



**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 :** 7-11 NOV 2022

**DURATION :** 20 auditor days

**TYPE OF AUDIT :**



Annual Surveillance Audit No. 1



Recertification Audit

**STANDARD :** MYNI 2019 FOR RSPO PRINCIPLE & CRITERIA 2018

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

**VALIDITY OF RSPO CERTIFICATE :** 28/01/2022 – 27/01/2027

**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 AB RAOUF BIN ASIS**

Name : Shylaja Devi Vasudevan Nair

Signature :

Signature :

Date : **10/02/2023**

Date : 28/02/2023

## RSPO PUBLIC SUMMARY REPORT

### SUMMARY OF AUDITS

<b>Stage 2 audit / Recertification audit</b>			
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, Dzulfikar Azmi (LA-remote), Rozaimee 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
	/	/	/
	Contract workers	Local & National NGOs	Govt. agency / Statutory bodies
	Independent growers / Smallholders		
	Indigenous people	Contractor	Others (Please specify)
	/		
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

<b>Annual Surveillance Audit 1</b>			
On-site audit date	: 7-11 November 2022	No. of auditor days	: 20
Audit team	: Mohd Ab Raouf bin Asis (LA), Mohd Razman bin Salim, Rozaimee bin Ab Rahman, Dzulfikar bin Azmi, Ismail Adnan bin Abd Malek		
No. of major NCR	: 2	Indicator: 3.8.5 (SC), 3.7.1	Closing date : 7/02/2023
No. of minor NCR	: Nil	Indicator : N/A	
Indicate by ticking the stakeholders interviewed during the on-site audit	: Employees / Workers organizations	Settlers	Villagers / Local communities
	/	/	/
	Contract workers	Local & National NGOs	Govt. agency / Statutory bodies
	Independent growers / Smallholders		
	Indigenous people	Contractor	Others (Please specify)
	NA	/	
Supply base sampled	: Seri Intan Estate, Sungai Wangi Estate, Sabrang Estate, Bikam Estate		
Changes since the last audit	: Certified ha - reduce 27.78 Ha from Seri Intan Estate due land sold to GJH Cemerlang Sdn Bhd on Jan 22. Sighted email dated 21/10/2021 from Siti Hafsha Lokman on the sale and purchase of all that piece of freehold agricultural land under Geran 135803, Lot 23271, Mukim Durian Sebatang, Daerah Hilir Perak, Negeri Perak. Planted ha - reduce 57.80 Ha from planted area Seri Intan Estate due to latest GPS survey conducted on Feb 2022.		
Justification of audit planning	: Mill = 4 mandays (3 day-safety, environment, GHG, Social + 1 day-supply chain) Seri Intan Estate = 4 mandays (safety, environment, GAP, Social, HCV) Sungai Wangi Estate = 4 mandays (safety, environment, GAP, Social, HCV) Sabrang Estate = 4 mandays (Documentation is in one office which is under Sungai Wangi Estate and partially covered during Sungai Wangi Estate) Bikam Estate = 4 mandays (safety, environment, GAP, Social, HCV)		
Name of peer reviewer	: NA		
Report approved by	: Kamini Sooriamoorthy	Approval date :	10/2/2023

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**SUMMARY OF INFORMATION**

**TABLE 1**

	<b>RA</b>	<b>ASA 1</b>	<b>ASA 2</b>	<b>ASA 3</b>	<b>ASA 4</b>
<b>Projection Period</b>	*Oct 2021 – Sept 2022	Nov 2022 – Oct 2023			
<b>Certified FFB Processed (MT)</b>	206,068.21	200,997.20			
<b>Production of Certified CPO (MT)</b>	43,994.34	37,677.04			
<b>Production of Certified PK (MT)</b>	10,933.67	9,106.76			
<b>Certified Areas (Ha)</b>	14,474.29	**14,446.51			
<b>Planted Areas (Ha)</b>	13,106.62	***13,048.82			
<b>Production Areas (Ha)</b>	10,693.17	10,536.04			
<b>HCV Areas / Conservation Areas (Ha)</b>	39.04	39.04			
<b>REMARKS</b>	<p>*Actual period covered, Oct 2021 – Oct 2022</p> <p>**Reduce 27.78 Ha from certified Seri Intan Estate due land sold to GJH Cemerlang Sdn Bhd on Jan 22. Sighted email dated 21/10/2021 from Siti Hafsha Lokman on the sale and purchase of all that piece of freehold agricultural land under Geran 135803, Lot 23271, Mukim Durian Sebatang, Daerah Hilir Perak, Negeri Perak.</p> <p>***Reduce 57.80 Ha from planted area Seri Intan Estate due to latest GPS survey conducted in Feb 2022.</p>				

**TABLE 2**

	<b>PO</b>	<b>PK</b>
<b>**Last years certified volume (MT)</b>	43,994.34	10,933.67
<b>Last years actual certified sold (MT)</b>	3,600.02	6,472.95
<b>Last years actual sold under other schemes (MT)</b>	0.00	0.00
<b>Last years sold conventional (MT)</b>	28,988.38	1,139.78
<b>Last year actual sold CSPO credits (where applicable)</b>	0.00	0.00
<b>New year certified volume (MT)</b>	37,677.04	9,106.76

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**1.0 AUDIT PROCESS**

**1.1 Certification Body**

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

SIRIM QAS International has vast experience in conducting audits related to RSPO certification. It has certified more than a hundred palm oil mills and several estates to ISO 14001 & ISO 45001. 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**

<b>Member of the Audit Team</b>	<b>Role/area of RSPO requirements</b>	<b>Qualifications</b>
Mohd Ab Raouf bin Asis	Lead Auditor	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.
Mohd Razman bin Salim	Auditor, Social	Holds B.Sc. Forestry (Hons) from Universiti Putra Malaysia with more than 4 years of working experience in the Forest Management, forest, HCVF and ecology.
Rozaimée bin Ab Rahman	Auditor, Supply Chain, Environment	Holds a B. Sc. of Agriculture. He had 7 years of working experience in the oil palm operation. He is a qualified Lead Auditor for RSPO P&C and MSPO.
Dzulfiqar bin Azmi	Auditor, Safety and Environment	Holds a B. Sc. in Agriculture from University Teknologi Malaysia (UiTM). He had more than 5 years of working experience in the oil palm operation. He has experience in auditing since 2018. He is RSPO Lead Auditor since Oct. 2020.
Ismail Adnan bin Abd Malik	Auditor, Social and HCV	Holds a Master of Forestry, University of British Columbia, Canada. experience as Sub Assistant Conservator, involved with Forest Administration/Management and Enforcement. seven years as Forest Officer / Logging Superintendent. Senior Lecturer, UPM. A qualified RSPO P & C Auditor with experience in Forest, Social and MSPO auditing.

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### 1.3 Audit methodology

The audit covered the Seri Intan Palm Oil Mill and 4 of its supply base. The sampling methodology applies for supply base with higher than four estates. The sampling shall be conducted in conformance with the requirement specified in the RSPO Certification Systems Document, Nov 2020. The 4 supply base covered during the audit are Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate and Bikam Estate. The audit included an on-site audit to the estates, mill and settlers' 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

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

Stakeholders interviewed	Evidence from stakeholder consultation
1) Employees / Workers Organizations (local / foreign / Orang Asli workers / male & female)	<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"> <li>▪ 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.</li> <li>▪ 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.</li> <li>▪ They have been getting salaries above RM1,500 since May 2022. Salaries were paid before the 7<sup>th</sup> of every month.</li> <li>▪ No abuse at work, and no sexual harassment. They understand what constitutes sexual harassment.</li> <li>▪ No discrimination between migrant workers and local workers, between male and female workers.</li> <li>▪ Comfortable housing with water and electricity provided. Local workers choose to stay in their houses in the nearby villages.</li> <li>▪ Have access to affordable food from the canteen/sundry shops within the estate/mill premises.</li> <li>▪ Entitled to free medical facilities at the estate clinic.</li> <li>▪ 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.</li> <li>▪ They knew the types of work offered at mill &amp; estate when they were in their own countries.</li> <li>▪ All migrant workers keep their own passports.</li> <li>▪ One (1) of the issue been highlighted in the social action plan was issue on salary revised and mitigation plan at Seri Intan Estate for the harvesting works. This was evidenced via interview and documentation review at Seri Intan Main Div and Selaba Div. There was a test pilot in Seri Intan Estate on harvesting rate, previously not accordance to the MAPA rate and now revised to MAPA rate. However, the harvesting rate for two (2) months i.e., August and September 2021 were below compared</li> </ul>

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	<p>on the previous months rate. Harvester for both divisions was lodged some grievance regarding the harvesting rate during the audit which the rate they get lower from previous months. A follow up with the management has been carried out accordingly and the management confirmed that they are aware but as the system is on company level, they are waiting from HQ feedback also, the new scheme launches at the estate level.</p> <p>During this Surveillance 1 audit 2022, the above issue has been reviewed by audit team. It was evident that the same rate has been applied for Main Division and Selaba Division.</p>
2) Settlers	Not applicable
3) Villagers / Local communities (including women representatives, displaced communities)	Interviewed village representatives, confirmed no land dispute.
4) Suppliers	Suppliers interviewed and confirmed fair dealings with the SOU. Payments are made within 1 months of invoice.
5) Contract workers (local / foreign / Orang Asli workers / male & female)	Among contractor's workers were sampled and verified. 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 Employment Act 1955 and payroll documents give accurate information on compensation for all work performed and complied with Minimum Wages Order (Amendment) 2022. However, some of the contractor workers was found lack of awareness on human right implementation. Thus, NCR was raised under indicator 3.7.1.
6) Local & national NGOs	Not applicable
7) Government agencies / Statutory bodies	Not applicable
8) Independent growers / Smallholders	There was no third-party FFBs sent to the mill. No contract involved with smallholder.
9) Indigenous people	Not applicable
10) Contractor	The contractor vendor management system training given was not comprehensive and not fully understood by the contractor. As a result, NCR was raised under indicator 3.7.1.
11) Previous land owner (if any)	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 and Bikam Estate 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 had bought and leased 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.
12) Others (please specify)	Not applicable

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.



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### 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 (Oct 2021 to Oct 2022)

Estates	FFB Production		Certifying CB
	Tonnes	Percentage (%)	
Seri Intan	25,639.08	16.03	SIRIM
Sabrang	30,962.27	19.36	SIRIM
Sungai Wangi	25,895.51	16.19	SIRIM
Sogomana	31,573.37	19.74	SIRIM
Bikam	19,835.63	12.4	SIRIM
Cluny	1,254.31	0.78	SIRIM
Bagan Datuk	6,946.9	4.34	BSI
Flemington	3,939.2	2.46	BSI
Sg Samak	6,592.33	4.12	BSI
Sabak Bernam	6,582.93	4.115	BSI
Kinta Kellas	0.862	0.005	BSI
<b>Total</b>	<b>159,222.40</b>	<b>100</b>	

Table 2: Projected FFB production by supply base for the next reporting period (Nov 2022 – Oct 2023)

Estates	FFB Contribution	
	Tonnes	Percentage (%)
Seri Intan	34,498.06	20.00
Sabrang	59,080.12	30.00
Sungai Wangi	29,118.63	13.00
Sogomana	46,452.59	25.00
Bikam	31,847.80	12.00
<b>Grand Total</b>	<b>200,997.20</b>	<b>100</b>

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Table 3: Actual FFB received and CPO & PK dispatch by Seri Intan POM for the last reporting period (Oct 2021 to Oct 2022)

	Total (MT)
FFB Received	159,222.40
FFB Processed	159,222.40
CPO Production	38,996.17
PK Production	8,040.18
CPO delivered as RSPO certified	3,600.02
CPO delivered under other schemes (MT)	-
CPO delivered as non-RSPO certified	28,988.38
PK delivered as RSPO certified	6,472.95
PK delivered under other schemes (MT)	-
PK delivered as non-RSPO certified	1,139.78
Credits traded thru Book & Claim	0

Table 4: Projected FFB received and CPO & PK dispatch by the Mill of the next reporting period (Nov 2022 – Oct 2023)

RSPO Supply Chain Mode: Identity Preserved	Total (MT)
FFB Received	200,997.20
FFB Processed	200,997.20
CPO Production	37,677.04
PK Production	9,106.76

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

Estate	Planted (ha)	Certified (ha)
Seri Intan Estate	3,418.36	3,985.38
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
<b>Total</b>	<b>13,048.82</b>	<b>14,446.51</b>

**Remarks:**

1. Reduce 27.78Ha from certified Seri Intan Estate due land sold to GJH Cemerlang Sdn Bhd in Jan 22.
2. Reduce 57.80 Ha from planted area Seri Intan Estate due to latest GPS survey conducted in Feb 2022.

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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 (%)
1996	1st	Mature	90.46	3%
1998	1st	Mature	129.35	4%
2004	1st	Mature	222.03	6%
2005	1st	Mature	194.94	6%
2007	1st	Mature	444.62	13%
2008	1st	Mature	57.96	2%
2009	1st	Mature	345.78	10%
2013	2nd	Mature	193.70	6%
2015	2nd	Mature	170.89	5%
2016	2nd	Mature	148.82	4%
2017	2nd	Mature	376.28	11%
2018	2nd	Mature	162.17	5%
2019	2nd	Mature	136.90	4%
2020	3rd	Immature	116.55	3%
2021	3rd	Immature	231.46	7%
2022	3rd	Immature	396.45	12%
<b>TOTAL</b>			<b>3418.36</b>	<b>100.00</b>

Table 7: Planting profile for Sungai Wangi Estate

Year of planting	Planting cycle (1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
1999	2 <sup>nd</sup> Generation	Mature	374.43	18.70
2000	2 <sup>nd</sup> Generation	Mature	251.28	12.55
2014	3 <sup>rd</sup> Generation	Mature	79.64	03.97
2017	3 <sup>rd</sup> Generation	Mature	213.56	10.66
2018	3 <sup>rd</sup> Generation	Mature	286.07	14.29
2018	1 <sup>st</sup> Generation	Mature	21.46	1.07
2019	3 <sup>rd</sup> Generation	Mature	128.71	6.43
2020	3 <sup>rd</sup> Generation	Immature	119.73	5.97
2022	3 <sup>rd</sup> Generation	Immature	236.89	11.82
2012	3 <sup>rd</sup> Generation	Mature	272.55	13.60
2006	2 <sup>nd</sup> Generation	Mature	18.27	0.91
<b>TOTAL</b>			<b>2002.59</b>	<b>100</b>

Table 8: Planting profile for Sogomana Estate

Year of planting	Planting cycle (1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
1998	2 <sup>nd</sup> Generation	Mature	456.85	21.78
1999	2 <sup>nd</sup> Generation	Mature	460.72	21.91
2014	3 <sup>rd</sup> Generation	Mature	202.37	9.63
2015	3 <sup>rd</sup> Generation	Mature	74.16	3.52
2016	3 <sup>rd</sup> Generation	Mature	137.97	6.57
2017	3 <sup>rd</sup> Generation	Mature	65.83	3.13
2018	3 <sup>rd</sup> Generation	Mature	220.30	10.48
2019	3 <sup>rd</sup> Generation	Mature	98.08	4.66
2020	3 <sup>rd</sup> Generation	Immature	67.1	3.19
2021	3 <sup>rd</sup> Generation	Immature	79.1	3.76

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2022	3 <sup>rd</sup> Generation	Immature	238.81	11.37
<b>TOTAL</b>			<b>2101.29</b>	<b>100</b>

Table 9: Planting profile for Sabrang Estate

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

Table 10: Planting profile for Bikam Estate

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

## RSPO PUBLIC SUMMARY REPORT

### 2.3 Organizational Information/Contact Person(s)

The details of the contact person are as below:

Name	:	Azhanizan R. Deni
Position	:	Senior 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	:	<a href="mailto:azhanizan.deni@simedarbyplantation.com">azhanizan.deni@simedarbyplantation.com</a>

### 3.0 AUDIT FINDINGS

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

No change.

#### 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 (in Att. 6)

- 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?

- 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 \_\_\_\_\_

- 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.)

Certified ha reduced 27.78 Ha from Seri Intan Estate due land sold to GJH Cemerlang Sdn Bhd on Jan 22. Sighted email dated 21/10/2021 from Siti Hafsha Lokman on the sale and purchase of all that piece of freehold agricultural land under Geran 135803, Lot 23271, Mukim Durian Sebatang, Daerah Hilir Perak, Negeri Perak.

Planted ha reduce 57.80 Ha from planted area Seri Intan Estate due to latest GPS survey conducted

## RSPO PUBLIC SUMMARY REPORT

on Feb 2022.

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)  
(details refer to Attachment 3) List : -

Total no. of major NCR(s)  
(details refer to Attachment 3) List : 3.7.1

4.2 For SC (Details checklist refer to Attachment 5) :

Total no. of minor NCR(s)  
(details refer to Attachment 3) List : -

Total no. of major NCR(s)  
(details refer to Attachment 3) List : 3.8.5

### 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.

**RSPO PUBLIC SUMMARY REPORT**

**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 AB RAOUF BIN ASIS**



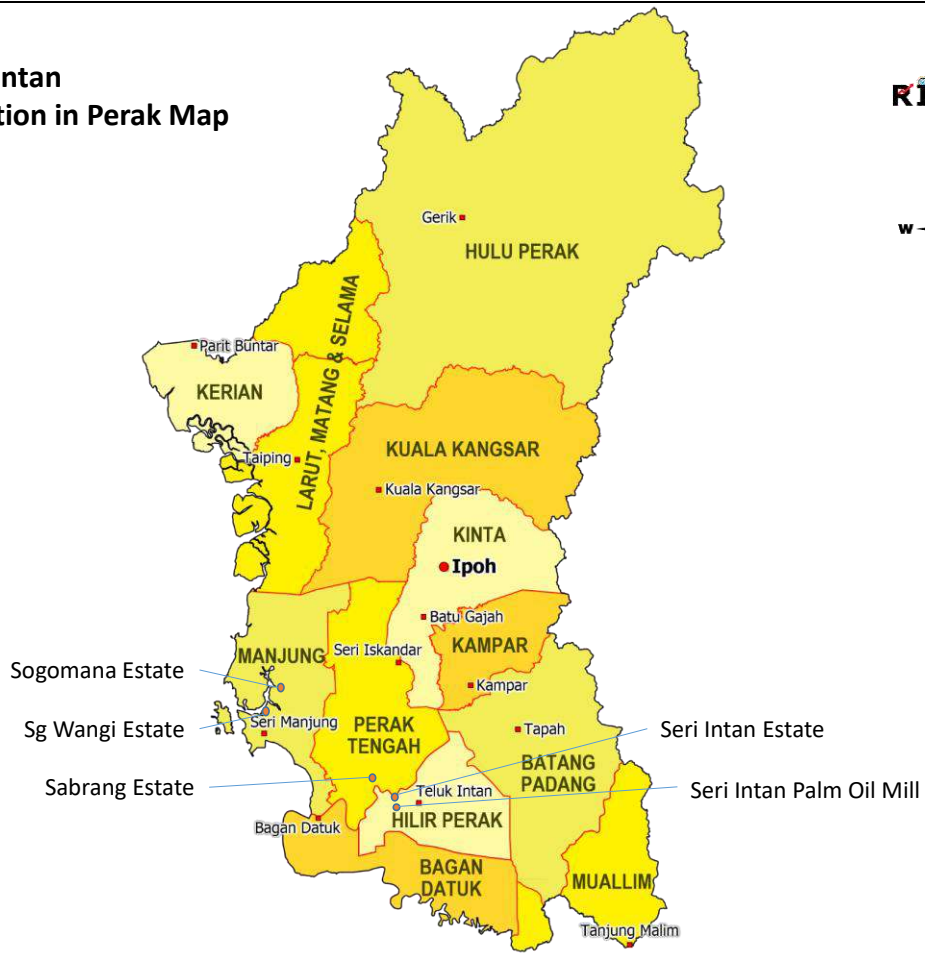
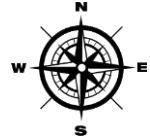
7/02/2023

(Name)

(Signature)

(Date)

**SOU 5 Seri Intan  
Estate Location in Perak Map**





## SURVEILLANCE AUDIT PLAN

### 1. Objectives

The objectives of the audit are as follows:

- (i) To determine Certification Unit conformance against the relevant certification standards.
- (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** : 7- 11 November 2022

3. **Site of assessment** : Seri Intan CU

- i) Seri Intan POM
- ii) Seri Intan Estate
- iii) Sungai Wangi Estate
- iv) Sabrang 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) Lead Auditor: Mohd Ab Raouf bin Asis (MAR) – External stakeholder (Mill), TBP, Metrics Template
- ii) Auditor: Rozaimie bin Ab Rahman (RAR) – SC, Env (Estate)  
Dzulfiqar bin Azmi (DA) – Safety, Env (Mill)  
Mohd Razman bin Salim (MRS) – Internal Employees (Social)  
Ismail Adnan Abdul Malik (IA) – HCV, External Stakeholder (Estate)

*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 2021 to December 2021**, and
  - ii. 12 month period counting up to two months before audit month: **Aug 2021 to Jul 2022**
- b) Reporting time frames for demographic data:
  - i. For mill and estate workers: **as of 31 December 2021**
  - ii. For smallholders and outgrowers: **January 2021 to December 2021**
- c) Reporting time frame for all other social and environmental data:

**i. January 2021 to December 2021**

The updated Metrics Template (as attached, the version 2.0) will be enforced from 1 August 2021.

**9. Audit Findings**

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

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

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

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

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

**10. Working Language** : English and Bahasa Malaysia

**11. Reporting**

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

**12. Facilities Required**

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

**13. Assessment Programme Details** : As below

**RSPO PUBLIC SUMMARY REPORT**

**Day 1: Monday (7/11/2022)**

<b>Time</b>	<b>Activities / areas to be visited</b>	<b>Auditee</b>
8.30am	Opening Meeting at Seri Intan POM – Audit team introduction and briefing on assessment objectives, scope, methodology, criteria and programmes by SIRIM QAS Audit Team Leader.	
8.45am	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
9.00am	To assign each audit team members – site and the P&C requirements	
	<b>(Raouf, Rozaimée, Dzulfiqar, Razman) Seri Intan POM</b>	
	<ul style="list-style-type: none"> <li>• Assessment of Supply Chain System Requirement</li> <li>• Social aspects -SIA, management plan &amp; implementation, workers' quarters,</li> <li>• Stakeholder consultation with employees, contractors, etc</li> <li>• Interview with gender committee, safety committee, worker representative, contractors, supplier, etc.</li> <li>• Stakeholder consultation with affected communities surrounding the estate</li> <li>• Land titles user rights</li> <li>• Good agriculture practices</li> <li>• New planting</li> <li>• Occupational safety &amp; health aspects, chemical management</li> <li>• Legal &amp; Other requirement</li> <li>• Time Bound Plan</li> <li>• Metrics Template</li> <li>• Info required</li> <li>• Environmental management, waste &amp; chemical management</li> <li>• GHG Calculation</li> <li>• Inspection of protected sites with HCV attributes, forested area, plantation boundary, adjacent and neighbouring land use, riparian zone</li> </ul>	
12.30pm	<b>LUNCH BREAK</b>	All
14.00pm	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / End of Day 1 audit	All

**Day 2: Tuesday (8/11/2022).**

<b>Time</b>	<b>Activities / areas to be visited</b>	<b>Auditee</b>
8.30am	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
	<b>(Raouf, Rozaimie, Dzul, Razman, Ismail) Seri Intan Estate</b>	Guide(s) for each auditor
	<ul style="list-style-type: none"> <li>• Social aspects -SIA, management plan &amp; implementation, workers' quarters,</li> <li>• Stakeholder consultation with employees, contractors, etc</li> <li>• Interview with gender committee, safety committee, worker representative, contractors, supplier, etc.</li> <li>• Stakeholder consultation with affected communities surrounding the estate</li> <li>• Land titles user rights</li> <li>• Good agriculture practices</li> <li>• New planting</li> <li>• Occupational safety &amp; health aspects, chemical management</li> <li>• Legal &amp; Other requirement</li> <li>• Time Bound Plan</li> <li>• Metrics Template</li> <li>• Info required</li> <li>• Environmental management, waste &amp; chemical management</li> <li>• GHG Calculation</li> <li>• Inspection of protected sites with HCV attributes, forested area, plantation boundary, adjacent and neighbouring land use, riparian zone</li> </ul>	Guide(s) for each auditor
12.30pm	<b>LUNCH BREAK</b>	All
14.00pm	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / End of Day 2 audit	All

## RSPO PUBLIC SUMMARY REPORT

### Day 3: Wednesday (9/11/2022)

Time	Activities / areas to be visited	Auditee
8.30am	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
	<b>(Raouf, Rozaimee, Dzul, Razman, Ismail) Sungai Wangi Estate</b>	Guide(s) for each auditor
	<ul style="list-style-type: none"> <li>• Social aspects -SIA, management plan &amp; implementation, workers' quarters,</li> <li>• Stakeholder consultation with employees, contractors, etc</li> <li>• Interview with gender committee, safety committee, worker representative, contractors, supplier, etc.</li> <li>• Stakeholder consultation with affected communities surrounding the estate</li> <li>• Land titles user rights</li> <li>• Good agriculture practices</li> <li>• New planting</li> <li>• Occupational safety &amp; health aspects, chemical management</li> <li>• Legal &amp; Other requirement</li> <li>• Time Bound Plan</li> <li>• Metrics Template</li> <li>• Info required</li> <li>• Environmental management, waste &amp; chemical management</li> <li>• GHG Calculation</li> <li>• Inspection of protected sites with HCV attributes, forested area, plantation boundary, adjacent and neighbouring land use, riparian zone</li> </ul>	
12.30pm	<b>LUNCH BREAK</b>	All
14.00pm	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / End of Day 3 audit	All

## RSPO PUBLIC SUMMARY REPORT

### Day 4: Thursday (10/11/2022)

Time	Activities / areas to be visited	Auditee
8.30am	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
	<b>(Raouf, Rozaimie, Dzul, Razman, Ismail)</b> <b>Sabrang Estate</b>	Guide(s) for each auditor
	<ul style="list-style-type: none"> <li>• Social aspects -SIA, management plan &amp; implementation, workers' quarters,</li> <li>• Stakeholder consultation with employees, contractors, etc</li> <li>• Interview with gender committee, safety committee, worker representative, contractors, supplier, etc.</li> <li>• Stakeholder consultation with affected communities surrounding the estate</li> <li>• Land titles user rights</li> <li>• Good agriculture practices</li> <li>• New planting</li> <li>• Occupational safety &amp; health aspects, chemical management</li> <li>• Legal &amp; Other requirement</li> <li>• Time Bound Plan</li> <li>• Metrics Template</li> <li>• Info required</li> <li>• Environmental management, waste &amp; chemical management</li> <li>• GHG Calculation</li> <li>• Inspection of protected sites with HCV attributes, forested area, plantation boundary, adjacent and neighbouring land use, riparian zone</li> </ul>	
12.30pm	<b>LUNCH BREAK</b>	All
14.00pm	Continue assessment	Guide(s) for each auditor
16.00 - 18.00pm	Audit team discussion / End of Day 4 audit	All

## RSPO PUBLIC SUMMARY REPORT

### Day 5: Friday (11/11/2022).

Time	Activities / areas to be visited	Auditee
8.30am	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
	<b>(Raouf, Rozaimiee, Dzul, Razman, Ismail) Bikam Estate</b>	Guide(s) for each auditor
	<ul style="list-style-type: none"> <li>• Social aspects -SIA, management plan &amp; implementation, workers' quarters,</li> <li>• Stakeholder consultation with employees, contractors, etc</li> <li>• Interview with gender committee, safety committee, worker representative, contractors, supplier, etc.</li> <li>• Stakeholder consultation with affected communities surrounding the estate</li> <li>• Land titles user rights</li> <li>• Good agriculture practices</li> <li>• New planting</li> <li>• Occupational safety &amp; health aspects, chemical management</li> <li>• Legal &amp; Other requirement</li> <li>• Time Bound Plan</li> <li>• Metrics Template</li> <li>• Info required</li> <li>• Environmental management, waste &amp; chemical management</li> <li>• GHG Calculation</li> <li>• Inspection of protected sites with HCV attributes, forested area, plantation boundary, adjacent and neighbouring land use, riparian zone</li> </ul>	
12.30pm	<b>LUNCH BREAK / FRIDAY PRAYER</b>	All
14.30pm	Continue assessment Verification on outstanding issues for CU Auditor to inform auditee on the required document / records Continue Audit Team discussion and preparation of assessment findings.	Guide(s) for each auditor
16.00 - 18.00pm	Discussion and acceptance on assessment findings with Management Representative and visited site Plantation / Scheme Manager Closing meeting at CU End of audit	All

**RSPO PUBLIC SUMMARY REPORT**

**Attachment 3**

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

**Principle 1: Behave ethically and transparently**

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

Clause	Indicators	Comply Yes/No	Findings
1.1 The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	1.1.1 (C) Documents that are specified in the RSPO P&C are made available to the public.	Yes	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 <a href="http://www.simedarbyplantation.com/">http://www.simedarbyplantation.com/</a> . 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 <a href="http://www.yayasansimedarby.com/">http://www.yayasansimedarby.com/</a> .
	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 <a href="http://www.simedarbyplantation.com/">http://www.simedarbyplantation.com/</a> .
	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. Evidence of the stakeholder meeting conducted are available and the stakeholder feedback were recorded in the SIA plan.
	1.1.4 (C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.	Yes	Sime Darby Plantation Berhad developed Procedure for External Communication, detailed the process of handling complaints from stakeholders and the time frame for external communication to be dealt with. The time frame to provide feedback is within two weeks of the date of receipt for communication and within one week of the completion of the investigation. The procedure was made available on the notice boards in the Estate and Mill offices and Muster Grounds. The procedure addresses the process of handling social issues raised by the stakeholders and resolve in an effective, timely and appropriate manner.
	1.1.5 There is a current list of contact and details of stakeholders and their nominated representatives.	Yes	All 4 Estates and Mill continued to maintain the stakeholder's information (address, contact number, nominated representatives) which including internal & external stakeholders such as, the contractors, vendors/suppliers, foreign recruitment agencies, embassy, government agencies, schools, local communities, CPO/PK customers, gender



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Clause	Indicators	Comply Yes/No	Findings
			committee and union representative, etc.
1.2 The unit of certification commits to ethical conduct in all business operations and transactions.	1.2.1 A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.	Yes	The 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: Equal opportunity and non-discrimination, Criminal activities, Counter Financing of Terrorism, Avoiding conflicts of interests, Guarding against bribery and corruption, How to report a violation, and Anti-money laundering and anti-terrorism financing 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.
	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 Plantation Berhad 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.

### **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 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	Seri Intan CU had documented the Legal & Other Requirements Register (LORR) covering all the necessary regulatory requirements. List of applicable legal and other requirements was made available during the assessment. The Seri Intan CU was tracking any changes to applicable law and the Group Sustainability Department (GSD) is the person responsible to monitor any changes to the law and to cascade those changes to all sites. Various sources were referred in obtaining information about the updates of legal requirements. This includes checking with the industrial association (e.g., MPOA, EMPA, SECA, etc.), attending seminar/conference, buying of the law books, government agencies websites, etc.
	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, Bikam Estate and Sg. Wangi Estate. In all the Estates, the boundary pegs/trenching were evident and visible along the boundary adjacent to another plantation area or smallholder's plantation.

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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	The list of contracted parties available as per stakeholder list all the estates and the mill continued to maintain the stakeholders' information.
	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 contracted parties/vendors were required to signed Vendor Integrity Pledge (VIP) and to comply with all applicable laws and regulations related anti-bribery, fraud and corruption and Vendor Code of Business Conduct (VCOBC) such as labour and Human Rights.
	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	The contract documents and Vendor Integrity Pledge (VIP) records sighted in the indicator 2.2.2 above also contain clauses disallowing child, forced and trafficked labour. No young workers are employed by contractors and vendors.
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"> <li>• Information on geo-location of FFB origins.</li> <li>• Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder</li> <li>• One or more supporting documents for claims</li> <li>• Valid MPOB license</li> </ul>	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	Not applicable.

## RSPO PUBLIC SUMMARY REPORT

### **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	A business or management plan (minimum three years) is documented and made available for review during the conduct of audit.
	3.1.2 An annual replanting programme projected for a minimum of five years with yearly review, is available.	Yes	The replanting program from 2023-2026 was verified during audit.
	3.1.3 The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.	Yes	The SOU 5 Seri Intan holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken, and were verified during the audit.
3.2 The CU 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	Continuous Improvement Plan has been implemented dated January 2021. The improvement plan outlined issues highlighted as per in the EAI as well as other reporting means i.e. internal audit as well as external audit. Example of the items outlined are compliance with legal requirement, reduction usage of pesticides, environmental impact, waste reduction, pollution and Greenhouse Gas (GHG). As for the social plan, the Management Plan on Social Impact Assessment – FY2021, CSR Records and the Stakeholders Meeting was reviewed.
	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	RSPO Metrics Template was verified and find use the accurate.
3.3 Operating procedures are appropriately documented, consistently implemented and	3.3.1 (C) Standard Operating Procedures (SOPs) for the unit of certification are in place.	Yes	Relevant Standard Operating Procedures (SOPs) for the unit of certification are in place.
	3.3.2 A mechanism to check consistent implementation of procedures is in place.	Yes	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 Group Sustainability Department.

**RSPO PUBLIC SUMMARY REPORT**

Clause	Indicators	Comply Yes/No	Findings
monitored.	3.3.3 Records of monitoring and any actions taken are maintained and available.	Yes	Records of monitoring and actions taken by the estates continued to be maintained. This is to ensure that the established procedures were consistently implemented. Records of monitoring and actions taken by all 4 estates were maintained and kept for a minimum of 12 months.
3.4 A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.	3.4.1 (C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/outgrower scheme, is documented.	Yes	There are no new plantings or new operations within Seri Intan CU. Nevertheless, each unit has its own Environmental Aspect & Impact (EAI) and Social Impact Assessment (SIA) done which have been prepared internally by the Sustainability Department. Details of the EIA and SIA are contained in Indicator 3.4.2 below.
	3.4.2 For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.	Yes	<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) in 2014 for estate and 2013 for mill by Social &amp; 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 &amp; 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>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 (1) Stakeholder, (2) Union/NUPW, (3) Gender Community, (4) Other issues. 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> <p>Identification and evaluation of environmental aspect impact was done for all activities and processes related to the mill operation. Among the most significant environmental receptors are the boiler stack emission which associated with air emission, palm oil mill effluent (POME) discharge to waterways. The EAI review process had included stakeholders' consultation with regards to environmental aspects, impacts, and pollution control, and ERT, HCV and land usage issues. The reviews done had involved respective internal stakeholders such as workers representative, estate management and involvement with external stakeholders such as from Govt. agencies, neighboring estates, local villagers, suppliers and contractors. So far, no issues related to environmental has been highlighted during stakeholder's meeting. At all the estates, field</p>

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Clause	Indicators	Comply Yes/No	Findings
	3.4.3 (C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.	Yes	<p>activities that includes fertilizing, spraying, transportation of FFB, garbage disposal, landfill management, road maintenance, wildlife and land conservation activities. The mitigation measures were continued to be implemented to minimise the negative impacts.</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> <p>One (1) of the issue been highlighted in the social action plan was issue on salary revised and mitigation plan at Seri Intan Estate for the harvesting works. This was evidenced via interview and documentation review at Seri Intan Main Div and Selaba Div. It can be confirmed that the new harvesting rate for Main Division &amp; Selaba Division is the same.</p> <p>Significant environmental aspect and impact mitigation methods was implemented from Environmental Aspect &amp; Impact (EAI) and Environmental Impact Evaluation (EIE). Those activities evaluated as significant were then monitored using the management control and mitigation measure established for each activity where the significant impacts occurred. The EAI/EIE assessments had included the identification of aspects and impacts from resulting from the mill and estates operations. A timetable with responsibilities for mitigation and monitoring was reviewed and updated as necessary. The CU had appointed specific person in charge (PIC) responsible for taking actions on each of the mitigation measures with specific time intervals.</p> <p>The stakeholders consultation was carried out to external and internal stakeholders i.e., estates/mill representative workers, estate/mill management, government agencies, NGO, school, villagers and private sectors (contractors/suppliers and neighboring estates). Evidence of the above stakeholder consultation conducted are available and the stakeholder feedback were recorded in the EAI action plan. So far, no negative impact issues related to environmental have been highlighted during stakeholders meeting.</p>
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	<p>Sime Darby Plantation Berhad has developed Workforce Management Unit Liaison &amp; Recruitment (LR) Procedure:</p> <ul style="list-style-type: none"> <li>- Hiring local workers - SOP Hiring of Local Workers</li> <li>- Hiring foreign workers - SOPP Workforce Management Unit</li> <li>- Termination – Industry Relation Manual – 08. Misconduct and Discipline.</li> </ul> <p>The procedure details out the process of hiring (application form, screening, interview, requisition approval from Regional GM, medical check-up and issuance of letter of offer). The recruitment process was clearly stated in the procedure where the recruitment was based age, medical fitness and etc. There is no 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.</p>

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	3.5.2 Employment procedures are implemented, and records are maintained.	Yes	Employment procedures i.e., hiring of local workers & hiring of foreign workers are available. 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 hazard identification, risk assessment and risk control (HIRARC) procedure has been established. Seri Intan CU have conducted the risk assessment on all its operation as well as determining their control measures. Risk assessment been identified on activities such as Replanting, Nursery, harvesting, spraying, manuring, fertilizer store, crèche, shop house, general & chemical store, workshop, Water treatment Plant, clinic, worker's quarters etc. have been carried out and control measures determined.
	3.6.2 (C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.	Yes	Health, Safety and Environment Policy for Sime Darby Plantation Berhad have been established for Upstream and Group. The policy had been communicated to all levels of the organization through morning briefings and also being displayed prominently in Bahasa Malaysia and English on notice boards at mill and estates office and Muster Ground. At Seri Intan CU on the OHS management plan has established for 2022 to addressed issues related to hazards and risks, legal register and its requirements for compliance, incident reporting, ERP, chemical safety management, risk management, noise management, contractor safety management, communication, inspection, awareness and competency training, DOSH visit and inspection/audit, etc. Generally, the OSH plans were acceptable.
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.	No	The operating units visited has conducted training need analysis for all employee, management and contractors. The need analysis was conducted based on the job designation and training required by the job type. Trainings was identified for management, employee and contractors and programmed throughout FY 2021 and 2022. The training identified covers the safety and health, environmental and social aspect. The trainings were sighted to have included Gender Specific Training and involves staffs and workers. However, the contractor vendor management system training given was not comprehensive and not fully understood by the contractor. It was found that, the Harvesting Contractor is lack of awareness on Employment Act 1955 such as not implementing employment contract, discrepancies of data in documentation of pay and condition, payment received not as per employment contracts, time of payment of wages and annual leave payments. <i>As a result, Major NCR DA 01 2022 was raised.</i>
	3.7.2 Records of training are maintained, where appropriate on an individual basis.	Yes	Records of training was maintained, where appropriate on an individual basis. Sighted the training record for 2021 and 2022 conducted.
	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	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 Oct 2022 by Regional Sustainability Quality Management (RSQM) attended by 6 person including PIC, Clerk, Assistant Engineer, Staff, Weighbridge Operator and Attendance list & photograph was seen.

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Clause	Indicators	Comply Yes/No	Findings
	and relevant to the task(s) performed.		

**SUPPLY CHAIN REQUIREMENTS FOR MILLS**

Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.1	Identity Preserved Module 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 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.	Yes	Seri Intan Palm Oil Mill (SIPOM) sourced for their FFB only from estates under the same SOU 5 which involve Seri Intan estate, Bikam Estate, Sogomana estate, Sungai Wangi Estate, Sabrang Estate. They also receive diverted certified crop from SOU 4 & 6. 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.
3.8.2	Mass balance Module 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 3 <sup>rd</sup> party certified supply base.	Yes	Not applicable since SIPOM using IP model.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.3	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.	Yes	As provided in the report above.
3.8.4	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).	Yes	Member Name Member Name: Seri Intan Oil Mill Holding Name: Sime Darby Plantation Berhad Commodity: Palm Oil RSPO Membership Number: 1-0008-04-000-00 Type of Business: Oil mill License Status: Active Supply Chain Model: Identity Preserved



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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
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"> <li>• Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</li> <li>• Complete and up to date records and reports that demonstrate compliance with the supply chain model req (including training records).</li> <li>• Identification of the role of the person having overall responsibility for and authority over the implementation of these reqs and compliance with all applicable reqs. This person shall be able to demonstrate awareness of the org's proc for the implementation of this standard.</li> <li>• The site shall have doc proc for receiving and processing certified and non-certified FFBs.</li> </ul>	No	<p>'Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia' is available. The procedure was kept in file RSPO Supply Chain Manual. Appropriate changes were also made in the change to include the new clause Production of ISCC certified waste/residues materials at the mill. Appropriate training for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS) has been conducted in Oct 2022 by Regional Sustainability Quality Management (RSQM) attended by 6 person including PIC, Clerk, Assistant Engineer, Staff, Weighbridge Operator and Attendance list &amp; photograph was seen.</p> <p>Letter of Appointment as Person in Charge for Environmental/ Quality Management Systems (inclusive of RSPO SCCS) for Senior Assistant Manager was sighted and found adequate. He's being assisted by Second Clerk and other relevant mill personnel.</p> <p>However, during review of weighbridge ticket record was not up to date as per procedure 'Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia'– 6.0 Delivery of FFB from estate, 6.3 – estate shall ensure sufficient information stated on the weighbridge ticket or consignment note off all FFB including: i-RSPO and MSPO certificate number (where applicable). Bikam Estate RSPO certificate number stated in w/b ticket (RSPO cert. no: RSPO-PC00110) not up to date as per actual certificate number (RSPO cert. no: RSPO-PC00109), Thus, Major NCR RAR 01 2022 has been raised.</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"> <li>• Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</li> <li>• Effectively implements and maintains the standard requirements within its organisation.</li> <li>• 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.</li> </ul>	YesS	<p>As describe under para 18.0 SOP for Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia, SIPOM refer to this procedure which is follow the RSPO Supply Chain Certification Standard Revision 2020 requirements. Audit report has also been established. The audit was conducted against the RSPO Supply Chain Certification Standard Revision 2020 requirements.</p> <p>RSPO internal audit was conducted in Sept 2022 by the internal audit team. The internal audit has followed the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. There are zero NCR. Audit Attendance sheet, audit plan, audit notes, was sighted by auditor.</p> <p>Documented procedure has defined management review will be conducted once a year Management review meeting has been conducted in Sept 2022 too (combine RSPO, RSPO SCCS and MSPO)</p> <ul style="list-style-type: none"> <li>•Internal audit – 0 NCR (SCCS only)</li> <li>•Customer feedback – data analysis show result from customer survey (i.e. RSPO-CSPO related to meeting the contract volume, timely delivery, dispatch documentation) result achieved.</li> <li>•Previous meeting – was highlighted</li> <li>•Changes – There is no significant changes.</li> <li>•Recommendation for improvement – improve the established system.</li> </ul>

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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>	Yes	<p>Seri Intan Palm Oil Mill (SIPOM) sourced for their FFB only from estates under the same SOU 5 which involve Seri Intan estate, Bikam estate, Sogomana estate, Sungai Wangi Estate, Sabrang Estate. They also receive diverted certified crop from SOU 4 &amp; 6. The validity of the certificate of the supplier has been checked accordingly. Sighted sample FFB consignment note for Estates. Among the information available on the FFB consignment note are estate name, delivery date, no of FFB bunches, FFB weight, quantity, unique identification number. Monitoring records titled as "RSPO &amp; MSPO Mass Balancing Records for Oil Mills" has recorded the tonnage of certified FFB and its supplying estate. Verified through SIPOM weighing system called 'Sime Weigh' and random sample of weighbridge ticket from.</p>

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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"> <li>a) The name and address of buyer;</li> <li>b) The name and address of the seller</li> <li>c) The leading or shipment/delivery date;</li> <li>d) The date on which the documents were issued;</li> <li>e) RSPO certificate number;</li> <li>f) A description of the product, including the applicable supply chain model (IP or MB or the approved abbreviations);</li> <li>g) The quantity of the products delivered;</li> <li>h) Any related transport documentation</li> <li>i) A unique identification no.</li> </ul>	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 POM. Documented procedures related to sales and goods out were sighted and found adequate. Based on verification during the audit, SIPOM has deliver certified materials to end buyer. Therefore, following are sample of certified CPO &amp; PK sales which comply to standard requirement.</p>

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
3.8.9	<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 incl 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 op.if an audit is deemed necessary.</p> <p>c)The mill has a doc ctrl system with explicit proc 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 info, when this is announced in advance.</p>	Yes	<p>There are 1 outsource company CPO transporter. 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.</p> <p>a) One (1) outsource company CPO transporter with signed agreement dated in Dec 2020.</p> <p>b) There is contract document between Seri Intan POM and the transporters. In clause (d) Roundtable 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>c) The RSPO Supply Chain procedure has described on Para 13.0 Outsource Contractor and briefed to the contractor in Oct 2022.</p> <p>d) There is contract document between Seri Intan POM and the transporters. In clause (d) Roundtable 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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<b>Ref. in RSPO SCCS</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
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 transporters were made available and up to date in the stakeholder list and was updated in Jan 2022.
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	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.
	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 3 years as per Standard operating procedure for Sustainability Supply Chain and Traceability.
	iii ) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of	Yes	Sighted record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<p>RSPO certified CPO and PK on a real-time basis.</p> <p>iv) For Mass Balance Module, the mill:</p> <p>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.</p> <p>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.</p> <p>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.)</p>	Yes	Not applicable due to Seri Intan CU used IP model.
3.8.13	<p>Extraction rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of</p>	Yes	SIPOM 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).

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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	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.		OER & KER has been updated by daily basis and monthly summary has been used as guidance.
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	Yes	
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 certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the	Yes	Sample of shipping announcement had been verified during the audit. Based on verification through RSPO IT Platforms - Palm Trace transaction report -Certificate Allocation Log - there was no activity removed for RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage



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Ref. in RSPO SCCS	Indicators	Comply Yes/No	Findings
	<p>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	<p>Relevant information on product claim (including applicable Supply Chain model and certificate number) being correctly indicated in the relevant outgoing paperwork. SIPOM has not use RSPO corporate logo as well as trademark logo.</p>

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**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 (Revised 2020) - <a href="http://www.simedarbyplantation.com/sustainability/human-rights-charter">http://www.simedarbyplantation.com/sustainability/human-rights-charter</a> . 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.
	4.1.2 The unit of certification does not instigate violence or use any form of harassment in their operations.	Yes	From the interviews with the stakeholders, 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.
4.2 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.	4.2.1 (C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.	Yes	The system used by the SOU 5 Seri Intan in resolving disputes and grievances exists in the procedure called "Tatacara Perundingan Dalam Menangani Rungutan Dan Aduan", and "Tatacara Perundingan Dalam Menangani Masalah Sosial". The Mill and Estates within 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, emant for external stakeholders 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, Workers Helpline, and Whistle blowing Channel.
	4.2.2 Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.	Yes	From the interviews with the stakeholders, the procedures are in place and the system was understood by the affected parties.

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Clause	Indicators	Comply Yes/No	Findings
	4.2.3 The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.	Yes	The 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, meant for external stakeholders, was reviewed and found no complaints against the CU.
	4.2.4 The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.	Yes	As in 4.2.1. 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. 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 CU 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: Employing workers/staff selected from within the nearby villages and settlements, Repair tadika due to heavy rainstorm, cleaning Muslim graves and Hindu temple cleaning program.
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 and Bikam Estate 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 had bought and leased 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 and Sungkai. At Sabrang Estate, there are 32 grants, all are freehold, and ownership is SDPSB. At Seri Intan, there are 12 titles, and at Sungai Wangi 24 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.

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Clause	Indicators	Comply Yes/No	Findings
	4.4.2 Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.2a Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making.	Yes	
	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	Yes	

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities).		
	4.4.4 All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.4.5 (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	
4.5 No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own	4.5.1 (C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.	Yes	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-	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.

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Clause	Indicators	Comply Yes/No	Findings
representative institutions.	way process of consultation and negotiation.		
	4.5.3 Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.5.4 To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.	Yes	As reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. All the related documentation regarding the land acquisition was kept in Sime Darby HQ Office, Ara Damansara and the copy in the estate was verified by the auditor. There were no issues regarding land with villagers, local community and neighboring estate. Consultation with villager as reported in 4.4.1, it has been verified that the land is legitimately owned by SOU 5 Seri Intan. The audit team had confirmed that there were no land issues related to previous owners.
	4.5.5 Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.	Yes	

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Clause	Indicators	Comply Yes/No	Findings
	4.5.6 Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.	Yes	As above.
	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 above. New lands are not acquired for plantations and mills after 15 November 2018.
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, entitled "Procedures for Handling Boundaries Disputes" is available and sighted. 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	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.

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	made publicly available to them.		
4.7 For new planting, where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.	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 are not applicable for Seri Intan CU.
	4.7.2 (C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.	Yes	There was no process and outcomes of any negotiated agreements, compensation and payments to any affected parties are not applicable for Seri Intan CU.
	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 neighboring 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.
	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	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.



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Clause	Indicators	Comply Yes/No	Findings
	through appropriate conflict resolution mechanisms.		
	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.	Yes	Land conflict is not present in the area of the unit of certification. All local communities had their own land title.
	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 neighboring 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. Consultation with villager representatives confirmed that such issues does not occur in Seri Intan CU. All local communities had their own land title.

**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	
	5.1.3 (C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.	Yes	
	5.1.4 (C) Evidence is available that all parties, including women and independent	Yes	

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.		
	5.1.5 Contracts are fair, legal and transparent and have an agreed timeframe.	Yes	Interview has been made with the sampled contractor. It was evident that payment is being made within 1 to 2 weeks from the invoice issued.
	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. All contractors interviewed 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 existing contractors and suppliers are 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 verified by Metreology Corporation Sdn Bhd in yearly basis.
	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. It was evident that SOU 5 Seri Intan invited nearby smallholders to attend the Stakeholder meetings conducted by the CU. SOU Seri Intan encouraged the smallholders 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 and as per SOP Carta Aliran Pengendalian Isu Sosial. The procedures have been communicated to all levels of workforce and to all contractors.
5.2 The unit of certification supports	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 smallholders on who runs the Internal Control System (ICS), who holds the certificates,

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Clause	Indicators	Comply Yes/No	Findings
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.		and who holds and sells the certified material. It was evident that SOU 5 Seri Intan invited nearby smallholders to attend the Stakeholder meetings conducted by the CU. SOU Seri Intan encouraged the smallholders 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 It was evident that SOU 5 Seri Intan invited nearby smallholders to attend the Stakeholder meetings conducted by the CU. SOU Seri Intan encouraged the smallholders 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	Not applicable.
	5.2.4 (C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.	Yes	
	5.2.5 The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.	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.

### **Principle 6: Respect workers' rights and conditions**

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

Clause	Indicators	Comply Yes/No	Findings
6.1 Any form of discrimination is prohibited.	6.1.1 (C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity,	Yes	SDPSB has implemented Group Sustainability & Quality Policy Statement signed by Group Managing Director. 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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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	union membership, political affiliation or age.		
	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, Sabrang Estate, 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	SDPB has developed Workforce Management Unit Liaison & Recruitment (LR) Procedure. The recruitment process was clearly stated in the procedure where the recruitment was based age, medical fitness and etc. There is no discrimination based on religion, gender, nationality and etc during their recruitment. The recruitment process is based on skills, capabilities, medical fitness necessary and etc.
	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. 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 in July 2022 for the SOU that covered Seri Intan POM, Seri Intan Estate, Sungai Wangi Estate, Sabrang Estate and Bikam Estate. 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 2022.
	6.1.6 There is evidence of equal pay for the same work scope.	Yes	Based on interview and documentation review with sampled employees and workers, all workers received the equal pay rate as per contract agreement.
6.2 Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages	6.2.1 (C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.	Yes	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. Sampled of the monthly pay slips and employment contracts were made available and reviewed during the audit. Labour laws, union and/or other collective agreements detailing payments and other conditions, were made available in the languages understood by the workers and explained to them by a management as confirmed from a newly recruited worker and verified through the worker's personal file as sampled. 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

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Clause	Indicators	Comply Yes/No	Findings
(DLW).			medical leave taken, etc. Sampled 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.
	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.	Yes	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. 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.
	6.2.3 (C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.	Yes	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. 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. 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.
	6.2.4 (C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or	Yes	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

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Clause	Indicators	Comply Yes/No	Findings						
	<p>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>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. 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>						
	<p>6.2.5 The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p>	<p align="center">Yes</p>	<p>Generally, all units within SOU 5 Seri Intan are located near the towns. Workers have access to adequate, sufficient and affordable food from a grocery shop in Teluk Intan, Manjung or Setiawan town where affordable food are readily available. In addition, there was a grocery shop at each estate of Seri Intan, Sabrang, Sg. Wangi, Bikam 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.</p>						
	<p>6.2.6 A "DLW" is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE: A written policy with specific implementation plan, committing to payment of a "decent living wage" is in place. The implementation plan with specific targets, and a phased implementation process will be in place, including the following:</p> <ul style="list-style-type: none"> <li>• An assessment is conducted to determine prevailing wages and in-kind benefits already being provided to workers.</li> <li>• There is annual progress on the implementation of living wages</li> <li>• 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.</li> <li>• The unit of certification may choose to</li> </ul>	<p align="center">Yes</p>	<p>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:</p> <table border="1" data-bbox="1070 842 2022 927"> <thead> <tr> <th data-bbox="1070 842 1520 882">In-kind Benefits</th> <th data-bbox="1520 842 1780 882">Local Worker</th> <th data-bbox="1780 842 2022 882">Foreign Worker</th> </tr> </thead> <tbody> <tr> <td data-bbox="1070 882 1520 927"><b>Total Value of Prevailing Wage</b></td> <td align="center" data-bbox="1520 882 1780 927"><b>2,040.28</b></td> <td align="center" data-bbox="1780 882 2022 927"><b>2,081.03</b></td> </tr> </tbody> </table>	In-kind Benefits	Local Worker	Foreign Worker	<b>Total Value of Prevailing Wage</b>	<b>2,040.28</b>	<b>2,081.03</b>
In-kind Benefits	Local Worker	Foreign Worker							
<b>Total Value of Prevailing Wage</b>	<b>2,040.28</b>	<b>2,081.03</b>							

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Clause	Indicators	Comply Yes/No	Findings
	<p>implement the “living wage” payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before an eventual scale-up of the living wage implementation</p> <p>Until such time where the Malaysian version of “decent living wage” has been endorsed by RSPO and implemented by the unit of certification, the Malaysian minimum wage has to be paid.</p>		
	6.2.7 Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.	Yes	All workers in SOU 5 Seri Intan are 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.
6.3 The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.	6.3.1 (C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.	Yes	<p>The Group Sustainability &amp; Quality Policy Statement signed by Group Managing Director includes as below:</p> <p>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"> <li>▪ Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination.</li> <li>▪ Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively.</li> <li>▪ Company respects 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.</li> </ul>
	6.3.2 Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.	Yes	The National Union Plantation Workers (NUPW) is the union that represents workers of SOU 5 Seri Intan. Union membership is open to both local and foreign workers and the workers representative elected by the NUPW/MAPA itself which is independent party. The minutes of meeting between NUPW members and employers of Seri were documented and sighted during the audit.
	6.3.3 Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.	Yes	The National Union Plantation Workers (NUPW) is the union that represents workers of SOU 5 Seri Intan. The Workers Representative in the Union was selected by workers by themselves. Management does not interfere with the formation or operation of registered union.

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
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	The Group Sustainability & Quality Policy Statement signed by Group Managing Director including, 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. For contractors, the clause 5.8 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.
	6.4.2 (C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.	Yes	There was no evidence that the estates and the mill at SOU 5 Seri Intan 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.
	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 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. 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 Group Sustainability & Quality Policy Statement and Human Rights Charter 2020. 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: <ul style="list-style-type: none"> <li>• 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.</li> <li>• Eradicating any form of Exploitation: We endeavour to eradicate any form of forced or bonded labour, slavery, human trafficking and sexual exploitation.</li> </ul>
	6.5.2 (C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated	Yes	SDPB has implemented the Group Sustainability & Quality Policy Statement and Human Rights Charter 2020 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



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Clause	Indicators	Comply Yes/No	Findings
	to all levels of the workforce.		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. The latest of awareness briefing on the reproductive rights need of new mothers has been held in July 2022. 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 during the audit. There are 3 new mothers in the SOU 5 Seri Intan. Currently, these new mothers resume normal duties as general worker except for spraying and chemical related works.
	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. The procedures have been communicated to all levels of workforce.
6.6 No forms of forced or trafficked labour are used.	6.6.1 (C) All workers have entered into employment voluntarily, and the following are prohibited: <ul style="list-style-type: none"> <li>• Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes)</li> <li>• Charging the workers for recruitment fees</li> <li>• Contract substitution</li> <li>• Involuntary overtime</li> <li>• Lack of freedom of workers to resign</li> <li>• Penalty to the workers for termination of employment</li> <li>• Debt bondage</li> <li>• Withholding of wages</li> </ul>	Yes	All workers in SOU 5 Seri Intan have entered 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.  Workers also confirmed there is no involuntary overtime as they will work for overtime if management ask to, they also understand their contract which is they ca resign from Sime Darby which is prior to 8 weeks of notice and they also don't have debt of bondage.
	6.6.2 (C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established	Yes	SDPB has implemented a Sime Darby's Human Rights Charter and can be easily access via <a href="http://www.simedarbyplantation.com">www.simedarbyplantation.com</a> where they committed as below: a. Providing equal opportunity

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Clause	Indicators	Comply Yes/No	Findings
	and implemented.		b. Respecting freedom of association c. Eradicating any form of exploitation d. Ensuring favourable working conditions e. Enhancing Safety and Health All the foreign workers and new local 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.
6.7 The unit of certification ensures that the working environment under its control is safe and without undue risk to health.	6.7.1 (C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.	Yes	Estate / Mill Managers were appointed as responsible person(s) for safety and health issues and also chairman for OSH Committee. The Manager subsequently assigned duties of OSH coordinator (secretary) to the Assistant Manager or Healthcare Assistant for the down line implementation of OSH practices in the estate and mill. All identified committee were officially given a letter for such an appointment. Records of regular meetings between the responsible person and workers to discuss about health and safety had been verified to the satisfactory maintained. OSH Committee meetings were held once in three months. Minutes of the meeting reviewed.
	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.	Yes	Emergency Response Plans and Procedures were available in the estates and mills to address potential emergencies such as Flood, Fire, Chemical Spillage, Poisoning, Earthquake/landslide, Accidents, Storm and Wild/Poisonous Animal Attacks. The plans have been posted at notice boards in the mills and estates and communicated to the workers. Emergency contact numbers have been posted at the notice boards and provided to the workers as well. Interview with the workers such as mandores and store attendants indicated that the workers are aware on the available emergency response plans. Trainings were conducted in the mill and estates to provide awareness to the workers on emergency responses. The POM and estates continuously provided training to the workers on emergency and first aid. The POM and estates have their own first aider and be trained by competency consultant from Malaysian Red Crescent Society. The certificate of competency first aided valid for 5 years. Based on records verification, the certificate still valid and available. Master list of first aid box of all estates and POM which is available at the office was checked and verified. Observed that, first aid box is well provided for all the field mandores whose involved in harvesting, manuring and spraying works. The content of first box which is held by harvesting, manuring and spraying mandore was verified. The content such as bandage, gauze, triangular bandage, cotton wool, plaster, handy plaster, flavin lotion, antiseptic cream, surgical gloves and scissor were well equipped. Site inspection evidence that first aid kit is available at all works place with complete contents. The stock of first aid box is regularly check and refill when necessary by estate Medical Assistant. Telephone numbers and names of the members of the Emergency Response

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Clause	Indicators	Comply Yes/No	Findings
			<p>Team (ERT) were communicated to all employees and displayed at notice boards. Telephone numbers of the PIC, Police Station, Fire Brigade, and Government Clinic were also included. Accident statistics were being maintained in a satisfactory manner and periodically reviewed. Accident/injury record were recorded using Lost Time Accident (LTA) metrics. Quarterly review on accident cases had been carried out during quarterly OSH committee meeting.</p>
	<p>6.7.3 (C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p>	<p>Yes</p>	<p>All staff and workers such as the storekeepers, mill workers/operators, harvesters and sprayers/manurers, machineries driver, etc. were continuously trained in safe working practices as per Safety Work Procedure (SWP) for PPE related to their job function. PPE were given to workers based on HIRARC and SWP recommendations suitable for the job position or hazardous operation undertaken. During field inspection at Mill Work Station, Harvesting Operation, Manuring Operation, Circle Spraying Operation and OP Nursery Operations, sighted they were seen to wearing PPE such as face masks respirators, goggles, harvesting shoes, rubber boots, nitrile/cotton gloves, apron and safety helmet/straw hat, to cover all potentially hazardous operations. The condition of each PPE item and their validity lifespan were found good.</p> <p>Records of PPE issued and acknowledgement of receipt are maintained individually for all category of workers at mill and estates. In addition to basic PPE, special PPE are also provided for workers assigned to dangerous operation such as work at height and in confined space. All workers were provided with appropriate PPE where the cost are bared by the management. Interviews conducted during the site visit at the mill and all estates showed understanding and approval from the workers that the management bares the cost of all PPEs and the workers are entitled to valid PPE, the importance of using required PPE at all times during work and proper storage and disposal methods of PPE.</p> <p>Additionally, sighted sanitation facilities for those applying pesticides was available near to chemical store area, after completed spraying activities, the workers will change out of PPE, wash and put on their personal clothing at the area. Clothing lockers are provided for mill and estate workers to change their street clothing to work clothing and vice versa at the end of their work shift.</p> <p>Meanwhile, during site inspection estate and mill workshop, most of the moving part and rotating machinery were installed with machine guarding and properly covered. Noted also the set of oxygen and acetylene cylinders in the workshop available with "flash back arrestors".</p>
	<p>6.7.4 All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p>	<p>Yes</p>	<p>Medical care and accident insurance is provided to all employees, both Local and Foreign workers under Employees' Social Security Act 1969 (Act 4).</p>

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Clause	Indicators	Comply Yes/No	Findings
	6.7.5 Occupational injuries are recorded using Lost Time Accident (LTA) metrics.	Yes	SOP of incident, accidents & non-conformance management guidance and mechanism are in place. Occupational injuries are recorded using Lost Time Accident (LTA) metrics via monthly data of estate/mill safety performance via Rapid4 System. Sighted the Seri Intan CU has maintained and updated the LTA Summary by monthly basis. For accidents records 2021, the CU submitted the JKPP 8 form to DOSH before 31/01/2022, via MyKKP system. Accidents (with MC more than 4 days) were properly recorded and informed to DOSH through the reporting of JKPP 6.

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

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

Clause	Indicators	Comply Yes/No	Findings
7.1 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.	7.1.1 (C) IPM plans are implemented and monitored to ensure effective pest control.	Yes	As for all SDPB estates, Seri Intan Estate, Sabrang Estate and Sungei Wangi/Sogomana Estate had in place documented integrated pest management (IPM) systems. The procedure referred was in the Agricultural Reference Manual (ARM) Section 15 - Plant Protection. 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 cobanensis</i> , <i>Antigonan leptopus</i> and <i>Turnera subblata</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.
	7.1.2 Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.	Yes	There was no evidence that species referenced in the Global Invasive Species Database and CABI.org are to be used in managed areas, as per site visited and as per the stakeholder consultation with relevant workers.
	7.1.3 There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities.	Yes	As for the site visit to all estate of Seri Intan Estate, Sabrang Estate, Sungai Wangi Estate and Bikam Estate, it was found there was no use of fire for pest control and no evidence that all the estates have do so.
7.2 Pesticides are used	7.2.1 (C) Justification of all pesticides used is demonstrated. Selective products	Yes	Written justification in Standard Operating Procedure (SOP) of all agrochemical was available in Section 15 and 16 of the Agricultural Reference Manual issue and in the Safety Pictorial

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
in ways that do not endanger health of workers, families, communities or the environment.	and application methods that are specific to the target pest, weed or disease are prioritized.		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.
	7.2.2 (C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.	Yes	All estates continued to have records to show the types of pesticides used with active ingredients and their LD50, where these pesticides had been used, the total quantity, number of applications and active ingredients (ai) per ha. Pesticides are used only when justified and areas used are recorded in bin cards, program sheets, chemical register, field-cost books and in progress reports. Records of pesticides used were available for verification.
	7.2.3 (C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.	Yes	All estates continued to 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. 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. 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.
	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	All estates only used pesticides that were officially registered under the Pesticides Act 1974 (Act 149) and the relevant provision (Section 53A); and in accordance with USECHH Regulations 2000. From the review of the chemical register, it was noted that all pesticides used are of class III & class IV. The use of paraquat had been banned in all SDPSB estates. There was no evidence of pesticides that are categorized as World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions had been use.
	7.2.5a Judgment of the threat and verify why this is a major threat.	Yes	
7.2.5b Why there is no other alternative which can be used.	Yes		

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Clause	Indicators	Comply Yes/No	Findings
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	Yes	
	7.2.5d What is the process to limit the negative impacts of the application.	Yes	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	Yes	
	7.2.6 (C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers. Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.	Yes	It was evident that the person who handled chemical such as spraying, and manuring has been given proper training by the CU and external bodies. Training records were made available for review.
	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 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 fertilizers 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”, via program 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	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.

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Clause	Indicators	Comply Yes/No	Findings
	affected local communities at least 48 hours prior to application of aerial spraying.		
	7.2.10 (C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.	Yes	All workers involved with pesticides were carried out the medical surveillance were sent to outside clinic and checked by OHD doctor. From the result, all workers fit to handle chemical.
	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. 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 Seri Intan has identified all wastes and sources of pollution. The Waste Management Action Plan FY 2022 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: •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: •Air emission has been controlled by mill by installed the vorsex 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 Majlis Pemandaran Teluk Intan and Majlis Pemandaran Manjung.
	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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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
7.4 Practices maintain soil fertility at, or where improve soil fertility to, a level that ensures optimal and sustained yield.	7.4.1 Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.	Yes	All estates practiced the maintenance of long-term soil fertility by annual application of fertilisers based on periodic foliar and soil analysis, biomass retention (pruned fronds left to decompose in the fields) and some EFB and compost application. 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.
	7.4.2 Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.	Yes	Periodic tissue and soil sampling were carried out in the Estates to monitor changes in nutrient status and its results formed the basis for the fertilizers input recommendation. The soil analysis provided the indication of soil health and monitor the changes in the organic carbon and total nitrogen. For all estates Agronomic assessment and fertiliser recommendation was conducted by Sime Darby Research Sdn. Bhd. to of formulate the FY2020 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling was carried out in 2021 and the soil analysis in 2018.
	7.4.3 A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.	Yes	All 4 Estates had a nutrient recycling strategy in place which included stacking pruned fronds in the respective fields to decompose, grass cutting harvesters paths and letting the cut mass to decompose in the field, EFB mulching and application of Solid POME. In addition, during replanting, palms were felled, chipped, windrowed and left to decompose.
	7.4.4 Records of fertiliser inputs are maintained.	Yes	Fertilizer application program was monitored using the program sheets, bin cards, field cost book, and others. Records of programs and applications of fertilizers were made available to auditors. From the review of the records, noted that the actual fertilizer application for 2021 and 2022 was a slight delay with the recommendation due to labor shortage.
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	Among the soil series in the Seri Intan Cu were as following:  <b><u>Sungai Wangi Estate</u></b> Soil series – Rasau, Setiawan, Holyrood, Local Aluvium, Sogomana.  <b><u>Sabrang Estate</u></b> Soil series – Briah, Jawa, Sedu, Selangor.



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Clause	Indicators	Comply Yes/No	Findings
	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 <a href="http://www.globalforestwatch.com">www.globalforestwatch.com</a> , 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 <a href="http://www.globalforestwatch.com">www.globalforestwatch.com</a> , 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 <a href="http://www.globalforestwatch.com">www.globalforestwatch.com</a> , 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: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peat land Working Group (PLWG) audit	Yes	

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Clause	Indicators	Comply Yes/No	Findings
	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	
	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	
	7.7.6 (C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2018) and associated audit guidance.	Yes	
	7.7.7 (C) All areas of unplanted and set-	Yes	

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<b>Clause</b>	<b>Indicators</b>	<b>Comply Yes/No</b>	<b>Findings</b>
	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.		
7.8 Practices maintain the quality and availability of surface and groundwater.	7.8.1 A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:	Yes	All estates had in place and implemented water management plans. Plans for 2022 were sighted. The water management plans were tailored towards how to reduce rain water collection, to improve user awareness and domestic use.
	7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.	Yes	Based on stakeholder consultation with local communities and field visit, there was evidence that the CU does not restrict access to clean water or contribute to pollution of water used by communities.
	7.8.1b Workers have adequate access to clean water.	Yes	As verified at SOU facilities for workers and through interview with workers, all workers have obtained adequate access to clean water via Lembaga Air Perak.
	7.8.2 (C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with ‘RSPO Manual on BMPs for the management and rehab 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.
	7.8.3 Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially 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 monitored and recorded accordingly.
7.9 Efficiency of fossil	7.9.1 A plan for efficiency of the use of fossil fuels and to optimise renewable	Yes	<u>SIPOM</u> Fossil fuel Reduction Plan for Financial Year 2022 was established and monitored. Reduce

**RSPO PUBLIC SUMMARY REPORT**

Clause	Indicators	Comply Yes/No	Findings																		
fuel use and the use of renewable energy is optimised.	energy is in place, monitored and documented.		<p>Diesel usage – by monitoring and maintaining the maintenance of the boiler &amp; machineries to ensure at optimum level, to monitor diesel usage, provide training to workers regarding reduce fuel and diesel usage for boiler.</p> <p><u>Estates</u>                      High usage of fossil fuel for machineries:</p> <ul style="list-style-type: none"> <li>• to carry out scheduled maintenance for machineries to ensure diesel and lubricant usage is at optimal level and in good condition.</li> <li>• to brief workers during muster briefing on how to reduce diesel usage. Example turn off engine when not in used.</li> <li>• to carry out road maintenance programme as planned to ensure it is always in good condition to ease tractor movement</li> </ul> <p>Skid tank management:</p> <ul style="list-style-type: none"> <li>• to ensure all equipment for loading and unloading diesel in good condition.</li> <li>• to ensure no spillage and leakage</li> </ul>																		
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 2021 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 calculate GHG using RSPO Palm GHG calculator</p> <p><u>Summary of Net GHG Emission</u></p> <table border="1" data-bbox="1055 959 1500 1038"> <thead> <tr> <th>Emissions per Product</th> <th>tCO2e/tProduct</th> </tr> </thead> <tbody> <tr> <td>CPO</td> <td>2.41</td> </tr> <tr> <td>PK</td> <td>2.41</td> </tr> </tbody> </table> <table border="1" data-bbox="1055 1086 1749 1249"> <thead> <tr> <th>Land Use</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>OP planted area</td> <td>32,978.74</td> </tr> <tr> <td>OP planted on peat*</td> <td>0.00</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>32,978.74</td> </tr> </tbody> </table>	Emissions per Product	tCO2e/tProduct	CPO	2.41	PK	2.41	Land Use	Ha	OP planted area	32,978.74	OP planted on peat*	0.00	Conservation (forested)	0	Conservation (non-forested)	0	Total	32,978.74
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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 implemented (guided by the RSPO GHG Assessment Procedure for New Development).	Yes	In Sungai Wangi Estate, there is an area converted from guava cultivated area to oil palm in Dec 2016. A SEIA was undertaken by the PSQM Department of SDPB in Dec 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. This was affirmed through the Land Use Change (LUC) Analysis exercise as reported in the "Carbon Stock & LUC Analysis Report for Sg Wangi Estate" dated March 2017. The LUC analysis was based on satellite images comparison between years 1998, 2005, 2011 and 2015. Form earlier maps of the estate, it was verified that this new planting area was previously totally planted with Guava.						
	7.10.3 (C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.	Yes	Other significant pollutants in the SOU 5 Seri Intan has been identified in the "Waste Management Plan FY 2022". Mitigation measures were put in place accordingly.						
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	All palms were felled, chipped and left for decomposed.						
	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. Fire prevention and control measures were established. Among of fire prevention plan as per below: <ul style="list-style-type: none"> <li>• local communities fire awareness movement</li> <li>• zero burning planting method</li> <li>• emergency response plan – fire</li> <li>• established emergency response team for fire/chemical spillage/flood/accident</li> </ul>						
	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. Seri Intan Estate engagement with adjacent stakeholder on fire prevention and control measures has been carried out during stakeholder meetings.						
7.12 Land clearing does	7.12.1 (C) Land clearing since November 2005 has not damaged primary forest or	Yes	Auditors has verified through checking through <a href="http://www.globalforestwatch.com">www.globalforestwatch.com</a> , Google Maps, Estate Maps and also through site visit to all estates. Based on the audit findings, it was						

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Clause	Indicators	Comply Yes/No	Findings
<p>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.</p>	<p>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.</p>		<p>confirmed that no land clearing at SOU Seri Intan since Nov 2005.</p>
	<p>7.12.2 (C) HCVs, HCS forests and other conservation areas are identified as follows:</p>	<p>Yes</p>	<p>SOU 5 Seri Intan has conducted assessment on High Conservation Values (HCVs) in 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: 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. A comprehensive HCV assessment, including stakeholder consultation, was conducted and reported in the Land Use Change (LUC) Analysis exercise reported in "Carbon Stock &amp; LUC Analysis Report for SOU 5 Sg Wangi Estate" dated March 2017, which has been approved by RSPO in 2016. At the time of audit, the status of the HCV at Seri Intan CU (SOU 5) is determined as 39.04 ha.</p>
	<p>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.</p>	<p>Yes</p>	
	<p>7.12.2b: Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p>	<p>Yes</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</p>	<p>Yes</p>	<p>No RTE species found in the SOU 5 Seri Intan. However, the SOU still maintain the plan for HCV area titled 'HCV Management Plan FY2022' for the CU. The appropriate measures to maintain and/or enhance them were implemented through the HCV/Biodiversity Management/Action plans for the Estates. The visited estates by the Audit team had maintained their identified HCVs.</p>

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Clause	Indicators	Comply Yes/No	Findings
	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).		
	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.	Yes	It has been confirmed from the interviews with local village representatives, it can be concluded that there were no rights of local communities located in the HCV areas.  Both the changes to the HCV area/size is through the HCV reassessment conducted in Nov 2020 by Group Sustainability Department.
	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 is 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 RTE species or if found to do so, 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 FY2022 for Seri Intan Estate, Sabrang Estate and Sg. Wangi Estate were reviewed and verified on the ground.
	7.12.8 (C) Where there has been land	Yes	Records at Sungei Wangi Estate sighted showed there was new planting at the CU since



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	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.		Dec 2017, conversion from guava planting to palm oil. The area planted with oil palm was 200.90 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 was no change in HCV.

**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) 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>	Yes	<p>Sime Darby Plantation (SDP) membership is before 2018 and time bound plan maximum up to 30th June 2023. As at January 2022, no deviation of TBP and approval by RSPO Secretarial are not required. SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills. Currently, only Indonesia operation yet to be certified.</p> <p><b><u>Indonesia Operations – as of January 2022</u></b></p> <p><b>PT Bahari Gembira Ria</b> 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 &amp; Report for PT BGR - <a href="https://rspo.secure.force.com/membership/servlet/servlet.FileDownload?retURL=%2Fmembership%2Fapex%2FRSPOCertSearch&amp;file=00P90000010ioYJEAZ">https://rspo.secure.force.com/membership/servlet/servlet.FileDownload?retURL=%2Fmembership%2Fapex%2FRSPOCertSearch&amp;file=00P90000010ioYJEAZ</a></p> <p><b>PT Sandika Natapalma</b> Only Karya Palma Estate yet to be certified - Pending confirmation from Badan Pertanahan National (BPN) on Hak Guna Usaha (HGU) Document.</p> <p><b>PT Budidaya Agro Lestari</b> Only Beturus (PT BAL) Estate yet to be certified – HGU obtained as per May 2018. However never been released by BPN.</p>

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				<p><b>PT Guthrie Pecconina</b> Sg Jernih Estate and KKPA was separated in 2022 and recorded separately. 890.98 Ha – still under Land legalisation process and process Kadastral.</p> <p><b>PT Sime Indo Agro</b> Only East Estate/Sei Mawang Estate yet to be certified – Land legalisation process for East Estate for 5,815.64 ha is still in process.</p> <p><b>PT Bina Sains Cemerlang</b> Sungai Pinang Estate &amp; Bukit Pinang Estate yet to be certified – Land legalisation process for 308.35 ha is still in process.</p> <p><b><u>Liberia Operations – as of January 2020</u></b> 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). <a href="http://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operations">http://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operations</a></p> <p><b><u>New Britain Palm Oil (NBPOL) Operations – as of March 2021</u></b> <b>Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd.</b> Last Certified on 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.</p>
	(b)	Progress towards this plan shall be verified and reported on in subsequent annual surveillance audits by the CB. Where the CB conducting the surveillance audit is different from the CB which first accepted the time-bound plan, the later CB shall accept the appropriateness of the time-bound plan at the moment of first involvement and shall only check continued appropriateness;	Yes	There are six (6) CU in Indonesia Operations highlighted in the time-bound plan and the certification progress consistent with that in the time-bound plan. The progress details as provided in the TBP in Attachment 6. The Sustainability Section team have conducted the periodic internal audit accordingly.
	(c)	Any revision to the time-bound plan or to the circumstances of the company shall cause the time-bound plan to be reviewed by the CB. Changes to the time-bound	Yes	Sime Darby Plantation (SDP) membership is before 2018 and time bound plan maximum up to 30th June 2023. As of January 2022, no deviation of TBP and approval by RSPO Secretarial are not required. SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills. Currently, only Indonesia operation

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		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);		yet to be certified.
	(d)	Where there are isolated lapses in implementation of a time-bound plan, a minor non-compliance shall be raised. Where there is evidence of fundamental failure to proceed with implementation of the plan, a major non-compliance shall be raised.	Yes	The details of the Time Bound Plan described as per attachment 6. SDP is progressively undergoing the RSPO Certification process towards 100% RSPO certification of estates/mills. Details were provided in the Time Bound Plan described as per attachment/revision in the TBP. As of this audit and Verification of documents and Timebound Plan there are no isolated lapses and fundamental failure to proceed with implementation of the plan in implementation of a time-bound plan.
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 <sup>st</sup> 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	Verification through <a href="http://www.globalforestwatch.com">www.globalforestwatch.com</a> , GOOGLE maps data, estates maps and through HCV assessment report, and planting profile evidenced that there was no new planting and no new development of area observed. Support also with internal and external audit (ISPO certified) there was no replacement of primary forest or HCV areas in the uncertified management unit. Based on the time-bound plan, it was not identified that those uncertified units are due to RaCP. Mainly are due to awaiting to receive land titles at the Indonesia management units.
	(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	No land conflicts. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) have been excluded in the latest TBP as both sites was disposed. The RaCP tracker was checked. There are 21 Management units that have potential liabilities. There are some discrepancies between RaCP tracker and actual scenario due possibility of assets disposal. As per the data audited, there are 19 management units for the Indonesia Operations that requires LUCA. All LUCAs were submitted but the review was delayed due to change of RSPO reviewer. As of 14/07/2021, 10 LUCAs were approved with 0 conservation liability and remaining 9 are still pending from RSPO.

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(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 6 uncertified units of Sime Darby Plantation Sdn Bhd - Indonesia as at January 2022.
(d)	Legal non-compliance, if any, is being addressed through measures consistent with the requirements of RSPO P&C criterion 2.1;	Yes	Sime Darby Plantation maintain corporate governance to monitor and address any legal non-compliances. Through the published Code of Business Conduct and charters, the company is committed to delivery their business complying to the laws and regulations of the country.
(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	The sustainability unit has conducted internal audits the uncertified units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. The issue are mainly awaiting for Land Titles. The last audit was conducted between July 2020 and August 2021. The Head of Sustainability has concluded in the uncertified unit compliance report that there is no land disputes and legal compliance is monitored during the internal audit as the positive assurance. No critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates. Respective sites-maintained stakeholder engagements as part of the estates/mills operations. Especially in Indonesia, socialization of company.
	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"> <li>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;</li> </ul>	Yes	
	<ul style="list-style-type: none"> <li>Targeted stakeholder consultation, including consultation with the relevant NGO's will be carried out by the audit team.</li> </ul>	Yes	
	<ul style="list-style-type: none"> <li>Desktop study e.g. web check on relevant complaints</li> </ul>	Yes	
	<ul style="list-style-type: none"> <li>If necessary, the audit team may decide on further stakeholder consultation or field inspection, assessing the risk of any non-compliance with the reqs.</li> </ul>	Yes	

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	(f)	For requirements 5.5.3 (a)-(d) above, the classification of critical and non-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.	Yes
	(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

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<p>5.6.6 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 align="center">Yes</p>	<p>No additional indicators</p>	<p align="center">Yes</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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**ATTACHMENT 4**

**DETAILS OF NON-CONFORMITIES AND CORRECTIVE ACTIONS TAKEN**

<b>P &amp; C Indicator</b>	<b>Specification Major/Minor</b>	<b>Detail Non-conformances</b>	<b>Root Cause &amp; Corrective Action Taken by the CU</b>	<b>Verification Statement by Auditors</b>
3.7.1	Major	<p><b><u>Finding:</u></b> The documented programme that provides training is in place, which is accessible to contractor and their workers. However, the contractor vendor management system training given was not comprehensive and not fully understood by the contractor.</p> <p><b><u>Objective evidence:</u></b> From interview session with owner of Harvesting Contractors from Kejuruteraan Jain Maju, supported with document reviews (i.e. payslip July 2022 to September 2022, contract agreement, SOCSO/EPF contribution (Form 8A/Form A), Crop Summary via SAP System July 2022 to September 2022, etc), found that the Harvesting Contractor is lack of awareness on Employment Act 1955 such as not implementing employment contract, discrepancies of data in documentation of pay and condition, payment received not as per employment contracts, time of payment of wages and annual leave payments.</p>	<p><b><u>Root cause:</u></b> Estate management has engaged with all contractors regarding legal and other requirements; however these contractors still does not fully understand due to limitations of understanding.</p> <p><b><u>Correction:</u></b> Estate met with owner of harvesting contractors from Kejuruteraan Jain Maju and explained the whole requirement that they need to fully understand without fail on monthly basis.</p> <p><b><u>Corrective Action:</u></b></p> <ol style="list-style-type: none"> <li>1. Estate will provide refresher training on employment contracts to all contractors and their employees. For sustained training, estate will demand different presenter to give the briefing to them for example SSSO or person in charge from regional side for more understanding.</li> <li>2. Estate will conduct continuous small group briefings regarding the act with all contractors such as, the briefing will be given separately among different contractors for every two months.</li> <li>3. Provide concise summaries of the essential points to all the contractors' employees. For instance, it should be provided in print and pdf form for them to comply on compliance.</li> <li>4. The contractors' inability to completely comprehend the objective data may have been caused by barriers like a low educational level. In order to boost the percentage of comprehension, estate</li> </ol>	<ol style="list-style-type: none"> <li>1. Training on employment contract has been done on 14 December 2022. The contractor involved was Alpha Meta Contractor, Jain Maju Contractor and SLK Brother Contractor.</li> <li>2. Estate also appointed the representative from contractor employee in order to create platform for the contractor workers to lodge any complaint or grievance or any matters they did not aware or understood.</li> <li>3. Estate has prepared training management plan for the following topics i.e., ILO, OSH, passport and wages.</li> </ol> <p>Status: CLOSED</p>

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			<p>alternatives assign one individual among them to be in charge of them in order to act as an intermediary when communicating information to raise the percentage of understanding. The situation is similar as workers representative in social dialogue.</p> <p>5. Estate also has provided refresher training for contractors to update daily record attendance for outturn monitoring and annual leave payment purposes.</p> <p>6. Estate also will monitor the date of salary received by contract workers which not more than 7<sup>th</sup> every month complete with signature and date received.</p>	
3.8.5 (SC)	Major	<p><b>Finding:</b> Weighbridge ticket record was not up to date as per procedure 'Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia' document ID: SD/SDP/GSD/SCCS/0522/01, approved on May 2022 and effective 1 Jun 2022 – 6.0 Delivery of FFB from estate, 6.3 – estate shall ensure sufficient information stated on the weighbridge ticket or consignment note off all FFB including: i-RSPO and MSPO certificate number (where applicable).</p> <p><b>Objective evidence:</b> Bikam Estate RSPO certificate number stated in weighbridge ticket (RSPO cert. no: RSPO-PC00110) not up to date as per actual certificate number (RSPO cert. no: RSPO-PC00109).</p>	<p><b>Root cause:</b> Method of monitoring on SCCS documentation not effective and PIC should be trained to increase awareness on the procedure.</p> <p><b>Correction:</b> SCCS PIC has been briefed and trained with the current issue by the RSQM Team. Briefing has been done on 29 Nov 2022. Mill management informed Ladang Bikam and highlighted the issue and to correct the RSPO Certificate number in weighbridge ticket.</p> <p><b>Corrective Action:</b> Mill management has appointed new PIC to look after the SCCS documentation and to have the training on SCCS. Mill management with RSQM Team has conduct briefing and training to all FFB suppliers regarding on RSPO SCCS to ensure no issue raised during audit.</p>	<p>1. Copy of the training which has been conducted on 29 Nov 2022 has been verified by the auditor.</p> <p>2. Management has changed the certificate number to the new certificate number at weighbridge ticket.</p> <p>Status: CLOSED</p>



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**ATTACHMENT 5**

**STATUS OF NON-CONFORMITIES PREVIOUSLY IDENTIFIED**

<b>P &amp; C Indicator</b>	<b>Specification Major/Minor</b>	<b>Detail Non-conformances</b>	<b>Verification Statement by Auditors</b>																		
<p><b>3.8.7</b> (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><b>Finding :</b> There is a projected overproduction of certified tonnage for CPO and PK at Seri Intan POM</p> <p><b>Objective evidence :</b> 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="560 826 1176 928"> <thead> <tr> <th></th> <th>CPO</th> <th>PK</th> </tr> </thead> <tbody> <tr> <td>Projected</td> <td><b>57,878.76 mt</b></td> <td><b>13,195.76 mt</b></td> </tr> <tr> <td>Actual</td> <td><b>62,890.98 mt</b></td> <td><b>15,344.206 mt</b></td> </tr> </tbody> </table>		CPO	PK	Projected	<b>57,878.76 mt</b>	<b>13,195.76 mt</b>	Actual	<b>62,890.98 mt</b>	<b>15,344.206 mt</b>	<p>During site visit and document verification was confirmed there is no overproduction of certified tonnage for CPO &amp; PK at Seri Intan POM. The figure as below:</p> <table border="1" data-bbox="1299 478 2063 587"> <thead> <tr> <th></th> <th>CPO</th> <th>PK</th> </tr> </thead> <tbody> <tr> <td>Certified volume</td> <td><b>43,994.347 mt</b></td> <td><b>10,933.674 mt</b></td> </tr> <tr> <td>Actual</td> <td><b>38,996.17 mt</b></td> <td><b>8,040.18 mt</b></td> </tr> </tbody> </table> <p>Status: CLOSED</p>		CPO	PK	Certified volume	<b>43,994.347 mt</b>	<b>10,933.674 mt</b>	Actual	<b>38,996.17 mt</b>	<b>8,040.18 mt</b>
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**ATTACHMENT 6 – Timebound Plan**

**SDP - RSPO Certification Status for Malaysia Operations (As of April 2021)**

<b>SOU NO</b>	<b>Name of SOU</b>	<b>Location</b>	<b>Date of Certification</b>	<b>Remarks</b>
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).  Welch Estate, previously from SOU 19(Pagoh) is now part of SOU 18(Diamond

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				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, 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

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				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
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**SDP- RSPO Certification Status for Indonesia Operations (As at January 2022)**

<b>NO</b>	<b>Name of PT</b>	<b>Name of Mill</b>	<b>Location</b>	<b>Date of Certification</b>	<b>Remarks</b>
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	
7	PT BAHARI GEMBIRA RIA	LADANG PANJANG	Kumpeh Ulu, Jambi, Muaro Jambi, Jambi	9-Jul-12	

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8	PT TUNGGAL MITRA PLANTATIONS	MANGGALA	Riau, Indonesia	25-Nov-10	
9	PT PARIPURNA SWAKARSA	PONDOK LABU	Pamakan 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.
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.

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17	PT TEGUH SEMPURNA	PEMANTANG	Kuala Kuayan, Sampit, Kotawaringin Timur, Kalimantan Tengah	9-Sep-16	
18 19	PT BHUMIREKSA NUSA SEJATI	TELUK BAKAU MANDAH	Pelangiran, Sg. Guntung, Indragiri Ilir, Riau	01-Dec-16 1-April-14	
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	PT SANDIKA NATAPALMA/PT	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  Perijinan informasi lahan is obtained in 2015 while the other 'perijinan' is still in processing

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	BUDIDAYA AGRO LESTARI				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)**

<b>NO</b>	<b>Management Unit</b>	<b>Location</b>	<b>Date of Certification</b>	<b>Remarks</b>
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.

**RSPO PUBLIC SUMMARY REPORT**

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

<b>NO</b>	<b>Management Unit</b>	<b>Location</b>	<b>Date of Certification</b>	<b>Remarks</b>
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><a href="http://www.simedarbyplantation.com/media/press-releases/sime-darbyplantation-completes-divestment-of-its-liberia-operations">http://www.simedarbyplantation.com/media/press-releases/sime-darbyplantation-completes-divestment-of-its-liberia-operations</a></p>