



**PUBLIC SUMMARY
SURVEILLANCE 3 AUDIT (2022) ON
KEJIN LONG LAMA FOREST PLANTATION MANAGEMENT UNIT (LPF/0017)
FOR FOREST MANAGEMENT CERTIFICATION**

**Certificate number: FMC-FP 00114
Date of First Certification: 3 February 2017
Audit Date: 7 - 9 September 2022
Date of Public Summary: 28 March 2023**

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EXECUTIVE SUMMARY

The Surveillance 3 audit for forest management certification on the Kejin Long Lama Forest Plantation Management Unit – Kejin Long Lama FPMU was conducted from 7 - 9 September 2022. This was an audit conducted following the previous audit which was conducted on 15-16 July 2021 (remote audit) and on 15-17 November 2021 (onsite audit) on the overall forest management system and practices of the FPMU against the requirements of the Malaysian Criteria and Indicators for Forest Management Certification MC&I SFM using the verifiers stipulated for Sarawak, Malaysia.

The audit was conducted with the full cooperation of the Kejin Long Lama FPMU by two-member team comprising Hj.Roslee Jamaludin (Lead Auditor), Azrul Ikhsan Mohamed (Auditor) and Khairul Najwan Ahmad Jahari as Evaluator.

The Kejin Long Lama FPMU only covers an area of 28,093.35 ha which is part of the 65,178 ha of LPF/0017. The forest area is situated approximately between at Latitudes 03° 29.7'N to 03° 49.8' N and Longitudes 114° 23.7' E to 114° 42.3' E in the Baram District, Miri, Sarawak.

The audit involved the verification of documentations and field visits and inspections. There were also consultations being held with local community within FPMU.

In general, the findings of this surveillance 3 audit have indicated that the Kejin Long Lama FPMU had complied with most of the requirements of the MC&I SFM despite the issuance of total one (1) Major(upgraded), and eight (8) Minor Non-Conformance Report (NCRs) and three (3) Opportunities for Improvement (OFI), against the requirements of the MC&I SFM.

The audit team had also verified on the corrective action plan taken by the Kejin Long Lama FPMU to address all the finding raised during the last surveillance 2 audit.

The Audit Team Leader after consultation with team members recommends that certification of Kejin Long Lama FPMU against the MC&I SFM for certification conditional upon acceptance of corrective action plans within one (1) month and evidence of implementation for Major NCR within 3 months from the date of the surveillance 3 audit.

The FPMU had submitted a proposed corrective action plans to address the NCRs and OFI raised during the surveillance 3 audit by mail on 30 September 2022, and the evidence of implementation for Major NCR on 18th Oct. 2022 which has been accepted by the audit team leader.

The FPMU has submitted the evidence of implementation of Major NCRs within the time frame. Upon satisfactorily implement of the corrective action plan, audit team has agreed for closure of Major NCRs on 25 October 2022 and recommended the Kejin Long Lama LPF0017 FPMU for continuation of its certification against MC&I SFM

1.0 INTRODUCTION

1.1 Name of FMU

Kejin Long Lama Forest Plantation Management Unit (LPF0017)

1.2 Organizational Information/Contact Person

Name: Tiong Sian Kiing

Designation: Administration Manager

Address: Lot 515, Jalan Datuk Edward Jeli, Piasau Industrial Estate, 98000 Miri, Sarawak

Phone #: 085 656699

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1.3 General Background of the Forest Management Unit

Shin Yang Forestry Sdn Bhd has been granted a License for Planted Forest LPF0017 by the Sarawak State Government to develop a forest plantation in the LPF/0017 for a period of 60 years commencing from 19 November 1999 to 18 November 2059.

Kejin Long Lama FPMU is about 45km south of Marudi town and located just upstream of Long lama bounded by Batang Baram on the west; Sg. Palutan on the south; Sg. Aban Deng, Sg. Buan, Sg. Telok on the east; and Sg. Temala and cut-lines on the north. The FPMU is located at latitudes approximately 03° 29.7'N to 03° 49.8' N and longitudes 114° 23.7' E to 114° 42.3' E in the Baram District, Miri, Sarawak.

The total area of Kejin Long Lama Licensed Plantation Forest LPF/0017 managed by Shin Yang Forestry Sdn Bhd is 65,178.00 ha. The area was divided into 10 Coupes from Coupe 1A to 10A. However, due to the limitation of Criterion 6.10: *"Plantation established in areas converted from natural forests after 31 December 2010 is not eligible for certification"*, the certified area (scope of audit) was limited to the area that was converted before 31 December 2020, which is only the **part** of the Coupes 1A, 2A, 3A and 6A with an area of 28,093.35 ha. The certified area is including the protected areas for water catchment, shifting cultivation and bird nest area. The details of the certified area as in Table 1 below.

Coupe No.	License of Planted Forest LPF/0017 (ha)	Total PEFC Certified Area (ha)
Coupe 1A	3,913.00	3,185.76
Coupe 2A	3,499.00	3,157.65
Coupe 3A	6,080.00	4,080.94
Coupe 4A	5,116.00	Not certified
Coupe 5A	7,348.00	Not certified
Coupe 6A	4,660.00	1,861.00
Coupe 7A	4,066.00	Not certified
Coupe 8A	3,940.00	Not certified
Coupe 9A	6,160.00	Not certified
Coupe 10A	6,009.00	Not certified

Total	65,178.00	28,093.35
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1.4 Date of First Certified

3 February 2017

1.5 Location of the FMU

The Kejin Long Lama FPMU is located between 03° 29.7' N, 114° 23.7' E and 03° 49.8' N, 114° 42.3' E.. The map of the FMU is attached in **Appendix 1**.

1.6 Forest Management System

A Forest Plantation Management Plan (FPMP) covering the period from 2014 to 2023 was presented and verified during the audit. The forest plantation was confined mainly to *Acacia mangium*, *Eucalyptus pellita* and *Falcataria moluccana* (*Batai*). Cutting limits are restricted to trees of DBH 10 cm and above for all tree species. The FPMP indicated the total planted areas in the certified area were only 11,731.65 hectares.

This area consisted of part of Coupe 1A, part of Coupe 2A, part of Coupe 3A and part of Coupe 6A. Based on “Area Control”, the rotation period is 7 years in the 1st harvesting cycle with an ACA of 727.57 ha. The AAC calculation as shown in the FPMP gave an estimate on yield in logs volume is 77,631.72 m³/year. The cutting cycle for the 2nd cycle, however, was proposed to be revised to 10 years.

1.7 Annual Allowable Cut / Annual Harvest under the FMP

The annual allowable cut (AAC) for the Kejin Long Lama FPMU had been set at 77,631.72 m³/year and area control of 727.57 ha/year for a period of 7 years (FPMP [2014-2023]). During this surveillance 3 audit, the size of the FMU is 11,731.65 ha with 5,093 ha of planted industrial tree species for harvesting.

1.8 Environmental and Socioeconomic Context

The EIA report titled ‘Amendment in Environmental Impact Assessment Report for the Proposed Long Lama Forest Plantation (under licence for planted forests No. LPF/0017 located in Long Lama, Baram, Miri Division’ dated 8 November 2018. The EIA report had indicated an absence of endangered, rare and threatened species of flora and fauna within the plantation area owing to the intensity of logging conducted.

The FPMU had incorporated the protected flora and fauna species as referred to Sarawak Plant Red List and Master Plan for Wildlife in Sarawak 1996 as specified in SOP 11 in the amendment EIA report dated 8 November 2018. The FPMU had submitted Environmental Monitoring Reports at quarterly intervals to NREB. It is confirmed based on records there is no negative issue has been raised against FPMU.

The measures to mitigate environmental impacts were incorporated in Chapter 7 of the Forest Plantation Management Plan (FPMP). These included water quality, fertilizer application, riparian buffer, socio-economic aspects, domestic waste, health and safety and pest and diseases.

The FPMU has promoted the development and adoption of environmentally non-chemical methods of pest management and strives to avoid the use of chemical pesticides. The usage of chemical pesticides will be minimized and avoid any spillage to reduce environmental impact (pollution).

Any forest planting activity in Coupes 4A, 5A and 7A (non-certified FPMU area) is prohibited and classified these areas as Shifting Agriculture (SA) for local communities. Boundaries between the customary user rights area and the FPMU area have been jointly marked and in some areas, ditches have been dug to establish boundaries. These coupes are also still a natural forest area and yet to be converted to forest plantations. The FPMU has assessed and recorded 10,952 ha (Shifting Agriculture) and Water Catchment Area (1,075 ha) as reported in the HCV report dated Sept 2015 with no changes up to the current audit.

The FPMU has recognised, respected and collaborated with holders of duly recognised use rights (road access, water intake, water catchment, shifting agriculture, fishing, hunting, non-wood forest products e.g. firewood, *ulam*, historical & religious sites, non-wood craft and wood utilization) for daily usage of long houses communities.

Estimated around 130 staff and workers were employed from nearby local community villages/long houses such as Long Tepen, Long Lunyim, Uma Bawang Kiri and Uma Akeh. Advertisement on employment opportunities was distributed to local Long Houses within the FPMU with information on the terms of employment and closing dates of application has been included.

2.0 AUDIT PROCESS

2.1 Audit dates

The Surveillance 3 audit for forest management certification on the Kejin Long Lama Forest Plantation Management Unit – Kejin Long Lama FPMU was conducted from 7 - 9 September 2022. The Surveillance 3 audit plan as attached in **Appendix 4**

2.2 Audit Team

The audit team comprised the following members:

1. Hj.Roslee Jamaludin (Lead Auditor)
2. Azrul Ikhsan Mohamed (Auditor)

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

2.3 Standard Used

Malaysian Criteria and Indicators for Forest Management Certification [MC&I SFM] using the verifiers stipulated for Sarawak, Malaysia.

2.4 Stakeholder Consultations

A stakeholder notification was issued in August 2022 for a period of one month inviting relevant stakeholders to give comments on the FMU. However, there was no comment received from the stakeholders on Kejin Long Lama FPMU during the period.

2.5 Audit Process

The assessment was conducted as planned using the methodology described in Section 2.0. Findings against each of the MC&I SFM are reported below.

The audit was conducted primarily to evaluate the level of compliance of the FMU, current documentation, Standard Operating Procedures (SOPs) and field practices in forest management with the requirements listed in the MC&I SFM, using the verifiers stipulated for Sarawak, Malaysia.

For each Indicator, the auditors conducted either a documentation review, consultation with the relevant personnel of the FMU or stakeholders or field audit or a combination of these methods.

Depending on the level of compliance with the verifiers on a particular indicator, the auditors had reviewed and verified the degree of the overall compliance in the indicator before a finding was raised either a non-conformity report (NCR) (minor or major) or opportunities for improvement (OFI).

An NCR raised during the audit and categorized by the audit team as either major or minor is defined as follows:

(i) A major NCR is a non-compliance deemed by the Auditor to be critical and is likely to result in an immediate hazard to the quality or standard of the forest management systems and practices in the FMU.

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

(ii) A minor NCR is a single observed lapse in compliance by the FMU with the MC&I

The FMU shall respond in writing to SIRIM QAS International within one month from the last date of the audit detailing the actions to be taken to address all minor NCRs. The effectiveness of the resulting actions taken by the FMU must be verified at the next surveillance visit.

iii) An OFI is a situation where the auditor has noted an area of concern on the capability of the forest management system to achieve conformance to the requirements of the MC&I but without sufficient objective evidence to support a non-conformity. The FMU shall submit a corrective action plan within three months from the last date of the audit. The closing of an OFI shall be made during the next surveillance audit.

2.6 Peer Reviewer

Not applicable for surveillance audit

3.0 SUMMARY OF AUDIT FINDINGS

A total of one (1) Major [Indicator 6.7.1] and eight (8) Minor Non-Conformance Reports (NCRs) [Indicator 4.2.3, 4.2.5, 8.1.1, 5.3.2, 1.1.1, 1.4.1, 3.1.3, 4.3.3], and three (3) Opportunities for Improvement (OFI) were raised on the Kejin Long Lama FPMU against the requirements of the MC&I SFM. The audit team examined all the proposed corrective action plans to address the NCRs and OFI raised during the audit by email on 30 September 2022 which has been accepted by the audit team leader.

The FPMU submitted the corrective action plan and evidence of implementation of Major NCRs on 25 October 2022, audit team has agreed to the closure of and recommended the Kejin Long Lama LPF0017 FPMU for the continuation of its certification against MC&I SFM.

The effectiveness of the corrective actions taken by the FPMU to address the Minor NCRs shall be verified by the audit team during the next surveillance audit.

The MC&I Standard has been designed and structured throughout nine (9) Principles which is covers requirements to support sustainable forest management with compliance of legislation, social, environmental and economic aspects. The table below shows the overall audit coverage of the FMU's activities and general audit findings for compliance (strength) and noncompliance (weaknesses) of the Raplex FMU against the MC&I requirements:

Principle	Strengths	Weaknesses
Principle 1 Compliance with Laws and Principles	<p>Kejin Long Lama Forest Plantation Management Unit (FPMU), LPF/0017 maintained records and availability of up-to-date relevant federal laws, state laws, regulations and policies, in particular, those related to forest plantation management were made available at the time of audit and located in the main office (Camp). The "Master list of laws, Regulation, Policy, International Agreements & Conventions, and Guideline, DCRF No. SYF/MC&I/LAWS.01, Rev. No. 04 dated 9th June 2022" were verified during the audit.</p> <p>The Forest Manager was aware of the federal and state laws and regulatory framework related to the management of forest plantations. To-date, there was no violation made by FPMU as verified through an interview with Forest Department Sarawak (FDS) during the audit.</p> <p>Up-to-date list and documents of all legally prescribed fees, royalties, taxes, and other charges were available and sighted at the Kejin Long Lama FPMU LPF/0017 Camp Office. Records of payments made to FDS for log royalty and log cess with details of batch numbers</p>	<p>Site inspection to Kejin Camp, it was found that the storage of Diesel was without the "Permit Barang Kawalan Berjadual" issued to KPDNHEP. Therefore, a Minor NCR for Indicator 1.1.1 was raised.</p> <p>During the last audit, the auditor raised an OFI for indicator 1.4.1, that the management could review any conflict between MC&I SFM and applicable laws such as Adat Iban, Land Code and Forest Ordinance, 2015. However, during surveillance audit 3, the conflicts between Principles and Criteria and laws and regulations were not reviewed by the FPMU. Records of evaluation of conflicts between laws, regulations and these Principles and Criteria were not made available during the audit. Therefore, OFI for indicator 1.4.1 raised during the previous audit was upgraded to MINOR NCR against Indicator 1.4.1</p> <p>The training record for 2022 showed the policies or statements on the commitment to forest plantation management certification were communicated throughout the organization (all sections),</p>

Principle	Strengths	Weaknesses
	<p>MR0722PFA001-MR0722PFA004 dated 21 July 2022 and MR0822PFA001 dated 18th August 2022, volumes and species harvested were verified by the auditor.</p> <p>The Forest Manager are aware of all international agreements relevant to forest management.</p> <p>The legal provisions were made available for the establishment and protection of the forest plantation. Shin Yang Forestry Sdn. Bhd. has signed an agreement with the Sarawak Government to manage the LPF/0017 into a commercial forest plantation for a period of 60 years from 19 November 1999 to 18 November 2059.</p> <p>Posters showing wildlife under the Totally Protected and Protected Lists were also sighted at the main entrance to the FPMU, at the camp office, workers housing units and notice boards of local communities. The poster is also being placed at the main base camp, canteen and other relevant site that is easily seen.</p> <p>The local communities were also informed by the FPMU that encroachment is not allowed within the FPMU area. They were informed through the Liaison Committee of “<i>Mesyuarat Bersama Masyarakat Tempatan</i>” meetings. During this audit, communities of Long Bemang, Long Tepen, and Uma Bawang visited confirmed that there was strict control of encroachment, illegal harvesting, hunting, fishing and settlement, and other unauthorized activities by the FPMU management. Site patrolling and Monitoring Plan schedule of “Annual Work Plan & Budget for LPF0017- Long Lama Estate for 2022” was verified. A review of the “Forest Patrol Record Forms” found no encroachment has been found as per patrolling records from January to July 2022.</p> <p>Statement of commitment of the forest plantation management practices with the MC&I SFM dated 26th July 2022 was posted on notice boards at several locations in the FPMU and publicly available on the web page https://www.shinyang.com.my/products-</p>	<p>however, the relevant statement of commitment toward MC&I SFM was not indicated in the agreement between Shin Yang Forestry Sdn. Bhd. and Shin Yang Sdn Bhd. An OFI for indicator 1.6.2 was raised.</p>

Principle	Strengths	Weaknesses
	<p>services/tree-plantation/lpf0017-long-lama-estate.html (Policy of Commitment)</p> <p>The statement of commitment was briefed to the employees on the 2nd of September 2022.</p>	
Principle 2 Tenure and Use Rights and Responsibilities	<p>Documentation of legal status, including forest use rights of the land or forest resources for Shin Yang Kejin Licensed Planted Forest (LPF/0017) has been made available inclusive among others; the licensed agreement of FPMU was available for 60 years, i.e., covering the period 19 November 1999 to 18 November 2059</p> <p>Forest managers have supported legally recognised mechanisms for resolving land claims through the establishment of “Mechanism to Resolve Local Communities” Issues Rev 5 dated 18th June 2021. Interviews with the head of the Long Tepen, Uma Bawang and Long Lupet have confirmed that no legal land claims were made</p> <p>FPMU Liaison Committee Member Organization structure had been presented in the Forest Plantation Management Plan and is still maintained during the current audit as a commitment from forest managers to collaborate with holders of duly recognized legal or customary tenure or use rights within legal frameworks. The established procedures, documentations and records are available and kept at the Kejin Long Lama Camp.</p> <p>Documentation of legal or customary tenure or use rights of local communities within relevant federal, state, and local laws in the FPMU was made available and kept at the base camp office. There were no changes to earlier contractual agreements entered with free, prior, and informed consent, with local communities with legal or customary tenure or use rights for the use of land.</p>	
Principle 3 Indigenous People’s Rights	<p>An area of customary use land in Coupes 4A, 5A and 7A (non-certified FPMU area) had been designated as SA for the use of the local communities. These areas have been under the control of long houses within the FPMU, and the</p>	<p>During stakeholder consultation with Long Tepen, Uma Bawang and Long Laput, it was found that there were aware of the mechanism to resolve conflicts and grievances. The head of Long Tepen and</p>

Principle	Strengths	Weaknesses
	<p>communities' use rights are respected by the latter. Documentation on the various committees and the land uses have been reported in the SIA report as verified by the audit team.</p> <p>The procedure on "Mechanism to Resolve Local Communities Issues" Rev 3 dated 22/09/2015 was made publicly available on the website at www.shinyang.com.my. The Liaison Committee Document controller has recorded and kept the "Aduan form and Penyelesaian form" as evidence of the implementation of the mechanism.</p> <p>Management and use of customary rights of indigenous peoples' lands and resources are controlled by indigenous peoples unless they delegate control with free, prior, and informed consent to other agencies and/or parties were maintained with no changes. This has also been confirmed through site visits and interviews with Long Pila, Long Bemang and Long Tepen.</p>	<p>villagers of Uma Bawang has submitted their complaints to Shin Yang Forestry through the person in charge. However, the outcome of the complaints was not reported back to the complainant. Therefore, Minor NCR was raised against indicator 3.1.3</p>
Principle 4 Community Relations and Workers' Rights	<p>The FPMU has employed 20 qualified people in the surrounding communities to work at the operation area and camp administration from nearby local community villages/long houses such as Long Tepen, Long Bangan, and Long Lunyim.</p> <p>The Occupational Safety and Health Policy dated September 2014 have been displayed at the store, camp office, workshop and store and has been discussed frequently during the morning briefing. As a guideline, the FPMU has also used <i>Garis Panduan Keselamatan & Kesehatan dalam Operasi Pembalakan</i>.</p> <p>Interviewed workers at Nursery, Workshop, Schedule Waste Store, Chemical Store, Oil Store, Skid / Diesel Tank, Genset Room, Domestic Waste / Dumping site, administration, and lorry drivers have confirmed that there was no union established. However, they are aware of their rights to form a workers' union in accordance with ILO Convention No. 87. Copies of these laws were made available and displayed at the Kejin Camp office. A policy statement stating that management had no objections workers to</p>	<p>Site inspection at the Kejin Camp workshop, it was found the following: -</p> <ul style="list-style-type: none"> • The registration number for the air compressor was faded (recurrent in the previous audit) • One (1) Chain block used in the workshop was without a safety latch (recurrent in the previous audit) • Two (2) Chain blocks used by a lorry at the workshop with registration number SY F 193 were without safety latches. <p>The previous OFI was upgraded to Minor NCR against Indicator 4.2.3</p> <p>During the site inspection, it has been observed and verified at Chemical Store, Scheduled Waste Store, and Workshop were adequately demarcated. Secondary containment has been placed to prevent direct leakage to the ground and a spillage kit also has been provided at the respective area accordingly.</p> <p>However, it was found that the storage and handling of hazardous materials does not comply with the Guidelines on Storage and</p>

Principle	Strengths	Weaknesses
	<p>freely organizing or joining unions was posted at the base camp.</p> <p>Interviews with forest workers confirmed that they have been satisfied with the working conditions provided by the FPMU management. There were no complaints about the social welfare provided.</p> <p>A review of the Social Impact Assessment (Feb 2022 – Feb 2027) found the FPMU has information on the social impact of forest plantation management operations directly affecting the communities, and the people and groups had been evaluated and incorporated into the FPMP. A brief and a copy of the Social Impact Assessment report to the local community as verified 'Minit Mesyuarat Bersama Masyarakat Tempatan in Long Puak, Long Pilah, Long Miri, and Long Tepen.</p> <p>Grievances from Long Lunyim Pelutan and Long Tepen have been recorded in the grievance form dated 22/4/2022 titled "Local Community's Complaint/Disputes/Grievance Form". The issues were on sedimentation in the river and maintaining the pipeline with clean water for the compensation based on the agreement dated 1/9/2015. Both parties met to discuss the issues on 22/4/2022 as verified meeting minutes titled "Minit Mesyuarat Bersama Masyarakat Tempatan". Both parties have agreed and understand the actual situation that the sedimentation in Sg. Palutan was not caused by the FPMU operation.</p> <p>The FPMU has handled the grievances from Long Bemang (surat aduan 22/10/2020) as verified through the Grievance Form dated 22/12/2021 and meeting minute 'Minit Mesyuarat Bersama Masyarakat Tempatan' dated 20/4/2022.</p>	<p>Handling of Hazardous Materials. (Part VI: Labelling and Relabeling under Occupational Safety and Health Act 1994 (Act 514), it was on the following: -</p> <ul style="list-style-type: none"> Two (2) mineral water bottles filled with engine oil, one (1) bottle with petrol, and one (1) bottle with lubricant oil in the Nursery store (fertilizer store) without a label. Nine (9) mineral water bottles filled with steering fluid, and one (1) bottle with petrol in Fuel, Oil and Lubricant (FOL) stored without the label. Two (2) mineral water bottles filled with lubricant oil in Genset House. <p>Therefore, a Minor NCR for Indicator 4.2.5 was raised</p> <p>During this surveillance 3 audit, found that the right of workers to employment benefits and social protection under the Labour Ordinance [Cap. 76 (1958 Ed.)] were not fully complied, as</p> <ol style="list-style-type: none"> A review of the eight employees' payslips (Supervisor, QC and Survey, Foreman, Security Guard, Lorry Driver, and Storekeeper) it was found that employee LS0024 payslip for August, July and June 2022, there was evident of deduction of more than the allowable deduction amount (RM 200), thus, the right of workers to employment benefits and social protection under Labour Ordinance [Cap. 76 (1958 Ed.)] were not fully complied. Interviewed six employees (QC and Survey, Project Team, Nursery, and Field Planting) at the base camp and two employees (QC and Survey, and Certification & Internal Audit Assistant) on-site, found that they were given accumulative rest days at the end of the month which is not stated in their employment agreement and without the approval from the Labour Department. <p>Therefore, Minor NCR for indicator 4.3.3 was raised</p>

Principle	Strengths	Weaknesses
Principle 5 Benefits from the Forest	<p>The investments and reinvestments were made available at Kejin Long Lama FPMU titled “Summary of Revenues and Costs for LPF0017: Long Lama Kejin FPMU’ for Nursery, Land Preparation, Planting, Tree Maintainance & Silviculture, Harvesting, Road Construction & Maintainance, Estate (General), Monitoring, Certification, Health & Safety, New Scientific and Technical Information and Corporate Social Responsibility.</p> <p>The proposed cutting cycle was for seven (7) years in the 1st harvesting cycle (based on area control) and the expected annual rate of harvest of 727.57 ha/year. The new AAC based on area hectarage is 1,118ha for the year 2022-2023 to complete the first cycle harvesting operation. The harvested volume expected is about 119,290.60m³ for the year 2022-2023.</p> <p>The FPMU operates only for the production of logs for the mill at Miri. Production was confined mainly to <i>Paraserianthes falcataria</i> and <i>Acacia mangium</i> trees. While small number <i>Eucalyptus pellita</i> tree species were planted.</p> <p>The FPMU had approval from the Plant Quarantine Division, Department of Agriculture, Sarawak, “Permit to Import Plants” dated 20 Jan 2021 for <i>falcataria moluccana</i>, Permit to Import Plants dated 26 August 2018 for <i>Albizia falcataria</i> and Permit To Import Plants dated 21 Jan 2014 for <i>Acacia mangium</i>.</p> <p>The extent of area planted by each species and by age classes and maps depicting the spatial distribution of the planted species made available as in “Map D: LPF0017 Kejin Long Lama FPMU – Planting Pattern for the FPMU Area”</p> <p>The product extracted from Coupe 6A for the year 2022 was 3,861.12 m³ (Jan-June 2022). Whereas, the production record showed that 5,377.89 m³ of logs had been harvested from the same coupe for the year 2021. Harvesting was done mainly on <i>Paraserienthes falcataria</i> and <i>Acacia mangium</i>.</p>	<p>A review of the “LPF0017: Internal Training Schedule for Tree Plantation Division for 2022” found the training on Reduced Impact Logging (RIL) has not been conducted. In addition, the training schedule did not include training on Reduced Impact Logging. Therefore, a Minor NCR was raised against Indicator 5.3.2</p>
Principle 6	An EIA report “Environmental Impact Audit Report for the Proposed Long Lama Forest	Site inspection to Schedule Waste Store at Kejin Camp found that one (1) drum of SW

Principle	Strengths	Weaknesses
Environmental Impact	<p>Plantation in Long Lama Miri” dated March 2000 has been updated with the title “Amendment in Environmental Impact Assessment Report for the Proposed Long Lama Forest Plantation (under licence for planted forests No. LPF/0017 located in Long Lama, Baram, Miri Division” dated 8 November 2018.</p> <p>The EIA report had indicated an absence of endangered, rare, and threatened species of flora and fauna within the plantation area owing to the intensity of logging conducted. Chapter 7 of the FPMP incorporated measures to mitigate environmental impacts. These included water quality, fertilizer application, riparian buffer, socio-economic aspects, domestic waste, health and safety and pest and diseases</p> <p>To protect the residual faunal population, biological corridors and residual patches of forest trees has been conserved within the plantation area. Together with 313ha of riparian buffer belts, 4,225ha for bird nest collection by local communities and 724ha of water catchment as well as 10,952ha as shifting agriculture with a total of 16,379ha of the FPMU had been excluded from planting activities.</p> <p>Cooperative efforts in forest management regarding “Progeny Trials for <i>Albizia falcataria</i> and <i>Eucalyptus pellita</i>, and “Taxa Seed Source for <i>Albizia falcataria</i>, <i>Acacia mangium</i> and <i>Eucalyptus</i> were made with governmental agencies especially the Forest Department Sarawak (FDS), Sarawak Forestry Corporation (SFC) and Sarawak Timber Association (STA) were made by the FPMU.</p> <p>Monthly patrols of the FPMU were continued on any illegal activities occurring within the plantation area as verified in the monitoring form titled “<i>Senarai Semak Pemantauan Kawasan FPMU</i>”. The monitoring was conducted by FPMU, e.g., on 18 Feb 2022, 20 March 2022, 17 April 2022, 15 May 2022, 13 August 2022.</p> <p>The FPMU has taken efforts to control illegal hunting, fishing and collecting activities in the FPMU through displaying posters of protected</p>	<p>409 (paint containers) were stored without label, and the date of first generated. Furthermore, 15 plastic containers of SW 409 (grease) were stored without label, and the date of first generated. Therefore, previous Minor NCR MRS 01 2021 was upgraded to Major NCR RJ03/2022 for Indicator 6.7.1</p>

Principle	Strengths	Weaknesses
	<p>and totally protected species at relevant places such as quarters, workshops and canteen, monitoring access to plantation areas by security at the security post and conducting regular forest patrolling exercises. Boom gates were constructed at strategic points to prevent illegal entries.</p> <p>The FPMU briefed all workers on protected wildlife and ERT species on 30 August 2022 and 1 September 2022.</p> <p>Documentation and maps depicting areas managed as natural forests in the forest plantation areas were available in the FPMP Chapter 11- Identification and Management of Protection/HCV Areas entitled "Map of Protected and HCV Areas within Kejin FPMU" and verified.</p> <p>During the site visit on Conservation area, Water Catchment in Block 35 of Coupe 3A, these natural forest areas were demarcated and conserved against the impact of management operations especially harvesting. Such areas included riparian reserves, slopes > 35° (Terrain IV), watersheds and designated HCVF areas. In addition, designated wildlife corridors were similarly conserved. These specific areas in the certified portion of the FPMU were marked with considerations for the impacts of future harvesting on them.</p> <p>The buffer strip inspected in the FPMU was found to be intact and is being protected. Their boundaries were marked with blue paint on tree trunks. During this audit, it was observed that all signage on riparian buffer (SBR) along Sg. Lanyan were erected along the riverbank.</p> <p>Inspection of the harvesting area was conducted at Block 14 of Coupe 6A and in planted area in Block 68 of Coupe 3A. The Block had also undergone 1st round of Maintenance i.e., slashing and manuring activities. The ground inspection had shown that stream bank reserve was marked with blue paint. Roads were constructed in accordance with specifications. Inspection of harvesting operations in Block 14</p>	

Principle	Strengths	Weaknesses
	<p>of Coupe 06 indicated that the guidelines on RIL and road construction are being implemented.</p> <p><i>A Forest Fire Management Plan LPF 0017 Kejin Camp Long Lama</i> revision 3 had been written on 9 October 2019 made available and verified.</p> <p>The FPMU has established an SOP for chemical handling titled ‘SOP for Chemical Spray – Land Preparation’. The chemical usage in the nursery including fertilizers, fungicides and insecticides was recorded in the Chemical Monthly Usage for LPF0017 for 2022.</p> <p>Consultation with nursery workers indicated that they have been aware of procedures on the use of chemicals. Records on the training of handling chemicals for nursery workers dated 2nd September 2022 were made available.</p> <p>Training on chemical storage and handling entitled "SOP Penggunaan dan Pengendalian Racun" for forest workers was conducted on 19th April 2021.</p> <p>The FPMU has planned for the reduction of the use of chemical pesticides titled ‘Field Fertilization Planning and Usage in LPF0017 FPMU’ dated 31st July 2022.</p> <p>The FPMU has presented SOP for waste disposal of solid non-organic wastes titled “Scheduled Waste Management (SYF/MC&I /P25)”. The consignment note for the disposal of scheduled waste no. 16235 dated 17/8/2022 for SW 410, Consignment Note No. 16234 dated 17/8/2022 for SW 102, Consignment Note no. 16236 dated 17/8/2022 for SW 306, and Consignment Note no. 16237 dated 17/8/2022 for SW 305 were verified during the audit</p> <p>There was no application of biological control agents in the FPMU.</p> <p>A description of the soil types within the FPMU was presented in Section 1.4.1.2 of the revised <i>Forest Plantation Management Plan Revision LPF0017 Kejin Long Lama FPMU</i>.</p>	

Principle	Strengths	Weaknesses
	<p>Results of comparative justification were made available in the FPMP Chapter 2 Section 2.4 Growing Timber Stock. This section presented comparative advantages/benefits of planting exotic species over native species in the establishment of the plantation. The relative growth rates and gestation periods of both exotic and indigenous species were compared based on the report <i>In Financial Return on Planted Forest in Malaysia</i>, by Murray R. Barber.</p> <p>The nursery and field trials, including provenance trials, of selected species for forest plantation can be seen in reports of the Planted Forest Research Programmes between Sarawak Forestry Corporation and Shin Yang Forestry Sdn Bhd.</p> <p>The trial species have been planted since 2015 which are <i>Acacia mangium</i>, <i>Eucalyptus pellita</i>, and <i>Falcataria moluccana</i>.</p> <p>The FPMU management had received approval from Plant Quarantine Division, Department of Agriculture, Sarawak for using exotic species as <i>Paraserianthes falcataria</i> (<i>Albizia</i>), <i>Acacia mangium</i>, and <i>Eucalyptus pellita</i> as verified by auditor through the permit titled 'Permit to Import Plants'. Permit to Import Plants no. PQS.1(3235)/2019 dated 36 August 2018 (<i>Albizia falcataria</i>), No. PQS.1/(333)/2021 dated 20th Jan. 2021 (<i>Falcataria moluccana</i>), and permit No. PQS.1 (82)/2014 dated 21st Jan. 2014 (<i>Acacia mangium</i>) was presented during the audit.</p> <p>Management had prepared a list of exotic species preferred for their plantation area as stated in the FPMP at Table 2.1 Planted species in LPF 0017 Kejin Long Lama FPMU. A total of 4 exotic species such as <i>Albizia falcataria</i>, <i>Acacia mangium</i>, <i>Eucalyptus spp.</i> and <i>Hevea brasiliensis</i> shall be planted.</p> <p>The record of monitoring for planted exotic tree species has been made available during the audit. The latest monitoring was done on 13th August 2022. The monitoring was conducted monthly. No sign of invasive species outbreaks as reported.</p>	

Principle	Strengths	Weaknesses
	<p>The FPMU has conducted data analysis for the PSPs data such as survival rate, mean DBH, mean height, mean basal area, mean volume, mean annual increment volume, DBH growth and height growth.</p> <p>The revised FPMP included guidelines and procedures to control outbreaks of pests and diseases. The FPMU has established guidelines and/or SOP for pest control and disease management practices as stated in the SYF/MC&I/P.23 (dated 22/06/22) SOP for Pest Control and Disease Management Practices, including Forest Hygiene Practices and Biological Control Methods, and Tree Plantation Manual Ed 02 June 2019. And for assessing invasive species as mentioned in the SOP SYF/MC&I/P.04 <i>Procedure for Preventing, Monitoring and Assessing Invasive Plant Introduction</i> was used to assess the invasive conditions of the planted exotic species.</p> <p>R&D monitoring on pests and diseases have carried out as verified report titled “Pest & Disease Condition in LPF0017 (Updates)” from 2017 – 2022. Various aspects had been considered by management for this R&D on PFRP Progeny & Taxa Trial, Deer grazing, <i>Acacia mangium</i> poor performance and Silvicultural practices.</p> <p>The Kejin Long Lama FPMU only covers an area of 28,093.35 ha which is part of the 65,178 ha of LPF/0017. The certified forest plantation area only covers limited areas comprising part of Coupes 1A, 2A, 3A, and 6A. All these plantations were established prior to 2010. There was no conversion of forest area, HCV area and ecological corridors to forest plantation as verified during this audit.</p>	
Principle 7 Management Plan	<p>The Forest Plantation Management Plan LPF0017 Kejin Long Lama FPMU (Rev. 009: January 2014 - December 2023) (FPMP) was revised on 11th May 2022 and was made available for the audit process. The FPMP had included all the management objectives as well as providing items (a) to (i) of the criterion.</p>	<p>The agreement or offer letter for the staff or worker (security guard) could be further improved to include clear and specific job descriptions to ensure effective implementation of the forest management plan. Therefore, an OFI for Indicator 7.3.1 was raised.</p>

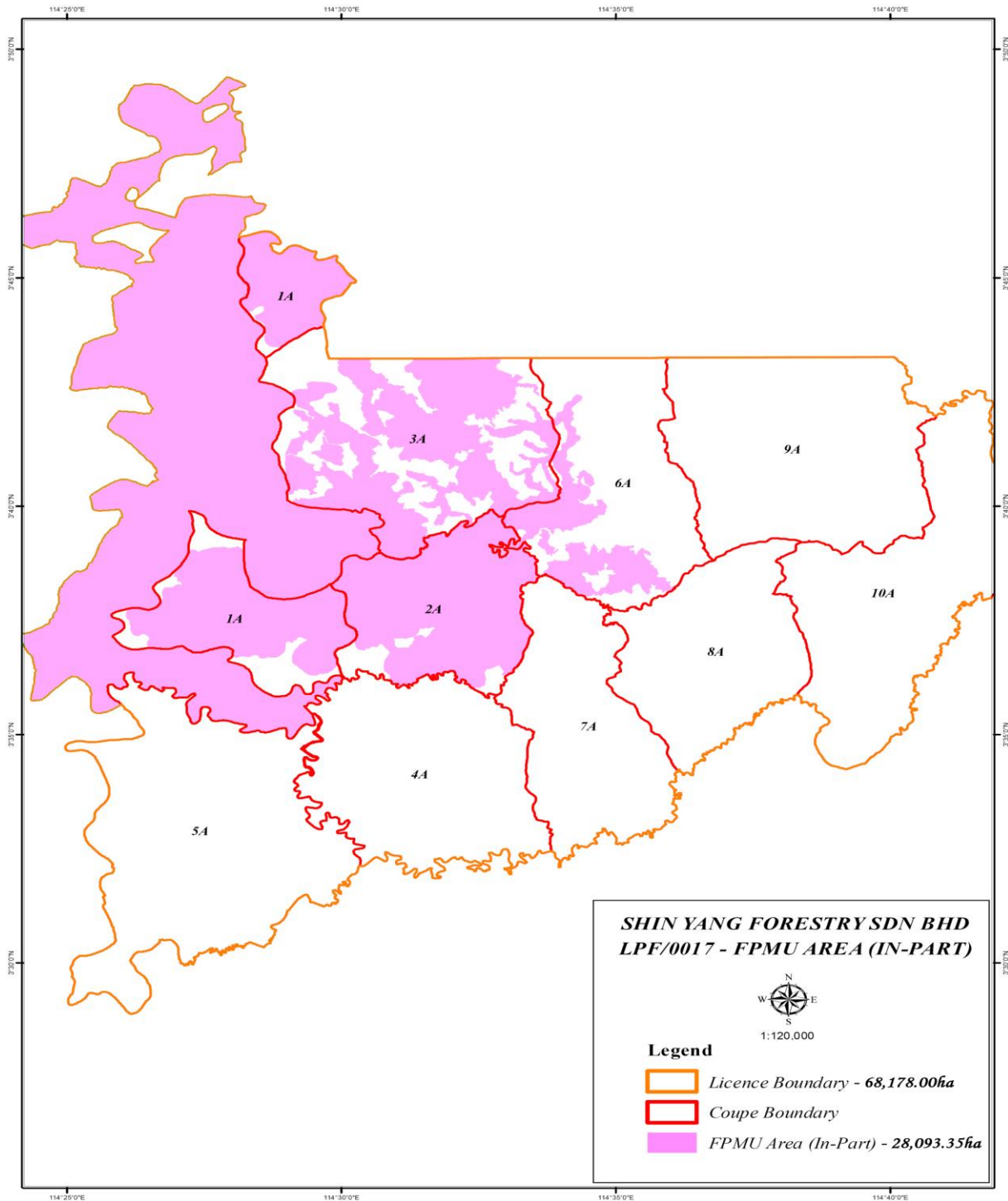
Principle	Strengths	Weaknesses
	<p>The periodic review had been prescribed in the FPMP in section 3.9 Amendment/Revision of Management Plan and scheduled every ten years, depending on the results of monitoring, major policy changes, new information and changes in downstream planning or requirements</p> <p>The FPMU has trained their workers as per respective roles in the implementation of the forest plantation management plan, e.g., MC&I Sustainable Forest Management (30/8/2022), Tree Planting Manual Harvesting (1/9/2022), Labour Ordinance 1952 (Cap 76) (5/9/2022)</p> <p>A summary of the primary elements of the forest plantation management plan as prepared and implemented under Indicator 7.1.1 was made publicly available at https://www.shinyang.com.my/products-services/tree-plantation/lpf0017-long-lama-estate.html</p>	<p>The knowledge of employees could further be improved to include training or briefing on the use of the equipment and HCV prescription. Therefore, an OFI for Indicator 7.3.2 was raised.</p>
Principle 8 Monitoring and Assessment	<p>Kejin Long Lama FPMU implemented a comprehensive network of Permanent Sample Plots (PSPs) over the certified area to assess the health of the planted trees, forest ecosystem and the forest environment, growing stock conditions and increment. Currently, six (6) PSPs had been maintained in the FPMU consisting of five (5) <i>Paraserianthes falcataria</i>, and one (1) <i>Acacia mangium</i>. The previous one (1) PSP plot of <i>Acacia mangium</i> had been harvested.</p> <p>Social monitoring has been conducted by the FPMU based on the procedure. A review of “Borang Pemantauan Impak Sosial Operasi Pengurusan Hutan” found the FPMU has conducted social monitoring, e.g., Kg Long Lunyim (5/8/2022), Uma Bawang (29/4/2022), Sg. Dua (21/8/22), Long Laput (28/7/2022), Long Pilah (9/2/2022), Long Tepen (22/4/2022), Long Puak (16/8/22), Umah Akeh (15/8/22), Long Miri (15/2/2022).</p> <p>Locals such as those from nearby areas were given job preferences. The FPMU has taken initiatives to increase worker recruitment from local’s communities through advertisements. As</p>	<p>During the site inspection of PSP in Block 54 in Coupe 3A (<i>Acacia mangium</i>) and PSP in Block 47 of Coupe 3A (<i>Albizia falcata</i>) found there was no slope correction had been applied during the establishment of PSP plot for distance measurements. The verification of data recorded was not tallied with measurements on the ground. Therefore, a Minor NCR against Indicator 8.1.1 was raised.</p>

Principle	Strengths	Weaknesses
	<p>part of the social contribution, the management of the FPMU provided free transportation to the local communities on requests, food and drinks for special occasions. The management also assisted in the construction of a long house and water pipe for the local communities. There were no complaints, land disputes or conflicts encountered between local communities and FPMU.</p> <p>The internal audit and a management review meeting were held on 12-14 December 2021 and 12 January 2022, respectively.</p> <p>The IECA report dated 18-20 May 2020 was submitted to NREB on 26 June 2020. The overall compliance score is 94.82%.</p> <p>A total of 5,377.89 m³ was produced in 2021 while for 2022 (January and June), a total of 3,861.12 m³ had been extracted.</p> <p>The FPMU had a system of log tagging at the harvesting site to maintain a record of production from each block. All harvested logs ready to be transported had tags bearing a unique number together with the LPF0017, block and coupe numbers, species, diameter, and length as well as the grade of each log. The felling, extraction and transporation records, e.g., Batch MR0822PFA006-MR0822PFA007 with transportation pass HWT: 167684, and Endorsement Clearance Certificate ECC No: 685183 dated 19/8/2022 were verified. This was matched with Removal Pass No.C372275 dated 19/8/2022.</p> <p>The revised Forest Plantation Management Plan LPF0017 Kejin Long Lama FPMU January 2014 - December 2023 (Rev. 009: 11th May 2022) incorporated the latest results and findings of the monitoring activities of growth data, PSPs, and SIA. Periodic review and updates had been prescribed for the Forest Plantation Management Plan incorporating results from forest monitoring</p> <p>A summary of the data obtained from the monitoring i.e., results of growth data from PSPs, SIA (Social Impact Assessment) and</p>	

Principle	Strengths	Weaknesses
	Environmental impacts of forest plantation operations had been incorporated into the public summary provided by the website: www.shinyang.com.my	
Principle 9 Maintenance of High Conservation Values	<p>Kejin Long Lama FPMU prepared a report entitled “High Conservation Value Forest (HCVFs) Assessment of the LPF0017 licensed area for the proposed programme for the Endorsement of Forest Certification” dated September 2015. The FPMU had identified Critical Temporal Use (Salt Licks) in Coupe 1A, 2A and 3A, and the water catchment area in Coupe 3A. During this audit, one HCV (Salt lick) was inspected in Coupe 3A found the boundary of the HCV was marked with blue paint with adequate signage which as per the SOP (“Procedure and guideline for Identification, Demarcation, Mapping and Conservation (SYF/MC&I/P.06”).</p> <p>The stakeholders include representatives from the Department of Agriculture, Department of Environment, Department of Labour, DOSH, Forest Department, Land and Survey Department, Malaysian Nature Society, Natural Resources Environmental Board, Sarawak Forestry Corporation, Sarawak Timber Industry Development Corporation, WWF Sarawak, and representatives from local communities were consulted by email on 26th October 2021.</p> <p>The management prescriptions to establish, maintain and enhance the identified HCV attributes were documented in the SOP entitled “Procedure and Guideline for Identification, Demarcation, Mapping and Conservation [SYF/MC&I/P.06]”. the recommendations on management and monitoring were written in the FPMP Chapter 11 Identification and Management of Protection/HCV area.</p> <p>Monitoring procedures to assess the effectiveness of the measures in the management of the HCV titled ‘Procedure and Guideline for Identification, Demarcation, Mapping and Conservation’. The results and findings of the HCVF monitoring activities had been implemented and incorporated into the updated FPMP.</p>	

Principle	Strengths	Weaknesses
	<p>A review of the “Senarai Semak Pemantauan Kawasan FPMU” showed that annual monitoring had been conducted on the identified HCV sites, e.g., water catchment area (18 Feb 2022), salt lick areas (17 April 2022), Buffer zone for wildlife corridor (15 May 2022 and 13 August 2022).</p> <p>The public summary and results of annual monitoring of the HCV attributes identified in the HCV report were presented and made available in the public summary on the website: www.shinyang.com.my</p>	

Map of Kejin Long Lama Forest Plantation Management Unit



Details of Auditors and Qualification

Assessment Team	Role/Area of MC&I Requirement	Qualifications and Experience
Hj.Roslee Jamaludin	Assessment Team Leader / Forester	<p>Academic Qualification: B.Sc. of Forestry (Forest Management), University Putra Malaysia. Diploma in Forestry, Mara Institute of Technology, Malaysia.</p> <p>Work Experience:</p> <p>A retiree of Forest Conservator from Forestry Department of Peninsular Malaysia, with 36 years of experience in forest management, operation, and administration. Has been working in various position since appointment in 1977, which includes Assistant Forest Management officer in Kuantan, Forestry Department of Pahang, Assistant District Forest Officer in Kuala Lipis Pahang and Segamat, Johor. Forest Plantation Officer in Johor and Terengganu, Forestry Officer for the State of Malacca. Assistant Director for Forest Harvesting and Industries in Selangor, District Forest Officer in Dungun Terengganu, Assistant Director for Forest Management in Negeri Sembilan and the State Director of Forestry Penang before retirement in April 2015. Has involved in several Working Committee form by the Forestry Department of Peninsular Malaysia to further improve the existing procedures, such as, Forestry Manual, Forest Road Guidelines, Forestry Rules, other guidelines regarding the MC&I for forest certification. A member of MAJURUS was appointed as an Internal Auditor for the MC&I. Has attended several forestry Conference overseas and local. A member of IRIM (Institut Rimbawan Malaysia). Appointed as a facilitator and trainer for Forest Road Guidelines by Forestry Department Peninsular Malaysia.</p> <p>Training / Research Areas: Had Attended and Passed the following Training programmes:</p> <ul style="list-style-type: none"> • Auditor Training Course on Malaysian Criteria and Indicators for Forest Management Certification [MC&I (Natural Forest)] & [MC&I (Plantations)] organised by MTCC, 9 – 10 July 2015 • EMS 14001: 2004 Lead Assessor Training Course organised by SIRIM Training Services Sdn Bhd, 23 Nov. – 27 Nov. 2015. • Briefing on RSPO Principle & Criteria (HCV) organised by SIRIM QAS (Food, Agri & Forestry Section) 21 August 2015. • Workshop on Auditing Technique for FMC (2) organised by SIRIM QAS (Food, Agri & Forestry Section) 26 Jan 2016. • FMC Workshop 28th -29th November 2017 • FMC Workshop for 2018 organised by SIRIM (Food,Agr. &Forestry) 22 November 2018

		<ul style="list-style-type: none"> • COC Workshop 2018 organised by SIRIM 26 November 2018 • Auditor Training Course on PEFC Chain of Custody Certification organized by MTCC on 19th -20th December 2018. • MSPO Training Course 16-17 Feb 2019 organised by SIRIM • COC Workshop 27/6/2019 FAF SIRIM QAS • FMC 25-26/6/2019 organised by FAF SIRIM QAS
Azrul Ikhsan Mohamed	Auditor/ Forester	<p>Academic Qualification:</p> <p>Bachelor of Science with Honours (Plant Resource Science and Management), Universiti Malaysia Sarawak. Diploma in Agriculture, Universiti Putra Malaysia Kampus Bintulu</p> <p>Work Experience:</p> <p>Five years of Experience in the field of Forestry, 2 Years of Forest Plantation as Assistant Plantation Manager in Forestry Assets Sdn Bhd in the year from 2015 to 2017, and 4 Years in Natural Forest as Forest Manager in Reliwood Sdn Bhd in the year 2018 – 2021. Main responsibility is Assisting and Manage in the administrative work, forest development, and forest operations based on the MC&I SFM standard. Work closely with relevant stakeholders on the development of the Forest such as Enrichment planting, HCV collaboration, Improvement of the Reduced impact logging, and developing procedures.</p> <p>Training / Research Areas:</p> <ul style="list-style-type: none"> • Auditor Training Course on Forest Management Certification Under the Malaysian Timber Certification Scheme (MTCS) – (13th – 15th October 2021) • SIRIM LEAD AUDITOR COURSE INTEGRATED MANAGEMENT SYSTEMS (IMS) ISO 9001, ISO 14001 & ISO 45001 (LIMS02) – (25th – 29th October 2021)

Comments by Stakeholders and Responses from Audit Team

No.	Stakeholder	Comments/Issues Raised	Response by Audit Team
	none	none	-

Surveillance 3 Audit Plan

DAY	TIME	PROGRAM	
		AUDITOR 1 (Hj.Roslee)	AUDITOR 2 (Azrul)
Day 0 Tuesday 6/09/2022		<ul style="list-style-type: none"> All Auditors travel from KLIA to Miri by (MH 2574; ETD 08.55 – ETA 11.15) All auditors travel to Kejin Base Camp Briefing by Audit Team Leader on the audit plan 	
Day 1 Wednesday 7/09/2022	8.30 am – 12.30 pm	<ul style="list-style-type: none"> Opening Meeting with representatives of FPMU Briefing session by Forest Manager of the FPMU on progress of forest activities Q&A Session Evaluation of changes to the management of the FPMU Check on progress of planned activities aimed at enhancing the operation system to achieve improvement in overall performance Check on complaints, stakeholder comments and follow-up actions with Government agencies and NGOs Check on NCRs raised during the previous audit Check on internal audit and management review 	
	2.00 – 5.00 pm	Documentation and records review <ul style="list-style-type: none"> Principle 4 - Community Relations and Worker's Right (Indicator 4.2.5) Principle 5 – Benefits from the forest Principle 6 – Environmental Impact Principle 7 – Management Plan Principle 8 – Monitoring and Assessment Principle 9 – Maintenance of High Conservation Value Forests 	Documentation and records review <ul style="list-style-type: none"> Principle 1 – Compliance with Laws and Principles Principle 2 – Tenure and Use Rights and Responsibilities Principle 3 – Indigenous Peoples' Right Principle 4 - Community Relations and Worker's Right (Criterion 4.1, 4.2, 4.3, 4.4 & 4.5)
		<ul style="list-style-type: none"> Review of Day 1 Findings by Audit Team Leader 	
Day 2 Thursday 8/09/2022	8.00 am – 5.00 pm	Site visit: <ol style="list-style-type: none"> Planting area – coupe 3, Block Harvesting area – coupe 6, Block 14 Silviculture operations (planting, weeding, slashing, pruning, chemical spraying, etc.) – coupe 3, Block 68 River buffer – Sg. Lunnyang Management of forest fire- Base camp Verification on CoC process for certified and uncertified logs. - document PSP- acacia- coupe 3, block 54, Albizzia block 47 Conservation areas- steep terrain, - - coupe 2, coupe 3- water catchment 	Site visit & consultations: <ol style="list-style-type: none"> Consultation with local communities located within/adjacent to FPMU.- <ul style="list-style-type: none"> Long Laput Rh. Bawang FPMU licence boundary- Coupe 3. LPF 00017/KTS HCV- coupe 3, block 41 Interview with workers – union, insurance, payslip, medical & accident, training etc.

		9. Workshop and Schedule waste store, genset area. 10. Nursery	
		<ul style="list-style-type: none"> Review of Day 2 Findings by Audit Team Leader 	
Day 3 Friday 9/09/2022	8.00 am	<ul style="list-style-type: none"> Documentation and records review 	
	11.30-12.30	<ul style="list-style-type: none"> Preparation of audit report and finding 	
	2.00 – 4.30 pm	<ul style="list-style-type: none"> Closing meeting 	
	5.00 pm	<ul style="list-style-type: none"> Travel to Miri Stay at Pullman Hotel 	
Saturday 10/09/2022		All auditors travel from Miri to KLIA (MH 2575; ETD 12.15 – ETA 14.30)	

- END OF REPORT -