visits and the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research.
	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	Yes	There was no peat soils in SOU Seri Intan based on site visits and the new soils map provided by Precision Agriculture Unit (NHM) of Sime Darby Research

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Clause	Indicators	Comply Yes/No	Findings														
	peat', version 2 (2018) and associated audit guidance.																
	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 was no peat soils in SOU Seri Intan based on site visits and 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	<p>All estates had in place and implemented water management plans. Plans for 2021 were sighted. The water management plans were tailored towards how to reduce rain water collection, to Improve user awareness and domestic use. The water management plans details are as follows;</p> <table border="1"> <thead> <tr> <th>Area / Incident</th> <th>Action Steps</th> </tr> </thead> <tbody> <tr> <td>Water Shortage/Dry Spell</td> <td>.to purchase water from LAP to train staff/workers to conserve water</td> </tr> <tr> <td>Severe water pollution/contamination</td> <td>water to be purchased from LAP to perform treatment of polluted water with assistance from LAP</td> </tr> <tr> <td>Rainwater collection</td> <td>Large containers placed at strategic locations Rainwater used for washing vehicles</td> </tr> <tr> <td>Monitoring water usage</td> <td>Monitoring water consumption</td> </tr> <tr> <td>Prevent leakages</td> <td>Regular checking of pipes and water meters</td> </tr> <tr> <td>Recycle wastewater form washings of spraying pumps, PPE</td> <td>Recycle wastewater for chemical mixing/spraying</td> </tr> </tbody> </table>	Area / Incident	Action Steps	Water Shortage/Dry Spell	.to purchase water from LAP to train staff/workers to conserve water	Severe water pollution/contamination	water to be purchased from LAP to perform treatment of polluted water with assistance from LAP	Rainwater collection	Large containers placed at strategic locations Rainwater used for washing vehicles	Monitoring water usage	Monitoring water consumption	Prevent leakages	Regular checking of pipes and water meters	Recycle wastewater form washings of spraying pumps, PPE	Recycle wastewater for chemical mixing/spraying
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	7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.	Yes	<p>Based on photo and videos and interviewed with management there was evidence that the CU does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>Onsite 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.</p>														

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Clause	Indicators	Comply Yes/No	Findings
	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 buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017).	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 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. The signboards were displayed accordingly at the site where applicable. The guideline was issued by the SQM Unit with latest revision. During the field visit there was no spraying activities or signs left in such an area. 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.
	7.8.3 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	Monthly monitoring of water usage for mill used been recorded with as of September 2021 recorded 1.19 M ³ /Mt.
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 2021, identified in the following i) Environmental Aspect Identification Summary FY 2021 reviewed accordingly. ii) Environmental Impact Evaluation Summary FY 2021 reviewed accordingly. <u>SIPOM</u> Fossil fuel Reduction Plan for Financial Year 2020 & 2021 was established and monitored. Reduce Diesel usage – by monitoring and maintaining the maintenance of the boiler & machineries to ensure at optimum level, to monitor diesel usage, provide training to workers regarding reduce fuel and diesel usage for boiler. <u>Estates</u> High usage of fossil fuel for machineries: <ul style="list-style-type: none"> • to carry out scheduled maintenance for machineries to ensure diesel and lubricant usage is at optimal level and in good condition. • to brief workers during muster briefing on how to reduce diesel usage. Example turn off engine when not in used. • to carry out road maintenance programme as planned to ensure it is always in good condition to ease tractor movement

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			<p>Skid tank management:</p> <ul style="list-style-type: none"> • to ensure all equipment for loading and unloading diesel in good condition. • to ensure no spillage and leakage 																																																														
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 2020 CU calculated the emission through RSPO Palm GHG calculator version 4 (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> <p>SOU Seri Intan has calculated GHG using RSPO Palm GHG calculator</p> <p><u>Summary of Net GHG Emission</u></p> <table border="1"> <thead> <tr> <th>Emissions per Product</th> <th>tCO2e/tProduct</th> </tr> </thead> <tbody> <tr> <td>CPO</td> <td>1.25</td> </tr> <tr> <td>PK</td> <td>1.25</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Land Use</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>OP planted area</td> <td>24557.75</td> </tr> <tr> <td>OP planted on peat*</td> <td>254.15</td> </tr> <tr> <td>Conservation (forested)</td> <td>0</td> </tr> <tr> <td>Conservation (non-forested)</td> <td>0</td> </tr> <tr> <td>Total</td> <td>24811.90</td> </tr> </tbody> </table> <p>*Peat from diverted crop.</p> <p><u>Summary of Field Emissions and Sinks</u></p> <table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Own Crop</th> <th colspan="2">Group</th> </tr> <tr> <th>tCO2e</th> <th>tCO2e/tFFB</th> <th>tCO2e</th> <th>tCO2e/tFFB</th> </tr> </thead> <tbody> <tr> <td>Emissions</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Land Conversion</td> <td>84425.03</td> <td>0.60</td> <td>22539.38</td> <td>0.66</td> </tr> <tr> <td>*CO2 Emissions from Fertiliser</td> <td>7144.84</td> <td>0.05</td> <td>1632.10</td> <td>0.05</td> </tr> <tr> <td>**N2O Emissions</td> <td>4143.79</td> <td>0.03</td> <td>844.08</td> <td>0.02</td> </tr> <tr> <td>Fuel Consumption</td> <td>873.71</td> <td>0.01</td> <td>184.92</td> <td>0.01</td> </tr> <tr> <td>Peat Oxidation</td> <td>0</td> <td>0</td> <td>807.69</td> <td>0.2</td> </tr> <tr> <td>Sinks</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Emissions per Product	tCO2e/tProduct	CPO	1.25	PK	1.25	Land Use	Ha	OP planted area	24557.75	OP planted on peat*	254.15	Conservation (forested)	0	Conservation (non-forested)	0	Total	24811.90		Own Crop		Group		tCO2e	tCO2e/tFFB	tCO2e	tCO2e/tFFB	Emissions					Land Conversion	84425.03	0.60	22539.38	0.66	*CO2 Emissions from Fertiliser	7144.84	0.05	1632.10	0.05	**N2O Emissions	4143.79	0.03	844.08	0.02	Fuel Consumption	873.71	0.01	184.92	0.01	Peat Oxidation	0	0	807.69	0.2	Sinks				
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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		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.																																		

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	implemented (guided by the RSPO GHG Assessment Procedure for New Development).		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. From earlier maps of the estate, it was verified that this new planting area was previously totally planted with Guava. The carbon stock value for the area before conversion was 1884.38 tCO ₂ , after the conversion guava to oil palm in Sungai Wangi Estate has increased to 11,084.50 tCO ₂ .										
	7.10.3 (C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.	Yes	<p>Other significant pollutants in the SOU 5 Seri Intan has been identified in the "Pollution Prevention Plan – FY 2020 & Energy Management Plan 2020& 2021. The details of the plans as below;</p> <table border="1"> <thead> <tr> <th>Environmental issue</th> <th>Mitigation measures</th> </tr> </thead> <tbody> <tr> <td>To reduce dark smoke emission</td> <td>-Quarterly stack sampling has been carried out by external bodies -Carry out routine maintenance Install CCTV link direct to DOE</td> </tr> <tr> <td>Waste water discharge through land</td> <td>-Regularly effluent ditches and its surrounding for leakage. -to conduct clean up all the trap regularly</td> </tr> <tr> <td>Chemical and lubricant spillage</td> <td>-to ensure used oil and rag in drums are properly stacked and well contained -to clean regularly all the sand and oil trap -use beneficial plant to control bagworm and nettle caterpillar -use barn owl to control rats -use pheromone trap to control rhinoceros beetle</td> </tr> <tr> <td>Reduction of greenhouse gas emission</td> <td>-estate using TNB for electricity -to ensure all the engine is turned off when vehicle is not in use -to remind workers that no open burning carried out at workers quarters.</td> </tr> </tbody> </table>	Environmental issue	Mitigation measures	To reduce dark smoke emission	-Quarterly stack sampling has been carried out by external bodies -Carry out routine maintenance Install CCTV link direct to DOE	Waste water discharge through land	-Regularly effluent ditches and its surrounding for leakage. -to conduct clean up all the trap regularly	Chemical and lubricant spillage	-to ensure used oil and rag in drums are properly stacked and well contained -to clean regularly all the sand and oil trap -use beneficial plant to control bagworm and nettle caterpillar -use barn owl to control rats -use pheromone trap to control rhinoceros beetle	Reduction of greenhouse gas emission	-estate using TNB for electricity -to ensure all the engine is turned off when vehicle is not in use -to remind workers that no open burning carried out at workers quarters.
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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	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.										

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	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	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 land clearing at SOU Seri Intan since Nov 2005.
	7.12.2 (C) HCVs, HCS forests and other conservation areas are identified as follows:		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, there are water catchment areas at Sogomana Estate and at Seri Intan Estate, there are water catchment and river reserve at Sg. Bidor, and at Sabrang Estate, there are river reserves at Sg, Perak. However, there is no HCV area at Sungai Wangi Estate. The total area of HCV areas for Seri Intan CU was then total up to 37.05 ha. 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 is Addendum report namely Addendum to HCV Re-Assessment Report for SOU 5 Seri Intan/Selaba – Sogomana and Bikam Estate dated November 2020. The recommendation has made by assessor ' The identified HCV 4 Areas for both Ponds in Sogomana Div and Cashwood Div will be omitted from the present HCV area status. However, estate is recommended to maintain the area as it is. Any further Plan for the area is subjected to the management to decide. So, the newly revised total for HCV for SOU Seri Intan has changed from 37.05 ha to 39.04 ha.
	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	
7.12.2b: Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by	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	

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Clause	Indicators	Comply Yes/No	Findings
	<p>an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p>		<p>Intan after 15 November 2015. Only new Planting in March 2017 and got approval from RSPO in 2016.</p>
	<p>7.12.4 (C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five 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>YES</p>	<p>No RTE species found in the SOU 5 Seri Intan. However, the SOU still maintained the plan for HCV area titled 'HCV Management Plan FY2021'. 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 the SOU after 15 November 2015.</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>	<p>YES</p>	<p>Based on HCV report titled 'HCV Re-Assessment for Strategic Operating Unit SOU 5 – Seri Intan/Selaba' December 2015 and Addendum to HCV Re-Assessment Report for SOU 5 Seri Intan/Selaba – Sogomana and Bikam Estate dated November 2020, it can be concluded that there were no rights of local communities have been identified in HCV areas.</p>

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Clause	Indicators	Comply Yes/No	Findings
	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.	YES	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. The SOU 5 Seri Intan will notify the relevant authorities immediately if any individual or workers for the company is found to capture, harm, collect or kill these species or if found any activities to capture, harm, collect or kill RTE species, the estates will make a report to the Wildlife Department immediately.
	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 of this monitoring are fed back into the management plan.	YES	Progress of implementation of the HCV Management Plan FY2021 for Seri Intan Estate, Sabrang Estate and Sg. Wangi Estate were reviewed and verified on the ground. No RTE species were found within the estates area. The monitoring results had been fed back into current action plan. Noted the CU had continued to implement planned actions such as awareness to the staffs and public on enhancing biodiversity, posting of relevant information in the Sime Darby webpage and erection of signage at strategically locations.
	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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RSPO Certifications Systems for P&C and RISS, Nov 2020

Clause	Indicators	Comply Yes/No	Findings
<p>5.5.2 Time-bound plan</p> <p>A time-bound plan for certifying all its management units and/or entities, including the units where the organization has mgmt. control and/or minor shareholding, is submitted to the CB during the initial certification audit. The time-bound plan shall contain a current list of all estates and mills.</p>	<p>(a)</p> <p>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.</p>	<p>YES</p>	<p>SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills.</p> <p>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</p> <p>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.</p> <p>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.</p> <p>PT Ladang Rumpun Subu Rubadi SAP 1 Estate PLASMA will be undergone 2nd stage audit on 2019.</p> <p>PT Guthrie Pecconina PT Bina Sains Cemerlang, PT Sime Indo Agro Land legalization still in progress.</p> <p>PT Bina Sains Cemerlang, PT Sime Indo Agro Issue in getting Surat Perijinan, still in progress.</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</p>

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				<p>Compensation Procedure will be required to be full filled in order to achieve certification. The Disclosure has been 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)	<p>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 appropriateness of the time-bound plan at the moment of first involvement and shall only check continued appropriateness;</p>	YES	<p>It can be confirmed that there were several changes to the current time bound plan as verified during this audit.</p> <p>PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera. Refer letter dated 27/6/2019 to RSPO Secretariat and announcement at Bursa Malaysia. http://www.bursamalaysia.com/market/listed-companies/company-announcements/6202965 .</p> <p>As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI). http://www.simedarbyplantation.com/media/press-releases/sime-darbyplantation-completes-divestment-of-its-liberia-operations</p>
	(c)	<p>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);</p>	YES	As above.
	(d)	<p>Where there are isolated lapses in implementation of a time-bound plan, a minor non- compliance shall</p>	YES	As above.

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		be raised. Where there is evidence of fundamental failure to proceed with implementation of the plan, a major non-compliance shall be raised.		
5.5.3 Requirements for uncertified management units:	(a)	No replacement of primary forest or any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.12 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 4.4, 4.5, 4.6, 4.7 and 4.8;	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 However, sighted as at June 2019 PT Mitra Austral Sejahtera has been sold to PT Inti Nusa Sejahtera <u>Refer letter dated 27 June 2019 to RSPO Secretariat and announcement at Bursa Malaysia</u> 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 4.2;	YES	Based on the internal audit report, there were no labour dispute that were not being resolved yet through an agreed process for all uncertified units for all 7 uncertified units of Sime Darby Plantation Sdn Bhd - Indonesia as at June 2019.

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(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 legal non-compliance 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 5.5.3 (a) – (d) above by the audit team based on self- declarations only by the company,	YES	<p>For TBP dated March 2021, there was several CUs located in Indonesia and 1 unit in Papua New Guinea (NBPOL) not yet completed. Summarized as below:</p> <p>Land legalization – PT Guthrie Pecconina, PT Bina Sains Cemerlang, PT Sime Indo Agro (INA)</p> <p>Surat perijinan in progress (Jadual Pematuhan) – PT Sandika Natapalma/PT Budidaya Agro Lestari (INA)</p> <p>NPP – Markham Farming & Markham Agro (NBPOL)</p> <p>Sold off – PT Mitral Austral Sejahtera (INA), Sime Darby Plantation Grand Cape Mount (Liberia).</p>
	with no other supporting documentation, shall not be acceptable. Verification of compliance shall be based on the following approach:		
	<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; 		
	<ul style="list-style-type: none"> • Targeted stakeholder consultation, including consultation with the relevant NGO's will be carried out by the audit team. 		
	<ul style="list-style-type: none"> • Desktop study e.g. web check on relevant complaints 		
	<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. 		
(f)	For requirements 5.5.3 (a)-(d) above, the classification of critical and non-	YES	As above

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	critical is as stated in the RSPO P&C. If a non-compliance against a critical indicator in a non-certified management unit is identified, the current certification assessment cannot proceed to a successful conclusion unless it is actively addressed. Evidence of active engagement with RSPO in resolving the non-compliance shall be available.		
(g)	Failure to address any outstanding non-compliances within uncertified unit(s) as defined in 5.5.3 (f) above may lead to suspension of certificate of the certified unit(s), in accordance with the provisions of these Certification Systems.	YES	As above

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<p>5.6.6</p> <p>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> <p>The CB shall have a mechanism in place to identify the interested parties and ensure a represented samples size of the interested parties are consulted in each audit.</p> <p>The CB shall keep track which party that has been interviewed in the previous audits to ensure proper coverage of the parties throughout the certification cycle.</p>	<p>No additional indicators</p>	<p>As it has been mentioned in 4.4.1 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.</p>
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DETAILS OF NON-CONFORMITIES AND CORRECTIVE ACTIONS TAKEN

P & C Indicator	Specification Major/Minor	Detail Non-conformances	Root Cause & Corrective Action Taken by the CU	Verification Statement by Auditors									
<p>3.8.7 (Supply Chain) MZK 01 2021</p>	<p>Major</p>	<p>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.</p> <p>Finding : There is a projected overproduction of certified tonnage for CPO and PK at Seri Intan POM</p> <p>Objective evidence : Sighted evidence there is overproduction of certified tonnage for CPO PK and Seri Intan POM has yet to inform the CB. The figure as below:</p> <table border="1" data-bbox="577 887 1191 995"> <thead> <tr> <th></th> <th>CPO</th> <th>PK</th> </tr> </thead> <tbody> <tr> <td>Projected</td> <td>57,878.76 mt</td> <td>13,195.76 mt</td> </tr> <tr> <td>Actual</td> <td>62,890.98 mt</td> <td>15,344.206 mt</td> </tr> </tbody> </table>		CPO	PK	Projected	57,878.76 mt	13,195.76 mt	Actual	62,890.98 mt	15,344.206 mt	<p><u>Root cause:</u> The overproduction of certified FFB is due to crop diversion from other supply unit bases and extension of certification period due to pandemic COVID19 and restriction movement imposed by the government. The extension of time has been done by Head Office (Group Sustainability Department) team and approved by SIRIM/RSPO Secretariat. However, the extension of FFB/CPO/PK production was not carried out as there was no specific person to monitor and trigger this activity.</p> <p><u>Corrective Action / Corrective action plan:</u> Correction: To inform and request the approval of the FFB tonnage production extension to Certified Body. Corrective Action: The monitoring of the certified FFB production in line with the projected/budgeted approval on monthly basis. Regional Office (Mill Coordinator) & Head Office to trigger the mill after production achieved 70% of the projection and yet to reach the final quarter of the Certification Surveillance Year or if there are a need to extend the certification license time. Half year review of certification period will be done by Regional Person In charge in ensuring the mill do not reach the production limit.</p>	<p>The extension of CPO & PK at Palm Trace has been approved by the RSPO on 16/12/2021. Auditor also verified the appointment letter of PIC (Assistant Mill) who is appointed as the Mill Coordinator and shall be the one responsible in monitoring the certified FFB production, at the same time, CPO & PK production should there be any volume extension needed.</p> <p>Status: CLOSED</p>
	CPO	PK											
Projected	57,878.76 mt	13,195.76 mt											
Actual	62,890.98 mt	15,344.206 mt											

STATUS OF NON-CONFORMITIES PREVIOUSLY IDENTIFIED

P & C Indicator	Specification Major/Minor	Detail Non-conformances	Corrective Action	Verification by Assessor
6.2.2 MRS 01/2019	Major	<p>Requirement: 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.</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.</p> <p>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 Annamalalai 3) Rina </p>	<p>Result of Investigation and determination of root cause</p> <p>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</p> <p>Correction and corrective action plan</p> <p>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>The employment contracts and conditions of employment for contractor workers contained in employment contracts signed between the respective contractor on one hand, and their workers on the other. Among others, the contracts defined the regular working hours, deductions, overtime, EPF/SOCSO contribution, sick leave, holiday entitlement, maternity leave, notice of termination of contract & time of payment of wages, etc. in compliance with Employment Act, 1955. The employment contracts and conditions of employment for contractor workers were sighted are: Seri Intan Estate Contractor: Alpha Meta Agencies Sdn. Bhd. (FFB Transport) Contractor workers: 4 Driver (Hari Kumaran Muniandy, Gunalan Muniandy, Gokula Krishnan Prakash, Ramasamy Krishnan) Sungai Wangi Estate & Sogomana Estate Contractor: Alpha Meta Agencies Sdn. Bhd. (FFB Transport) Contractor workers: 12 Driver (Mohd Ismail, Tan Swee Hong, Kumaresan Palaniappan, Tan Lai Soon, Tan Lai Chuan, Tan Chai Kee, Perabu Murugan, Sivanesan, Selvinder</p>

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				<p>Signgh, Mohammad Redzuan, Mohd Faizul, Azman Mat) Sogomana Estate Contractor: Hua Yee Enterprise (Machine Rental) Contractor workers: 1 Driver Excavator (Mohamad Dzamrie Dzamdin) Bikam Estate Contractor: Alpha Meta Agencies Sdn. Bhd. (FFB Transport) Contractor workers: 3 Drivers (Muslihad Mat Mustapa, Saharuddin Othman, Zainuddin Abu Abas)</p> <p>Status: CLOSED</p>
<p>3.3.2 RAR 01/2019</p>	<p>Minor</p>	<p>Requirement: 3.3.2. – A mechanism to check consistent implementation of procedures is in place</p> <p>Finding: SDP - Guidelines riparian reserve was not consistent implement and monitored.</p> <p>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</p> <p>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</p> <p>Correction and corrective action plan:</p> <p>The management has taken actions to address and cease spraying activity near to watercourse as follows:</p> <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 	<p>Sighted during site visit, noted that the organization had maintained their watercourse including all artificial drain and side drain were free from spraying activities. Therefore, previous Minor NCR RAR 01 2019 no recurrence and adequately addressed.</p> <p>Status: CLOSED</p>

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			<p>3. The area near to watercourses was re demarcated</p> <p>4. To grass cut nearby area where required to conserve vegetation and to maintain natural watercourses</p> <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 KN 01/2019</p>	<p>Major</p>	<p>Requirement: Criteria 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.</p> <p>Indicator - 1.1.3 (C) Records of requests for information and responses are maintained.</p> <p>Finding: Records of requests for information regarding RSPO certified area was found incorrect.</p> <p>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> <table border="1" data-bbox="577 1102 1240 1331"> <thead> <tr> <th rowspan="2">Estate</th> <th colspan="2">Planted (ha)</th> <th rowspan="2">Variant (ha)</th> <th colspan="2">Certified (ha)</th> <th rowspan="2">Variant (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>+975.71</td> <td>2,910.79</td> <td>3,821.88</td> <td>+911.09</td> </tr> <tr> <td>Sungai Wangi Estate</td> <td>2,002.59</td> <td>2,002.59</td> <td>-</td> <td>2,226.66</td> <td>2,243.71</td> <td>+17.05</td> </tr> </tbody> </table>	Estate	Planted (ha)		Variant (ha)	Certified (ha)		Variant (ha)	ASA 2018	ASA 2019	ASA 2018	ASA 2019	Seri Intan Estate	2,500.45	3,476.16	+975.71	2,910.79	3,821.88	+911.09	Sungai Wangi Estate	2,002.59	2,002.59	-	2,226.66	2,243.71	+17.05	<p>Result of Investigation and determination of root cause</p> <p>The estate areas statement comprise 2 sources as follows;</p> <p>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</p> <p>2. Areas statement from Land Management Department, Head Office is derived from grant titles which detailing based on lot numbers.</p> <p>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</p> <p>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</p>	<p>Records of requests for information regarding RSPO planted area and certified area provided for this remote audit was accurate and reflect with the previous audit. However, for this round of audit, there was changes of planted area and certified area due Bikam Estate newly join to SOU 5 (Seri Intan CU). The details of planted area and certified area from previous year audit (ASA 4) and this year remote audit (RA):</p>
Estate	Planted (ha)			Variant (ha)	Certified (ha)		Variant (ha)																						
	ASA 2018	ASA 2019	ASA 2018		ASA 2019																								
Seri Intan Estate	2,500.45	3,476.16	+975.71	2,910.79	3,821.88	+911.09																							
Sungai Wangi Estate	2,002.59	2,002.59	-	2,226.66	2,243.71	+17.05																							

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Sogomana Estate	2,101.29	2,101.29	-	2,214.08	2,231.56	+17.48
Sabrang Estate	3,696.22	3,696.22	-	3,945.23	3,832.71	-112.52
Total	10,300.55	11,276.26	+975.71	11,296.76	12,129.86	+833.10

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

The SOU 5 management has advised all OUs to streamline information based on Land Management Department, Head Office latest update as March 2019

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

Estate	Planted (ha)		Certified (ha)	
	ASA	RA	ASA	RA
	4 (20 19)	20 (20 20)	4 (20 19)	20 (20 20)
Seri Intan Estate	3,47 6.16	3,47 6.16	4,01 3.16	4,0 13. 16
Sungai Wangi Estate	2,00 2.59	2,00 2.59	2,22 6.66	2,2 26. 66
Sogomana Estate	2,10 1.29	2,10 1.29	2,21 4.08	2,2 14. 08
Sabrang Estate	3,69 6.22	3,69 6.22	3,94 5.23	3,9 45. 23
Bikam Estate	-	1,85 1.10	-	2,0 75. 16
Total	11,2 76.2 6	13,1 27.3 6	12,3 99.1 3	14, 474 .29

Status: CLOSED

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ATTACHMENT 6 – Timebound Plan

SDP - RSPO Certification Status for Malaysia Operations (As At March 2021)

SOU NO	Name of SOU	Location	Date of Certification	Remarks
1	Sg. Dingin	Karangan, Kedah	12 Aug '10	
2	Chersonese	Kuala Kurau, Perak	5 Oct '11	
3	Elphil	Sg Siput, Perak	18 Jun '11	
4	Flemington	Teluk Intan, Perak	5 Oct '11	
5	Seri Intan	Teluk Intan, Perak	3 Mar '11	
5	Selaba	Teluk Intan, Perak	3 Mar '11	
6	Tennamaram	Bestari Jaya, Selangor	3 Mar '11	
7	Bkt Kerayong	Kapar, Selangor	15 Apr '11	
8	East	Carey Island, Selangor	19 May '10	
9	West	Carey Island, Selangor	19 May '10	
10	Bukit Puteri	Raub, Pahang	7 Jul '11	
11	Kerdau	Temerloh, Pahang	7 Jul '11	Jentar Estate has merged with Kerdau Estate and reported to the CB in March/April 2021.
12	Jabor	Kuantan, Pahang	7 Jul '11	
13	Labu	Nilai, Negeri Sembilan	30 Dec '11	New Labu Estate has become a division of Labu Estate.
14	Tanah Merah	Port Dickson, Negeri Sembilan	19 May '10	
15	Sua Betong	Port Dickson, Negeri Sembilan	18 Feb '14	Siliau Estate has now been merged into Salak Estate and Bradwall Estate.
16	Kok Foh	Bahau, Negeri Sembilan	7 Jul '11	Sg. Gemas Estate has now been merged into Sg Senarut Estate.
17	Kempas	Jasin, Melaka	20 May '15	Serkam Estate, previously from SOU18(Diamond Jubilee) is now part of SOU 17(Kempas)
18	Diamond Jubilee	Jasin, Melaka	5 Oct '11	Serkam Estate, previously from SOU18(Diamond Jubilee) is now part of SOU 17(Kempas).

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				Welch Estate, previously from SOU 19(Pagoh) is now part of SOU 18(Diamond Jubilee).
19	Pagoh	Muar, Johor	28 Jan '14	
20	Chaah	Chaah, Johor	18 Nov '10	
21	Gunung Mas	Kluang, Johor	19 May '10	SDP acquired Lian Seng Estate in Johor in April 2017. Lian Seng Estate is merged into Bk Paloh Estate of SOU 21 Gunung Mas, Lian Seng has been incorporated in the RSPO Certification Scope of SOU Gunung Mas in 2018.
22	Bukit Benut	Kluang, Johor	5 Oct '11	SDP acquired Talisman Estate in Johor in April 2017. Talisman Estate is merged into CEP Nyior Estate of SOU 22 Bk Benut and has been incorporated in the RSPO Certification Scope of SOU Bk Benut in 2018.
23	Ulu Remis	Layang-layang, Johor	11 Apr '11	
24	Hadapan	Layang-layang, Johor	29 Mar '11	
25	Sandakan Bay	Sandakan, Sabah	1 Oct '08	
26	Melalap	Tenom, Sabah	21 Jan '11	
27	Binuang	Kunak, Sabah	16 Jan '09	
28	Giram	Kunak Sabah	16 Jan '09	
29	Merotai	Tawau, Sabah	16 Jan '09	
30	Lavang	Bintulu, Sarawak	30 Dec '11	
31	Rajawali	Bintulu, Sarawak	30 Dec '11	
32	Derawan	Bintulu, Sarawak	30 Dec '11	
33	Pekaka	Bintulu, Sarawak	30 Dec '11	Status: withdrawn. Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate,

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				Dulang Estate, Paroh Estate & Chartquest Estate.) has been transferred to SOU Lavang effective Dec 2017.
34	Bintang	Johor		SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, 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 1st Oct 2018, the mill has completed the selling off transaction

SDP- RSPO Certification Status for Indonesia Operations (As at March 2021)

NO	Name of PT	Name of Mill	Location	Date of Certification	Remarks
1	PT LAHAN TANI SAKTI	ALUR DUMAI	Bagan Sinembah/Tanh Putih, Pujud, Rokan Hilir, Riau	16-Jan-12	
2	PT SAJANG HEULANG	ANGSANA MINI	Sebamban, Indonesia	3-Jul-13	
3	PT SAJANG HEULANG	MUSTIKA	Sebamban, Indonesia	3-Jul-13	
4	PT LADANGRUMPUN SUBURUBADI	ANGSANA	Sebamban, Indonesia	9-Nov-16	
5	PT LANGGENG MUARAMAKMUR	BEBUNGA	Pamukan Utara, Tanah Grogot, Kotabaru/Pasir, Kalimantan Selatan/Kalimantan Timur	16-Mar-12	Recertification of Bebunga POM is in progress.
6	PT KRIDATAMA LANCAR	SUKAMANDANG	Seruyan Tengah, Sampit, Seruyan, Kalimantan Tengah	2-Sep-16	

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7	PT BAHARI GEMBIRARIA	LADANG PANJANG	Kumpeh Ulu, Jambi, Muaro Jambi, Jambi	9-Jul-12	
8	PT TUNGGAL MITRA PLANTATIONS	MANGGALA	Riau, Indonesia	25-Nov-10	
9	PT PARIPURNA SWAKARSA	PONDOK LABU	Pamukan Selatan, Tanah Grogot, Kotabaru, Kalimantan Selatan	16-Mar-12	Recertification of Pondok Labu POM is in progress.
10	PT BERSAMA SEJAHTERA SAKTI	GUNUNG ARU	Sebamban, Indonesia	21-Oct-16	
11	PT GUTHRIE PECCONINA	RANTAU PANJANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	16-Mar-12	Land legalisation process for 4152.70 ha is still in process. Sungai Jernih Estate and the KKPA Estates has undergone audit. Land legalisation process is still in process.
12	PT LAGUNA MANDIRI	RANTAU	Sungai Durian, Kotabaru, Kalimantan Selatan	30-Dec-11	
13		BETUNG		1-April-14	
14	PT INDOTRUBA TENGAH	SEKUNYIR	Kalimantan Tengah, Indonesia	23-Nov-10	
15	PT SWADAYA ANDIKA	SELABAK	Sungai Durian, Kotabaru, Kalimantan Selatan	16-Mar-12	Mill closed down and all the supply bases was transferred to Rantau Mill - PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri - Rantau Factory certification.

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16	PT BINA SAINS CEMERLANG	SG PINANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	11-Sep-12	Land legalisation process for 308.35 ha is still in process.
17	PT TEGUH SEMPURNA	PEMANTANG	Kuala Kuayan, Sampit, Kotawaringin Timur, Kalimantan Tengah	9-Sep-16	
18	PT BHUMIREKSA NUSA SEJATI	TELUK BAKAU	Pelangiran, Sg. Guntung, Indragiri Ilir, Riau	01-Dec-16 1-April-14	
19		MANDAH			
20	PT ANEKA INTIPERSADA	TELUK SIAK	Tualang, Perawang, Siak, Riau	8-Dec-16	
21	PT TAMACO GRAHA KRIDA	UNGKAYA	Witaponda, Kolonodale, Morowali, Sulawesi Tengah	10-Jul-12	
22	PT SIME INDO AGRO	BK AJONG	Kalimantan Barat, Indonesia	18-Jul-16	Land legalisation process for East Est for 5815.64 ha is still in process. Land legalisation for Sei Mawang is still in process
23	PT PADANG PALMA PERMAI/PT PERKASA SUBUR SAKTI	BLANG SIMPO	Karang Baru, Kuala Simpang, Aceh Tamiang, Nangroe Aceh Darussalam	3-May-13	
24		LEMBIRU	Desa Suka Karya Kec. Marau Kab. Ketapang, Kalimantan Barat	3-Jul-14	PT Sandika Natapalma and PT Budidaya Agro Lestari is sharing one mill i.e. Lembiru Mill. Perijinan' process is ongoing

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	PT SANDIKA NATAPALMA/PT BUDIDAYA AGRO LESTARI				Perijinan informasi lahan is obtained in 2015 while the other 'perijinan' is still in processing HGU obtained as per May 2018
25	PT MITRAL AUSTRAL SEJAHTERA	MAS Mill	Desa Rahayu Kec. Parindu Kab.Sanggau, Kalimantan Barat	NA	The properties was sold and currently SDP have no control in the management. A letter to RSPO Secretariat has been sent on 27 June 2019 on the confirmation of disposal of PT MAS and reported to Brusa Malaysia accordingly.

SDP - RSPO Certification Status for NBPOL Operations (As At March 2021)

NO	Management Unit	Location	Date of Certification	Remarks
1	Guadalcanal Plains Palm Oil Limited (GPPOL)	Guadalcanal Province, Solomon Islands	18-Mar-11	
2	Milne Bay Estates (MBE)	Milne Bay Province, Papua New Guinea	15-Feb-18	
3	Poliamba (POL)	New Ireland Province, Papua New Guinea	19-Mar-12	
4	Ramu Agricultural Industries Ltd (RAIL)	Morobe Province, Papua New Guinea	5-Aug-10	
5	Higaturu Oil Palm (HOP)	Oro Bay Province, Papua New Guinea	1-Feb-13	
6	West New Britain (WNB)	Kimbe, West New Britain, Papua New Guinea	10-Sep-08	
7	Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd.	Markham Farms	27 March 2020.	There is total area for NPP: 710.30 ha which is currently excluded from the certification scope until the NPP is approved.

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SDP - RSPO Certification Status for Liberia Operations (As At March 2021)

NO	Management Unit	Location	Date of Certification	Remarks
1	Sime Darby Plantation (Liberia) Grand Cape Mount	Grand Cape Mount County	NA	<p>As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI).</p> <p>http://www.simedarbyplantation.com/media/press-releases/sime-darbyplantation-completes-divestment-of-its-liberia-operations</p>