

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (2_2)
- Recertification Assessment (Choose an item.)
- Extension of Scope

Client Company Name / Parent Company: SIPEF GROUP
Client Company / Parent Company Address: Kasteel Calesberg,, Calesbergdreef, Schoten, 5B2900, Belgium
Certification Unit: PT Agromuko Bunga Tanjung Mill
Location of Certification Unit: Berangan Jaya, Kec. Teramang Jaya, Kab. Mukomuko, Indonesia
Date of Final Report: 22/01/2024

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	SIPEF Group		
RSPO Membership Number	1-0021-05-000-00	Membership Approval Date	7/12/2005
Address	Kasteel Calesberg,, Calesbergdreef, Schoten, 5B2900, Belgium Head Office – North Sumatera: Forum Nine Building, 10th Floor, Suite 1-11, Jl.Imam Bonjol No.9, Medan – 20112 Sumatera Utara Province, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	PT Agromuko Bunga Tanjung Mill		
Location / Address	Brangan Jaya, Kec. Terawang Jaya, Kab. Mukomuko, Bengkulu Province, Indonesia		
Website	www.sipef.com		
Management Representative	Mr. Matthew Gerard Nowak	E-mail	mgnowak@sipef.com
Telephone	+62 61 415 2043	Facsimile	+62 61 452 0908

2. Certification Information			
Certificate Number	RSPO 646338	Certificate Start Date	01/03/2022
Date of First Certification	22/02/2011	Certificate Expiry Date	28/02/2027
Scope of Certification	Production of Sustainable Crude Palm Oil (CPO) and Palm Kernel (PK)		
Visit Objectives	<ul style="list-style-type: none"> Determination of the conformity of the client's management system, or parts of it, with RSPO Standard INA-NI, April 2020. Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 2_2) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> Indonesia National Interpretation 2020 of the RSPO P&C 2018		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	60 MT/hour
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
BSI-ISPO 609454	ISPO	PT. BSI Group Indonesia	06/04/2026
10374408	ISO 9001:2015	Lloyd's Register Indonesia	02/07/2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Bunga Tanjung POM	Brangan Mulia Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 00.39" S	101° 22' 16.94" E
Bunga Tanjung Estate	Brangan Mulia Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 30.14" S	101° 22' 21.51" E
Air Bikuk Estate	Air Bikuk Village, Lubuk Bento Village and Air Berau Village, Pondok Suguh District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 46' 27.67" S	101° 24' 44.68" E
Air Buluh Estate	Air Buluh Village, Semundam Village, Tanjung Jaya Village, Talang Baru Village and Talang Arah Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 01' 27.29" S	101° 33' 15.79" E
Malin Deman Estate	Air Merah Village, Talang Arah Village and Talang Baru Village, Malin Deman District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 01' 27.29" S	101° 33' 15.79" E
Sungai Teramang Estate	Batu Ejung Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 45' 30.30" S	101° 22' 15.20" E
Kebun Masyarakat Desa/KMD (48 smallholders)	Mukomuko Regency, Bengkulu Province, Indonesia	02° 43' 30.14" S	101° 22' 21.51" E
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) (84 smallholders)	Air Merah Village and Air Buluh Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	03° 03' 15.11" S	101° 29' 53.43" E
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro	Air Merah Village and Air Buluh Village, Malin Deman District and Ipuh District,	02° 58' 50.37" S	101° 35' 51.83" E

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Sejahtera (KPSB-MMAS) (90 smallholders)	Mukomuko Regency, Bengkulu Province, Indonesia		
Koperasi Harapan Jaya Lubuk Talang (KHJLT) (19 smallholders)	Air Merah Village, Talang Arah Village and Talang Bari Village, Malin Deman District and Ipuh District, Mukomuko Regency, Bengkulu Province, Indonesia	02° 58' 50.37" S	101° 35' 51.83" E
Note: -			

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Bunga Tanjung Estate	2,032.96	445.60	424.44	2,903.00	70.03
Air Bikuk Estate	1,205.82	194.01	10.17	1,410.00	85.52
Air Buluh Estate	2,009.89	218.23	195.13	2,423.25	82.94
Malin Deman Estate	631.76	149.64	396.60	1,178.00	53.63
Sungai Teramang Estate	335.24	126.98	1,307.78	1,770.00	18.94
Kebun Masyarakat Desa/KMD	199.24	0	0	199.24	100
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	135.10	4.41	0	139.51	96.84
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	164.40	3.35	0	167.75	98.00
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	106.99	18.01	0.6	125.6	85.18
Total	6,821.40	1,160.23	2,334.72	10,316.35	76.78
Note:					
<ul style="list-style-type: none"> - Planted area of Bunga Tanjung Estate decreased due to replanting activity, some oil palms in Mature area have been felled/cleared, and not categorized as planted area. - HCV area of Bunga Tanjung Estate is based on latest assessment, that is Integrated HCV-HCSA Assessment PT Agromuko start in March 2022 by Hijau Daun. Date of submission to HCVRN on 23 November 2022. QP Feedback Satisfactory on 15 May 2023. As mentioned in 7.12.1. - Infrastructure & other area of Bunga Tanjung Estate increased due to replanting activity, some area with oil palms have been felled/cleared are not categorized as planted area (Mature or Immature) but categorized as other area. - Planted area of Air Bikuk Estate decreased due to replanting activity, some oil palms in Mature area have been felled/cleared, and not categorized as planted area. - HCV area of Air Bikuk Estate is based on latest assessment, that is Integrated HCV-HCSA Assessment PT Agromuko start in March 2022 by Hijau Daun. Date of submission to HCVRN on 23 November 2022. QP Feedback Satisfactory on 15 May 2023. As mentioned in 7.12.1. 					

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- Infrastructure & other area of Air Bikuk Estate increased due to replanting activity, some area with oil palms have been felled/cleared are not categorized as planted area (Mature or Immature) but categorized as other area.
- Planted area of Air Buluh Estate decreased due to replanting activity, some oil palms in Mature area have been felled/cleared, and not categorized as planted area.
- HCV area of Air Buluh Estate is based on latest assessment, that is Integrated HCV-HCSA Assessment PT Agromuko start in March 2022 by Hijau Daun. Date of submission to HCVRN on 23 November 2022. QP Feedback Satisfactory on 15 May 2023. As mentioned in 7.12.1.
- Infrastructure & other area of Air Buluh Estate increased due to replanting activity, some area with oil palms have been felled/cleared are not categorized as planted area (Mature or Immature) but categorized as other area.
- HCV area of Malin Deman Estate is based on latest delineation, that is Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018. As mentioned in 7.12.1.
- Infrastructure & other area of Malin Deman Estate reduced due to some of other area are include in HCV area based on Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018.
- HCV area of Sungai Terawang Estate is based on latest delineation, that is Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018. As mentioned in 7.12.1.
- Infrastructure & other area of Sungai Terawang Estate reduced due to some of other area are include in HCV area based on Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018.

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Bunga Tanjung Estate	0	0	2,032.96	0	2,032.96	0
Air Bikuk Estate	597.01	608.81	0.00	0	608.81	597.01
Air Buluh Estate	0	168.10	1,841.79	0	2,009.89	0
Malin Deman Estate	0	631.76	0	0	631.76	0
Sungai Terawang Estate	232.30	102.94	0.00	0	102.94	232.3
Kebun Masyarakat Desa/KMD	0	60.24	139.00	0	199.24	0
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	0	135.10	0	0	135.10	0
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	0	164.40	0	0	164.40	0
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	0	106.99	0	0	106.99	0
Total (ha)	829.31	1,978.34	4,013.75	0	5,992.09	829.31

Note: Only Mature area is considered as production area

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2023 – Jan 2024)	Actual (Oct 2022 – Sep 2023)		Forecast (Feb 2024 – Jan 2025)
		Previous license period (Oct 2022 – Feb 2023)	Current license period (Mar 2023 – Sep 2023)	
Bunga Tanjung Estate	38,171.34	12,148.16	18,066.02	33,356.35
Air Bikuk Estate	13,852.95	4,876.68	9,343.86	22,058.35
Air Buluh Estate	51,273.56	15,385.60	19,147.87	32,956.00
Malin Deman Estate	15,173.67	4,558.01	9,288.17	16,162.78
Sungai Teramang Estate	469.27	774.15	2,756.21	5,982.03
Kebun Masyarakat Desa/KMD	4,343.20	1,305.35	2,148.62	4,770.00
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	3,889.62	1,143.62	2,132.76	3,762.00
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	3,902.20	1,278.34	1,954.45	3,440.00
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	543.15	331.17	1,026.36	1,630.00
Total	131,618.96	107,665.40		124,117.51

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2023 – Jan 2024)	Actual (Oct 2022 – Sep 2023)		Forecast (Feb 2024 – Jan 2025)
		Previous license period (Oct 2022 – Feb 2023)	Current license period (Mar 2023 – Sep 2023)	
-		-	-	
Total		-		

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9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Feb 2023 – Jan 2024)	Actual (Oct 2022 – Sep 2023)		Forecast (Feb 2024 – Jan 2025)
		Previous license period (Oct 2022 – Feb 2023)	Current license period (Mar 2023 – Sep 2023)	
-	-	-	-	-
Total	-	-		-

9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	October 2022	9,981.40	0	9,981.40
2	November 2022	8,615.81	0	8,615.81
3	December 2022	8,552.40	0	8,552.40
4	January 2023	8,207.69	0	8,207.69
5	February 2023	6,443.78	0	6,443.78
6	March 2023	7,111.94	0	7,111.94
7	April 2023	6,183.34	0	6,183.34
8	May 2023	10,612.35	0	10,612.35
9	June 2023	9,843.74	0	9,843.74
10	July 2023	11,279.78	0	11,279.78
11	August 2023	10,917.51	0	10,917.51
12	September 2023	9,915.66	0	9,915.66
TOTAL		107,665.40	0	107,665.40

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (Feb 2023 – Jan 2024)	Actual (Oct 2022 – Sep 2023)		Forecast (Feb 2024 – Jan 2025)
	Previous license period (Oct 2022 – Feb 2023)	Current license period (Mar 2023 – Sep 2023)	
FFB	FFB		FFB
131,618.96 mt	41,801.08 mt	65,864.32 mt	124,117.51 mt
	TOTAL	107,665.40 mt	

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CPO (OER: 23.30 %)	CPO (OER: 21.89 %)		CPO (OER: 22.73 %)
30,667.22 mt	9,086.06 mt	14,486.74 mt	28,211.13 mt
	TOTAL	23,572.80 mt	
PK (KER: 4.80 %)	PK (KER: 4.97 %)		PK (KER: 4.94 %)
6,317.71 mt	1,936.95 mt	3,414.25 mt	6,132.85 mt
	TOTAL	5,351.20 mt	

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	October 2022	2,182.26	489.23
2	November 2022	1,863.50	432.37
3	December 2022	1,877.71	400.93
4	January 2023	1,768.97	354.44
5	February 2023	1,393.62	259.98
6	March 2023	1,560.11	322.67
7	April 2023	1,313.43	279.88
8	May 2023	2,380.91	558.43
9	June 2023	2,143.34	532.12
10	July 2023	2,412.34	613.14
11	August 2023	2,367.05	621.06
12	September 2023	2,309.56	486.97
TOTAL		23,572.80	5,351.21

Notes:

- Previous stock CPO: 6,741.95 MT
- Previous stock PK: 474.50 MT

11. Summary of Actual Volume sold					
Current License period (Mar 2023 – Sep 2023)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	13,999.02	-	-	-	13,999.02
PK (MT)	3,338.73	-	-	-	3,338.73
Credits	0	-	-	-	0

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Previous License period (Oct 2022 – Feb 2023)					
CPO (MT)	12,914.42	-	-	-	12,914.42
PK (MT)	2,335.67	-	-	-	2,335.67
Credits	-	-	-	-	-

Note:

- Conventional is RSPO certified material but sold as non-RSPO.
- Total RSPO certified CPO sold is 26,913.44 MT; it was 3,340.64 MT over from the production volume because there was carry over stock from September 2022 as 6,741.95 MT.
- Total RSPO certified PK sold is 5,674.40 MT; it was 323.19 MT over from the production volume because there was carry over stock from September 2022 as 474.50 MT.

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	PT. WNI	RSPO_PO1000002322	26,913.44	-
2	PT. WIM	RSPO_PO1000000119	-	5,674.40
TOTAL			26,913.44	5,674.40

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
-	-	-	-	-
TOTAL				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
-	-	-	-
TOTAL		-	-

11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold
-	-	-	-

TOTAL	-
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12. Independent Smallholders Certified Tonnage (MT) / Volume

Phase	Estimated last year (key in period)			Actual (key in period)			Forecast (key in period)		
	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			NA			NA			NA
IS-CSPO	NA	NA		NA	NA		NA	NA	
IS-CSPKO	NA	NA		NA	NA		NA	NA	
IS-CSPKE	NA	NA		NA	NA		NA	NA	
CSPK	NA	NA		NA	NA		NA	NA	

Note: Not applicable

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit

No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
NA	NA	NA	NA	NA	NA	NA
TOTAL		NA	NA	NA	NA	NA

Note: Not applicable

13. Independent Smallholders Actual Sold Tonnage / Volume

	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (key in period)							
Credits				NA	NA	NA	NA
Physical	NA	NA	NA				
Previous License period (key in period)							
Credits				NA	NA	NA	NA
Physical	NA	NA	NA				

Note: Not applicable

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13A. Records of Certified FFB, CPO, PK & PKE (including credits) sold since the last audit							
No.	Buyers Name	PalmTrace Trading License Number	FFB Sold (MT)	Certified CPO Sold (MT/credit)	Certified PK Sold (MT/credit)	Certified PKO Sold (MT/credit)	Certified PKE Sold (MT/credit)
NA	NA	NA	NA	NA	NA	NA	NA
TOTAL			NA	NA	NA	NA	NA
Note: Not applicable							

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)

Suite 29.01 Level 29, The Gardens North Tower,

Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

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BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 countries. BSI is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia.

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **13 to 17 November 2023**. The audit programme is included as Section 2.3.

The approach to the audit was to treat the mill and supply base as an RSPO Certification Unit. A range of occupational health and safety, environmental, best practice management, and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas, local communities engagement and workers welfare and safety.

The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Indonesia National Interpretation 2020 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment. While, the sampling of smallholders were based on the formula $(\sqrt{y}) \times (z)$; where y is total number of group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix E.

Meetings were held with stakeholders to seek their views on the performance of the certification unit with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

The non-conformities for this audit are detailed in Section 3.3 and unless it is stated in this section, all previous nonconformities including minor nonconformities are remains closed.

This report is structured to provide a summary of assessment finding as provided in Appendix A. The assessment was conducted based on risk based approach sampling and therefore nonconformities may exist.

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For Initial, Re-certification and Extension of Scope assessment, the report was externally reviewed by approved external peer reviewer prior to certification decision by BSI.

For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

The following table would be used to identify the locations to be audited each year in the 5 year cycle

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Re- Certification)	Year 2 (ASA2-1)	Year 3 (ASA2-2)	Year 4 (ASA2-3)	Year 5 (ASA2-4)
Bunga Tanjung Estate	X	X		X	
Air Bikuk Estate	X		X	X	
Air Buluh Estate	X	X	X		X
Malin Deman Estate	X	X	X		X
Sungai Teramang Estate	X	X	X		
Kebun Masyarakat Desa	X	X	X	X	X
Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	X	X	X	X	X
Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	X	X	X	X	X
Koperasi Harapan Jaya Lubuk Talang (KHJLT)	X		X	X	X

Tentative Date of Next Visit: November 11, 2024 - November 16, 2024

Total Number of Mandays: 27 mandays

2.2 BSI Assessment Team

Name	Role	Competency
Eko Purwanto	Team Leader	<p>Education: Holds a Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Institute of Agriculture (IPB).</p> <p>Work Experience: Over 9 year working expiring in oil palm plantation with last position as Estate Manager. He has experience in implementing good agricultural practice including integrated pest management and limited pesticides uses. 10 years working experience as auditor since 2012 covering ISO9001, RSPO and ISPO.</p> <p>Training attended: Completed SMETA Requirements Training, ISPO Permentan 38/2020, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, CQI and IRCA Certified ISO 45001:2018 Lead Auditor Training Course, ISO 37001:2016 Anti-bribery</p>

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		<p>Management System Implementing Training Course, RSPO P&C 2018 Refresher Training, Sustainability Reporting Assurance Training, RSPO P&C Lead Auditor Refresher Course, RSPO Supply Chain Certification Refresher Course, RSPO NEXT Training Course For Lead Auditor by RSPO Secretariat, Elaborating on the RSPO P&C Social and Labour Standards and the Mechanics of Social Auditing, RABQSA accredited Lead Auditor Training of Environment Management System, Endorsed RSPO Green House Gas (GHG) Training for Trainer, Endorsed RSPO P&C Lead Auditor Training, Understanding Environmental Management System (EMS), Indonesia Sustainable Palm Oil (ISPO) Lead Auditor Training, Endorsed RSPO Supply Chain Certification (SCC) Lead Auditor Training, RABQSA accredited Lead Auditor Training of Quality Management System.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input checked="" type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
<p>Yudwi Wisnu Rahmanto</p>	<p>Team Member</p>	<p>Education: Holds a Bachelor of Forestry with Silviculture, Faculty of Forestry, University of Gadjah Mada</p> <p>Work Experience: 7 months working experience in palm oil industry as Agronomy Field Assistant. 11 years working experience as sustainability auditor covering Sustainable Forest Management by FSC FM/COC Scheme, RSPO, ISPO, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p>Training attended: Completed Endorsed RSPO P&C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&C Social and Labour Standards and the Mechanics of Social Auditing Training, SMETA Requirements Training, ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme, High Conservation Value (HCV) Training, Sustainability Reporting Assurance Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, RSPO ISH Standard Training Course and Endorsed RSPO Supply Chain Lead Auditor Training Course.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input type="checkbox"/> Good Agriculture Practice <input checked="" type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
<p>Eko Prastio Ramadhan</p>	<p>Team Member</p>	<p>Education: Holds a bachelor’s degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p>Work Experience: Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½</p>

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		<p>years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&C Certification Program Manager and auditor covering standard such as RSPO P&C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p>Training attended: Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Briyogi Shadiwa	Team Member	<p>Education: Diploma Degree, Oil Palm Plantation, from Institut Pertanian Bogor – Bogor, Indonesia.</p> <p>Work Experience: 6 Years working experience in palm oil sector as agronomist and managing the sustainability. Qualified RSPO & ISPO auditor since 2018.</p> <p>Training Attended: RSPO P&C Lead Auditor Course on October 2018, RSPO ISH Training conducted by the RSPO Secretariat on March 2022, ISO 9001 Lead Auditor Course on March 2017, ISO 14001 Lead Auditor Course on Oct 2017, Social Accountability (SA 8000) Training on May 2018, OHS Expert Training (Ahli K3 Umum) on Jan 2016, and RSPO Refreshment Training on June 2023.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Naila Karima	Team Member	<p>Education: Holds a bachelor’s degree majoring Occupational Safety and Health, Faculty of Public Health, University of Indonesia.</p> <p>Work Experience: 10 years working experience as auditor since 2012 covering RSPO and ISPO.</p> <p>Training attended: Completed Endorsed RSPO P&C Lead Auditor Training Course, ISPO Auditor/Lead Auditor Course, SA8000, RSPO Labour Auditing Training, RSPO ISH Standard Training Course, ISO 9001, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, she assessed the aspect of environment responsibility, environment impact assessment and management plan, Waste management, GHG, under QR by Pratama Agung Sedayu.</p>

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		<p>Aspect covered in this audit:</p> <p><input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
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Accompanying Persons:

Name	Role
Pratama Agung Sedayu (Qualifying Review)	<p>Education: Holds a bachelor’s degree majoring Social Economic of Agriculture, University of Jenderal Soedirman.</p> <p>Work Experience: 12 years of practical auditing experience with several accredited Certification Bodies covering assessment against Organic programs, RSPO, FSC, Timber certification, ISO 9001 and ISO 14001. 2 years working experience as consultant on FSC and SVLK certification and independent verifier on BioCert, SDS under CAFÉ Practices program.</p> <p>Training attended: Completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISPO Lead Auditor endorsed Course and Endorsed RSPO P&C Lead Auditor Course and Endorsed RSPO SCCS Lead Auditor Course, SMETA Requirements training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English.</p> <p>Role: Conducted Qualifying Review for Naila Karima and Yudwi Wisnu Rahmanto.</p>

2.3 Assessment Plan

The Assessment plan was sent to the client prior to the assessment.

Date	Time	Subjects	EP	BS	YWR	EPR	NK
Monday, 06/11/2023	09.25 – 11.15	Flight Jakarta to Padang	√	√	√	√	√
	11.30 – 12.30	Break					
	12.30 – 16.00	Supply Chain Audit at Muko Tank Terminal – Port Teluk Bayur	√	√	√	√	√
	16.00 – 24.00	Traveling From Padang to PT Agro Muko	√	√	√	√	√
Tuesday, 07/11/2023	09.00 – 12.00	Stakeholder Consultation: Interview with Stakeholders from Kabupaten Mukomuko: BPN, BLH, Dinas Tenaga Kerja, Dinas Perkebunan, Previous Land Owner, Local NGO.		√			
	12.00 – 14.00	Break		√			
	14.00 – 16.30	Continue Stakeholder Consultation		√			
Monday 13/11/2023	08.00 – 09.00	Opening Meeting PT Agro Muko – Bunga Tanjung POM	√	√	√	√	√
	09.00 – 12.00	Document review Bunga Tanjung POM	√	√	√	√	√

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Date	Time	Subjects	EP	BS	YWR	EPR	NK
		General information; time bound plan; partial certification verification; RSPO P&C (Management Plan); Palm Oil Mill's Best Management Practices, Social policy and implementation, Continual Improvement.					
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 16.30	Field Observation Bunga Tanjung POM - Mill process from incoming FFB to CPO storage tank, PK silo, PPE use, safe working environment, walk ways, signs, etc. - OHS, EMS, EFB, WWTP, emissions, diesel tanks, fire extinguishers, clinic, first aiders and boxes, workshop, storage, etc. - Interview with workers Weighbridge, Supply Chain Certification for CPO Mill Model IP	√		√	√	√
		Stakeholder Consultation and Document review: Bunga Tanjung POM Interview with Gender Committee, Labour Union, worker representative, FFB Supplier, Local Contractor (employment, welfare).		√			
	16.30 – 17.00	Daily Progress Meeting and Reporting	√	√	√	√	√
Tuesday 14/11/2023	08.00 – 12.00	Field Observation: Air Buluh Estate - Implementation of Legal Aspect (Land Ownership, Legal Boundaries) - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) - Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) - Implementation of Occupational Health & Safety Aspect - Implementation of Employment Procedure and Mechanism Aspect - Observation of Workers Facilities (Housing, School, Worship Place). - Interview with related personnel during field observation.	√		√		√
		Field visit and Interview: KMD Air Buluh		√			

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		- KMD No. 36 Desa Pulau Baru - KMD No. 37 Desa Medan Jaya - KMD No. 38 Desa Tanjung Harapan					
		Field visit and Interview: Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) & Koperasi Harapan Jaya Lubuk Talang				√	
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 16.30	Document and Record Verification - Air Buluh Estate - KMD Air Buluh - Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) & Koperasi Harapan Jaya Lubuk Talang	√	√	√	√	√
	16.30 – 17.00	Daily Progress Meeting and Reporting	√	√	√	√	√
Wednesday 15/11/2023	08.00 – 12.00	Field Observation Malin Deman Estate - Implementation of Legal Aspect (Land Ownership, Legal Boundaries) - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) - Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) - Implementation of Occupational Health & Safety Aspect - Implementation of Employment Procedure and Mechanism Aspect - Observation of Workers Facilities (Housing, School, Worship Place). - Interview with related personnel during field observation.	√		√		√
		Field Observation Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)		√		√	
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 16.30	Document and Record Verification - Malin Deman Estate - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	√	√	√	√	√
	16.30 – 17.00	Daily Progress Meeting and Reporting	√	√	√	√	√
	08.00 – 12.00	Field Observation	√	√			

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Date	Time	Subjects	EP	BS	YWR	EPR	NK
Thursday 16/11/2023		Sungai Teramang Estate - Implementation of Legal Aspect (Land Ownership, Legal Boundaries) - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) - Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) - Implementation of Occupational Health & Safety Aspect - Implementation of Employment Procedure and Mechanism Aspect - Observation of Workers Facilities (Housing, School, Worship Place). - Interview with related personnel during field observation.					
		Field Observation Air Bikuk Estate - Implementation of Legal Aspect (Land Ownership, Legal Boundaries) - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) - Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) - Implementation of Occupational Health & Safety Aspect - Implementation of Employment Procedure and Mechanism Aspect - Observation of Workers Facilities (Housing, School, Worship Place). - Interview with related personnel during field observation.			√		√
		Field visit and Interview: KMD Air Bikuk - KMD No. 24 Desa Air Berau - KMD No. 25 Desa Pondok Suguh				√	
		Break	√	√	√	√	√

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Date	Time	Subjects	EP	BS	YWR	EPR	NK
	14.00 – 16.30	Document and Record Verification - Sungai Teramang Estate - Air Bikuk Estate - KMD Air Bikuk	√	√	√	√	√
	16.30 – 17.00	Daily Progress Meeting and Reporting	√	√	√	√	√
Friday 17/11/2023	08.00 – 12.00	Continue Document and Record Verification	√	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 15.00	Auditor Discussion and Report Preparation	√	√	√	√	√
	15.00 – 16.00	Closing Meeting	√	√	√	√	√
	16.00 –	Traveling From PT Agro Muko to Padang	√	√	√	√	√

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Yes. The timebound plan for SIPEF Group including all estate and mill. The data in timebound plan verified against the membership information in RSPO website.	Complied
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	No. Some estate waiting for land title issuance. RSPO Secretariat approval for estate and mill not yet certified obtained on 22 December 2022.	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	No new acquisition. The latest acquisition for PT. Agrical in Bengkulu Province came under PT. Mukomuko Agro Sejahtera have undergone RSPO NPP process.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	So far, the deviations periods are acceptable and justifiable. There was no deliberate delay by the company. RSPO Secretariat approval for estate and mill not yet certified obtained on 22 December 2022.	Complied
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Yes, there has been changes in timebound plan. The changes are acceptable as the control of being certified is not on the hands of the Company due to awaiting for land title (Hak Guna Usaha/HGU) on progress and FPIC on process. These changes have been informed to RSPO Secretariat and obtained approval on 22 December 2022.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	All lapses of implanting the original plan are justified based on the awaiting for the land title (Hak Guna Usaha/HGU) and/or awaiting for full estate development.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There is no fundamental failure as all delays are justified as stated in TBP.	Complied

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Un-Certified Units or Holdings		
<p>No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.</p>	<p>Previously prior to certification, a subsidiary of SIPEF Group namely PT. Umbul Mas Wisesa and PT. Toton Usaha Mandiri had liabilities. The compensation plan have been approved by the Compensation Task Force during the staged implementation of the RaCP between May 2014 and November 2015.</p>	<p>Complied</p>
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>All the new development under the parent company SIPEF Group has undergone NPP and published in the RSPO website:</p> <p>PT. Umbul Mas Wisesa (12 December 2014)</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-group-pt-umbul-mas-wisesa/ <p>PT. Agro Muara Rupit</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-group-pt-agro-muara-rupit-iii-and-iv-pt-amr/https://rspo.org/public-consultation/sipef-pt-agro-muara-rupit-2/ <p>PT. Agro Kati Lama</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-pt-agro-kati-lama-phase-ii/ii/ <p>PT. Agro Rawas Ulu</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-pt-agro-rawas-ulu-new-planting-assessment-call-for-comments-1/ <p>PT. Bandar Sumatra Indonesia (PT BSI)</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-pt-bandar-sumatra-indonesia-bandar-pinang-estate/ <p>PT. Timbang Deli Indonesia (18 December 2014 and 11 February 2018)</p> <ul style="list-style-type: none"> • https://rspo.org/public-consultation/sipef-group-pt-timbang-deli-indonesia/ • https://rspo.org/public-consultation/pt-timbang-deli-indonesia-sipef-group/ <p>PT. Mukomuko Agro Sejahtera (Sei Teramang Estate - 26 January 2022 & Batu Kuda Estate – 1 March 2023)</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> https://rspo.org/public-consultation/sipef-pt-mukomuko-agro-sejahtera-pt-mmas/ <p>PT. Mukomuko Agro Sejahtera (Batu Kuda Estate)</p> <ul style="list-style-type: none"> SIPEF Group - PT Mukomuko Agro Sejahtera Batu Kuda Estate (PT MMAS Batu Kuda) - Roundtable on Sustainable Palm Oil (RSPO) 	
<p>Any Land conflicts are being resolved through a mutually agreed process, such as 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.</p> <p><i>Note:</i></p> <p><i>The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities https://www.rspo.org/certification/remediation-and-compensation/racp-tracker. The progress on the Liabilities shall be verified and reported.</i></p> <p><i>Please refer to BSI-RSPO Secretariat approval.</i></p>	<p>The assessment team has conducted a search in internet to confirm that there is a lodged land conflict that was recorded as complaint under RSPO Case Tracker; raised by individual on those units that have not been certified.</p> <p>RSPO Case Tracker recorded complaint to PT. Agro Kati Lama, date complaint submitted 22 January 2021. The complainant brought forward the issue of fraudulent land title to RSPO. The complainant claimed that his land was fraudulently sold by his cousin to PT. Agro Muara Rupit, a subsidiary of SIPEF Group.</p> <p>On 16 June 2022, The Complaints Panel has reviewed and deliberated on the Mediation Settlement Agreement between the parties and reached a decision to close the Complaint. The Complaint is now formally closed. The complaint tracker available on link https://rspo.my.site.com/Complaint/s/case/5000o000039f18kAAA/detail</p> <p>Based on RaCP tracker in RSPO website 6 December 2023 as follows:</p> <ul style="list-style-type: none"> MU's with potential liability: 5 LUCA submitted (MU's): 5 LUCA's review completed (MU's): 5 Concept Note required (MU's): 5 Concept Note submitted (MU's): 4 Concept Note approved (MU's): 4 Compensation Plan submitted (MU's): 4 Compensation Plan endorsed (MU's): 3 Remediation Plan required (MU's): 1 Remediation Plan submitted (MU's): 1 Remediation Plan approved (MU's): 1 	<p>Complied</p>

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<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2</p>	<p>Audit team made review on those SIPEF Management Unit that have not been certified.</p> <p>RSPO Case Tracker recorded complaint to PT. Agro Kati Lama. The case tracker available on link https://askrspo.force.com/Complaints/case/5000o000039fi8kAAA/detail</p> <p>Date complaints submitted 22 January 2021. Date complaints accepted 5 March 2021.</p> <p>On 16 June 2022, Complaint Panel has reviewed and deliberated on the Mediation Settlement Agreement between parties and reach decision to close the Complaint.</p> <p>Based on web search, audit team noted there was not active complaint related to labour dispute.</p>	<p>Complied</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>No legal non-compliance noted. The assessment team has conducted a search in internet to confirm that there is not new comments or dispute raised by the communities on those units that have not been certified.</p>	<p>Complied</p>
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>Internal audit for PT. Bandar Pinang Indonesia has been conducted on 20-21 September 2022. Report of internal audit completed on 26 September 2022 with reference to RSPO Certification System. Reference criteria of internal audit covered Criteria 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12. 9 Observations issued by internal audit team.</p> <p>Internal audit for PT. Citra Sawit Mandiri has been conducted on 11-12 October 2022. Report of internal audit completed on 17 October 2022 with reference to RSPO Certification System. Reference criteria of internal audit covered Criteria 2.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12. 6 Observations issued by internal audit team.</p> <p>Positive assurance statement already justified within the Internal Audit Checklist.</p>	<p>Complied</p>
<p>Are there any 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? If yes is the NC(s) actively addressed with RSPO?</p>	<p>Previously prior to certification, PT. Umbul Mas Wisesa and PT. Toton Usaha Mandiri had liabilities. The compensation plan have been approved by the Compensation Task Force during the staged implementation of the RaCP between May 2014 and November 2015.</p>	<p>Complied</p>

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Have there been any stakeholder (including NGO) consultation conducted?	No negative comment from stakeholders including from NGO as at audit in PT Agromuko.	Complied
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3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	Yes. PT Agro Muko – Bunga Tanjung POM has put all the smallholder into certification.	Complied

Approved Time Bound Plan

Name of company	Name of Mill	Location	Supply Base	TBP	Target Year for RSPO
PT. Agro Muko	Muko Muko POM	Mukomuko Regency, Bengkulu Province, Indonesia	Muko Muko Estate, Sei Betung Estate, Tanah Rekah Estate, Talang Petai Estate, Sei Kiang Estate and KMD	2011	Certified
	Bunga Tanjung POM	Mukomuko Regency, Bengkulu Province, Indonesia	Bunga Tanjung Estate, Air Bikuk Estate, Air Buluh Estate and KMD	2011	Certified
PT. Mukomuko Agro Sejahtera			Air Manjunto Estate, Malin Deman Estate	2014	Certified
			PT Asri Rimba Wirabhakti (acquisition in 2018) – Sei Teramang Estate	2022	Certified June 2022
			PT. Agrical - Batu Kuda Estate	2025	30-days NPP ended 30 March 2023 without comment
PT. Tolan Tiga	Bukit Maradja POM	Simalungun Regency, North Sumatera, Indonesia	PT Eastern Sumatra Indonesia – Bukit Maradja Estate PT Kerasaan Indonesia – Kerasaan Estate	2010	Certified May 2010
			PT Timbang Deli Indonesia	2018	Certified in 2018 as supply base of Bukit Maradja POM
	Perlabian POM	Labuhan Batu Selatan Regency, North Sumatera, Indonesia	Perlabian Estate and Tolan Estate.	2010	Certified May 2010
PT. Umbul Mas Wisesa	Umbul Mas Wisesa (UMW) POM	Labuhan Batu Selatan Regency, North Sumatera, Indonesia	UMW South Estate, UMW North Estate PT Toton Usaha Mandiri Estate	2014	Certified in March 2015
PT. Agro Kati Lama	Kati Lama POM	Musirawas Regency, South Sumatera, Indonesia	Agro Kati Lama North Estate, Agro Kati Lama South Estate, Agro Kati Lama East Estate, Koperasi Beringin Jaya	2026	Certification to take place after obtaining HGU (HGU on progress); An NPP submitted in 2019 to cover new areas licenced at the end of 2018.

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Name of company	Name of Mill	Location	Supply Base	TBP	Target Year for RSPO
PT. Agro Rawas Ulu	No mill	Musirawas Regency, South Sumatera, Indonesia	Agro Rawas Ulu East Estate, Agro Rawas Ulu West Estate, Koperasi Rawas Jaya.	2026	Part of Muara Rupit POM supply base; Certification to take place after obtaining HGU (HGU on progress), FPIC process.
PT. Agro Muara Rupit	Muara Rupit POM	Musirawas Regency, South Sumatera, Indonesia	Agro Muara Rupit East Estate, Agro Muara Rupit West Estate, Agro Muara Rupit South Estate, Koperasi Rempan Jaya, Koperasi .	2026	Certification to take place after obtaining HGU (HGU on progress), FPIC process; An NPP submitted in 2019 to cover new areas licenced at the end of 2018.
Hargy Oil Palm Limited (HOPL)	Hargy POM	East of Bialla, West New Britain Province, PNG	Hargy Estate	2009	Certified in April 2009
	Navo POM	50 Kms East of Bialla, West New Britain Province, PNG	Navo Estate, Bakada Estate and Mengen Estate	2009	Certified in April 2009
	Barema POM	30 km East of Bialla, West New Britain Province, PNG	Barema Estate	2014	Certified in April 2014
PT. Dendymarker Indah Lestari	Dendymarker POM	Musirawas Utara Regency, South Sumatera Province, Indonesia	Sei Mandang Estate, Sei Liam Estate	2015	Acquired on 1 August 2017. Certified in 2015.
		Musirawas Utara Regency, South Sumatera Province, Indonesia	Koperasi Tunas Mekar Sempurna, Koperasi Kardipa Batugajah Sejahtera, Koperasi Gaung Mas Bersatu, Koperasi Maju Mandiri Barokah, Koperasi Biru Makmur Mandiri, Koperasi Jaya Makmur Mandiri, Koperasi Bombay Maju Sejahtera, Koperasi Keluarga Serasan Sejahtera, Koperasi Mitra Bersama Serundingan	2025	Smallholder

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Name of company	Name of Mill	Location	Supply Base	TBP	Target Year for RSPO
PT. Citra Sawit Mandiri	No mill	Labuhanbatu Regency, North Sumatera Province	Citra Sawit Mandiri Estate	2024	Certification to take place after HGU, following review by RSPO.
PT. Bandar Sumatra Indonesia	No mill	Kecamatan Bintang Bayu, Kabupaten Serdang Bedagai, North Sumatera Indonesia	Bandar Pinang Estate	2025	Rubber plantation conversion. NPP submitted in July 2021.

3.3 Details of Nonconformities

The nonconformities are listed below. The findings summary of the assessment by criteria are listed in Appendix A. During this Assessment there were zero (0) Critical; zero (0) Minor nonconformities and one (1) Opportunity For Improvement raised.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Critical Nonconformity(ies) has been verified for its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	N/A	Issued Date	
Due Date		Closure Date	
Indicator & Category (Critical / Minor)			
Statement of Nonconformity:			
Requirement Reference:			
Objective Evidence:			
Corrections:			
Root Cause Analysis:			
Corrective Actions:			
Assessment Conclusion:			

Opportunity for Improvements	
OFI #	Description
OFI 1	Indicator 4.4.1 The company already has land rights in all its operational areas e.g. Location Permit and HGU, however without considering the increase of land rights, especially for the process of issuing HGU certificates by the relevant agencies for Malin Deman Estate, this can be but not necessary to lead to a future nonconformity if not addressed.

Positive Findings	
PF #	Description
PF 1	Compared to previous assessment, the unit of certification has obtained HGU extension of Air Buluh Estate, based on SK BPN No. 74/HGU/KEM-ATR/BPN/XI/2022 dated 19 November 2022, valid until 31 December 2045, covering area of 2,423.2477 Ha.

3.3.1 Status of Nonconformities Previously Identified and Observations

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	Nil	Issued Date	
Due Date		Closure Date	
Indicator & Category (Critical / Minor)			
Statement of Nonconformity:			
Requirement Reference:			
Objective Evidence:			
Corrections:			
Root Cause Analysis:			
Corrective Actions:			
Assessment Conclusion:			
Effectiveness Closure (for previous audit closed Critical NC):			

Previous Audit Minor Non-conformity			
NCR Ref #	Nil	Issued Date	
Due Date		Closure Date	
Indicator & Category (Critical / Minor)			
Statement of Nonconformity:			
Requirement Reference:			
Objective Evidence:			
Corrections:			
Root Cause Analysis:			
Corrective Actions:			
Assessment Conclusion:			

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	7.8.3 Non - Critical

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	<p>OFI Statement:</p> <p>During field observations at Mill’s WWTP Pond, it was found that the company has maintained the condition of the WWTP Pond embankment well. This is also supported by regular embankment maintenance by excavators. The last upkeep was carried out in September 2022.</p> <p>However, it has become a common condition that the community's cattle (free-range cows and buffalos) are hang around in the company's oil palm block, and the company cannot prohibit the community from raising livestock in the oil palm block with considerations of social aspects. Sometimes the cattle enters the WWTP Pond area and walks on the pond embankment. This can damage the embankment and has the potential to cause leakage of the wastewater.</p> <p>Related to this, the company has an opportunity for improvement related to ensure that community cattle do not enter the WWTP Pond Area.</p> <p>Verification / Follow-up actions:</p> <p>Based on field observation to the WWTP area during ASA 2_2, in can be verified that visually the WWTP area was quite clear from cattle or another animal. The company has made efforts to prevent livestock from entering the WWTP area by raising pond embankments and conducting outreach to livestock owners not to release their livestock around waste ponds.</p>
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3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1420737M1	Major	RSPO P&C INA-NI 2016 4.7.1	17/12/2016	Closed 02/02/2016
1420737N1	Minor	RSPO P&C INA-NI 2016 4.4.1	17/12/2016	Closed 07/12/2017
1420737N2	Minor	RSPO P&C INA-NI 2016 5.1.3	17/12/2016	Closed 07/12/2017
1563740-201712-M1	Major	RSPO P&C INA-NI 2016 1.2.1	07/12/2017	Closed 22/01/2018
1563740-201712-M2	Major	RSPO P&C INA-NI 2016 2.1.1	07/12/2017	Closed 22/01/2018
1563740-201712-M3	Major	RSPO P&C INA-NI 2016 4.7.1	07/12/2017	Closed 22/01/2018
1563740-201712-M4	Major	RSPO P&C INA-NI 2016 5.1.1	07/12/2017	Closed 22/01/2018
1563740-201712-M5	Major	RSPO P&C INA-NI 2016 6.2.1	07/12/2017	Closed 22/01/2018
1563740-201712-M6	Major	RSPO P&C INA-NI 2016 6.3.1	07/12/2017	Closed 22/01/2018
1563740-201712-M7	Major	RSPO P&C INA-NI 2016 6.4.1	07/12/2017	Closed 22/01/2018
1563740-201712-M8	Major	RSPO P&C INA-NI 2016 6.8.1	07/12/2017	Closed 22/01/2018
1563740-201712-M9	Major	RSPO P&C INA-NI 2016 6.9.1	07/12/2017	Closed 22/01/2018
1563740-201712-M10	Major	RSPO P&C INA-NI 2016 6.9.2	07/12/2017	Closed 22/01/2018
1563740-201712-M11	Major	RSPO P&C INA-NI 2016 6.13.1	07/12/2017	Closed 22/01/2018
1563740-201712-M12	Major	RSPO P&C INA-NI 2016 7.6.2	07/12/2017	Closed 22/01/2018
1563740-201712-N1	Minor	RSPO P&C INA-NI 2016 1.1.1	07/12/2017	Closed 06/12/2018
1563740-201712-N2	Minor	RSPO P&C INA-NI 2016 1.3.1	07/12/2017	Closed 06/12/2018
1563740-201712-N3	Minor	RSPO P&C INA-NI 2016 2.1.2	07/12/2017	Closed 06/12/2018
1563740-201712-N4	Minor	RSPO P&C INA-NI 2016 2.1.3	07/12/2017	Closed 06/12/2018

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1563740-201712-N5	Minor	RSPO P&C INA-NI 2016 2.1.4	07/12/2017	Closed 06/12/2018
1563740-201712-N6	Minor	RSPO P&C INA-NI 2016 5.1.2	07/12/2017	Closed 06/12/2018
1563740-201712-N7	Minor	RSPO P&C INA-NI 2016 5.1.3	07/12/2017	Closed 06/12/2018
1563740-201712-N8	Minor	RSPO P&C INA-NI 2016 6.2.2	07/12/2017	Closed 06/12/2018
1563740-201712-N9	Minor	RSPO P&C INA-NI 2016 6.2.3	07/12/2017	Closed 06/12/2018
1563740-201712-N10	Minor	RSPO P&C INA-NI 2016 6.4.2	07/12/2017	Closed 06/12/2018
1563740-201712-N11	Minor	RSPO P&C INA-NI 2016 6.9.3	07/12/2017	Closed 06/12/2018
1853924-201911-N1	Minor	RSPO P&C Generic 2018 2.2.2	16/12/2019	Closed 13/11/2020
1853924-201911-N2	Minor	RSPO P&C Generic 2018 2.2.3	16/12/2019	Closed 13/11/2020

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT Agromuko – Bunga Tanjung POM Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as below.

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Governmental Department	<ul style="list-style-type: none"> - Dinas Penanaman Modal, Perizinan Terpadu dan Ketenagakerjaan (Licensing and Manpower Agency), Mukomuko Regency - Agriculture Department – Mukomuko Regency - Agrarian Agency, Mukomuko Regency 	Face to face interview
International NGO	<ul style="list-style-type: none"> - AidEnvironment - Wetlands International - Amnesty International - Solidaridad 	Invitation letter to comment was sent, no response obtained.

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	<ul style="list-style-type: none"> - Forests 4 Orangutans - World Conservation Society - Mongabay International - Verite South-East Asia 	
National NGO	<ul style="list-style-type: none"> - Sawit Watch Indonesia - WWF Indonesia - Wahana Lingkungan Hidup Indonesia (WALHI) - Lingkar Komunitas Sawit Indonesia (LINKS) - Forest Watch Indonesia 	Invitation letter to comment was sent, no response obtained.
Local NGO	<ul style="list-style-type: none"> - Genesis 	Invitation letter to comment was sent, no response obtained.
Local Communities	<ul style="list-style-type: none"> - Bunga Tanjung Village - Air Merah Village and Plasma Koperasi Perkebunan Sejahtera Bersama - Labour Union: Serikat Pekerja Mandiri Bungai Tanjung POM and Air Buluh Estate - Gender Committee of Bunga Tanjung Estate dan Sungai Teramang Estate - Gender Committee of Bunga Tanjung POM 	Face to face interview
Contractors	PT Maju Jaya Abadi & PT Genta Perdana	Face to face interview

Stakeholders comment

1	<p>Feedbacks:</p> <p><u>Serikat Pekerja Agro Mandiri Bunga Tanjung POM and Air Buluh Estate</u></p> <ul style="list-style-type: none"> • Internal union meetings are held at least once every 1 (one) month and with the company once a month or if necessary, can be held at any time. • Wages paid by the company are in accordance with the applicable minimum wage. • There were no fatal work accidents during 2022-2023. • Trade unions are always involved in the process of preparing the CLA (Collective Labour Agreement). • No negative issue related to worker welfare aspect on each unit. • There are no pending or unresolved employee complaints. Employee complaints such as housing conditions have been followed up. • The company has included employees in the BPJS program. • The company provides proper and sufficient of worker welfare facility such as housing and its supporting facility.
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	<ul style="list-style-type: none"> The company workers arranged in two type, permanent worker (SKU) and contract (PKWT). PKWT contracts provided in Bahasa and explained to the worker before signed by worker and company representative.
	<p>Audit Team verification and response: No negative issue needs to further observation. Based on document verification, all workers has been registered on BPJS program and obtain minimum wage based on local regulation.</p>
<p>2</p>	<p>Feedbacks: <u>Gender Committee of Bunga Tanjung POM, Bunga Tanjung Estate and Sungai Teramang Estate</u></p> <ul style="list-style-type: none"> There are no complaints regarding issues related to sexual harassment and violence against women. The gender committee has socialized policies related to gender, immoral acts and domestic violence. Female workers provide menstrual leave at the recommendation of paramedics for a maximum of 2 days. Female workers also have the right to maternity leave. All female workers have been socialized on sexual harassment policy, grievance mechanism and its clearly understood.
	<p>Audit Team verification and response: No negative issue needs to further observation. Based on document verification, company provide maternity leave for employees and rest time for breastfeeding mothers.</p>
<p>3</p>	<p>Feedbacks: <u>Contractors, PT Maju Jaya Abadi & PT Genta Perdana</u></p> <ul style="list-style-type: none"> The contractor has been working with the company for a long time in the field of product transportation. Work contract based on SPK. Several requirements that are required and checked by companies include OHS and BPJS. So far there have been no complaints regarding the existing collaboration.
	<p>Audit Team verification and response: Based on document verification, the company has shown records of compliance with regulations for contractors and has also carried out internal audits regarding implementation in the field.</p>
<p>4</p>	<p>Feedbacks: <u>Village Representative (Bunga Tanjung Village, Air Merah Village and Plasma Koperasi Perkebunan Sejahtera Bersama)</u></p> <ul style="list-style-type: none"> The company absorbs workers from villages. There are no problems or conflicts over land ownership between the company and the surrounding community. There have been no issues regarding environmental pollution for the last 1 year. The company has socialized about protected animals and conservation areas and put-up signs prohibiting hunting of certain animals around the plantation area. There has been dissemination regarding the prohibition of burning for land clearing activities. The company routinely provides assistance to villages in the form of CSR and direct assistance. Communication between the village and the company has no problems and the company always responds to requests from the village. There are no conflicts regarding community areas within the company's HGU for which land compensation has not previously been carried out.
	<p>Audit Team verification and response:</p>

	There's no negative issue need to further observation.
5	<p>Feedbacks: <u>Agriculture Department – Mukomuko Regency</u></p> <ul style="list-style-type: none"> • The company has submitted a report on plantation business activities every semester which includes CSR implementation activities. • The company has a plantation business assessment. • There is no issue of disruption to the company's plantation business. • The company has sufficient facilities and infrastructure to prevent and control land fires. • The company has carried out CSR activities including in the social, infrastructure, economic, etc. fields. • The company builds village community estate as a form of improving the welfare of village communities in various villages. • The agency has carried out a plantation class assessment and the company received a grade of II (Good). • There are no negative issues related to the best cultivation practices carried out in the company's operational areas <p>Audit Team verification and response: There's no negative issue need to further observation.</p>
6	<p>Feedbacks: <u>Dinas Penanaman Modal, Perizinan Terpadu dan Ketenagakerjaan (Licensing and Manpower Agency) of Mukomuko Regency (One Stop Integrated Service Department of Mukomuko Regency)</u></p> <ul style="list-style-type: none"> • The company has a valid environmental permit, liquid waste disposal permit and hazardous waste storage permit. • Companies routinely submit mandatory reports such as RKL-RPL reports, hazardous waste management reports, and liquid waste management reports to the Environmental Service online. • Communication between the company and the Agency Service runs smoothly. • There is no issue of workers under 18 years old. • The company has routinely submitted employment reports. • No conflict with wildlife • Active participation of the company in official activities (either in the form of participation or donations) <p>Audit Team verification and response: There are no negative issues that need further verification. The company has shown evidence of mandatory reporting to the relevant agencies.</p>
7	<p>Feedbacks: <u>National Land Agency (Agrarian Agency) of Mukomuko Regency</u></p> <ul style="list-style-type: none"> • There are no issues of land disputes in the company's operational areas. • Companies regularly send mandatory reports to agencies. • Communication with the company went well • Currently there is still a process for creating HGU, especially for the Malin Deman Estate <p>Audit Team verification and response: Regarding the HGU process of Malin Deman Estate, this has become OFI for indicator 4.4.1 as mentioned in this ASA 2_2 report.</p>

8	<p>Feedbacks: <u>Local NGO Genesis</u> Audit team have try to contact, however there was no response from the local NGO</p>
	<p>Audit Team verification and response: There is no response obtained.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Not Applicable	-	-	-	-	-
<p>Note: The unit of certification have gone through 2nd Recertification and Third Cycle of planting, previous landowner is not applicable.</p>					



Previous land owner / user comment	
	<p>Feedbacks: Not Applicable</p>
	<p>Audit Team verification and response: Not Applicable</p>
<p>Note: The unit of certification have gone through 2nd Recertification and Third Cycle of planting, previous landowner is not applicable.</p>	

3.5 Impartiality and conflict of interest

During this assessment there was no circumstances or pressure that had influenced the independence or confidentiality of the assessment team.

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that PT Agromuko – Bunga Tanjung POM has complied with the Indonesia National Interpretation 2020 of the RSPO P&C 2018 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that PT Agromuko – Bunga Tanjung POM is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Eko Purwanto	Name: Peter David Bayliss
Company Name: BSI Services Malaysia Sdn Bhd	Company Name: PT Agro Muko – Bunga Tanjung POM
Title: Lead Assessor	Title: President Director
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 8 December 2023	Date: 20 December 2023

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Behave ethically and transparently</p>			
<p>Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p>Criteria 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>			
<p>1.1.1</p>	<p>(C) Management documents that are specified in the RSPO P&C are made publicly available. - Critical (Major) compliance -</p>	<p>Bunga Tanjung POM and its supply bases have determined the documents that publicly available at each operation unit. The documents that required and specified in the RSPO P&C are listed in "Dokumen-Dokumen yang tersedia untuk Umum" at each operating unit. There are 17 documents listed for publicly available and accessible. Several documents such as Legal Documents, Financial Documents is restricted access and must have permission from Senior Manager Administration at Regional Management Office of PT Agro Muko or Legal Department. the listed documents specified in RSPO P&C has been sighted and verified. These listed documents were accessible.</p>	<p>Complied</p>
<p>1.1.2</p>	<p>Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -</p>	<p>Bunga Tanjung POM and its supply bases as unit of certification is under PT Agro Muko management that were in Mukomuko Regency, Bengkulu Province, Indonesia. Therefore, all documents, procedures and information records are available in Bahasa Indonesia and English. Based on interview with relevant stakeholder, information related to environmental, social and legal relevant to RSPO Criteria, are accessible. Legal Documents and Financial Documents are restricted in terms of access. In order to view or obtain these documents, permission must be sought from either the Senior Manager Administration at the Regional Management Office of PT Agro Muko or from the Legal Department.</p>	<p>Complied</p>

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1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <p>- Critical (Major) compliance -</p>	<p>SOP Responding to Request for Information (ENC-01-11/04-03-2019/Rev.1), dated 18 Mar 2019 is a basis procedure for responding information request from affected stakeholder.</p> <p>Records of request for information is available in each unit, such as:</p> <p>Sungai Terawang Estate: based on Information Request Logbook "Buku Rekaman Komunikasi dan Konsultasi", since Jan-Oct 2023 no information request are coming to Sungai Terawang Estate.</p> <p>Malin Deman Estate: from Jan-Oct 2023, there are three (3) requests for information that recorded, the latest is on 23 Aug 2023 asking information for job vacancy at Malin Deman Estate. This request information is responded immediately and informed that vacancy is available for job helper.</p>	Complied
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.</p> <p>- Critical (Major) compliance -</p>	<p>There are no specific or separated procedure for consultation and communication, depending on the information received by the unit of certification. If the information receives categorized as general information request, then applicable procedure is Responding to Request for Information (ENC-01-11/04-03-2019/Rev.1), dated 18 Mar 2019.</p> <p>But if the information receives categorized as complaint or grievance, then procedure is referred to Internal Grievance Procedure (HRD-04-01/01-04-2019/Rev.1) and External Grievance Procedure (HRD-04-02/01-02-2018/Rev.0).</p> <p>Nominated management official to explain and disclose consultation and communication with relevant stakeholders is Community Relationship Officer under Legal Department. For all operation unit at PT Agro Muko, Mr. Sudirman is the person assigned for stakeholder communication.</p>	Complied
1.1.5	<p>An up-to-date list of contacts and detailed stakeholder information is available along with designated representatives.</p> <p>- Minor compliance -</p>	<p>Each operation unit has an updated list of stakeholder information. According to sample of operation unit, this document is sighted during the audit.</p> <p>Bunga Tanjung POM: "Daftar Pemangku Kepentingan", dated 23 October 2023. There are 31 stakeholders listed for Bunga Tanjung POM. Consist of government agencies (7 offices), Surrounding communities (8 stakeholders),</p>	Complied

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		<p>Labour union (4 organisation), Contractors/Partner (12 stakeholders). The stakeholder's list is completed with details information such as Institutions/organisations, Contact name, Address, Contact Number.</p> <p>Sungai Teramang Estate: "Daftar Pemangku Kepentingan 2023", dated 23 Oct 2023. There are 29 stakeholders listed and complete with institution name, contact name, address, contact number.</p> <p>Air Buluh Estate and Malin Deman Estate: "Daftar Pemangku Kepentingan 2023", dated 10 Oct 2023. There are 44 stakeholders listed and complete with institution name, contact name, address, contact number.</p>	
Criteria 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	<p>A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.</p> <p>- Minor compliance -</p>	<p>Bunga Tanjung POM and its supply bases is under management of PT Agro Muko, where this company is subsidiary of SIPEF. The entire corporate policies, including ethical conduct policy is available on SIPEF Corporate Policies through the website: https://www.sipef.com/hq/sustainability/policies/responsible-plantations-policy/.</p> <p>Awareness of this policy is implemented by unit of certification, sample taken: Bunga Tanjung POM: Morning muster dated 25 Aug 2023, attended by 14 workers at morning shift.</p> <p>Sungai Teramang Estate: sample taken document of muster morning on 18 Sep 2023 to harvesters, upkeep workers, spraying operator, manuring workers, driver and helper vehicles, total attended is 48 workers and 6 contractors.</p>	Complied
1.2.2	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <p>- Minor compliance -</p>	<p>System to monitor compliance and implementation of the ethical policy through internal audit and due diligence for selection new third-party contractor. Due diligence for selection new contractor conducted through customer satisfaction form, in example:</p> <p>Bunga Tanjung POM Buyer satisfaction survey, dated 6 Nov 2023 Buyer name: WILMAR Type of product: CPO & PK there are 27 items divided into</p>	Complied

		<p>5 sections, Sales & Buyer Service; Pricing; Product Quality Assurance; Delivery Performance; Overall View.</p> <p>Several points to reviewed as implementation of ethical policy such as generous and honesty of sales team during purchasing, accessibility of sales team in negotiating, commitment of delivery lead time, competitiveness of pricing.</p>	
<p>Principle 2: Operate legally and respect rights Implement legal requirements as the basic principles of operation in any jurisdiction.</p>			
<p>Criteria 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.</p>			
<p>2.1.1</p>	<p>(C) The unit of certification complies to relevant regulations. - Critical (Major) compliance -</p>	<p>Certified units has conducted the compliance evaluation against relevant regulation as per monthly basis. It documented on the document namely "Daftar Peraturan Perundang-Undangan Terkait P&C RSPO 2018". The last updated was on 23 October 2023. Samples of regulation that was reviewed as follow :</p> <ul style="list-style-type: none"> • <i>Peraturan Pemerintah No. 22 tahun 2021 tentang Penyelenggaraan Perlindungan dan Pengelolaan Lingkungan Hidup</i> / Government Regulation no. 22 of 2021 concerning Implementation of Environmental Protection and Management. • <i>Peraturan Pemerintah No. 35 tahun 2021 tentang Perjanjian Kerja Waktu Tertentu, Alih Daya, Waktu kerja dan waktu istirahat dan pemutusan hubungan kerja</i> / Government Regulation no. 35 of 2021 concerning Certain Time Work Agreements, Outsourcing, Working time and rest time and termination of employment • <i>Peraturan Menteri Kesehatan No. 2 tahun 2023 tentang Tentang Peraturan Pelaksanaan Peraturan Pemerintah Nomor 66 Tahun 2014 Tentang Kesehatan Lingkungan</i> / Minister of Health Regulation no. 2 of 2023 concerning Implementing Regulations of Government Regulation Number 66 of 2014 concerning Environmental Health 	<p>Complied</p>

		<p>Based on the compliance evaluation, unit of certification complied with whole applicable regulations related to palm oil industry.</p>	
<p>2.1.2</p>	<p>A documented system for ensuring legal compliance is in place. This system has means to track changes to the law and also includes listing and evidence on evaluation of legal compliance of all contracted third parties, such as: recruitment agencies, service provider and labour contractor.</p> <p>- Minor compliance -</p>	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice conducting through internal audit.</p> <p>The compliance evaluation of applicable legal and other requirement carried out minimum once per annum. The record of these compliance evaluations is documented using a form titled "Daftar Peraturan Perundang-Undangan Terkait P&C RSPO 2018", last updated was on 23 October 2023. This form serves as a structured document to document and track the assessment of compliance.</p> <p>Below are sampled of regulation and evaluation regarding legal compliance of contracted third parties:</p> <ul style="list-style-type: none"> • <i>Peraturan Pemerintah No. 35 tahun 2021 tentang Perjanjian Kerja Waktu Tertentu, Alih Daya, Waktu kerja dan waktu istirahat dan pemutusan hubungan kerja / Government Regulation no. 35 of 2021 concerning Certain Time Work Agreements, Outsourcing, Working time and rest time and termination of employment</i> • <i>Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma Nomor 97 tanggal 3 Maret 2011 antara Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko Agro Sejahtera / Cooperation Agreement Concerning the Development and Maintenance of Plasma Core Pattern Oil Palm Plantations Number 97 dated 3 March 2011 between Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko Agro Sejahtera</i> • <i>Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma Nomor 98 tanggal 3 Maret 2011 antara Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko</i> 	<p>Complied</p>

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		<p><i>Agro Sejahtera</i> / Cooperation Agreement Concerning the Development and Maintenance of Plasma Core Pattern Oil Palm Plantations Number 98 dated 3 March 2011 between Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko Agro Sejahtera</p> <ul style="list-style-type: none"> • <i>Perjanjian Kerjasama Kebun Masyarakat Desa Pondok Suguh dengan PT Agro Muko tanggal 1 November 2000 berlaku hingga 1 November 2018; Addendum 01 Perjanjian Kerjasama Kebun Masyarakat Desa Pondok Suguh dengan PT Agro Muko tanggal 1 Juli 2019, addendum terkait masa berlaku perjanjian Kerjasama hingga tahun 2025</i> / Pondok Suguh Village Community Plantation Cooperation Agreement with PT Agro Muko dated 1 November 2000 is valid until 1 November 2018; Addendum 01 Pondok Suguh Village Community Plantation Cooperation Agreement with PT Agro Muko dated 1 July 2019, addendum related to the validity period of the Cooperation agreement until 2025. • Record of a Work Agreement (No.17/STGE/IX/2023, dated 1 September 2023) in the name of Feri Ferdian as an ablation worker at Sungai Teramang Estate. With a 4 month contract period. • Record of a Work Agreement (No.08/STGE/IV/2023, dated 1 April 2023) in the name of Alima as a spraying worker at Sungai Teramang Estate. With a 9-month contract period. • Contract of CPO and PK Transport between PT Agromuko and PT Bersama Sejahtera Mandiri, No.06/Angkutan/CPO/AM/09 addendum No. 01/2020 dated 2 January 2020. • Contract of CPO and PK Transport between PT Agromuko and PT Mutia Mulia, No. 06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020. • Contract of CPO and PK Transport between PT Agromuko and PT Usaha Jaya Express, No.06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020. 	
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		<ul style="list-style-type: none"> • Contract of CPO and PK Transport between PT Agromuko and PT Genta Perdana Diandra, No.05/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020. • Contract of CPO and PK Transport between PT Agromuko and PT Lestari Buana Sakti, No.2021/Angkutan/CPO/AM/01 dated 29 January 2021. • Contract of CPO and PK Transport between PT Agromuko and PT Berkah Lintas Kencana, No.2022/Angkutan/CPO/ AM/01 dated 2 January 2022. • Work Agreement between PT Agro Muko and CV Arif Putra (No.11/ABE-RMO Bengkulu/2023, dated 13 January 2023) for heavy equipment rental in Replanting Area. • Work Agreement between PT Agro Muko and PT Mitra Prima Usaha Maju (No.31/ABE-RMO Bengkulu/2023, dated 22 July 2023) for Land Clearing Activities. • Work Agreement between PT Mukomuko Agro Sejahtera and CV Putra Ejung Mandiri (No.06/RMO-BG/STGE/JJK/2023, dated 1 Januari 2023) for EFB Application. • Work Agreement between PT Mukomuko Agro Sejahtera and KSU-AM (No.1/KSU-MMAS/PPTK-FL/I/2022, dated 1 January 2022) for contract worker. 	
2.1.3	<p>Legal or authorized boundaries are clearly demarcated and visibly maintained and there is no planting beyond these legal or authorized boundaries.</p> <p>- Minor compliance -</p>	<p>Obtained the report of boundary pegs monitoring period of Semester II/2023 as per November 2023. All boundary are available and well maintained. Samples of boundary pegs that has been checked as follow:</p> <p>Air Buluh Estate - Boundary pegs:</p> <ul style="list-style-type: none"> • Boundary pegs No. 001, coordinate 02° 59' 21.98" S and 101° 30' 2.99" E • Boundary pegs No. 009, coordinate 02° 58' 40.72" S and 101° 35' 53.45" E 	Complied

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		<p>Malin Deman Estate:</p> <ul style="list-style-type: none"> Boundary pegs No. 67, coordinate 03° 00' 23.50" S and 101° 36' 23.46" E Boundary pegs No. 68, coordinate 03° 00' 37.58" S and 101° 36' 23.18" E <p>Air Bikuk Estate</p> <ul style="list-style-type: none"> Boundary pegs TAP 30, coordinate 02° 41' 22.27" S and 101° 24' 15.43" E Boundary pegs TAP 20, coordinate 02° 45' 21.81" S and 101° 20' 14.12" E 	
Criteria 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.			
2.2.1	<p>A list of contracted parties is available.</p> <p>- Minor compliance -</p>	<p>Certificate holder has latest list of contractor for each unit, here's the detail:</p> <ul style="list-style-type: none"> Bunga Tanjung POM : 38 contractors form vehicle upkeep, product transporter and civil. Air Buluh Estate : 6 contractors from Hazardous waste transporter, land clearing and heavy equipment rental. Sungai Teramang Estate : 3 Contractors from EFB application and security. <p>Contractor list has been in line with information in stakeholder list. All third party has been listed such as CPO transporter, hazardous waste contractor, machineries maintenance in mill, etc.</p>	Complied
2.2.2	<p>All contract, including those for FFB supply, contain specific clause on meeting relevant legal requirements and this can be demonstrated by the third party.</p> <p>- Minor compliance -</p>	<p>In contracts owned by companies and contractors, the company stipulates several clauses that must be fulfilled by the contractor, especially regulations set by the government, for example:</p> <ul style="list-style-type: none"> Clause 7: Contractors are obliged to comply with the laws and regulations in force in the Republic of Indonesia. Clause 8: Contractor must wear PPE on operational area. Clause 9: Contractor must pay their worker based on regional minimum wage. 	Complied

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		<ul style="list-style-type: none"> - Clause 10: Contractor must obey Environmental Policy of Indonesian Government. <p>The following are several examples of contractor work agreements that contain these legal requirements:</p> <ul style="list-style-type: none"> - Work Agreement between PT Agro Muko and CV Arif Putra (No.11/ABE-RMO Bengkulu/2023, dated 13 January 2023) for heavy equipment rental in Replanting Area. - Work Agreement between PT Agro Muko and PT Mitra Prima Usaha Maju (No.31/ABE-RMO Bengkulu/2023, dated 22 July 2023) for Land Clearing Activities. - Work Agreement between PT Mukomuko Agro Sejahtera and UD Putra Tunggal (No.01/MDE-HO/ENG/2022, dated 16 February 2022) for Concrete Road Installation. - Work Agreement between PT Mukomuko Agro Sejahtera and CV Putra Ejung Mandiri (No.06/RMO-BG/STGE/JJK/2023, dated 1 Januari 2023). - Work Agreement between PT Mukomuko Agro Sejahtera and KSU-AM (No.1/KSU-MMAS/PPTK-FL/I/2022, dated 1 January 2022). <p>Contractors who collaborate with the company have also shown evidence regarding compliance with regulations, for example:</p> <ul style="list-style-type: none"> - The contractor PT Mitra Prima Usaha Maju has paid its employees wages of IDR 3,500,000 per person for the period October 2023. - Proof of BPJS employment participation for 4 employees of PT Mitra Prima Usaha Maju. - Proof of payment of wages for KSU-AM employees for the period October 2023 amounting to IDR 2,715,839/person and proof of participation in BPJS Employment and Health. 	
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2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour.</p> <p>- Minor compliance -</p>	<p>Results from review of work agreement between company and contractors, there's clause related to prohibiting child worker and forced labour, for examples:</p> <ul style="list-style-type: none"> - Work Agreement between PT Agro Muko and CV Arif Putra (No.11/ABE-RMO Bengkulu/2023, dated 13 January 2023) for heavy equipment rental in Replanting Area (Clause 7). - Work Agreement between PT Agro Muko and PT Mitra Prima Usaha Maju (No.31/ABE-RMO Bengkulu/2023, dated 22 July 2023) for Land Clearing Activities (Clause 7). - Work Agreement between PT Mukomuko Agro Sejahtera and CV Putra Ejung Mandiri (No.06/RMO-BG/STGE/JJK/2023, dated 1 Januari 2023) for EFB Application (Clause 3.15). - Work Agreement between PT Mukomuko Agro Sejahtera and KSU-AM (No.1/KSU-MMAS/PPTK-FL/I/2022, dated 1 January 2022) for contract worker (Clause 8). <p>Based on the interviews with representatives of contractors (PT Maju Jaya Abadi & PT Genta Perdana), it is known that so far the company has always educated and provided direction related to sustainable palm oil management policies, including the prohibition of employing minors, child protection, and commitment to comply with applicable laws in Indonesia. Commitment not to hiring employees of human trafficking and forced labor listed in contractor's work agreement signed by each contractor.</p>	Complied
Criteria 2.3: All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	<p>(C) For all directly sourced FFB, Palm Oil Mill (POM) requires:</p> <ul style="list-style-type: none"> • Information regarding the geolocation of FFB origins; • Proof of ownership status, right/claim of the land by grower/smallholder; 	<p>Bunga Tanjung POM is implementing RSPO Supply Chain model IP, therefore all FFB coming into Bunga Tanjung POM are from certified area. Bunga Tanjung POM has had list of FFB origins, including:</p> <p>Information on geo-location of FFB origins.</p> <ul style="list-style-type: none"> • Map of FFB suppliers from KMD smallholders (scale 1:125,000) 	Complied

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<ul style="list-style-type: none"> If relevant, valid planting/operational/trading license, or is part of a cooperative which allows the buying and selling of FFB. - Critical (Major) compliance - 	<ul style="list-style-type: none"> FFB origins of Bunga Tanjung POM as listed in the Annex of Certificate. 	<table border="1"> <thead> <tr> <th>No</th> <th>FFB Origin</th> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr><td>1</td><td>Bunga Tanjung Estate</td><td>2° 43' 30.14" S</td><td>101° 22' 21.51" E</td></tr> <tr><td>2</td><td>Air Bikuk Estate</td><td>2° 46' 27.67" S</td><td>101° 24' 44.68" E</td></tr> <tr><td>3</td><td>Air Buluh Estate</td><td>3° 01' 27.29" S</td><td>101° 33' 15.79" E</td></tr> <tr><td>4</td><td>Malin Deman Estate</td><td>3° 01' 27.29" S</td><td>101° 33' 15.79" E</td></tr> <tr><td>5</td><td>Sungai Teramang Estate</td><td>2° 45' 30.30" S</td><td>101° 22' 15.20" E</td></tr> <tr><td>6</td><td>Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)</td><td>3° 3' 15.11" S</td><td>101° 29' 53.43" E</td></tr> <tr><td>7</td><td>Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)</td><td>2° 58' 50.37" S</td><td>101° 35' 51.83" E</td></tr> <tr><td>8</td><td>Koperasi Harapan Jaya Lubuk Talang (KHJLT)</td><td>2° 58' 43.17" S</td><td>101° 37' 40.61" E</td></tr> <tr><td>9</td><td>KMD Mundam Marap</td><td>3° 01' 55.53" S</td><td>101° 31' 25.43" E</td></tr> <tr><td>10</td><td>KMD Air Buluh</td><td>3° 03' 21.19" S</td><td>101° 30' 59.60" E</td></tr> <tr><td>11</td><td>KMD Bukit Harapan</td><td>3° 02' 41.91" S</td><td>101° 36' 54.73" E</td></tr> <tr><td>12</td><td>KMD Medan Jaya</td><td>2° 59' 15.58" S</td><td>101° 39' 18.91" E</td></tr> <tr><td>13</td><td>KMD Pulau Baru</td><td>3° 02' 56.93" S</td><td>101° 29' 21.84" E</td></tr> <tr><td>14</td><td>KMD Sumendam</td><td>3° 01' 6.20" S</td><td>101° 31' 31.32" E</td></tr> <tr><td>15</td><td>KMD Talang Arah</td><td>2° 59' 4.50" S</td><td>101° 38' 38.32" E</td></tr> <tr><td>16</td><td>KMD Talang Baru</td><td>3° 00' 1.40" S</td><td>101° 32' 56.65" E</td></tr> <tr><td>17</td><td>KMD Tanjung Harapan</td><td>2° 59' 6.95" S</td><td>101° 39' 20.80" E</td></tr> </tbody> </table>	No	FFB Origin	Latitude	Longitude	1	Bunga Tanjung Estate	2° 43' 30.14" S	101° 22' 21.51" E	2	Air Bikuk Estate	2° 46' 27.67" S	101° 24' 44.68" E	3	Air Buluh Estate	3° 01' 27.29" S	101° 33' 15.79" E	4	Malin Deman Estate	3° 01' 27.29" S	101° 33' 15.79" E	5	Sungai Teramang Estate	2° 45' 30.30" S	101° 22' 15.20" E	6	Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)	3° 3' 15.11" S	101° 29' 53.43" E	7	Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)	2° 58' 50.37" S	101° 35' 51.83" E	8	Koperasi Harapan Jaya Lubuk Talang (KHJLT)	2° 58' 43.17" S	101° 37' 40.61" E	9	KMD Mundam Marap	3° 01' 55.53" S	101° 31' 25.43" E	10	KMD Air Buluh	3° 03' 21.19" S	101° 30' 59.60" E	11	KMD Bukit Harapan	3° 02' 41.91" S	101° 36' 54.73" E	12	KMD Medan Jaya	2° 59' 15.58" S	101° 39' 18.91" E	13	KMD Pulau Baru	3° 02' 56.93" S	101° 29' 21.84" E	14	KMD Sumendam	3° 01' 6.20" S	101° 31' 31.32" E	15	KMD Talang Arah	2° 59' 4.50" S	101° 38' 38.32" E	16	KMD Talang Baru	3° 00' 1.40" S	101° 32' 56.65" E	17	KMD Tanjung Harapan	2° 59' 6.95" S	101° 39' 20.80" E	
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18	KMD Air Berau	2° 47' 11.15" S	101° 25' 21.28" E
19	KMD Air Bikuk	2° 47' 26.75" S	101° 23' 33.68" E
20	KMD Pondok Sugh	2° 47' 1.15" S	101° 26' 2.15" E
21	KMD Nelan Indah	2° 44' 19.90" S	101° 23' 04.65" E
22	KMD Bunga Tanjung	2° 42' 38.42" S	101° 23' 55.08" E
23	KMD Nenggalo	2° 44' 43.07" S	101° 21' 23.91" E
24	KMD Pondok Baru	2° 43' 50.60" S	101° 21' 24.65" E

Proof of land ownership/right status of Plasma and KMD are available in form of "Sertipikat Hak Milik", "Sertipikat Hak Pakai" and "Surat Keterangan Tanah".

During ASA 2_2, conducted field visit to samples of KMD, e.g.:

- KMD Pulau Baru: Lat 3° 02' 56.93" S and Long 101° 29' 21.84" E;
- KMD Medan Jaya: Lat 2° 59' 15.58" S and Long 101° 39' 18.91" E;
- KMD Tanjung Harapan: Lat 2° 59' 6.95" S and Long 101° 39' 20.80" E;
- KMD Pondok Sugh: Lat 2° 47' 1.15" S and Long 101° 26' 2.15" E;
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- Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS): Lat 2° 58' 50.37" S and Long 101° 35' 51.83" E;

Verified that the geolocations are accurate.

Proof of agreement between PT Agromuko or PT Mukomuko Agro Sejahtera and the grower/smallholder (KMD) are available, e.g.:

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		<ul style="list-style-type: none"> • Koperasi Harapan Jaya Lubuk Talang (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit antara Koperasi Harapan Jaya Lubuk Talang dan PT Agromuko, No.060/MoU-KHJLT/PT.AM/2018, dated 1 November 2018), which full managed by Air Buluh Estate. • KOPABA (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma antara Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko agro Sejahtera), No.98, dated 3 November 2011), which full managed by Malin Deman Estate. • KPSB-MMAS (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma antara Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko agro Sejahtera), No.97, dated 3 November 2011), which full managed by Malin Deman Estate. • KMD Tanjung Harapan (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. • KMD Pulau Baru (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. • KMD Medan Jaya (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. • KMD Air Berau (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit antara Desa Air Berau dan PT Agromuko), dated 23 June 2014, which fully managed by Air Bikuk Estate. • KMD Pondok Sugu (Perjanjian Kerjasama Panitia Desa dengan PT Agromuko), dated 1 November 2000, and Addendum 1, dated 1 July 2019. KMD Pondok Sugu is fully managed by Air Bikuk Estate. 	
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2.3.2	<p>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.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko – Bunga Tanjung POM and its supply base does not use collection centres, agents or other intermediaries.</p> <p>During onsite visit, auditor has verified that all FFB sourced from certified unit only. Bunga Tanjung POM is not receives FFB from others scope, including agents or other intermediaries.</p>	Complied
<p>Principle 3: Optimise productivity, efficiency, positive impact and resilience Implement plans, procedures and systems for continuous improvement.</p>			
<p>Criteria 3.1: There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>			
3.1.1	<p>(C) A business or management plan (minimum of three years) is documented and where applicable, includes a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Unit of certification can demonstrate PT Agro Muko and its subsidiaries – Consolidated Financial Statements for the Year ended 31 December 2022. It was available Independent Auditor’s Report No.01255/2.1032/AU.1/01/1609-2/1/IV/2023 dated 28 April 2023 by Purwantono, Sungkoro& Surja Registered Public Accountants. Report established by Damestar Hutagalung Public Accountant License No.AP.1609. In the report, stated “The accompanying consolidated financial statements present fairly, in all material respects, the financial position of PT Agro Muko and its subsidiaries as of 31 December 2022, and their financial performance and their cash flows for the year then ended, in accordance with Indonesian Financial Accounting Standards..</p> <p>There are no changes to the Bunga Tanjung POM business plan because the business plan covers 2022 - 2031 and already considers replanting in each plantation as can be seen from the FFB production which is decreasing every year.</p> <p>PT Agro Muko – Bunga Tanjung POM have prepared a business plan for period 2022 – 2031. The business plan updated on 2 January 2022 considering achievement since 2017 to September 2021. The business plan indicating the projected production of FFB, CPO and PK; cost of production, revenue and profit estimation. These figures including from the supply base of PT Mukomuko Agro Sejahtera’s Estate and KMD. Below is projection of production</p>	Complied

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for 2022 – 2026 of Bunga Tanjung POM that include in the business plan updated 2 January 2022.

Description	2022	2023	2024	2025	2026
FFB (Ton):					
- Bunga Tanjung Estate	48,336	41,489	34,030	27,737	24,801
- Air Bikuk Estate	17,446	15,555	19,919	24,141	28,969
- Air Buluh Estate	44,020	40,450	33,750	26,485	22,813
- KMD	4,787	4,771	4,539	6,352	7,538
- MMAS	28,619	30,715	33,421	32,344	30,987
Total	143,208	132,980	125,659	117,059	115,108
CPO (Ton)	33,511	31,117	29,404	27,392	26,935
PK (Ton)	7,017	6,516	6,157	5,736	5,640
OER (%)	23.40	23.40	23.40	23.40	23.40
KER (%)	4.90	4.90	4.90	4.90	4.90
Processing Cost CPO (USD)	29	31	33	35	36
Processing Cost PK (USD)	136	147	155	167	170

Air Buluh Estate:

Business Plan Projection year 2023 – 2027 dated 1 November 2023

Description	2023	2024	2025	2026	2027

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FFB prod. (ton)	41,140	34,531	26,418	23,586	22,352
Mature Area (Ha)	2,009.89	1,723.73	1,111.21	908.09	941.83
Cost (Rp/Kg)	1,042.99	1,272.81	1,549.34	1,727.08	1,814.20

Malin Deman Estate:

Business Plan Projection period 2023 – 2027 dated 11 November 2023

	2023	2024	2025	2026	2027
FFB prod. (ton)	17,628	15,939.61	15,968	15,842	15,336
Mature Area (Ha)	631.76	631.76	631.76	631.76	631.76
Cost (Rp/Kg)	913	1,056	1,072	1,094	1,144

Air Bikuk Estate:

Business Plan Projection year 2023 – 2027 dated 31 November 2022

	2023	2024	2025	2026	2027
FFB prod. (ton)	42,759	12,176	26,528	27,734	28,940
Mature Area (Ha)	1,232.89	608.81	1,205.82	1,205.82	1,205.82
Cost (Rp/Kg)	963	975	496	509	523

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Projected FFB production of Koperasi Plasma Sejahtera Bersama – Desa Air Merah period 2023 – 2027 dated 11 November 2023

	2023	2024	2025	2026	2027
FFB (Ton)	4,348	3,440	4,603	4,742	4,768
Area (Ha)	164.40	164.40	164.40	164.40	164.40
Cost (Rp/Kg)	787	1,189	789	787	803

Projected FFB production of KOPABA – Desa Air Buluh period 2023 – 2027 dated 11 November 2023

	2023	2024	2025	2026	2027
FFB (Ton)	4,387	3,762	4,436	4,458	4,458
Area (Ha)	135.10	135.10	135.10	135.10	135.10
Cost (Rp/Kg)	850	1,041	896	905	918

Projected FFB production of KMD under Air Buluh Estate 2023-2028 dated 15 November 2023

KMD	Ha	YOP	FFB production (Ton)				
			2023	2024	2025	2026	2027
Air Buluh	15.00	2001	270	(replanting)	(replanting)	(replanting)	225
Talang Baru	15.00	2001	330	315	285	(replanting)	-
Talang Arah	15.00	2001	180	(replanting)	(replanting)	(replanting)	225

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		<table border="1"> <tr> <td>Semundam</td> <td>14.00</td> <td>2002</td> <td>270</td> <td>280</td> <td>280</td> <td>252</td> <td>252</td> </tr> <tr> <td>Pulau Baru</td> <td>9.00</td> <td>2010</td> <td>230</td> <td>216</td> <td>207</td> <td>207</td> <td>198</td> </tr> <tr> <td>Medan Jaya</td> <td>9.00</td> <td>2010</td> <td>170</td> <td>162</td> <td>171</td> <td>171</td> <td>162</td> </tr> <tr> <td>Tanjung Harapan</td> <td>9.00</td> <td>2010</td> <td>190</td> <td>180</td> <td>171</td> <td>171</td> <td>162</td> </tr> <tr> <td>Bukit Harapan</td> <td>9.65</td> <td>2014</td> <td>330</td> <td>309</td> <td>299</td> <td>299</td> <td>290</td> </tr> </table> <p>Projected FFB production of KMD under Air Bikuk Estate Estate 2023-2027:</p> <table border="1"> <thead> <tr> <th rowspan="2">KMD</th> <th rowspan="2">Ha</th> <th rowspan="2">YOP</th> <th colspan="5">FFB production (Tons)</th> </tr> <tr> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>KMD Desa Air Bikuk</td> <td>15.00</td> <td>2001</td> <td>270</td> <td>255</td> <td>240</td> <td>225</td> <td>(replanting)</td> </tr> <tr> <td>KMD Desa Air Berau</td> <td>10.00</td> <td>2006</td> <td>110</td> <td>140</td> <td>150</td> <td>150</td> <td>150</td> </tr> <tr> <td>KMD Desa Pondok Suguh</td> <td>10.00</td> <td>2006</td> <td>300</td> <td>260</td> <td>250</td> <td>240</td> <td>230</td> </tr> </tbody> </table>	Semundam	14.00	2002	270	280	280	252	252	Pulau Baru	9.00	2010	230	216	207	207	198	Medan Jaya	9.00	2010	170	162	171	171	162	Tanjung Harapan	9.00	2010	190	180	171	171	162	Bukit Harapan	9.65	2014	330	309	299	299	290	KMD	Ha	YOP	FFB production (Tons)					2023	2024	2025	2026	2027	KMD Desa Air Bikuk	15.00	2001	270	255	240	225	(replanting)	KMD Desa Air Berau	10.00	2006	110	140	150	150	150	KMD Desa Pondok Suguh	10.00	2006	300	260	250	240	230	
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3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>Unit of certification has provided replanting program up to year 2030.</p> <p>Replanting program amended on 2 January 2022:</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>Mukomuko</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Sei Betung</td> <td>68.42</td> <td>72.32</td> <td>60.51</td> <td>102.72</td> <td>132.90</td> </tr> <tr> <td>Tanah Rekah</td> <td>358.29</td> <td>357.06</td> <td>324.40</td> <td>200.60</td> <td>139.48</td> </tr> </tbody> </table>	Estate	2022	2023	2024	2025	2026	Mukomuko	-	-	-	-	-	Sei Betung	68.42	72.32	60.51	102.72	132.90	Tanah Rekah	358.29	357.06	324.40	200.60	139.48	Complied																																																					
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Talang Petai	110.98	176.24	152.17	183.98	224.18
Sei Kiang	151.29	208.92	175.04	180.92	227.86
Bunga Tanjung	-	280.37	330.36	297.32	359.07
Air Bikuk	166.51	216.41	-	-	-
Air Buluh	-	156.68	286.21	341.70	294.38
Total Replanting	855.49	1,468.00	1,328.69	1,307.24	1,377.87
Mature	15,697.58	14,258.53	14,096.15	13,703.83	13,919.83
Immature	1,054.00	1,909.49	2,323.49	2,796.69	2,635.93
Grand Total	17,607.07	17,636.02	17,748.33	17,807.76	17,933.63

Air Buluh Estate

In August-November 2022, there was review of replanting area in Air Buluh Estate. Revision of program are :

- In 2023, replanting area 157.54 Ha
- In 2024, replanting area 285.88 Ha
- In 2025, replanting area 272.64 Ha
- In 2026, replanting area 337.01 Ha
- In 2027, replanting area 287.31 Ha
- In 2028, replanting area 295.33 Ha
- In 2029, replanting area 255.44 Ha
- In 2030, replanting area 236.20 Ha

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		<p>Replanting in 2023 already done for area 157.54 Ha based on "Laporan Mingguan Progres Kerja Replanting 2023" and document Planting Plan Review date 14 November 2022.</p> <p>Air Bikuk Estate Based on document Detail Of Area Statement Period October 2023, replanting in Air Bikuk Estate started in 2015 and finished in 2022.</p>	
<p>3.1.3</p>	<p>The unit of certification holds management review at planned term according to the scale and nature of the activities undertaken. - Minor compliance -</p>	<p>The organizations has held management review in each year, such as :</p> <ul style="list-style-type: none"> a. Management review Air Buluh Estate dated 10 October 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-12 July 2023. One of findings in internal audit was about the stakeholder list was not update accordingly. b. Management review Malin Deman Estate dated 8 November 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-12 July 2023. One of findings in internal audit was about the OHS Committee (P2K3) was not update accordingly. c. Air Bikuk Estate dated 2 November 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 13-15 July 2023. One of findings in internal audit was about hazardous waste management not in accordance to company procedure. 	<p>Complied</p>
<p>Criteria 3.2: The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.</p>			

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3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impact and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>Continuous improvement program made by unit of certification at each operation unit level. Sample of action plan sighted on the document of "Program Perbaikan Berkelanjutan Tahun 2023 Bunga Tanjung POM".</p> <ul style="list-style-type: none"> - Installation of containment press to decreasing oil loses and environment cleanliness. Actual implemented on 20 Aug 2023, 22 Oct 2023, 5 Nov 2023. - Installing floating level water basin to maximizing of water intake pump and adjustment to water needs. Actual implementing on 16 Oct 2023. - Installing a fence around the POME pond using ex-wire mesh to frighten away buffalo. Actual implemented in Jun – Aug 2023. <p>Sungai Teramang Estate: "Program Perbaikan Berkelanjutan Tahun 2023 Sungai Teramang Estate" dated 3 Jan 2023. There are 5 programs in 2023, where 3 of 5 have implemented. Such as monitoring and management of Chemical use and its wastes; Interview with local communities for SIA; GHG mitigation; Dissemination of HCV area and RTE species to local communities.</p>	Complied
3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat by Certification Body during Annual Surveillance Assessment by using the RSPO metrics template.</p> <p>- Minor compliance -</p>	<p>Unit of certification Bunga Tanjung POM and its supply bases have monitoring through submitting RSPO metric template during the Surveillance assessment 2_2 to BSI. The RSPO Metric Template has been verified by the audit team.</p>	Complied
Criteria 3.3: Operating procedures are appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>Estate:</p> <p>There are no revision of Estate's SOPs since the previous assessment. The procedures documented in "Oil Palm Agricultural Manual" (revised April 2019), where it contains all sub section of the process, such as: Nursery, land clearing, planting in peat soil and mineral soil with zero burning, planting legume cover crops, terracing, upkeep (fertilizer and pesticides, included safe working practices), water level management, riparian and watercourse management, harvesting, replanting and FFB transport. Documented SOP are as follows:</p>	Complied

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		<ol style="list-style-type: none"> 1) OPM-01-00; Rev.02; dated 02/10/2017; Biology of Oil Palm. 2) OPM-02-00; Rev.02; dated 02/10/2017; Oil Palm Nursery. 3) OPM-02-01; Rev.02; dated 02/10/2017; Land Preparation of Oil Palm Nursery – Persiapan Lahan Pembibitan Kelapa Sawit 4) OPM-02-02; Rev.02; dated 02/10/2017; Oil Palm Pre Nursery – Pre Nursery Kelapa Sawit. 5) OPM-02-03; Rev.02; dated 02/10/2017; Oil Palm Main Nursery – Main Nursery Kelapa Sawit. 6) OPM-03-01; Rev.02; dated 02/10/2017; Survey and Mapping – Survey dan Pemetaan. 7) OPM-03-02; Rev.03; dated 30/08/2021; Land Clearing – Pembersihan Lahan. 8) OPM-03-03; Rev.03; dated 06/02/2019; Land Preparation – Persiapan Lahan. 9) OPM-03-04; Rev.03; dated 18/05/2021; Legume Cover Crop <i>Mucuna brachteata</i> – <i>Mucuna brachteata</i> Kacangan Penutup Tanah. 10) OPM-03-05; Rev.02; dated 02/10/2017; Field Planting – Penanaman ke Lapangan. 11) OPM-04-01; Rev.02; dated 02/10/2017; Palm Supplying – Penyisipan Tanaman. 12) OPM-04-02; Rev.02; dated 02/10/2017; Thinning Out and Removing Plant – Penjarangan dan pembongkaran Tanaman. 13) OPM-05-01; Rev.03; dated 06/02/2019; Ablation and Sanitation – Ablasi dan Sanitasi. 14) OPM-05-02; Rev.06; dated 26/10/2021; Harvesting – Panen. 15) OPM-05-03; Rev.05; dated 14/09/2021; FFB and LF Delivery – Pengiriman TBS dan Berondolan. 	
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		<p>16) OPM-05-04; Rev.03; dated 18/07/2019; Frond Pruning – Pemangkasan Pelepah.</p> <p>17) OPM-05-05; Rev.04; dated 19/03/2020; Black Bunch Count – Sensus Buah.</p> <p>18) OPM-05-06; Rev.02; dated 02/10/2017; <i>Elaeobius camerunicus</i> Management – Pengelolaan <i>Elaeobius camerunicus</i>.</p> <p>19) OPM-06-01; Rev.03; dated 19/03/2020; Inorganic Fertiliser – Pupuk Inorganik.</p> <p>20) OPM-06-02; Rev.03; dated 19/03/2020; Organic Fertiliser – Pupuk Organik</p> <p>21) OPM-06-03; Rev.02; dated 02/10/2017; LSU: Palm Marking – LSU: Penandaan Tanaman.</p> <p>22) OPM-06-04; Rev.02; dated 02/10/2017; Leaf Sampling Unit (LSU) and Rachis Sampling Unit (RSU) – Pengambilan Sampel.</p> <p>23) OPM-07-01; Rev.04; dated 20/03/2020; Detection and Census – Deteksi dan Sensus.</p> <p>24) OPM-07-02; Rev.02; dated 02/10/2017; Pest Control – Pengendalian Hama.</p> <p>25) OPM-07-03; Rev.02; dated 02/10/2017; Disease Control – Pengendalian Penyakit.</p> <p>26) OPM-07-04; Rev.03; dated 17/07/2019; Integrated Pest Management – Pengendalian Hama Terpadu.</p> <p>27) OPM-08-01; Rev.06; dated 22/09/2021; Weed Control – Pengendalian Gulma.</p> <p>28) OPM-09-01; Rev.03; dated 15/02/2019; Water management in Coastal Soil – Pengelolaan Air di Tanah Pesisir.</p> <p>29) OPM-09-02; Rev.02; dated 02/10/2017; Management of Riparian Area – Pengelolaan Riparian Area.</p> <p>30) OPM-09-03; Rev.05; dated 15/07/2019; The Use, Store and Discrad Pesticide – Penggunaan, Penyimpanan dan pemusnahan pestisida.</p>	
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		<p>31) OPM-10-01; Rev.01; dated 06/02/2019; Field Quality Control. 32) OPM-11-01; Rev.00; dated 17/07/2019; General Upkeep.</p> <p>Interviews with harvester, spraying workers, manuring workers and LSU takers indicate satisfactory level of understanding and implementation in relation to their respective job function.</p> <p>Mill</p> <p>There are no revision of Palm Oil Mill’s SOPs since the previous assessment. Bunga Tanjung Palm Oil Mill has a set of procedure for processing of oil palm Fresh Frut Bunch into CPO and PK, under “Palm Oil Mill Manual”. The procedures explains all activity from receiving FFB into dispatch of products, as follows:</p> <ol style="list-style-type: none"> 1) POM-01-03; Rev2; dated 25/03/2019; Reception in Agro Muko Palm Oil Mill. 2) POM-02-03; Rev2; dated 25/03/2019; Sterilizer in Agro Muko Palm Oil Mill. 3) POM-03-03; Rev1; dated 25/03/2019; Threshing in Agro Muko Palm Oil Mill. 4) POM-04-03; Rev1; dated 25/03/2019; Pressing in Agro Muko Palm Oil Mill. 5) POM-05-03; Rev1; dated 25/03/2019; Clarification in Agro Muko Palm Oil Mill. 6) POM-07-03; Rev1; dated 25/03/2019; Steam Plant in Agro Muko Palm Oil Mill. 7) POM-08-03; Rev1; dated 25/03/2019; Power Plant in Agro Muko Palm Oil Mill. 8) POM-10-03; Rev1; dated 25/03/2019; Effluent Plant in Agro Muko Palm Oil Mill. 9) POM-11-03; Rev1; dated 25/03/2019; Storage and Dispatch in Agro Muko Palm Oil Mill. 	
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		<p>10)POM-12-03; Rev1; dated 25/03/2019; Workshop in Agro Muko Palm Oil Mill.</p> <p>11)POM-13-03; Rev1; dated 25/03/2019; EFB Plant in Agro Muko Palm Oil Mill.</p> <p>12)POM-14-03; Rev1; dated 25/03/2019; Biogas Plant in Agro Muko Palm Oil Mill.</p> <p>13)POM-06-03; Rev.06, dated 27/01/2022; Kernel Plant in Agro Muko Palm Oil Mill.</p> <p>14)POM-09-03; Rev.03; dated 26/01/2022; Water Treatment in Agro Muko Palm Oil Mill.</p> <p>15)MKT-03-06; Rev.0; dated 04/03/2019; Supply Chain and Traceability of Palm Products.</p> <p>Unit of certification has a set of work instruction for mill’s workshop are available, dated 25/03/2019; including use of welding equipments, cutting metal, operating lathe machine, operating drilling machine, operating portable grinding machine, operating and maintenance of smoke density meter.</p> <p>Engineering Procedures:</p> <ol style="list-style-type: none"> 1) ENG-01-01; Rev1; dated 28/03/2019; Civil Mechanical and Eelctrical Work. 2) ENG-02-01; Rev1; dated 28/03/2019; Weekly Prodcution Report. 3) ENG-02-03; Rev1; dated 28/03/2019; Monthly Prodcution and Stock. 4) ENG-02-14; Rev1; dated 28/03/2019; Material Dstrubution From Storage. 5) ENG-02-16; Rev1; dated 28/03/2019; Resceiving HSD Oil. 6) ENG-02-21; Rev0; dated 07/03/2019; Weighing Administration. 7) ENG-03-01; Rev1; dated 28/03/2019; Master List of Measuring Equipment. 8) ENG-03-02; Rev1; dated 28/03/2019; Planning, Monitoring and Reporting of Calibration and Verification. 	
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		<p>9) ENG-03-03; Rev1; dated 28/03/2019; Calibration Administration Excluding Weighbridge.</p> <p>10)ENG-03-04; Rev1; dated 28/03/2019; Calibration Administration Weighbridge.</p> <p>11)ENG-03-05; Rev1; dated 28/03/2019; Verification Administration Procedure.</p> <p>Based on field observation and interview with mill’s operators, weighbridge clerk, administration clerk and other employees, demonstrated satisfactory level of understanding and implementation in relation to their respective job function, SOPs and Work Instructions.</p>	
<p>3.3.2</p>	<p>A mechanism to check consistent implementation of procedures is in place. - Minor compliance -</p>	<p>The organization have mechanism to check implementation of procedures through regular visit by Agronomy Manager, Senior Estate/Mill Manager and internal audit. Where internal audit consists of Finance Audit, Sustainability Audit and Management System Audit). Records was sighted, such as :</p> <ul style="list-style-type: none"> a. Management review Air Buluh Estate dated 10 October 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-12 July 2023. One of findings in internal audit was about the stakeholder list was not update accordingly. b. Management review Malin Deman Estate dated 8 November 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-12 July 2023. One of findings in internal audit was about the OHS Committee (P2K3) was not update accordingly. 	<p>Complied</p>

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		<p>c. Quality Control Department Visit on 17 May 2023 in Scheme Smallholder of Malin Deman Estate, some of the finding: loose-fruit in circle path. Has been followed up on 17 May 2023.</p> <p>d. Quality Control Department Visit on 21 July 2023 in Lubuk Talang (Scheme smallholder of Air Buluh Estate), the finding was un-harvest palm oil tree due to no access.</p> <p>e. Routine Visit dated 8 November 2023 in KMD Air Bikuk, KMD Air Berau and KMD Pondok Sugu; the findings was about domestic waste nearby "rumah hujan".</p> <p>The findings from internal audit, Quality Control Department visit, and Routine visit have been followed up with corrective actions and addressed satisfactorily.</p>	
<p>3.3.3</p>	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor compliance -</p>	<p>The organization conducted monitoring of operational activity in all level of workers. Each field supervisor has equipped with monitoring sheets/worksheets. For example, harvesting supervisor collected harvesting record and quality of each harvesters. The report submitted to estate manager daily.</p> <p>Therefore, daily operational activity also recorded in daily worksheet by mill supervisor before reported to the mill manager.</p> <p>To ensuring the result of operational activity in line with the procedures, mill/estate manager conducted regularly monitoring of and management review to solve the findings issues. All results of management review shall be implemented by respective staff.</p> <p>Records was sighted, such as :</p> <p>a. Management review Air Buluh Estate dated 10 October 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-</p>	<p>Complied</p>

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		<p>12 July 2023. One of findings in internal audit was about the stakeholder list was not update accordingly.</p> <p>b. Management review Malin Deman Estate dated 8 November 2023 discussed about RSPO internal audit finding, pesticide use evaluation, fertilizer use evaluation, wastewater evaluation, HCV area management, social impact issues and FFB production. Internal audit for RSPO was conducted in 10-12 July 2023. One of findings in internal audit was about the OHS Committee (P2K3) was not update accordingly.</p> <p>c. Quality Control Department Visit on 17 May 2023 in Scheme Smallholder of Malin deman Estate, some of the finding : fruit-loose in circle path. Has been followed up on 17 May 2023. Quality Control Department Visit on 21 July 2023 in Lubuk Talang (Scheme smallholder of Air Buluh Estate), the finding was un-harvest palm oil tree due to no access.</p> <p>d. Routine Visit dated 8 November 2023 in KMD Air Bikuk, KMD Air Berau and KMD Pondok Sugu; the findings was about domestic waste nearby "rumah hujan".</p> <p>The findings from internal audit, Quality Control Department visit, and Routine visit have been followed up with corrective actions and addressed satisfactorily.</p>	
<p>Criteria 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			
<p>3.4.1</p>	<p>(C) SEIA in new planting or operation including mills, is conducted independently and participatively by involving the affected stakeholders, inclusive of impact assessment from the smallholder/outgrower scheme (if any). The assessment is to be documented.</p> <p>- Critical (Major) compliance -</p>	<p>The company possesses various documents associated with independent and participatory assessments of social and environmental impacts. These assessments involve engaging with stakeholders affected by the company's operations.</p> <p>Specifically, the Social and Environmental Impact Assessments (SEIA) are conducted within the unit of certification, which refers to the operational areas within mills and estates. These assessments are undertaken by an independent organization, implying that an external and impartial entity is responsible for conducting these evaluations.</p>	<p>Complied</p>

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The purpose of these assessments is to evaluate and understand the effects of the company's activities on both the social and environmental aspects within their operational units. The involvement of affected stakeholders implies that the company values input and perspectives from those impacted by its operations, aiming for an understanding of the implications of its activities on the surrounding communities and the environment. During this ASA-2.2 there is no change in SEIA document owned by unit of certification, which is as follow.

Unit of Certification	SEIA Documents
<ul style="list-style-type: none"> - Bunga Tanjung POM – PT Agromuko - Bunga Tanjung Estate – PT Agromuko - Air Bikuk Estate – PT Agromuko - Air Buluh Estate – PT Agromuko - Kebun Masyarakat Desa (KMD) – under Estates of PT Agromuko 	<p>PT Agromuko has had a document of Social-Environment Impact Assessment (SEIA) in the form of ANDAL (<i>Analisis Dampak Lingkungan</i>) and <i>Rencana Pengelolaan dan Pemantauan Lingkungan</i> (RKL-RPL) of 2005, for Estates and POM, located in Mukomuko Utara Sub-District, Lubuk Pinang Sub-District, Teras Terunjam Sub-District and Pondok Suguh Sub-District, Mukomuko Regency, Bengkulu Province.</p> <p>Moreover, there is also a SEIA of 2010 conducted by Yayasan Kelapa Sawit Berkelanjutan (YASBI). The scope of social impact assessment that covers surrounding community of PT Agromuko (All Mills, Estates, and KMDs): 15 villages around Mill/Estates and 38 villages around KMDs.</p>
Koperasi Harapan Jaya Lubuk Talang (KHJLT) – managed by Air Buluh Estate PT Agromuko	Social-environment impact assessment held in cooperation by Kompas Enviro Institute in 2017 for scope of 10 KMDs. The social impact assessment was done between 8-16 March

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			<p>2017 with scope of 15 villages around KMD with focus group discussion (FGD).</p>	
		<ul style="list-style-type: none"> - Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) - Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) – managed by Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) – managed by Malin Deman Estate - PT Muko Muko Agro Sejahtera (MMAS) 	<p>PT MMAS has had a SEIA document named AMDAL (<i>Analisis Mengenai Dampak Lingkungan</i>) of PT Muko Muko Agro Sejahtera (MMAS) No. M.288.XXX Tahun 2011 dated 9 September 2011, covers 6,298 Ha are in Village of Malin Deman, Sub-District Ipuh and Lima Koto, Mukomuko Regency, Bengkulu Province.</p> <p>PT MMAS also has had social-environment impact assessment, in cooperation with Yayasan Kelapa Sawit Berkelanjutan (YASBI) in 2011. The report under <i>Dokumen Laporan Final Penilaian Dampak Sosial dan Lingkungan</i> in 2011 for Estate development and <i>Kebun Masyarakat Desa</i> (KMD) development of PT MMAS.</p>	
		<p>Sungai Teramang Estate - PT Muko Muko Agro Sejahtera (MMAS)</p>	<p>Sungai Teramang Estate was previously owned by PT Asririmba Wirabhakti. On 13 August 2018, as per Act No.08, PT Asririmba Wirabhakti was taken over by PT Mukomuko Agro Sejahtera/MMAS (SIPEF). Prior acquired by SIPEF, PT Asririmba Wirabhakti already have Environmental Permit according to the Investment Agency Decree No. 503/05/KPTSP/IL/III/2016, dated 2 March 2016. The permit covers for area 1,770 Ha (refer to land title – HGU). As per Indonesia regulation that entity was not requires to conduct SEIA document or AMDAL is area is less than 3,000 hectares, therefore PT</p>	

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		<table border="1" data-bbox="1055 363 1975 432"> <tr> <td data-bbox="1055 363 1435 432"></td> <td data-bbox="1435 363 1975 432">Asririmba Wirabhakti only granted environmental permit from government.</td> </tr> </table> <p>Aside from that, the company has prepared the Social Impact Assessment was carried out in 2010 and 2011 in collaboration with Yayasan Kelapa Sawit Berkelanjutan (YASBI) involving the local community. The scope of assessment is carried out on the social impacts of the development of own estates and plans for the development of <i>Kebun Masyarakat Desa</i> (KMD)".</p> <p>For Kebun Masyarakat Desa, in 2010, the certificated holder has also prepared a social impact assessment, in cooperation with Yayasan Kelapa Sawit Berkelanjutan (YASBI). The scope of social-environment impact assessment covers 15 villages around company including Kebun Masyarakat Desa/KMD of 524 Ha from 38 surrounding villages.</p> <p>In 2017, social-environment impact assessment held in cooperation by Kompas Enviro Institute for scope of 10 KMDs. The social impact assessment was done between 8-16 March 2017 with scope of 15 villages around KMD with focus group discussion (FGD).</p> <p>The SIA document has identified the positive and negative impacts of the company's operational activities. Aspects assessed include demography, livelihoods, employment and land use, income levels, community economic facilities and infrastructure, education, health, religion, ethnicity and customs, kinship system, and social organization. The social impact assessment has involved the affected parties.</p>		Asririmba Wirabhakti only granted environmental permit from government.	
	Asririmba Wirabhakti only granted environmental permit from government.				

<p>3.4.2</p>	<p>For the unit of certification, a SEIA is available and social and environmental management plan and its monitoring have been developed with participation of affected stakeholders.</p> <p>- Minor compliance -</p>	<p>Within the AMDAL documents, the negative and positive impact of oil palm development has been explained. The environmental management and monitoring plan document have lined out effort that company should carry out in order to minimize negative impact and promote positive impact from oil palm development. Under the document, the social aspect identified covers source of livelihood, community's revenue, community ability, community perception on company activity, social conflict, social-cultural changes, community health status.</p> <p>The Social-Environment Impact Assessment documents have explained the recommendation that should be done by company to minimize negative impact and promote positive impact from social impact management.</p> <p>As commitment to reduce negative impacts in social aspect, the certificate holder created management and monitoring program of social impact annually.</p> <p>The management and monitoring plans has covered the main issue identified in those documents, that are in the aspects of:</p> <ul style="list-style-type: none"> • Environmental: air quality, noise disturbance, soil erosion, water quality, flora and fauna, water biota, hazardous waste. <p>Social: livelihood, community income, community mobility, community perception, social conflict, culture change, community health.</p>	<p>Complied</p>
<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>The company has made efforts to implement social and environmental impact management and monitoring as described in indicator 3.4.2. Some of the programs that have been carried out include:</p> <p>Environmental Impact Assessment</p> <p>The implementation of environmental management has been carried out in accordance with all RKL-RPL documents and Environmental Permits owned by</p>	<p>Complied</p>

		<p>the company. The unit of certification prepares the RKL-RPL report based on the attachment to the Environmental Permit, the matrix of which is a compilation of all previously owned RKL-RPL matrices. Environmental management reports are carried out every 6 months and submitted to Environment Agency of Mukomuko Regency and Bengkulu Province, namely:</p> <ul style="list-style-type: none"> - Report of Implementation RKL-RPL PT Agro Muko semester 1 of 2023 with evidence of receipt dated 23 August 2023. - Report of Implementation RKL-RPL PT Mukomuko Agro Sejahtera semester 1 of 2023 with evidence of receipt dated 11 October 2023 (letter number 16/RMO-BKL/SND/M/X/2023). <p>Based on the RKL-RPL and UKL-UPL implementation report for semester 1 of 2023, it is known that there are no negative impacts caused by the unit of certification, such as all factory waste quality tests which are carried out periodically and according to regulations quality standards set by the government.</p> <p>Social Impact Assessment</p> <p>The social management and monitoring plan are implemented, monitored, and periodically updated in a participatory manner. In general, the company's social management plan is a work program of the company which is grouped into social, stakeholder strengthening, social culture and employment.</p> <p>The company reviews social impact management at least once every two years, as for evaluating social impact management in line with existing social developments, so that companies can adapt social impact management programs to the current situation. An Internal Social Impact Assessment regarding company operations on stakeholder villages was carried out in June 2023 (for PT Mukomuko Agro Sejahtera) and July to August 2023 (for PT Agro</p>	
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		<p>Muko). Social impact assessments are carried out in villages directly adjacent to the management unit. For PT Agro Muko, the number of villages where the assessment was carried out was 41 villages and involved 200 respondents, while for PT Mukomuko Agro Sejahtera the number of villages where the assessment was carried out was 9 villages and involved 39 respondents.</p> <p>Based on the results of Internal Social Impact Assessment period 2023, it can be concluded that the existence of the company has had a positive impact on the community around the plantation, including: providing employment opportunities for local village residents according to their abilities, easier accessibility/mobilization and increasing the income of the people who work for the company. Apart from that, the company's relationship with the community is still going well. The suggestions or input provided include, for example, increasing the provision of assistance, especially in the field of education, access to village roads and the construction of places of worship, as well as the company continuing to maintain its contribution to the community which is currently underway.</p> <p>Based on interviews with relevant stakeholders, it was confirmed that the company has implements the Social and Environmental Management and Monitoring Plan. Additionally, the company has actively reviewed and consistently updated this plan in a participatory manner. It was observed that the company has effectively implemented the plan designed to manage and monitor social and environmental aspects of its operations. Furthermore, the plan undergoes periodic reviews, likely to assess its effectiveness and relevance, and it's regularly updated. Importantly, this process of review and updates involves active participation from stakeholders.</p>	
Criteria 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	The company has a policy related to the human resource management system which is contained in the Collective Labor Agreement Document between the	Complied

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	<p>available to the workers and their representatives in accordance with the applicable regulation.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko Plantation, Mukomuko Regency and the Management of the Agro Mandiri SPAM - PT Agro Muko Workers Union Unit for the period December 2021 to December 2023. The CLA document was ratified on December 10 2021, which was attended by the main SPAM management and also entrepreneurs.</p> <p>The CLA document informs employment-related policies, including:</p> <ul style="list-style-type: none"> - Article III BIPARTIT Cooperation Institute (LKS). - Article IV Provisions Regarding Working Time - Article V Wage Sector - Article VI Work Rates and Wages on Weekly Rest Days - Article VII Assistance for Sick Days - Article VIII Absence from work - Article IX Foreign Service Travel - Article X Overtime Work - Article XI Payment of Benefits When Detained by State Instruments - Article XII Provisions Regarding Premiums - Article XIII Additional Annual Payment (THR) and Bonus - Article XIV Social Security and Social Assistance - Article XV Work Equipment and Work Safety - Article XVI Acceptance, Transfer, Promotion and Layoffs - Article XVII Provisions for Motorized Vehicles for Workers and Educators. - Article XVIII Obligations of Companies and Workers - Article XIX Methods for Settlement of Employment Disputes - Article XX applies to the end of the Collective Labor Agreement <p>For workers with PKWT (contract worker) status, there is a separate agreement contained in the Specific Time Agreement Document. For example, there is a Specific Time Work Agreement document (No. 08/BTE/II/2023) in the name of</p>	
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		<p>Junaldi Kharisman which was stipulated on February 1 2023. This agreement informs the workers' rights and obligations such as position, validity period and expiration of the agreement, salary, medical treatment, annual leave/THR, BPJS and termination of employment.</p> <p>Apart from that, there are other policies and procedures related to employment, including:</p> <ul style="list-style-type: none"> - SOP Internal Recruitment (SKU to Act. FA/MA/OA) No.HRD-01-01 Rev.1 dated 5 April 2019. Procedure explains the process of submitting a Staff E Request, approving, selecting candidates, assessing candidates, preparing administrative documentation and evaluation – when an employee will be appointed as staff. - SOP Recruitment for PKWT No.HRD-01-03 Rev.3 Dated 12 December 2022. Procedure explains the process of analyzing budget/non-budget PKWT needs, making proposals for PKWT employee needs, and making a Work Agreement Letter. <p>From this explanation it can be concluded that company has procedures for recruitment, selection, employment, promotion, retirement and termination of employment must be documented/available to workers and their representatives.</p>	
3.5.2	<p>Employment procedures are implemented and records are maintained.</p> <p>- Minor compliance -</p>	<p>The following is evidence of the implementation of employment aspects within the scope of certification:</p> <ul style="list-style-type: none"> - Record of Job transfer Letter in the name of Junaldi Kharisma (Reg. No. 1519) on March 1 2023 from Bunga Tanjung Estate to Bunga Tanjung Mill as Water operator. - Contract Work Agreement Document (No. 07/PKWT/MME-AM/XII/2022) in the name of Wahyudi Hidayat which was stipulated on 1 December 2022 and is valid for 12 months until 30 November 2023. - Record of Employment Agreement Letter (No. 76/SKU/ABEE-PTAM/X/2020, 1 October 2020) in the name of Sentot Iswahyudi. 	Complied

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		<ul style="list-style-type: none"> - Contract Work Agreement Document (No. 06/PKWT/PTAM-ABEE/04/2023) in the name of Meri Laila Putri which was stipulated on April 1 2023 and is valid for 12 months until March 31 2024. - Minutes of Bipartite Negotiations on the Provision of Compensation Money for workers on behalf of Refembri Linardi on September 29 2022. The provision of this money is based on Law no. 11 of 2020 concerning PKWT Compensation Money. The company provides compensation of IDR 2,715,839. - Proof of BPJS Employment payment for the October 2023 period on October 24 2023 for Bunga Tanjung POM with details of 86 employees. - Proof of payment of PKWT compensation for workers on behalf of Wira Dinata amounting to IDR 1,357,920 on September 25 2023. - Certificate of Maternity and Maternity Leave in the name of Karmila Yulistiana (Sungai Teramang Estate) for 3 months from 16 October 2023 to 16 January 2024. The leave letter was approved by the Estate Manager on 16 September 2023. - Annual Leave Letter in the name of Herawati (Sungai Teramang Estate) for 3 days starting November 16 2023. The Leave Letter was approved by the Estate Manager on November 13 2023. - Record of a Contract Work Agreement (No.17/STGE/IX/2023, dated 1 September 2023) in the name of Feri Ferdian as an ablation worker at Sungai Teramang Estate. With a 4 month contract period. - Record of a Contract Work Agreement (No.08/STGE/IV/2023, dated 1 April 2023) in the name of Alima as a spraying worker at Sungai Teramang Estate. With a 9-month contract period. <p>Based on those objective evidences, the company has documented all labor procedures that have been carried out properly, such as recruitment, promotion, performance appraisal, and termination. Employment procedures implemented and records are maintained.</p>	
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Criteria 3.6: An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<p>(C) All operational activities risks assessed to identify the H&S issues. Mitigation plans and procedures are documented and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Each operation unit has developed Hazard Identification Risk Assessment & Determining Control (HIRADC) according to all operational activities risks. HIRADC is documented and available in place at each operation unit.</p> <p>Risks identification procedure refer to HIRADC procedure (OHS-01-01/04-02-2019/Rev.0), while for mitigation procedure refer to Potential Hazard Report (OHS-01-03/04-02-2019/Rev.0).</p> <p>Sample documented HIRADC sighted as below:</p> <p>Bunga Tanjung POM: document of "Lembar Pengesahan HIRADC PT Agro Muko – Bunga Tanjung Mill", review date 3 Apr 2023. All activities within Bunga Tanjung Palm Oil Mill are identified.</p> <p>Mitigation plan if emergency occurs, such as fire at Mill location implemented by monitoring periodically. In example: during emergency simulation / fire drill at Mill, auditor checking of preparedness in Hydrant 01 (office) and Hydrant 02 (EFB area). The last checking is on 9 November 2023 and functionable.</p> <p>Air Buluh Estate: document of "Lembar Pengesahan HIRADC PT Agro Muko – Air Buluh Estate", review date 1 Jul 2023.</p> <p>Hazard Identification Risk Assessment & Determining Control (HIRADC) for Sungai Teramang Estate, dated 1 Jul 2023. All operational activities risks has assessed, such as Office (7 risks); Workshop (32 risks); Engine Room (6 risks); Field (76 risks); Transport (2 risks); Housing (5 risks); Fertilizer Store (7 risks); Hazardous Waste Storage (5 risks); Security (5 risks); Chemical Shed (11 risks); Contractor (5 risks); HSD Oil Tank (5 risks); Loose Fruit Cleaner (7 risks); Land Fire Control (7 risks).</p> <p>HIRADC also available and documented for scheme smallholder or "Kebun Masyarakat Desa (KMD)". The scope of risks identification for KMD's activities are harvesting, pruning, manuring, and spraying.</p>	Complied

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3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>Monitoring effectiveness of the H&S plan conducted through submitting the OHS Committee (P2K3) report as regulated in quarterly basis. The report containing number of workers, OHS Committee structure, OHS facilities, OHS activities, OHS evaluation, minutes of OHS meeting, OHS inspection checklist.</p> <p>In example:</p> <p>In Bunga Tanjung POM, PPE daily checklist for contractor PT Triroyal Timurraya dated 22 Aug 2023.</p> <p>Confined entry space work permit for cleaning Storage Tank, dated 23, 24, 25 Oct 2023. This permit also attached with emergency rescue plan checklist conducted by safety officer.</p> <p>OHS Committee Report or "Laporan P2K3" of Air Buluh Estate period Jul-Sep 2023 have been submitted to Manpower Office.</p> <p>Sample of monitoring H&S plan for replanting contractor in Air Buluh Estate (Div.4) CV. Mitra Prima Usaha Maju trough inspection checklist "Checklist Penggunaan APD Pekerja Kontraktor CV. MPUM" period August, September and October 2023. Four (4) contractor workers (Excavator operator and Buldozer operator) inspected in daily basis. No issues on PPE use for the contractors.</p> <p>OHS Committee Report or "Laporan P2K3" Sungai Teramang Estate period Jul-Sep 2023 have been submitted to Manpower Office.</p> <p>Monitoring for contractor at Sungai Teramang Estate, EFB transporter CV. Putra Ejung Mandiri, inspection PPE for the contractor, dated 23 Aug 2023. Unit of certification ensure the third-party contractor is comply with OHS policy through PPE usage during to work.</p> <p>Sungai Teramang Estate: during interview with sample of manuring at Block 21C01, PPE is provided by unit of certification freely. If there is any broken, then workers can exchanged with new one freely.</p>	Complied
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Criteria 3.7: All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.

<p>3.7.1</p>	<p>(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 P&C Principles, in a form they understand and includes assessment of the training.</p> <p>- Critical (Major) compliance -</p>	<p>Company has shown results of training identification and program for Period 2023 in order to improve the competence and expertise of all workers including contractor and smallholders. Based on this explanation, the certification unit already has a training program prepared for period 2023 referring to the needs of workers as well as third parties. The following are some of the intended training plans/programs:</p> <p>Bunga Tanjung POM</p> <ul style="list-style-type: none"> - Work Instruction Dissemination on April 2023. - MSDS dissemination on June 2023 - Hazardous Material Training on August 2023. - HIRADC dissemination on August 2023. - Operator Certification Training on September 2023. <p>Malin Deman Estate</p> <ul style="list-style-type: none"> - Harvesting Training in March 2023 - Spraying Training in February 2023 - MSDS and Hazardous Material Training in May 2023 - Integrated Pest Management Training in July 2023 - Refreshment Training Safety for Driver in October 2023 - Fire Drill Simulation on November 2023 <p>Air Buluh Estate</p> <ul style="list-style-type: none"> - First Aid Kit Training in September 2023. - Emergency Response for Fire in February 2023. - Organic Fertilizer Training in September 2023. - Hazardous Material Training in September 2023. 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Spraying Training in March 2023. <p>Koperasi Harapan Jaya Lubuk Talang</p> <ul style="list-style-type: none"> - Conservation Area Dissemination in September 2023. <p>Sungai Teramang Estate</p> <ul style="list-style-type: none"> - Harvesting Training in March 2023. - Spraying Training in January 2023. - First Aid Kit Training in July 2023. - Fire-drill simulation in March 2023. 	
<p>3.7.2</p>	<p>Records of training are maintained, where appropriate on an individual basis.</p> <p>- Minor compliance -</p>	<p>The company has a managed training record, for example, every policy that is socialized by the company documenting it with a list of attendance of everyone who attends, for example:</p> <p>Bunga Tanjung POM</p> <ul style="list-style-type: none"> - Weighbridge Work Instruction Dissemination on 1 April 2023. Attended by 3 workers. - HIRADC Dissemination on 28 August 2023. Attended by 78 workers. - MSDS and Hazardous Material Management Training on 2 September 2023. Attended by 8 Workers. <p>Air Buluh Estate</p> <ul style="list-style-type: none"> - Refresh Spraying Management Training on 7 March 2023. Attended by 30 spraying workers. 	<p>Complied</p>

		<ul style="list-style-type: none"> - HCV External Dissemination in Surrounding Communities on 23 September 2023. Attended by 17 peoples from surrounding villages (Air Buluh, Talang Baru, Talang Arah & Marga Mulya Village). <p>Malin Deman Estate</p> <ul style="list-style-type: none"> - Generator Operator Refreshment Training on 8 November 2023. Attended by 6 workers. - Manuring Application Training on 20 October 2023. Attended by 2 workers. - Integrated Pest Management Training in 7 November 2023. Attended by 6 workers. - First Aid Kit Training in 8 September 2023. Attended by 22 workers. <p>Koperasi Harapan Jaya Lubuk Talang</p> <ul style="list-style-type: none"> - HCV dissemination in 5 August 2023. Attended by 27 workers. - Manuring Application Training in 16 September 2023. Attended by 8 workers. <p>Sungai Teramang Estate</p> <ul style="list-style-type: none"> - Ablation Training in 9 September 2023. Attended by 4 workers. - Integrated Pest Management Training in 3 February 2023. Attended by 7 workers. - Inorganic Manuring Training in 7 July 2023. Attended by 7 Workers. <p>Based on field observations and interviews with workers (harvesters, field workers, warehouse officers, and mill operators) and contractor, it is known that Unit of Certification provides some training programs due to upgrade the</p>	
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		worker’s expertise and competence. All workers also showed their understanding of duties and responsibilities for each job quite well.	
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor compliance -</p>	<p>The company showed that they had properly documented every training activity and dissemination that had been carried out to all workers, contractors, and related stakeholders. The training of SCCS had been conducted on 2023 for weighbridge operator and mill staff.</p> <p>Through field observations and interviews conducted with specific personnel—such as weighbridge clerks, administration clerks, mill operators, and contractors—it was confirmed that they have a good understanding of the RSPO Supply Chain requirements. The observations and conversations with these workers and contractors revealed that they possess a comprehensive grasp of what is expected of them regarding RSPO Supply Chain standards. Importantly, it was noted that they also implement them within the scope of their respective roles and responsibilities.</p>	Complied
<p>Criteria 3.8: Supply chain requirements for mills.</p> <p>Procedure note: all requirements are classified as Critical Indicators. However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>There is no change in RSPO supply chain module implemented by PT Agro Muko – Bunga Tanjung POM. The RSPO Supply Chain module implemented is Identity Preserved (IP). With the implementation of Identity Preserved Module, Bunga Tanjung POM only received and process FFB from certified sources, which is company-owned estate and certified smallholder/KMD.</p> <p>PT Agro Muko operates Agro Muko Tank Terminal (AMTT), which is a bulking storage located at Padang, Sumatera Barat, as part of the palm oil mill. The control over tank terminal (bulking station) is under PT Agro Muko. Agro Muko Tank Terminal is only receiving CPO from certified palm oil mills under PT Agromuko, which is Mukomuko POM and Bunga Tanjung POM. Because AMTT handle RSPO Certified CPO model IP from MMPOM and BTPOM, then CPO sold/issued by AMTT become RSPO Certified CPO model SG.</p>	Complied

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		Bunga Tanjung POM and AMTT implemented the procedure of supply chain and traceability. The procedure is SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). Procedure completed with the flow diagram of FFB receiving, processing in POM, CPO shipping to tank terminal; Receiving and shipping of CPO from tank terminal. Person responsible for implementation of RSPO Supply Chain standard at the POM is the Mill Manager, whilst in the AMTT is the Storage Tank Manager.	
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.	Not Applicable
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimate annual tonnage for certified FFB, CPO and PK are available in the Estate and Mill annual production budget for 12 months since last surveillance assessment. The FFB tonnage received from all certified supply bases. Bunga Tanjung POM received certified raw material (Fresh Fruit Bunch) from its own estate: Bunga Tanjung Estate; Air Bikuk Estate; Air Buluh Estate; PT Mukomuko Agro Sejahtera – Malin Deman Estate and Sungai Teramang Estate; and from the Scheme Smallholders: Kebun Masyarakat Desa/KMD; Koperasi Perkebunan Desa Air Buluh - Agro Muko (KOPABA), Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), Koperasi Harapan Jaya Lubuk Talang (KHJLT).</p> <p>Scheme Smallholder, KMD and Koperasi are fully managed by PT Agro Muko and PT Mukomuko Agro Sejahtera, under each estate. The certification of all Estates and Scheme Smallholders are fall under PT Agro Muko – Bunga Tanjung POM with certificate number RSPO 646338, first certification starts on</p>	Complied

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		<p>22 February 2011, second certification start on 22 February 2016, third certification starts on 1 March 2022.</p> <p>PT Agro Muko – Bunga Tanjung Palm Oil Mill has been registered in RSPO IT Platform (PalmTrace) with registered ID number RSPO_PO1000001279.</p>	
<p>3.8.4</p>	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	<p>PT Agro Muko – Bunga Tanjung Palm Oil Mill has been registered in RSPO IT Platform with registered ID number RSPO_PO1000001279. The mill has registered its sales of certified product in PalmTrace, e.g.:</p> <ul style="list-style-type: none"> • Shipping Announcement, with transaction ID TR-23c117ca-3f05 for 956.94 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/16; Status: Confirmed on 13/09/2023. • Shipping Announcement, with transaction ID TR-55ad7226-9995 for 997.67 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/15; Status: Confirmed on 13/09/2023. • Shipping Announcement, with transaction ID TR-00b2a71d-01ba for 93.77 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/14; Status: Confirmed on 16/08/2023. • Shipping Announcement, with transaction ID TR-db16f7c0-8689 for 521.58 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/09; Status: Confirmed on 13/09/2023. 	<p>Complied</p>

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		<ul style="list-style-type: none"> Shipping Announcement, with transaction ID TR-02e16ef5-1e9d for 244.71 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/08; Status: Confirmed on 13/09/2023. Shipping Announcement, with transaction ID TR-11d7e413-bfab for 246.13 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/07; Status: Confirmed on 12/07/2023. 	
3.8.5	<p>Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ol style="list-style-type: none"> Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill’s procedures for the implementation of this standard. 	<p>PT Agro Muko has a written procedures and/work instruction for ensuring the implementation of RSPO Supply Chain Standard. The procedure is SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). The procedures are complete and up to date covering the implementation of all elements in the supply chain requirements, such as:</p> <ol style="list-style-type: none"> Sales process, covering from contract approval to delivery of oil palm product (CPO and PK) including information of supply chain mechanism; Process at the estates, covers harvesting, FFB and loose fruit delivery include harvesting record and delivery to the Palm Oil Mill; Process at Palm Oil Mill covers FFB and Loose fruit receiving, identification, production process, delivery of product and recording. PT Agromuko – Bunga Tanjung POM does not receive any non-certified FFB. Therefore, no non-certified FFB entering the process, no non-certified CPO and PK being produced, and no non-certified product being dispatched. Storage tank for CPO dedicated only for certified palm oil, and Silo for Palm Kernel used to store certified PK. The unit of certification is able to reach 100% certified material and product through ensuring that no contamination in the mill. 	Complied

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	<p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>	<p>Based on the SOP Supply Chain, the Mill Manager is the person having overall responsibility for and authority over the implementation of RSPO Supply Chain and compliance with all applicable requirements in the Palm Oil Mill.</p> <p>Agro Muko Tank Terminal (AMTT) is deemed as part of the palm oil mill. The control over tank terminal (bulking station) is under PT Agro Muko. Agro Muko Tank Terminal is receiving CSPO from certified palm oil mills under PT Agro Muko, which is Mukomuko POM and Bunga Tanjung POM. AMTT uses the same procedure with Bunga Tanjung POM.</p> <p>Refreshment training regarding implementation of RSPO SCCS in Bunga Tanjung POM has been conducted on 28 September 2023, attended by personels involved in RSPO Supply Chain implementation. Training records are available such as attendance list and training module.</p> <p>Refreshment training of RSPO Supply Chain implementation in AMTT has been conducted on 29 September 2023 attended by 6 personels including Manager, laboratory, weighbridge dan office clerk.</p>	
<p>3.8.6</p>	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill;</p> <ul style="list-style-type: none"> a) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. b) Effectively implements and maintains the standard requirements within its organisation. <p>ii) 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 mill shall maintain the internal audit records and reports.</p>	<p>Procedure for Internal Audit refer to SOP Routine Visit and Internal Audit (ENC-01-02; Rev.02; dated 4 March 2019. Section 6. Frequency and Timing stipulates the internal audits are conducted at least once a year according to the standards referred to. Section 5.4 Implementation of Routine/Internal Audit Visits stipulates: <i>In general, non-conformities in each of the principle and criteria, rules and requirement of the sustainable system are categorized under major, minor and observation. Such findings must be immediately followed up. The unit manager may undertake to implement corrections and may also plan improvements according to result of internal audit. Recommended improvement must be completed with timeframe. A review of the non-compliance found in a previous internal audit should be made on the next visit.</i></p> <p>Internal audit of PT Agro Muko – Bunga Tanjung POM has been conducted on 21 – 23 August 2023 against Indonesia National Interpretation 2020 for RSPO</p>	<p>Complied</p>

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		<p>P&C 2018 for the Production of Sustainable Palm Oil that include supply chain requirements, and the RSPO Market Communications and Claims Documents. Internal audit records are available, such as Audit Visit Report and audit checklist. Corrective actions have been determined for all non-conformities issued, however there is no non-conformity found against RSPO supply chain requirements. Corrective actions from internal audit have been implemented and verified during Management Review.</p> <p>Management review for year 2023 has been conducted on 2 November 2023, all required agenda have been discussed during management review including internal audit results.</p>	
3.8.7	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents. 	<p>PT Agro Muko has ensured that certified FFB received are RSPO certified based on the source of FFB. These FFB source are certified under PT Agro Muko – Bunga Tanjung POM certificate (RSPO 646338). Based on interview with weighbridge clerk and FFB receiving station, Bunga Tanjung POM only received certified FFB from sustainable source: Bunga Tanjung Estate; Air Bikuk Estate; Air Buluh Estate; PT Mukomuko Agro Sejahtera – Malin Deman Estate and Sungai Teramang Estate; and from the Scheme Smallholders: Kebun Masyarakat Desa/KMD; Koperasi Perkebunan Desa Air Buluh - Agro Muko (KOPABA), Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), Koperasi Harapan Jaya Lubuk Talang (KHJLT). Kebun Masyarakat Desa/KMD and Koperasi are fully managed by PT Agro Muko, under each estate. There is no FFB received from other source.</p> <p>Bunga Tanjung POM does not necessary to check the certificate validity of the FFB source on the RSPO website, because the certification of the FFB suppliers is fall under PT Agro Muko – Bunga Tanjung POM.</p> <p>PT Agro Muko – Bunga Tanjung POM has demonstrated SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). Chapter 5.2 of the procedure indicates the Weighbridge Clerk has responsibility to input data and print “Receiving Slip” based on FFB Delivery Note, covering information such as estate name and block number, mill name, date of delivery,</p>	Complied

		<p>product description and quantity, RSPO certificate number, transporter identity and unique identification number.</p> <p>The procedure explains Operation Unit can coordinate with CB about the quota between the OU and the CB. During this Annual Surveillance Assessment (ASA) 2_2, Bunga Tanjung POM was not over sold the CPO and PK production.</p> <p>The SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019) explains control of product non-conformity refer to Marketing Department Manual, SOP Customer Complaint Handling (MKT-03-02; Rev.1; dated 26 April 2018). The procedure covers returned of all non-conforming product and/or documents. The responsible is Operating Unit Manager (Mill Manager) and Senior Manager Marketing.</p> <p>Up to this Annual Surveillance Assessment (ASA) 2_2, Bunga Tanjung POM only receive and processed FFB form certified source. There has been no non-conforming FFB and/or documents.</p> <p>Incoming FFB records available:</p> <ol style="list-style-type: none"> 1. Delivery of FFB from Field "SPB" No. BTE/060613 dated 1 October 2023 from Bunga Tanjung Estate, Block 98G01A; year of planting 1998, total 270 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/ weighbridge ticket No. FFB23010609W, FFB from Bunga Tanjung Estate (BTE) dated 1 October 2023; Block ID 98G01A; year of planting 1998; total bunches 270; nett weight 5,930 kg. Stamp Sustainable Product-IP RSPO 646338. 2. Delivery of FFB from Field "SPB" No. ABKE/0001528 dated 2 October 2023 from Air Bikuk Estate, Block 18E01; year of planting 2018, total 630 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/ weighbridge ticket No. FFB23010622W, FFB from Air Bikuk Estate (ABKE) dated 2 October 2023; Block ID 18E01; year of planting 2018; total bunches 630; nett weight 5,050 kg. Stamp Sustainable Product-IP RSPO 646338. 	
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		<p>3. Delivery of FFB from Field "SPB" No. ABE/217207 dated 4 October 2023 from Air Buluh Estate, Block 99D01A (400 bunches), 99N01A (217 bunches); total 617 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB23010748W, Air Buluh Estate (ABE) dated 4 October 2023; Block ID 99D01A (400 bunches), 99N01A (217 bunches); total 617 bunches; nett weight 14,090 kg. Stamp Sustainable Product-IP RSPO 646338.</p> <p>4. Delivery of FFB from Field "SPB" No. MDE/003656 dated 2 October 2023 from Malin Deman Estate; Block 12F01 (317 bunches), 14E02 (279 bunches), 12F02 (229 bunches), total 825 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB23010643W, from Malin Deman Estate dated 2 October 2023; Block 12F01 (317 bunches), 14E02 (279 bunches), 12F02 (229 bunches), total 825 bunches; nett weight 13,050 kg. Stamp Sustainable Product-IP RSPO 646338.</p> <p>5. Delivery of FFB from Field "SPB" No. STGE/0001390 dated 2 October 2023 from Sungai Teramang Estate; Block 19A03 (317 bunches); Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB23010653W, from Sungai Teramang Estate dated 2 October 2023; Block 19A03 (317 bunches); nett weight 4,190 kg. Stamp Sustainable Product-IP RSPO 646338.</p> <p>6. Delivery of FFB from Field "SPB" No. MDE/003657 dated 2 October 2023 from Plasma Air Merah (Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)); Block 12B04 (201 bunches), 13B05 (80 bunches), 12C01 (219 bunches), total 500 bunches. Stamp Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB23010655W, from Plasma Air Merah dated 2 October 2023; Block 12B04 (201 bunches), 13B05 (80 bunches), 12C01 (219 bunches), total 500 bunches; nett weight 8,080 kg. Stamp Sustainable Product-IP RSPO 646338.</p> <p>7. Delivery of FFB from Field "SPB" No. ABE/007185 dated 30 October 2023 from KMD Medan Jaya; year of planting 2010, total 315 bunches. Stamp</p>	
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		<p>Sustainable Product-IP RSPO 646338. Receiving slip/weighbridge ticket No. FFB23011795W, from KMD Medan Jaya (KMDMJ) dated 30 October 2023, total 315 bunches; nett weight 6,400 kg. Stamp Sustainable Product-IP RSPO 646338.</p>	
<p>3.8.8</p>	<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 document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<p>The SOP Supply Chain and Traceability of Palm Products (No.MKT-03-06/04-03-2019/Rev.0) dated 18 March 2019 regulated minimum information required by the standard have to be available in the sales and goods out document. Sales and goods out documents seen are as follows:</p> <ul style="list-style-type: none"> • Sales Contract No. 2023/BT-CPO/16 dated 21 August 2023; Seller PT Agro Muko, Gedung Forum Nine It.10, Jl Imam Bonjol No.9, 20112 – Medan, Indonesia; Buyer: PT Wilmar Nabati Indonesia; Address: Gedung B & G Lantai 9, Jalan Putri Hijau No.10, Kesawan, Medan Barat, Medan – Sumatera Utara, Indonesia; Product CPO/RSPO SG; volume: 1,000 MT; handover location at buyer, Padang. • Delivery Order No. 2023/BT-CPO/DO/55/MUT dated 24 August 2023; Seller PT Agro Muko – Bunga Tanjung POM; Buyer: PT Wilmar Nabati Indonesia; Address: Jl. Belawan Kampung Baru, Teluk Bayur, Padang; Product CPO/RSPO SG; volume: 250 MT. • Despatch Slip No. CPO23000680W; dated 25 August 2023 based on DO No. 2023/BT-CPO/DO/55/MUT; Contract No. 2023/BT-CPO/16; Origin PT Agro Muko – Bunga Tanjung POM; Destination PT Wilmar Nabati Indonesia (LOC0503); Lorry BA 8396 IU; Transporter PT Mutia Mulia (MM); Product is Crude Palm Oil; Quantity 23.24 MT; Stamped Sustainable Product IP, RSPO Certificate No. RSPO 646338. • Shipping Announcement, with transaction ID TR-23c117ca-3f05 for 956.94 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/16; Status: Confirmed on 13/09/2023. 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Sales Contract No. 2023/PK/AM-BT/09 dated 20 July 2023; Seller PT Agro Muko, Gedung Forum Nine It.10, Jl Imam Bonjol No.9, 20112 – Medan, Indonesia; Buyer: PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso, Tanjung Mulia, Medan Deli, Medan – Sumatera Utara 20241, Indonesia; Product PK/RSPO SG; volume: 600 MT; handover location at Seller, Bunga Tanjung POM. • Delivery Order No. 2023/BT-PK/DO/11 dated 26 July 2023; Seller PT Agro Muko – Bunga Tanjung POM; Buyer: PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso Tanjung Mulia, Medan 20241; Product PK/RSPO SG; volume: 300 MT; handover location Bunga Tanjung POM. • Despatch Slip No. PK23000169W; dated 9 August 2023 based on DO No. 2023/BT-PK/DO/11; Contract No. 2023/PK/AM-BT/09; Origun PT Agro Muko – Bunga Tanjung POM; Destination PT Wira Inno Mas (LOC0506); Lorry BK 8572 XF; Transporter by PT Wira Inno Mas; Product is Palm Kernel; Quantity 17.01 MT; Stamped Sustainable Product IP, RSPO Certificate No. RSPO 646338. • Shipping Announcement, with transaction ID TR-db16f7c0-8689 for 521.58 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/09; Status: Confirmed on 13/09/2023. <p>The information completely available in the documents:</p> <ul style="list-style-type: none"> • The name and address of the buyer: PT Wilmar Nabati Indonesia; Address: Gedung B & G Lantai 9, Jalan Putri Hijau No.10, Kesawan, Medan Barat, Medan – Sumatera Utara, Indonesia for CPO; PT Wira Inno Mas; Address: Spring Tower 03-34, Jl. KL Yos Sudarso Tanjung Mulia, Medan 20241 for Palm Kernel; • The name and address of the seller: PT Agro Muko, Gedung Forum Nine It.10, Jl Imam Bonjol No.9, 20112 – Medan, Indonesia; 	
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		<ul style="list-style-type: none"> • The loading or shipment/ delivery date: 25 August 2023 based on CPO Dispatch Slip and 9 August 2023 based on Palm Kernel Dispatch Slip; • The date on which the documents were issued: 25 August 2023 based on CPO Dispatch Slip and 9 August 2023 based on Palm Kernel Dispatch Slip; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): Crude Palm Oil – RSPO SG and Palm Kernel – RSPO SG; • The quantity of the products delivered; 23.24 MT based on CPO Dispatch Slip and 17.01 MT based on Palm Kernel Dispatch Slip; • Any related transport documentation: Contract No. 2021/LTC-CPO/AM-BT/14 dated 16 December 2021; • Supply chain certificate number of the seller; RSPO Certificate No. RSPO 646338 on Dispatch Slip; • A unique identification number: No. 2023/BT-CPO/16 on CPO delivery document, and No. 2023/PK/AM-BT/09 on PK delivery documents. <p>Information's are complete and presented in several document, e.g. Sales Contract, Delivery Order and Despatch Slip.</p>	
3.8.9	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources 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 Supply Chain Certification.</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p>	<p>PT Agro Muko – Bunga Tanjung POM does not outsourced any milling activities, the mill only outsourced transport of CSPO. Whilst Palm Kernel are sold at the mill, therefore transport activities are instructed and managed by the buyer.</p> <p>The transport for RSPO certified sustainable CPO delivery were carried out by several contractors. During transport, legal ownership of CSPO is under PT Agro Muko, this evident by contract between PT Agro Muko and the transporter. These contractors were appointed, contracted and instructed by PT Agro Muko. The transport contractors are:</p>	Complied

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	<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 certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<ul style="list-style-type: none"> • PT Bersama Sejahtera Mandiri; address Komplek Pertokoan Sakura – Jl. Raya By-pass KM.6 Padang; contract No. 06/Angkutan/CPO/AM/09 addendum No. 01/2020 dated 2 January 2020; contact name Mr. H. Sengaja Budi Syukur, SH./Ibu Sri, contact number 08137283****. • PT Mutia Mulia, address Jl. Raya Bypass KM.6 Simpang Arai Pinang – Padang; contract No. 06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020; contact name Mr. Novi Andres/Mrs. Fitri, contact number 08137433****. • PT Usaha Jaya Express, address Jalan Olo Ladang No. 3 – Padang; contract No. 06/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020; contact name Mr. Freddy Johan/Ibu Siska, contact number 08535596****. • PT Genta Perdana Diandra, address Gang Sehati No.54A RT.003 RW.002 Lubuk Begalung Nan XX – Padang; contract No. 05/Angkutan/CPO/AM/12 addendum No. 01/2020 dated 2 January 2020 contact name Mr. Suhardiman, SE./Ibu Wiwik, contact number 08137427****. • PT Lestari Buana Sakti, address Jl. Bypass Palarik Air Pacah KM.16 RT.03 RW.07 Kel. Air Pacah, Kecamatan Koto Tengah Kota Padang; contract No. 2021/Angkutan/CPO/AM/01 dated 29 January 2021 contact name Mr. Agung Tri Wibowo, contact number 0878*****. • PT Berkah Lintas Kencana, address Jl. Sutan Syahrir Painan, Painan IV Jurai, Kab. Pesisir Selatan; contract No.2022/Angkutan/CPO/ AM/01 dated 2 January 2022 contact name Mr. Harmon, contact number 0813*****. <p>All contractors have signed Statement Letter dated 1 September 2021 (PT Lestari Buana Sakti, PT Usaha Jaya Express, PT Bersama Sejahtera Mandiri, and PT Genta Perdana Diandra), on 16 October 2021 (PT Mutia Mulia), and on 14 August 2022 (PT Berkah Lintas Kencana), that they all committed to comply with RSPO Supply Chain Standard and ready to be audited by CB if it deemed</p>	
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		necessary. The Statement letter completed with compliance checklist against RSPO Supply Chain Standard.	
3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	PT Agro Muko – Bunga Tanjung POM has recorded the name and contact details of CPO Transporter as mentioned in indicator 3.8.9 above.	Complied
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.	PT Agro Muko – Bunga Tanjung POM through its Sustainability Department has informed Audit Team regarding addition of CPO transporter. Since the last audit there are no changes of CPO transporter.	Complied
3.8.12	<p>Record keeping</p> <p>i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</p> <p>ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p> <p>iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</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>There are no changes in procedure of supply chain. The unit of certification implemented RSPO Supply Chain Certification Standard based on procedure SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019). The procedure explains all aspects of supply chain and traceability scope in PT Agro Muko:</p> <ul style="list-style-type: none"> • FFB harvesting, harvest recording and delivery to Palm Oil Mill; • FFB receiving and processing in Palm Oil Mill, CPO and PK production and reporting; CPO and PK dispatch from Palm Oil Mill and receiving in storage tank for export; • Shipping instruction and preparation; • CPO and PK stock balancing post-shipping. <p>The procedure of Supply Chain and Traceability stipulates that “Storage and control of recordings related to production process in the mill are kept a shelf life of at least 5 (five) years or determined by Operation Unit. Records can be stored in the hardcopy and/or softcopy”.</p>	Complied

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	<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>	<p>PT Agro Muko – Bunga Tanjung POM can provide record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis, as recorded in Daily Production Figures.</p> <ul style="list-style-type: none"> - Daily Production Figure dated 31 December 2021; year to date FFB received 118,187.97 tons; FFB processed 118,057.94 tons; CPO production 26,443.19 tons (budget 32,686.57 tons); PK production 5,664.62 tons (budget 6,821.49 tons); processing hour 3,878.90 hours; mill throughput 30.44 ton/hour; OER 22.39% (budget 23.00%); KER 4.80% (budget 4.80%). At the day CPO stock 224.47 tons; CPO dispatched 0; CPO produced 85.36 tons; stock C/F 309.83 tons; PK stock 312.63 tons; PK dispatched 0; PK produced 16.07 tons; stock C/F 328.70 tons. - Daily Production Figure dated 30 September 2023; year to date FFB received 80,490.38 tons; FFB processed 80,391.45 tons; CPO production 17,650.65 tons (budget 23,685.19 tons); PK production 4,028.68 tons (budget 4,879.33 tons); processing hour 2,546.64 hours; mill throughput 31.57 ton/hour; OER 21.98% (budget 23.30%); KER 5.01% (budget 4.80%). At the day CPO stock 2,040.69 tons; CPO dispatched 146.69 tons; CPO produced 92.43 tons; stock C/F 1,986.43 tons; PK stock 150.77 tons; PK dispatched 0; PK produced 20.02 tons; stock C/F 170.78 tons. 	
<p>3.8.13</p>	<p>Extraction Rate The oil extraction rate (OER) and the kernel extraction rate(KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>Extraction rates are applied to provide reliable estimation of CPO and PK produced. For year 2022, the budget for conversion from FFB into CPO is 23.00%, whilst from FFB to PK is 4.80%. For year 2023, the budget for conversion from FFB into CPO is 23.30%, whilst from FFB to PK is 4.80%.</p>	<p>Complied</p>
<p>3.8.14</p>	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>The actual conversion rates in form of Oil Extraction Rates (OER) and Kernel Extraction Rates (KER) are monitored on daily basis through sounding result and documented in Daily Production Report, then recapitulated in Mill monthly production records.</p>	<p>Complied</p>

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		<p>Based on Mill Daily Production Figure dated 31 December 2022, actual OER year to date is 22.39% and KER year to date is 4.80%. Based on Mill Daily Production Figure dated 30 September 2023, actual OER year to date is 21.98% and KER year to date is 5.01%.</p>	
<p>3.8.15</p>	<p>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.</p>	<p>PT Agro Muko – Bunga Tanjung POM does not receive any non-certified FFB. Therefore, no non-certified FFB entering the process, no non-certified CPO and PK being produced, and no non-certified product being dispatched. Storage tank for CPO dedicated only for certified palm oil, and Silo for Palm Kernel used to store certified PK.</p> <p>The unit of certification has two weighbridge which has been calibrated according to document:</p> <ul style="list-style-type: none"> - "Surat Keterangan Hasil Pengujian" No.510/505/TJ/SKHP/B.8/DISDAG/XI/2022, dated 2 November 2022; a calibration certificate for Avery Weightronix E1215; serial number 092250391; capacity 40,000 kg. - "Surat Keterangan Hasil Pengujian" No.510/506/TJ/SKHP/B.8/DISDAG/XI/2022, dated 2 November 2022; a calibration certificate for Avery Weightronix E1215; serial number 094050205; capacity 40,000 kg. <p>The latest calibration of both weighbridges has been done according to document "Berita Acara Pekerjaan" dated 30 October 2023 issued by CV. Berty Ganda Riau, for:</p> <ul style="list-style-type: none"> - Avery Weightronix E1215; serial number 094050205; capacity 40,000 kg. - Avery Weightronix E1215; serial number 092250391; capacity 50,000 kg. <p>Agro Muko Tank Terminal (AMTT) in Padang has three dedicated tanks to received CPO from Mukomuko POM and Bunga Tanjung POM. Currently Tank uses for RSPO certified CPO are Tank No.3, No.7 and No.8 (capacity 3,000 MT each). To prevent contamination with other CPO, AMTT has a designated</p>	<p>Complied</p>

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		<p>pipng system to pump the CPO from Agro Muko to the tanks. Receiving station using dedicated pipe number 3, 4 and 5 for CSPO IP, whilst pipe number 1 and 2 are for CPO from other source.</p> <p>The unit of certification is able to reach 100% segregated material through ensuring that certified material will always be segregated from non-certified material including during transport and storage.</p>	
<p>3.8.16</p>	<p>Registration of Transactions</p> <p>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 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>	<p>As a Palm Oil Mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product, PT Agro Muko – Bunga Tanjung POM has made Shipping Announcement for certified CSPO and CSPK sold, for example:</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID TR-23c117ca-3f05 for 956.94 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/16; Status: Confirmed on 13/09/2023. - Shipping Announcement, with transaction ID TR-55ad7226-9995 for 997.67 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/15; Status: Confirmed on 13/09/2023. - Shipping Announcement, with transaction ID TR-00b2a71d-01ba for 93.77 MT CSPO SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wilmar Nabati Indonesia - Padang (RSPO_PO1000002322); Seller Contract No. 2023/BT-CPO/14; Status: Confirmed on 16/08/2023. - Shipping Announcement, with transaction ID TR-db16f7c0-8689 for 521.58 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO1000001279) as Seller to buyer PT Wira Inno Mas 	<p>Complied</p>

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		<p>(RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/09; Status: Confirmed on 13/09/2023.</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID TR-02e16ef5-1e9d for 244.71 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO10000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/08; Status: Confirmed on 13/09/2023. - Shipping Announcement, with transaction ID TR-11d7e413-bfab for 246.13 MT CSPK SG; from PT Agro Muko – Bunga Tanjung POM (RSPO_PO10000001279) as Seller to buyer PT Wira Inno Mas (RSPO_PO1000000119); Seller Contract No. 2023/PK/AM-BT/07; Status: Confirmed on 12/07/2023. <p>PT Agro Muko – Bunga Tanjung POM has done “remove” in PalmTrace for certified product sold as other scheme, conventional, or in case of underproduction, loss or damage, for examples:</p> <ul style="list-style-type: none"> - Stock Transaction ID: ST-TR-06e04b48-8aae; dated 14/06/2023; Product CSPO; Supply Chain Model IP; Transaction Type: Remove from certified stock; Transaction Volume: 4.53 MT. - Stock Transaction ID: ST-TR-778d9e27-e40c; dated 19/07/2023; Product CSPO; Supply Chain Model IP; Transaction Type: Remove from certified stock; Transaction Volume: 5.69 MT. - Stock Transaction ID: ST-TR-db369642-db02; dated 18/04/2023; Product CSPO; Supply Chain Model IP; Transaction Type: Remove from certified stock; Transaction Volume: 4.32 MT. <p>Total CSPO removed for current license period is 16.20 MT.</p>	
3.8.17	Claims	<p>The procedure for claims is stated in SOP Supply Chain and Traceability of Palm Products (MKT-03-06; Rev.0; dated 4 March 2019), that stated claims shall only made according to the updated RSPO Rules on Market Communications</p>	Complied

	<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>	<p>and Claims. PT Agro Muko – Bunga Tanjung POM delivered RSPO certified CPO and PK in bulk, the Mill has made no claim regarding the use of or support of RSPO certified oil palm products, e.g. in company letter head, business card or email template. Description of RSPO certified product only made in shipping documentation, e.g. Sales Contract, Delivery Order and Weighbridge Card. This is complied to the RSPO Rules on Market Communications and Claims, 2022.</p>	
<p>General corporate communications</p>			
<p>4.1</p>	<p>A corporate communication is one made by any RSPO member that highlights its RSPO membership and/or its commitment to the objectives and principles of RSPO. Corporate communication is a “non-product related” claim.</p>	<p>PT Agro Muko is a subsidiary of RSPO registered member, SIPEF Group, with membership No. 1-0021-05-000-00, member since 7 December 2005. The corporate communication of SIPEF Group can be seen in the website: www.sipecf.com.</p> <p>On the website, mentioned that SIPEF is devoted to certified sustainable production of tropical agricultural commodities, primarily palm oil. It also produces certified sustainable bananas, rubber and tea. These labour-intensive activities are developed in Indonesia, Papua New Guinea and Ivory Coast. On the website mentioned that SIPEF became an RSPO member in 2005.</p>	<p>Complied</p>
<p>4.2</p>	<p>In corporate communications, a member is allowed to:</p> <ul style="list-style-type: none"> A. display its RSPO membership status B. display the RSPO web address (www.rsपो.org) C. state that the member supports the work of RSPO D. state the member’s history with regard to RSPO E. use the RSPO Trademark (as shown below) with a valid trademark licence number to promote its RSPO membership 	<p>In Corporate communication, SIPEF Group in its website:</p> <ul style="list-style-type: none"> • Display its RSPO membership status: Yes, it mentioned that SIPEF became an RSPO member in 2005. • Display the RSPO web address: Yes, SIPEF display and provide a link to RSPO website. • State the member supports the work of the RSPO: Yes, on the website, SIPEF mentioned “SIPEF became an RSPO member in 2005 and compliant as all the criteria for processing RSPO certified oil palm products”. • State the member’s history with regards to the RSPO: Yes, on the website mentioned that SIPEF became an RSPO member in 2005. • Use of RSPO Trademark to promote its membership of the RSPO: No, SIPEF did not use RSPO trademark in its corporate communication. 	<p>Complied</p>

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4.3	Members are not allowed to use the RSPO corporate logo as shown below. This is for the sole use of the RSPO Secretariat.	SIPEF did not use RSPO corporate logo in its corporate communication.	Complied
4.4	In corporate communications, RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO certified palm oil products.	In corporate communication, SIPEF does not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
4.5	<p>Additionally, RSPO certified members are allowed to make statements that highlight their RSPO certification status and product-related claims in their corporate communication tools. Some permitted examples include:</p> <ul style="list-style-type: none"> • “We have been sourcing RSPO certified palm oil since (YEAR).” • “We have used (X) tonnes of RSPO certified palm oil for our products manufactured in the last year.” • “We have been RSPO certified since (YEAR).” • “We have (X NUMBER OF PRODUCTS) produced using RSPO certified MB/SG palm oil.” • “In (YEAR), our company sourced (X%) of palm oil derivative volumes that was used across our products manufactured as MB certified.” • “Our company covered (X%) of palm oil derivative volumes used across all our products manufactured in (YEAR) with smallholder credits.” • “We are RSPO certified. Ask us for our RSPO certified products.” 	In corporate communications, SIPEF make statements that highlight their RSPO certification status and product-related claims in their corporate communication tools, e.g. “SIPEF became an RSPO member in 2005 and compliant as all the criteria for processing RSPO certified oil palm products”.	Complied
4.6	<p>RSPO non-certified members are allowed to make product-related claims in their corporate communication tools by doing the following:</p> <p>A. Use the RSPO Trademark with a valid trademark licence number to promote its membership of RSPO. It is sufficient for non-certified members to indicate this only once in their communication.</p>	PT Agro Muko – Bunga Tanjung POM is an RSPO certified member. Therefore, this is not applicable.	Not Applicable

	<p>B. Claim statements are limited to the following examples:</p> <p>i. "The rate of RSPO-certified palm oil procurement was (X%). We aim to achieve (X%) sustainable procurement by fiscal year (YEAR)."</p> <p>ii. X% of palm oil sourced by our organisation are certified through the Roundtable on Sustainable Palm Oil (RSPO) supply chains as (a) Identity Preserved, (b) Segregated, (c) Mass Balance, or (d) Book and Claim.</p> <p>C. In cases wherein an organisation/member would like to indicate their commitment to sourcing RSPO certified volumes, the statement shall be accompanied with a disclaimer: "This reported figure is not audited through RSPO Certification".</p>		
Product-specific communications			
5.1 General			
5.1.1	Product-specific communications refer to any public statement about an individual product that contains RSPO certified sustainable palm oil. These product-specific communications can be made on pack and/or off pack such as shipping documents, advertisements, flyers, brochures, posters, displays, newsletters, websites, emails, letters, offerings, invoices, (annual) reports, or media interviews.	PT Agro Muko only stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP. The communication is mainly of the RSPO certificate number and product description.	Complied
5.1.2	Product-specific communications are voluntary.	PT Agro Muko only stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP. The communication is mainly of the RSPO certificate number and product description.	Complied
5.1.3	Wherever the RSPO Label is displayed for product-specific communications, the applicable trademark licence number must be shown immediately under or next to the RSPO Label or the statement itself.	RSPO label is not displayed on product-specific communications.	Complied

5.1.4	Use of any other trademark or label to highlight the presence of RSPO certified sustainable palm oil products is an unauthorised product-specific communication.	PT Agro Muko – Bunga Tanjung POM does not use any other trademark or label to highlight the presence of RSPO certified sustainable palm oil products	Complied
5.1.5	<p>If any organisation, which does not further modify end products or does not need to undergo Supply Chain Certification such as retailers, traders or distributors, enters into any agreement whereby the RSPO certified supplier labels products with the retailers/traders/distributors RSPO Trademark licence number, the following conditions shall be met as shown below</p> <ul style="list-style-type: none"> • RSPO members should be registered on the RSPO IT Platform and complete the information under 'description of products' field. • Both parties shall inform their certification body in writing about the agreement. • The RSPO certified supplier is responsible for ensuring that the buyer's RSPO Trademark licence number is used only on products that are supplied to that buyer. 	The unit of certification is a palm oil mill implementing RSPO P&C. Therefore, this is not applicable.	Not Applicable
5.1.6	Organisations that do not further modify end products or that do not need to undergo Supply Chain Certification such as retailers, traders, or distributors who intend to use the RSPO Label with their own RSPO Trademark licence number in any of their product-specific communications, can do so by undergoing a remote audit. A remote audit shall be conducted by an RSPO-accredited certification body (CB) prior to the use of the RSPO Label whereby the organisation will need to demonstrate that the use is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain	The unit of certification is a palm oil mill implementing RSPO P&C. Therefore, this is not applicable.	Not Applicable
5.2 Off pack claims			

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5.2.1	Off pack claims are product-specific communications regarding the certified sustainable palm oil contained within the product(s) made on any communication materials such as shipping documents, advertisements, flyers, brochures, posters, displays, newsletters, websites, emails, letters, offerings, invoices, (annual) reports, or media interviews. The RSPO Label should be used together with the valid trademark licence number wherever an off pack claim is made.	PT Agro Muko stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP. There is no RSPO Label used.	Complied
5.2.2	When confirming the sale of certified palm oil products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	PT Agro Muko stated in sales documents, e.g. Sales Contract, Delivery Order and Weighbridge Ticket that the product they sold is RSPO Certified CPO or PK model IP, and RSPO certified number is available.	Complied
5.2.3	Where a distributor or wholesaler takes title to products containing certified sustainable palm oil products, the requirements of the RSPO SCCS can follow either one of these two options: <ul style="list-style-type: none"> • If the distributor or wholesaler holds only a distributor licence, it may only communicate RSPO certified palm oil products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products, it is essential that customers are aware that the products have been made on behalf of the distributor or wholesaler, with specific evidence either through on pack claims or documentation. • If the distributor or wholesaler is supply chain certified, they should follow the requirements outlined in section 5.2.2. 	The unit of certification is a palm oil mill implementing RSPO P&C. Therefore, this is not applicable.	Not Applicable
5.3 On pack claims			
5.3.1	Only RSPO members who have supply chain certification and members who have undergone remote audit as per 5.1.6 are allowed to make on pack claims about the certified sustainable palm	PT Agro Muko – Bunga Tanjung POM is an RSPO certificate holder with certificate number RSPO 646338, originally issued by BSI Services Malaysia Sdn	Not Applicable

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	oil contained within the product(s) as per Module A, B, C and E. RSPO members who have purchased RSPO Credits are entitled to claim their support for the production of certified sustainable palm oil as per Module D.	Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	
5.3.2	<p>In case of limited space, RSPO allows flexibility to use a one-line arrangement claim together with a valid trademark licence number for on pack communications as below without having to use any RSPO Label. The licence number has to measure at least 4pt (1.4mm) in size and the font must be Calibri. The following options shall be considered:</p> <p>A) For Identity Preserved (IP)/ Segregated (SG) Certified Products:</p> <ul style="list-style-type: none"> • RSPO IP/SG CERTIFIED* • Contains RSPO IP/SG palm oil* • Contains RSPO certified palm oil (IP/SG)* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	PT Agro Muko – Bunga Tanjung POM is an RSPO certificate holder with certificate number RSPO 646338, originally issued by BSI Services Malaysia Sdn Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	Not Applicable
	<p>B) or Mass Balance (MB) Certified Products:</p> <ul style="list-style-type: none"> • RSPO MIXED* • Contributes to the production of RSPO certified palm oil* • Contains RSPO certified palm oil (MB)* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	PT Agro Muko – Bunga Tanjung POM is an RSPO certificate holder with certificate number RSPO 646338, originally issued by BSI Services Malaysia Sdn Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	Not Applicable
	<p>C) For Partially Certified Products:</p> <ul style="list-style-type: none"> • RSPO 50% MIXED* • Contains at least 50% RSPO certified palm oil* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	PT Agro Muko – Bunga Tanjung POM is an RSPO certificate holder with certificate number RSPO 646338, originally issued by BSI Services Malaysia Sdn Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	Not Applicable
	<p>D) For Products covered with Book and Claim (B&C):</p> <ul style="list-style-type: none"> • RSPO CREDITS* • Supports the production of RSPO certified palm oil* 	PT Agro Muko – Bunga Tanjung POM is an RSPO certificate holder with certificate number RSPO 646338, originally issued by BSI Services Malaysia Sdn Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	Not Applicable

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	<ul style="list-style-type: none"> Contains palm oil covered by the purchase of RSPO Credits* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	Bhd on 22 February 2011. The certificate holder sold its oil palm product in bulk, there is no on pack claims attached. Therefore, this is not applicable.	
5.3.3	On pack claims shall not include information about the claimant's RSPO membership status.	PT Agro Muko – Bunga Tanjung POM communication has not stated information about the claimant's RSPO membership status.	Complied
5.3.4	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	PT Agro Muko – Bunga Tanjung POM communication has not stated information about the claimant's RSPO membership status.	Complied
5.3.5	Use of the RSPO Label is restricted to claims about RSPO certified sustainable palm oil contained in products and is not authorised for use in relation to any other ingredient.	There is no RSPO Label used.	Complied
5.3.6	All members making on pack claims are encouraged to submit the information and images of their end products that carry the RSPO Label via the MyRSPO portal.	There is no on pack claim used.	Complied
MODULE A – IDENTITY PRESERVED			
	95% of the palm oil content must be RSPO IP certified.	PT Agro Muko – Bunga Tanjung Palm Oil Mill (POM) physically process RSPO Certified FFB into Certified Sustainable Palm Oil (CSPO) and Palm Kernel (CSPK). Bunga Tanjung POM does not process non-certified FFB, hence, all products are 100% RSPO IP certified.	Complied
	If 100% of RSPO IP certified palm oil content cannot be sourced, a maximum of 5% volume from other non-certified sources is allowed and the reason for this must be fully justified. The volume of the non-certified palm oil content shall be covered by the purchase of RSPO Credits of equivalent volume.	PT Agro Muko stating RSPO SG in the sales document. The RSPO SG notation adhere to the requirements of RSPO SCCS. PT Agro Muko – Mukomuko POM and Bunga Tanjung POM is certified against RSPO P&C and comply to the RSPO SCCS Module Identity Preserved (IP). Whenever PT Agro Muko made an SG claims, it was combination of IP from Mukomuko POM and IP from Bunga Tanjung POM. All of the palm oil mills managed to demonstrate integrity of supply chain against the identity preserved module. During sales of CSPO and CSPK, PT Agro Muko made clear the product is Segregated. Because at the	Complied

		point of shipping, all identity preserved oil palm product have been mixed between PT Agro Muko’s palm oil mills.	
Messaging			
	<p>Messaging ALLOWED for storytelling in product-specific communications may include any of the following elements:</p> <ul style="list-style-type: none"> • The palm oil products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure that it contains RSPO certified palm oil. For more information: www.rspo.org • RSPO certified sustainable palm oil products were kept apart from other palm oil products throughout the supply chain. www.rspo.org • Certified sustainable palm oil products can be traced back to RSPO certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO certified sustainable palm oil has been produced according to stringent environmental and social criteria. www.rspo.org 	Up to this ASA 2_2, PT Agro Muko – Bunga Tanjung POM has not use any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. No messaging conducted by the unit of certification. Therefore, this indicator is Not applicable.	Not Applicable
Product-Specific Communications Labelling			
	<p>Members are allowed to use the RSPO Label in one of the following ways:</p> <ul style="list-style-type: none"> • RSPO Trademark that includes the tag “CERTIFIED”; or • RSPO Trademark that includes the tag “This product contains certified sustainable palm oil”. 	Up to this ASA 2_2, PT Agro Muko – Bunga Tanjung POM has not use any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.	Not Applicable
MODULE B – MASS BALANCE SPECIFIC RULES			
Mass Balance palm oil content			

	95% of the palm oil content must be RSPO MB-certified.	The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.	Not Applicable
	If 100% of RSPO MB certified palm oil content cannot be sourced, a maximum of 5% volume from other non-certified sources is allowed and the reason for this must be fully justified. The volume of the non-certified palm oil content shall be covered by the purchase of RSPO Credits of equivalent volume.	The certification unit only implemented Identity Preserved, therefore, this indicator is not applicable.	Not Applicable
Messaging			
	<p>Messaging ALLOWED in storytelling in product-specific communications includes:</p> <ul style="list-style-type: none"> [Palm oil products]/[palm oil]/[palm kernel oil] from RSPO certified mills and plantations were mixed with non-certified palm oil products in the supply chain. <p>The volume of [palm oil products]/[palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations.</p>	PT Agro Muko – Bunga Tanjung POM has not use any label and trademark to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. No messaging conducted by the unit of certification. Therefore, this indicator is Not applicable.	Not Applicable
Product-Specific Communications Labelling			
	<p>Members are allowed to use the RSPO Label in one of the following ways:</p> <ul style="list-style-type: none"> The RSPO Label MUST contain the tag “MIXED”. The tag “MIXED” designates palm oil products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag “MIXED” on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. The RSPO Label can also include the statement: “[The palm oil contained in this product] contributes to the production of certified sustainable palm oil”. 	PT Agro Muko – Bunga Tanjung POM has not use any label and trademark to highlight the presence of RSPO-certified sustainable oil palm products. The site sold its product in bulk, no product label attached. Therefore, this indicator is Not applicable.	Not Applicable

Principle 4: Respect community and human rights and deliver benefit Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.			
Criteria 4.1: The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agro Muko is a subsidiary of PT Tolan Tiga Indonesia (SIPEF), where PT Tolan Tiga Indonesia has policies related to human rights which are contained in the Human Rights Policy of PT Tolan Tiga Indonesia which was authorized by President Director on 22 August 2022. The policy information:</p> <ul style="list-style-type: none"> - PT Tolan Tiga Indonesia recognises that Human Rights are universal and apply to all, without any form of distinction. - PT Tolan Tiga Indonesia supports the implementation of the international bill of human rights, and of the ILO declaration on fundamental principles and rights at work, as they are transcribed into the laws and regulation of Republic Indonesia. - Charges of violation of Human Rights, where substantiated, will result in disciplinary action up to and including dismissal, and may also lead to legal action. <p>Based on complaint record review and interview with gender committee, labor unions and manpower agency, it could be concluded that relationship between company, its employee and external stakeholder was considered in conducive situation. There was no violation case of human rights contributed by company.</p>	Complied
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.</p> <p>- Minor compliance -</p>	<p>PT Agro Muko is a subsidiary of PT Tolan Tiga Indonesia (SIPEF), where PT Tolan Tiga Indonesia has a policy related to harassment which is contained in the Sexual Harassment Policy of PT Tolan Tiga Indonesia which was authorized by President Director on 22 August 2022. The policy applied to the internal (employee) and external parties (contractor and surrounding communities). The policy information:</p>	Complied

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		<ul style="list-style-type: none"> - PT Tolan Tiga Indonesia supports a strict implementation of the laws and regulations of the Republic of Indonesia punishing sexual harassment. - Sexual harassment can take many different forms and may include physical contact, verbal comments, jokes, propositions, the display of offensive material or other behaviour. - All reports of sexual harassment will be dealt with in a sympathetic and confidential manner to help achieve fair hearings of the reports. No employee/person/whistle-blower is to be victimised for reporting sexual harassment. - Sexual harassment applies equally to all genders. - Co-workers should be treated in respectful and courteous manner, respectfully of their sensibilities. - False and malicious accusation regard to sexual harassment where substantiated, will result in disciplinary action up to and including dismissal, and may lead to legal action. <p>Based on the interviews with surrounding communities and workers, it showed that up until this assessment, there is no violence or use any form of harassment, including the use of mercenaries and paramilitaries conducted by the unit of certification.</p>	
<p>Criteria 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>			
<p>4.2.1</p>	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>The company has procedures related to resolving conflicts and complaints in several procedures, namely:</p> <ol style="list-style-type: none"> 1. External Grievance procedure (HRA-04-02/01-02-2018/rev.0, dated 20 March 2018). The procedure informs the following: <ul style="list-style-type: none"> - External parties can submit complaints via email at http://www.tolantiga.co.id or directly to the management unit. 	<p>Complied</p>

		<ul style="list-style-type: none"> - As evidence that both parties have reached a mutual agreement on the problems that arise, both parties will sign a collective agreement and also to prevent the same thing from happening in the future. - GM HRAD can form a mediation forum as a third person to resolve problems with stakeholders. Local traditional elders, religious leaders and Muspida should be invited and act as mediators for both parties, stakeholders, and the company to resolve the problem. <p>2. Internal Grievance Procedure (HRA-04-01/01-04-2019/rev.1, dated 5 April 2019). The procedure informs the following:</p> <ul style="list-style-type: none"> - Submit complaint to their direct manager. Discuss within 10 days as a response to the complaint and if it's possible, proceed to solve the problem within the company. If the complainant has problem with the management, then refer to the Whistleblowing System (IAD-01-07/17-04-2023/Rev.1), dated 6 June 2023. - Tries to solve the issues with discussion. If no solution was found, on sided of the party may register to local government agency for a solution. Tripartite must be done within 30 days. - Use legal court as a final resolution for workforce related issues. <p>3. Available Whistleblowing System (IAD-01-07/17-04-2023/Rev.1), dated 6 June 2023. Stated that all grievance and concerns reported to the company reach their destination in a way that guarantees the confidentiality of the information and the person reporting. Information/grievance input can be by direct reporting; dedicated phone number; email and grievance page on company website; or letter to any company's office. Following up complaints in accordance with applicable regulation and company policies. Timeframe for following up grievance is 10 days.</p> <p>4. Land dispute refers to the mechanism of land dispute resolution as stipulated in "Land and Planting Compensation inside Location Permit of the Company" No. LCA-01-01/01-02-2018/Rev.0, dated 18 February 2018, it</p>	
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		<p>shows that the company has provided effective resolution of land dispute resolution as follows:</p> <ul style="list-style-type: none"> - The company disseminates company location permits/HGU to the public. - If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. - Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. - Field surveys and land measurements involve companies, claimer, and government representatives. - Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. - Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. - If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation. - If a compensation price agreed, the company will pay the compensation to the landowner. <p>Based on result of interviews with workers in Bunga Tanjung POM, Air Bikuk and Malin Deman Estate, surrounding communities, and contractors, it revealed that they had good understanding of communication procedures and personnel who served as communicators between Unit of Certification and community so that illiterate people can be informed by related communicators. In addition, during past year, there were no complaints or disputes that occurred between company and surrounding communities.</p>	
4.2.2	Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.	As explained in 4.2.1, the procedure has been understood by all relevant stakeholders. To ensure the procedure understood by affected stakeholders,	Complied

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	- Minor compliance -	company has conducted annual dissemination of the procedure of communication and complaint handling to relevant stakeholders (village officials, community leaders, contractors and others). However, illiterate people can submit their complaints through management staff or another representative from the stakeholder and also recorded in the grievance logbook. Based on interviews with government agencies, surrounding communities, and workers, it is known that they have understood the person responsible.	
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. - Minor compliance -	Regarding submitting complaints and grievances to civil servants, the company has a record of complaints in the "Complaints Book". In this recording, there is information on records of complaints submitted to the company, for example: <ul style="list-style-type: none"> - Complaint dated 23 October 2023 related to a leaking sink at the Air Buluh Estate office. The company has followed up by making improvements. - Complaint dated 9 October 2023 by the Air Buluh Estate harvester regarding a leaking bathroom tub. The company took corrective action on October 10, 2023 at the employee's home. - Based on interview with workers and surrounding communities of Sungai Teramang Estate, as well as review to the compliant log book, there are no complaints or grievance during the 2023 period at Sungai Teramang Estate. <p>Based on interview with workers, it also showed that company has responded if there is any complaint directly after complaints submitted.</p>	Complied
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. - Minor compliance -	As explained in 4.2.3, the procedure informs about 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.	Complied

Criteria 4.3: The unit of certification contributes to local sustainable development as agreed by local communities.		
4.3.1	<p>Contributions to community development that are based on the results of consultation with local community are demonstrated.</p> <p>- Minor compliance -</p>	<p>The company is committed to improving the quality of life of the surrounding community as outlined in its CSR program.</p> <p>Each unit of mill or estate has set the program to improve the quality of life and beneficial environment, both for Plantation Companies or local and general communities. Those programs developed based on the result of consultation with local communities through annual direct communication and questioner. Those programs written in document namely "Community Development and Corporate Social Responsibility Program", i.e</p> <ol style="list-style-type: none"> 1. Education; such as donation for public school, apprentice program. 2. Health; such as giving opportunity for local communities to use company's medical clinic. 3. Infrastructure; such as road/bridge maintenance, road hardening and public infrastructure repair. 4. Agriculture; such as giving access for communities to cutting grass for their cattle. 5. Micro and Small Enterprises 6. Sports; Maintenance of sports facilities, provision of facilities by the surrounding village sports facilities and donation for local sports event. 7. Art 8. Religious; Religious assistance, breaking the fast and Ramadan gifts. 9. Socio Economic <p>For example, the Community Development and Corporate Social Responsibility programs for Air Bikuk Estate, Air Buluh Estate, Malin Deman Estate and Sungai Teramang Estate in 2023. Several program categories include assistance for</p>
		Complied

		<p>road maintenance, schools, places of worship and sports facilities in surrounding villages.</p> <p>Apart from that, the company also carries out business partnerships with local communities in the form of cooperation in developing <i>Kebun Masyarakat Desa</i> and scheme smallholders (Koperasi Perkebunan Desa Air Buluh Agromuko, Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera and Koperasi Harapan Jaya Lubuk Talang).</p> <p>All realizations of CSR program implementation are also included in the <i>Laporan Perkembangan Usaha Perkebunan</i> (LPUP) which is sent to the Plantation Agency of Mukomuko Regency every six months. For example semester 1 of 2023 has been reporting by <i>Bukti Penerimaan Elektronik Nomor 252323903</i> dated 03 August 2023.</p>	
<p>Criteria 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.</p>			
<p>4.4.1</p>	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>FPIC process already stated within Procedure of New Development Area (ESD-02-01/11-03-2019/Rev.1). Based on information collected during stakeholder consultation with statutory body and local communities, there is no land compensation made it since 2018. While, unit of certification within scope of Bunga Tanjung POM are still have and valid for documents that showing legal ownership for the Own Estates.</p> <p>PT Agromuko and PT Mukomuko Agro Sejahtera has had legal ownership or land use rights known as "Hak Guna Usaha (HGU)" and building use rights known as "Hak Guna Bangunan (HGB)", as follow:</p> <p><u>Land ownership records :</u></p>	<p>OFI</p>

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		<p>a. Air Buluh Estate, based on SK BPN No. 74/HGU/KEM-ATR/BPN/XI/2022 dated 19 November 2022. Validity period: 31 December 2045. Hectarage: 2,423.2477 Ha. Details:</p> <ul style="list-style-type: none"> • HGU Certificate No. 155 covering an area of 1,251.6689 Ha. Valid until 31 December 2045. • HGU Certificate No. 156 covering an area of 307.7823 Ha. Valid until 31 December 2045. • HGU Certificate No. 157 covering an area of 758.3146 Ha. Valid until 31 December 2045. • HGU Certificate No. 158 covering an area of 50.1458 Ha. Valid until 31 December 2045. • HGU Certificate No. 159 covering an area of 16.4569 Ha. Valid until 31 December 2045. • HGU Certificate No. 160 covering an area of 38.8792 Ha. Valid until 31 December 2045. <p>b. Air Bikuk Estate: Certificate No. 45, based on SK BPN No. 4/HGU/BPN/94, dated 2 February 1994. Validity period: 31 December 2028. Hectarage: 1,410 Ha.</p> <p>c. Sei Teramang Estate: Certificate No. 43 dated 18 June 1997, based on SK BPN No. 68/HGU/BPN/94, dated 21 September 1994. Validity period: 31 December 2024. Hectarage: 1,770 Ha.</p> <p>d. For KMD's, Progress of land ownership certificate submission for smallholders land (KMD's) is according to decree of Kementerian Agraria dan Tata Ruang Nomor: 455/100-17.16/X/2019, dated 29 October 2019. This letter concern to submission of smallholders certificate upon renewal Land Title or "HGU" Nomor 00014 (previous HGU Number 00002).</p>	
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		<p>some other in good progress. Until this audit, there is no grievance from stakeholders related to the land title extension/renewal process.</p> <p>During interview with representatives of Koperasi/Plasma/KMD/Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.</p> <p><i>Opportunity for Improvement:</i></p> <p>The company already has land rights in all its operational areas e.g. Location Permit and HGU, however without considering the increase of land rights, especially for the process of issuing HGU certificates by the relevant agencies for Malin Deman Estate, this can be but not necessary to lead to a future nonconformity if not addressed.</p>	
<p>4.4.2</p>	<p>Copies documents evidencing agreement- making processes and negotiated agreements detailing the FPIC process are available and include:</p> <ul style="list-style-type: none"> - Minor compliance - <p>4.4.2a Evidence that a plan has been developed through consultation and discussion held in good faith with all affected groups within the community, with specific assurances that vulnerable, minority and gender groups are asked for their opinions, and that information has been provided to all affected groups, including in it information about the steps taken to involve them in decision making.</p>	<p>There is no change information since the last assessment.</p> <p>PT. Agro Muko and PT. Mukomuko Agro Sejahtera has documented all land compensation process since the beginning. The process includes evidence of consultation, statement of transfer of rights, evidence of compensation to demonstrate free, prior and informed consent.</p> <p>Due to unit of certification is one of long establish company, therefore all copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available in Head Office Medan.</p> <p>FPIC process is already implemented prior to development of the plantation.</p> <p>During interview with reprenestatives of Koperasi/Plasma/KMD/Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated</p>	<p>Complied</p>

		team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.	
	4.4.2b Evidence that the unit of certification has respected communities to give or withhold their consent to the operations at the time that these decisions were taken;	There is no change information since the last assessment. FPIC process is already implemented prior to development of the plantation. During interview with reprentatives of Koperasi/Plasma/KMD/Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.	
	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.	There is no change information since the last assessment. FPIC process is already implemented prior to development of the plantation. During interview with reprentatives of Koperasi/Plasma/KMD/Village obtained information that their land use before compensated to the company is local cultivation with coffee, rubber, cinnamon, rice field and fruits. In 1991, company team and community team made collaboration to form an integrated team, which is assigned to socialize of oil palm plantation development. Process for compensation is optional to the villagers, there is no forced to release the land.	
4.4.3	(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory	There is no change information since the last assessment. Currently, the Unit of Certification does not made any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM &	Complied

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	<p>mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.</p> <p>Sighted the available maps as follows:</p> <ul style="list-style-type: none"> • Air Buluh Estate (ABE): "Peta Patok HGU Air Buluh Estate" Scale 1:44,458. • Malin Deman Estate (MDE): "Peta Malin Deman Estate" Scale 1:15,000. • KMD Bukit Harapan: "Peta General Map" Scale 1:71,436. • KMD Tanjung Harapan: "General Map" Scale 1:80,000. • KMD Mundam Marap: "General Map" Scale 1:50,000. 	
<p>4.4.4</p>	<p>All relevant information is available in appropriate forms and languages, including assessment of impact, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Currently, the Unit of Certification does not make any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.</p>	<p>Complied</p>
<p>4.4.5</p>	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Currently, the Unit of Certification does not make any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.</p>	<p>Complied</p>

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4.4.6	<p>There is evidence that implementation of agreement negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Currently, the Unit of Certification does not make any compensation process to the surrounding community. All of the land used by Bunga Tanjung POM & Supply Base is free land controlled by the state, however, some of them have been cultivated in form of plantations and agriculture. Based on the document verification, it shows that the records of the completion of the arable land compensation are well documented by the Legal department, where each document has been completed with maps of joint measurements results.</p>	Complied
<p>Criteria 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
4.5.2	<p>(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. All the relevant information and documents are made available, and community have option of resourced access to independent third-party advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'agree' or 'not agree' to operations planned</p>	<p>There is no change of information since the last assessment.</p>	Complied

	<p>on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	<p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	
4.5.4	<p>To ensure local food and water security and as part of the FPIC process, SEIA participation and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of land allocations process.</p> <p>- Minor compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
4.5.6	<p>Evidence is available that the communities or their representatives gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied

4.5.7	<p>After 15 November 2018, new lands will not be acquired for plantations and mills as a result of recent (after November 2005) expropriations in the national interest (eminent domain) without FPIC process, except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.</p> <p>- Minor compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p>	Complied
<p>Criteria 4.6: Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
4.6.1	<p>(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change of information since the last assessment.</p> <p>Unit of certification have a mechanism for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Internal complaint settled as per "Prosedur Keluh Kesah dengan Pihak Internal" No.SOP/025/Dept dated 27 March 2015. Mechanism to resolve land disputes as in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. The procedure shows company has prepared effective land dispute resolution mechanism: Company being transparent on permits, licenses including land title to the community; In case of claim from community, company will cater as long as valid land ownership evidence presented; Status verification – when</p>	Complied

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		valid land ownership evidence presented, continued with field visit/survey and measurement. Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.	
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. - Critical (Major) compliance -	There is no change of information since the last assessment. Unit of certification have a procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure. Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.	Complied
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for smallholdings (if possible based on local law, customs and/or agreement). - Minor compliance -	There is no change of information since the last assessment. Unit of certification have a procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure. Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.	Complied
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented with evidence of the participation of affected parties and made available to them. - Minor compliance -	There is no change of information since the last assessment. Unit of certification have a procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established in "Prosedur Ganti Rugi Lahan" No.SOP/CA/02, dated 1 July 2012. Including equal opportunities for men and women, already included within the unit of certification procedure. Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.	Complied

Criteria 4.7: 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. - Critical (Major) compliance -	There is no change information since the last assessment. Unit of certification have had a mechanism for identifying people entitled to compensation as stipulated in "Land and Planting Compensation Procedure inside of the Company" No.LCA 01-01/01-02-2019/Rev 0, dated 18 February 2019. Even though the disputed land is the legal property of the company contained in the HGU, but because it is still controlled by the community and has never been made to compensate, the company has taken steps to deliberate with those who claim and offer adequate compensation. The dispute resolution mechanism according to the procedure above is as follows: <ul style="list-style-type: none"> • The company disseminates company location permits/HGU to the public. • If there is a claim from the community, the company will accept the claim if accompanied by proof of land ownership. • Verification of the land status, if proof of land ownership is acceptable, a field survey and land measurement will be carried out. • Field surveys and land measurements involve companies, claimants and government representatives. • Based on land observations and measurements, a Minutes of Land Measurement is made, covers area wide and coordinates of the land claimed and signed by the parties. • Final verification based on measurement results and maps to ensure that the land does not overlap with the other ownership/rights/claims. • If the final verification results show that the land being acquired does not overlap with other ownership/rights/claims, the company will negotiate prices for compensation.
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. - Critical (Major) compliance -	Complied

		<ul style="list-style-type: none"> If a compensation price agreed, the company will pay the compensation to the land owner. <p>Documents of legal use rights is already explained within indicator 4.4.1 and 4.4.2 above.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year and some Estates starting for replanting. New developments or extension of planted area was not existing. No new planting after November 2018.</p>	
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>Communities that have lost access and rights to land are given opportunities to benefit from plantation development by development of smallholder plantation, e.g. KMD and Koperasi Plasma. Partnership in development of KMD/Koperasi are stated in the Work Agreement Letter, such as :</p> <ul style="list-style-type: none"> <i>Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma Nomor 97 tanggal 3 Maret 2011 antara Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko Agro Sejahtera Cooperation Agreement Concerning the Development and Maintenance of Plasma Core Pattern Oil Palm Plantations Number 97 dated March 3 2011 between Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko Agro Sejahtera</i> <i>Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma Nomor 98 tanggal 3 Maret 2011 antara Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko Agro Sejahtera Cooperation Agreement Concerning the Development and Maintenance of Plasma Core Pattern Oil Palm Plantations Number 98 dated March 3 2011 between Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko Agro Sejahtera</i> <i>Perjanjian Kerjasama Kebun Masyarakat Desa Pondok Sugu dengan PT Agro Muko tanggal 1 November 2000 berlaku hingga 1 November 2018; Addendum 01 Perjanjian Kerjasama Kebun Masyarakat Desa Pondok</i> 	Complied

		<p><i>Suguh dengan PT Agro Muko tanggal 1 Juli 2019, addendum terkait masa berlaku perjanjian Kerjasama hingga tahun 2025 / Pondok Suguh Village Community Garden Cooperation Agreement with PT Agro Muko dated November 1 2000 is valid until November 1 2018; Addendum 01 Pondok Suguh Village Community Garden Cooperation Agreement with PT Agro Muko dated July 1 2019, addendum related to the validity period of the Cooperation agreement until 2025</i></p> <ul style="list-style-type: none"> • <i>Perjanjian Kerjasama Panitia Desa Air Bikuk dengan PT Agro Muko tertanggal 15 April 2001 berlaku hingga 15 April 2013; Addendum 01 Perjanjian Kerjasama Panitia Desa Air Bikuk dengan PT Agro Muko tertanggal 15 Februari 2014 berlaku hingga 15 April 2013, addendum terkait masa berlaku perjanjian Kerjasama hingga 1 Januari 2023; Addendum No 02 Perjanjian Kerjasama Panitia Desa Air Bikuk dengan PT Agro Muko tertanggal 15 Februari 2014 berlaku hingga 15 April 2013, addendum terkait masa berlaku perjanjian Kerjasama dari 2 Januari 2023 hingga 30 April 2031 / The Air Bikuk Village Committee Cooperation Agreement with PT Agro Muko dated 15 April 2001 is valid until 15 April 2013; Addendum 01 to the Air Bikuk Village Committee Cooperation Agreement with PT Agro Muko dated 15 February 2014 is valid until 15 April 2013, addendum related to the validity period of the Cooperation agreement until 1 January 2023; Addendum No. 02 to the Air Bikuk Village Committee Cooperation Agreement with PT Agro Muko dated 15 February 2014 is valid until 15 April 2013, the addendum relates to the validity period of the Cooperation agreement from 2 January 2023 to 30 April 2031.</i> • <i>Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Antara Desa Air Berau dan PT Agro Muko tanggal 23 Juni 2014 dimana masa berlaku perjanjian adalah dari tanggal 1 Desember 2006 hingga 31 Desember 2031 / Cooperation Agreement Concerning the Development and Maintenance of Palm Oil Plantations Between Air Berau Village and PT Agro Muko dated 23 June 2014 where the validity period of the agreement is from 1 December 2006 to 31 December 2031. The</i> 	
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		<p>cooperation document was re-drawn on 23 June 2014 because the first cooperation document in 2006 was lost and there is no copy either at the company office or at the KMD management.</p> <p>Other than that, the company has given opportunity to the communities to be an employee or to be a third party contractor. Until this audit obtained information that approximately 40-50% worker are came from local communities of Mukomuko Regency or Bengkulu Province.</p>	
<p>Criteria 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.</p>			
<p>4.8.1</p>	<p>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.</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year, and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities' representatives) obtained information that there is no land disputes existed.</p>	<p>Complied</p>
<p>4.8.2</p>	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change information since the last assessment.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year, and some Estates has undergone replanting. New developments</p>	<p>Complied</p>

		<p>or extension of planted area was not existed. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities' representatives) obtained information that there is no land disputes existed.</p>	
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4).</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year, and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities' representatives) obtained information that there is no land disputes existed.</p>	Complied
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>If there is any disputes or conflict, the unit of certification has had mechanism and procedure to resolve this. The procedure for external complaint/grievance, as per "Prosedur Keluh Kesah dengan Pihak Eksternal" Doc. No. SOP/025/Dept, dated 27 March 2015.</p> <p>Unit of Certification (Bunga Tanjung POM and its supply bases) has various planting year, and some Estates has undergone replanting. New developments or extension of planted area was not existed. No new planting after November 2018.</p> <p>Based on interview with related stakeholder (government agencies and communities' representatives) obtained information that there is no land disputes existed.</p>	Complied

Principle 5: Support smallholder inclusion Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.		
Criteria 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.		
5.1.1	<p>Current and previous period prices for FFB are publicly available and accessible by smallholders.</p> <p>- Minor compliance -</p>	<p>Current and previous period prices for FFB are publicly available to smallholder scheme organisation "KMD and Plasma". Because of Bunga Tanjung POM only received FFB from certified only, therefore the FFB price is not publish to other parties except the scheme smallholders.</p> <p>FFB price has been made available by PT Agro Muko – Mukomuko POM to the scheme smallholders, as evidence in "Memorandum Harga Pembelian TBS dari KMD/Plasma".</p> <p>For example, dated 1 November 2023, for FFB price period 1 – 30 November 2023, are as follow:</p> <ul style="list-style-type: none"> a. Category A = Rp 2,260/kg (≥ 94% ripeness) b. Category B = Rp 2,245/kg (86 – 93% ripeness) c. Category C = Rp 2,230/kg (≤ 85% ripeness). <p>Dated 13 October 2023, FFB price for period 1 – 31 October 2023, are as follow:</p> <ul style="list-style-type: none"> a. Category A = Rp 2,277/kg (≥ 94% ripeness) b. Category B = Rp 2,262/kg (86 – 93% ripeness) c. Category C = Rp 2,247/kg (≤ 85% ripeness). <p>Records of previous FFB price are kept by the company, as example: document of "Memorandum Harga Pembelian TBS" back on 15 March 2020 is still available.</p>
		Complied

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<p>5.1.2</p>	<p>(C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders. FFB pricing is determine by the unit of certification and disseminate to smallholders in fortnight basis through Memorandum of FFB Price.</p> <p>During interview and onsite visit to:</p> <ul style="list-style-type: none"> - KMD Pulau Baru, KMD Medan Jaya, KMD Tanjung Harapan, Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) and Koperasi Harapan Jaya Lubuk Talang which fully managed by Air Buluh Estate. - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) which fully managed by Malin Deman Estate. - KMD Air Berau, KMD Pondok Suguh which fully managed by Air Bikuk Estate. <p>The management of each smallholder organisation (KMD and Plasma) can demonstrate the Memorandum of FFB price, including Invoice or Production report, for example: production report January - November 2023.</p> <p>Available handover notes of "Memorandum Harga Pembelian TBS dari KMD/Plasma" period 1 – 30 November 2023, dated 1 November 2023, from PT Agro Muko to KMD and Koperasi Plasma under Air Buluh Estate (KMD Pulau Baru, KMD Medan Jaya, KMD Tanjung Harapan, Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) and Koperasi Harapan Jaya Lubuk Talang).</p> <p>Available handover notes of "Memorandum Harga Pembelian TBS dari KMD/Plasma" period 1 – 30 November 2023, dated 1 November 2023, from PT Mukomuko Agro Sejahtera to Koperasi Perkebunan Sejahtera Bersama MMAS (Plasma Air Merah) and koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA).</p> <p>Available handover notes of "Memorandum Harga Pembelian TBS dari KMD/Plasma" period 1 – 31 October 2023, dated 13 October 2023, from PT Agromuko to KMD Air Bikuk, KMD Air Bearu and KMD Pondok Suguh.</p>	<p>Complied</p>
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		During interview and onsite visit to smallholder, revealed that FFB price of PT Agromuko is announced on Newspaper and social media.	
5.1.3	<p>(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>Fair pricing is agreed with smallholders as former agreement prior to develop the smallholder's plantation. FFB price for smallholders set by the unit of certification with specific calculation.</p> <p>Based on interview with smallholders at Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA), Koperasi Harapan Jaya Lubuk Talang, Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS), KMD Pulau Baru, KMD Medan Jaya, KMD Tanjung Harapan, KMD Air Berau, KMD Pondok Sugu, FFB price which set by unit of certification Bunga Tanjung POM is higher than other surrounding Palm Oil Mill.</p>	Complied
5.1.4	<p>(C) Evidences is available that all parties, including women and independent representative organization assisting smallholders where requested, are involved in the decision making processes and understand the contracts. These include involving finance, loans/credits, and re-payments through FFB price reductions for replanting and/or, other support mechanisms where applicable.</p> <p>- Critical (Major) compliance -</p>	<p>The whole smallholders under unit of certification are full managed scheme which all activities are controlled and managed by relevant Estates, including the manpower supply.</p> <p>Based on interview with sample of smallholders committee during ASA2_2 at:</p> <ul style="list-style-type: none"> - KMD Pulau Baru, KMD Medan Jaya, KMD Tanjung Harapan, and Koperasi Harapan Jaya Lubuk Talang which fully managed by Air Buluh Estate. - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) and Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) which fully managed by Malin Deman Estate. - KMD Air Berau, KMD Pondok Sugu which fully managed by Air Bikuk Estate. <p>Share-profit of KMD's yield is very transparent and notified in daily news of Radar Mukomuko, including deductions within. Mostly, structure of KMD's and Plasma are dominated by male, but for decision making process are not limited to gender, women and independent representative also involved.</p> <p>Full managed Village Oil Palm of "KMD's" and Plasma's under Unit of Certification have MoU/contracts for all activities, such as planting, upkeep and harvesting.</p>	Complied

<p>5.1.5</p>	<p>Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -</p>	<p>The whole smallholders under unit of certification are full managed scheme which all activities are controlled and managed by relevant Estates, including the manpower supply.</p> <p>Contracts are fair, legal and transparent and have an agreed timeframe for 1 cycle of Oil Palm crops (25 years). Proof of agreement between PT Agromuko or PT Mukomuko Agro Sejahtera and the grower/smallholder (KMD) are available, e.g.:</p> <ul style="list-style-type: none"> • Koperasi Harapan Jaya Lubuk Talang (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit antara Koperasi Harapan Jaya Lubuk Talang dan PT Agromuko, No.060/MoU-KHJLT/PT.AM/2018, dated 1 November 2018), which full managed by Air Buluh Estate. • KOPABA (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma antara Koperasi Perkebunan Desa Air Buluh Agromuko dengan PT Mukomuko agro Sejahtera), No.98, dated 3 November 2011), which full managed by Malin Deman Estate. • KPSB-MMAS (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit Pola Inti Plasma antara Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera dengan PT Mukomuko agro Sejahtera), No.97, dated 3 November 2011), which full managed by Malin Deman Estate. • KMD Tanjung Harapan (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. • KMD Pulau Baru (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. 	<p>Complied</p>
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		<ul style="list-style-type: none"> • KMD Medan Jaya (Naskah Perjanjian Kerjasama Pelaksanaan Pembangunan, Pengelolaan dan Pemanfaatan Kebun Masyarakat Desa), dated 17 November 2009, which fully managed by Air Buluh Estate. • KMD Air Berau (Perjanjian Kerjasama Tentang Pembangunan dan Pemeliharaan Kebun Kelapa Sawit antara Desa Air Berau dan PT Agromuko), dated 23 June 2014, which fully managed by Air Bikuk Estate. • KMD Pondok Suguh (Perjanjian Kerjasama Panitia Desa dengan PT Agromuko), dated 1 November 2000, and Addendum 1, dated 1 July 2019. KMD Pondok Suguh is fully managed by Air Bikuk Estate. 	
5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weigh, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	<p>Based on interview with Koperasi Plasma and KMD committee, and review of payment documents, agreed payments are made in a timely manner, and receipts specifying price, weight, deductions, and amount paid are given.</p> <p>Payment documents verified:</p> <ul style="list-style-type: none"> - Invoice KMDPR No.36 Pulau Baru; document No. KM23100091, period October 2023: Quantity 6,130 kg; Rate IDR 2,247/kg; Amount IDR 13,774,110; Deduction (Pest and Disease, Harvesting, Transport, Labour & Supervision - IDR (10,870,094); Net IDR 2,904,016. - Invoice KMDMJ No.37 Medan Jaya; document No. KM23100081, period October 2023: Quantity 14,320 kg; Rate IDR 2,247/kg; Amount IDR 32,177,040; PPh 21 – IDR (160,885); Deduction (Pest and Disease, Manuring, Harvesting, Transport, Labour & Supervision - IDR (30,658,007); Net IDR 1,358,148. - Invoice KHJLT No.39 Koperasi Harapan Jaya Lubuk Talang; document No. KM23100067, period October 2023: Quantity 156,460 kg; Rate IDR 2,247/kg; Amount IDR 351,565,620; PPh 21 – IDR (1,757,828); Adhoc Allowance IDR 127,513,418; Deduction (Loans, Weeding, Pest and Disease, Road & Bridges, Pruning, Manuring, Soil & Water Conservation, Harvesting, Transport, Labour & Supervision - IDR (322,253,666); Net IDR 155,067,544. Transferred to 19 smallholder accounts. 	Complied

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		<ul style="list-style-type: none"> - Invoice KM23100004 (KPSB-MMAS), period October 2023: Quantity 71,075 kg; Rate IDR 2,247/kg; Amount IDR 159,705,525; Deduction (Loans, Weeding & Lalang, Pest and Disease, Road & Bridges, Pruning, Manuring, Soil & Water Conservation, Harvesting, Transport, Labour & Supervision - IDR (118,937,669); Net IDR 40,767,856. Transferred to each smallholder accounts. - Invoice KM23100002 (KOPABA), period October 2023: Quantity 119,065 kg; Rate IDR 2,247/kg; Amount IDR 267,539,055; Deduction (Loans, Weeding & Lalang, Pest and Disease, Road & Bridges, Pruning, Manuring, Soil & Water Conservation, Harvesting, Transport, Labour & Supervision - IDR (121,577,459); Net IDR 145,961,596. Transferred to each smallholder accounts. - Invoice KM23100092 (KMD Pondok Suguh), period October 2023: Quantity 17,330 kg; Rate IDR 2,247/kg; Amount IDR 38,940,510; PPh 21 IDR (194,703); sub total IDR 38,745,807; Deduction (Harvesting, Transport, Labour & Supervision - IDR (13,490,950); Net IDR 25,254,857. Transferred to KMD Pondok Suguh accounts. - Invoice KM23100068 (KMD Air Bikuk), period October 2023: Quantity 14,620 kg; Rate IDR 2,247/kg; Amount IDR 32,851,140; PPh 21 IDR (164,256); sub total IDR 32,686,884; Deduction (Harvesting) IDR (1,769,020); Net IDR 30,917,864. Transferred to KMD Air Bikuk accounts. 	
<p>5.1.7</p>	<p>Weighing equipment is verified by an independent third party on a regular basis.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>The unit of certification has two weighbridge which has been calibrated according to document:</p> <ul style="list-style-type: none"> - "Surat Keterangan Hasil Pengujian" No.510/505/TJ/SKHP/B.8/DISDAG/XI/2022, dated 2 November 2022; a calibration certificate for Avery Weightronix E1215; serial number 092250391; capacity 40,000 kg. - "Surat Keterangan Hasil Pengujian" No.510/506/TJ/SKHP/B.8/DISDAG/XI/2022, dated 2 November 2022; a calibration certificate for Avery Weightronix E1215; serial number 094050205; capacity 40,000 kg. 	<p>Complied</p>

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		<p>The latest calibration of both weighbridges has been done according to document "Berita Acara Pekerjaan" dated 30 October 2023 issued by CV. Berty Ganda Riau, for:</p> <ul style="list-style-type: none"> - Avery Weightronix E1215; serial number 094050205; capacity 40,000 kg. - Avery Weightronix E1215; serial number 092250391; capacity 50,000 kg. 	
5.1.8	<p>The unit of certification supports Independent smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholder on who runs the Internal Controlling System (ICS), who holds the certificate, and who owns and sells certified materials.</p> <p>- Minor compliance -</p>	<p>All smallholders (KMD and Plasma) are fully managed by the unit of certification, which all activities are controlled and managed by relevant Estates, including the manpower supply.</p> <p>Based on interview with sample of smallholder management during ASA2_2:</p> <ul style="list-style-type: none"> - KMD Pulau Baru, KMD Medan Jaya, KMD Tanjung Harapan, and Koperasi Harapan Jaya Lubuk Talang which fully managed by Air Buluh Estate. - Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS) and Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA) which fully managed by Malin Deman Estate. - KMD Air Berau, KMD Pondok Suguh which fully managed by Air Bikuk Estate. <p>Each committee of KMD and Plasma explained that PT Agromuko and PT Mukomuko Agro Sejahtera has supported the smallholders for certification. All smallholders are included in RSPO scope of certification. Support given are in form of inspection to the smallholder area and issued recommendation.</p> <p>Available inspection report of Koperasi HJLT, made by Air Buluh Estate, dated 21 July 2023. Inspection result consist of finding regarding road conditions and unplanted FFB. Corrective actions have been implemented and verified.</p> <p>Available inspection report of KOPABA and KPSB-MMAS, made by Malin Deman Estate, dated 17 May 2023. Inspection result consist of finding regarding weed conditions, VOPs, unpicked loose fruit. Corrective actions have been implemented and verified.</p>	Complied

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		<p>Available inspection report of KMD Air Bikuk, KMD Air Berau and KMD Pondok Suguh, made by Field Head Assistant of Smallholder Separtment, dated 8 November 2023. Inspection result consist of finding regarding conditions of pruning, weeding and road access. Corrective actions have been determined and implemented, with due date in December 2023.</p>	
<p>5.1.9</p>	<p>(C) The unit of certification has a grievance mechanism for smallholders, and all grievances raised are dealt with in a timely manner. - Critical (Major) compliance -</p>	<p>There is no change in grievance mechanism for smallholders, and available in procedure External Grievance (HRA-04-02/01-02-2018/Rev.0) as guidance for external grievance management process including smallholders.</p> <p>Also, unit of certification has also established Grievance Policy (QMM-40-01-P12/27-03-2019/Rev.0) dated 27 March 2019. Unit of Certification recognize the right of all stakeholders (external and internal) to deliver their concern or grievances about the company activities, and to see such concerns and grievance addressed in a prompt and fair manner.</p> <p>Available Whistleblowing System (IAD-01-07/17-04-2023/Rev.1), dated 6 June 2023. Stated that all grievance and concerns reported to the company reach their destination in a way that guarantees the confidentiality of the information and the person reporting. Information/grievance input can be by direct reporting; dedicated phone number; email and grievance page on company website; or letter to any company’s office. Following up complaints in accordance with applicable regulation and company policies. Timeframe for following up grievance is 10 days.</p> <p>It was evident grievance documentation under “Rekaman Keluh Kesah” e.g.</p> <ul style="list-style-type: none"> - KPSB-MMAS, dated 10 August 2023, regarding FFB tranport vehicle breakdown; has been followed up by the Chairman of the Koperasi by asking assistance from the company. - KHJLT, dated 11 September 2023, regarding aspiration to developed guard post; has been followed up by Field Assistant to coordinate with estate management. - KMD Medan Jaya, dated 10 September 2023, asking why KMD committee was not active on the field; has been followed by the committee that there 	<p>Complied</p>

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		<p>is change in committee structure, the new committee will be active on the field.</p> <ul style="list-style-type: none"> - Based on review to "Rekaman Keluh Kesah" KMD Pondok Suguh and KMD Air Berau, there are no grievance reported in 2023. 	
Criteria 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	<p>The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Based on interview with management representative stated that the smallholders under unit of certification are full managed scheme which all activities are controlled and managed by relevant Estates, including the manpower supply. All smallholders are under RSPO certification scope and including certified Mill supply base units.</p> <p>Based on interview with KOPABA and KPSB-MMAS management representative, they said that the company's management openly accept the smallholder's feedback related how to improve the oil palm productivity in the field.</p>	Complied
5.2.2	<p>The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Based on interview with management representative stated that the smallholders under the company are full managed scheme which all activities are controlled and managed by relevant Estates, including the manpower supply.</p> <p>The company develops and implements livelihood improvement programmes through specific training which related to RSPO aspects, such as OHS trainings including PPE provision to the workers, and training related HCV area. Moreover, the FFB pricing to the scheme-smallholder is following the FFB pricing from Plantation Agency, which is the highest FFB prices possible for smallholder (not lower middleman buyer prices).</p>	Complied
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Based on interview with management representative stated that the whole smallholders under unit of certification is full managed scheme which all activities are controlled and managed by relevant Estates, including the manpower supply. All smallholders are under RSPO certification scope and including certified Mill supply base units.</p>	Complied

		Land status of KMD's is owned by village ownership, while Plasma land status is owned by individual ownership and having ownership certificates. All the FFB's production within unit of certification scope is legal.	
5.2.4	<p>(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.</p> <p>- Critical (Major) compliance -</p>	<p>The smallholder has been trained to supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.</p> <p>The company has trains KMD (Smallholders) on pesticide handling, as evidence in "Refreshment Pelatihan Pestisida" dated 6 September 2023. The training was attended by team spraying workers of Plasma Air Buluh, Air Buluh Estate, Malin Deman Estate, and KMD. Training module, evaluation result and attendance list were available</p>	Complied
5.2.5	<p>The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.</p> <p>- Minor compliance -</p>	The company carried out dissemination of partnership and best management practices training to enhance palm oil production, including pest management and pesticide handling based on evidence: Dissemination of partnership and best management practices training to enhance palm oil production to the farmer group (KMD).	Complied
<p>Principle 6: respect workers' rights and conditions Protect workers' rights and ensure safe and decent working conditions.</p>			
<p>Criteria 6.1: Any form of discrimination is prohibited.</p>			
6.1.1	<p>(C) A publicly available non-discrimination and equal opportunity policy is implemented in such way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>PT Agro Muko has established Company Policy number: QMM-04-03/20-02-2020/Rev.01, which was signed by the President Director on March 27 2019. The policy states that the company is committed to creating a non-discriminatory work environment and will comply with the laws regarding anti-discrimination and equality of workers' rights in force in the Republic of Indonesia. This company policy has been communicated to all relevant parties and is available on information boards at work locations.</p> <p>Based on result of public consultations with agencies, worker unions, and gender committees stated that there were no cases of discrimination in</p>	Complied

		obtaining employment opportunities. Based on interviews with the gender committee, women workers are given equal rights, wages and opportunities to get promotions with male workers of the same type of work. This is in line with the results of the field visit, as for example, there were spraying and manuring workers who were female and are given equal rights and wages.	
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers non-payment of recruitment fees.</p> <p>- Critical (Major) compliance -</p>	Based on result of interviews with manpower agency, gender committee, labor unions, and worker of Bunga Tanjung POM, Sungai Teramang Estate, it is known that workers have never felt that company has discriminated against them. It was explained that all activities from recruitment, performance appraisal, and promotion were given equal opportunity regardless of ethnicity, caste, nationality, religion, disability, gender, sexual orientation, gender identity, membership in labor unions, politics, or age. There was no difference in communication between supervisors and workers because of the things mentioned above, so the workers did not feel isolated or discriminated against by supervisors. Unit of Certification also didn't request for any payment during the recruitment process	Complied
6.1.3	<p>The unit of certification demonstrates that the recruitment selection, hiring access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>The company shows performance assessment records for employees before becoming permanent employees as a basis for employee position placement. The following is an example of an employee assessment carried out by the company:</p> <ul style="list-style-type: none"> - Employee assessment form in the name of Mayang G. (Spray Air Buluh Estate Employee) for the period 2023. - Employee assessment form on behalf of Hasan Ashari (Buluh Estate Air Bus Helper Employee) for the period 2022. - Employee assessment form on behalf of Zulkifli (Panen Sungai Teramang Estate Employee) for the period 2023. - Employee assessment form on behalf of Wira Dinata (Supervision Employee of Sungai Teramang Estate) for the period 2023. 	Complied

		<p>The employee assessment records contain indicators that have been determined by the company, namely: Ability, Responsibility, Cooperation, Hard Work, Adaptability, Honesty, Discipline, punctuality, administration and loyalty. The results of the assessment are made by the field assistant and checked by the estate/mill manager.</p> <p>As explained by worker union, all workers are treated equally in accordance with company regulation including rights of worker as well.</p>							
6.1.4	<p>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.</p> <p>- Minor compliance -</p>	<p>The company does not carry out pregnancy tests which are a discriminatory measure, the company carries out pregnancy tests on spraying officers to ensure that the officers are not pregnant in carrying out their work.</p> <p>Regarding the pregnancy test, the company's paramedics will confirm the menstrual cycle of each female worker involved in the use of chemicals. This is in line with the results of interviews with pesticide spray workers.</p>	Complied						
6.1.5	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a gender committee organization called Gender Committee Contact Group (GCoCG) consisting of men and women as a forum for conveying complaints and aspirations regarding gender for both men and women. The following is the management structure of several gender committees in each unit:</p> <p>GCoCG Coordinator of Bunga Tanjung Mill</p> <table border="1" data-bbox="1055 1083 1895 1265"> <tr> <td>Muhammad Ali Pasaribu</td> <td>Chairman</td> </tr> <tr> <td>Muhammad Al Rizky</td> <td>Secretary</td> </tr> <tr> <td>Irma Suryani</td> <td>Women's Empowerment and Liaison Personnel</td> </tr> </table> <p>GCoCG Coordinator of Sungai Teramang Estate</p>	Muhammad Ali Pasaribu	Chairman	Muhammad Al Rizky	Secretary	Irma Suryani	Women's Empowerment and Liaison Personnel	Complied
Muhammad Ali Pasaribu	Chairman								
Muhammad Al Rizky	Secretary								
Irma Suryani	Women's Empowerment and Liaison Personnel								

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		<table border="1"> <tr> <td>Rudy M. Malau</td> <td>Coordinator</td> </tr> <tr> <td>Karmila Yulistiana</td> <td>Female Worker Representative</td> </tr> <tr> <td>Wawan</td> <td>Worker Union Representative</td> </tr> </table>	Rudy M. Malau	Coordinator	Karmila Yulistiana	Female Worker Representative	Wawan	Worker Union Representative	
Rudy M. Malau	Coordinator								
Karmila Yulistiana	Female Worker Representative								
Wawan	Worker Union Representative								
6.1.6	<p>There is evidence of equal pay for the same work scope. - Minor compliance -</p>	<p>The gender committee has a work program which is contained in the "2023 Gender Committee Program". In this program, there are planned activities carried out by the committee, for example monthly meetings and employee clean house assessment activities.</p> <p>Based on the results of interviews with workers, that workers are aware of the existence of a gender committee and the worker also understands the procedure for conveying gender-related issues to the gender committee.</p> <p>And the results of interviews with the gender committee representative that during the past year, there were no incidents or problems related to sexual harassment, domestic violence, child labor or human rights violations.</p> <p>The auditor conducted interviews with female workers (warehouse), and it was found that the workers were aware of the existence of a gender committee as a forum for workers to convey gender aspirations and complaints, especially for women.</p> <p>There's evidence that company pay the equal wage for same work scope, for examples there's record of harvesting wage, for harvest work with different worker names, they get the same harvest premium calculation value which refers to the "2023 Palm Oil Allowance Standard" Policy (No.22/RMO AM-OU's/V-22) which was determined by the regional Director on 30 May 2022 Here's a sample example:</p> <ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. 563 with the position of Air Buluh Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 140,633; and Rice Allowance IDR 447,741. 	Complied						

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		<ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. 1632 with the position of Air Buluh Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 480,919; and Rice Allowance IDR 554,346. - October 2023 Salary Slip for Employee No. T1044 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000; Rice Allowance Rp. 182,310; BPJS Employment Contribution IDR 130,887; Premium IDR 110,500; - October 2023 Salary Slip for Employee No. T1042 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000; Rice Allowance Rp. 182,310; BPJS Employment Contribution IDR 130,887; Premium IDR 550,229; - October 2023 Salary Slip for Employee No. 0115 with the position of Sungai Teramang Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 1,136,196; Rice Allowance Rp. 213,210; BPJS Employment Contribution IDR 57,660; BPJS Health contribution IDR 109,000. <p>This evidence is in line with interview results from harvester in Air Buluh Estate and Malin Deman Estate.</p>	
<p>Criteria 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).</p>			
<p>6.2.1</p>	<p>(C) Documentation of pay and working conditions in accordance with applicable labour laws are available to the workers in national languages and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a policy related to determining employee wages in the 2023 SKU Wage Document (No. 15/RMO-OU's/III-23, dated 13 March 2023). The policy informs that the Daily SKU wage has been increased from IDR 2,530,000 per month to IDR 2,725,000 per month. The wage value refers to the 2023 Mukomuko Regency Minimum Wage for the Governor of Bengkulu (No. D.438 DISNAKERTRANS 2022, December 6, 2022), where the 2023 Mukomuko Regency Minimum Wage is IDR 2,715,839.43. The wage increase takes effect from 1 January 2023.</p>	<p>Complied</p>

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		<p>This policy also contains the determination of the wage scale structure for each group, where the lowest group (P1) gets a wage of IDR 2,925,000 and the highest group (EL6) gets a wage of IDR 3,630,000.</p> <p>The following is a record of proof of employee payments that refers to local government regulations:</p> <ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. 00891 with the position of WB Bunga Tanjung POM Operator receiving a basic salary of IDR 2,725,000; Overtime IDR 2,445,696; Allowance IDR 20,000 and Rice Allowance IDR 341,136. - October 2023 Salary Slip for Employee No. 01159 with the position of Bunga Tanjung POM Boiler Operator receiving a basic salary of IDR 2,925,000; Overtime IDR 5,451,070; Allowance IDR 20,000 and Rice Allowance IDR 554,346. - October 2023 Salary Slip for Employee No. 011176 with the position of Bunga Tanjung POM FFB Sortation get a basic salary of IDR 2,925,000; Overtime IDR 3,346,830; Allowance IDR 20,000 and Rice Allowance IDR 554,346. - October 2023 Salary Slip for Employee No. 563 with the position of Air Buluh Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 140,633; and Rice Allowance IDR 447,741. - October 2023 Salary Slip for Employee No. 1632 with the position of Air Buluh Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 480,919; and Rice Allowance IDR 554,346. - October 2023 Salary Slip for Employee No. 1804 with the position of Manuring Worker for Air Buluh Estate, receiving a basic salary of IDR 2,715,839. - October 2023 Salary Slip for Employee No. T1044 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000. 	
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		<ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. T1042 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000. - October 2023 Salary Slip for Employee No. 0111 with the position of Sungai Teramang Estate Supervisor gets a basic salary of IDR 2,725,000. - October 2023 Salary Slip for Employee No. 0115 with the position of Sungai Teramang Estate Harvester getting a basic salary of IDR 2,725,000. <p>The company had shown their consistency in this assessment of work agreements that are owned by every worker so there was no policy to accept family members who work without a valid work association. In addition, in the field observation activities during the audit, there were no family members of workers who helped work in the field without work ties.</p>	
6.2.2	<p>(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.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>The rights and obligations of workers with permanent employee status are contained in the Collective Labor Agreement Document between PT Agro Muko Plantation, Mukomuko Regency and the Management of the Agro Mandiri SPAM - PT Agro Muko Workers Union Unit for the period December 2021 to December 2023. The CLA document was ratified on the 10 December 2021 which was attended by the main SPAM management and also entrepreneurs.</p> <p>The CLA document informs employment-related policies, including:</p> <ul style="list-style-type: none"> - Article III BIPARTIT Cooperation Institute (LKS). - Article IV Provisions Regarding Working Time - Article V Wage Sector - Article VI Work Rates and Wages on Weekly Rest Days - Article VII Assistance for Sick Days - Article VIII Absence from work - Article IX Foreign Service Travel - Article X Overtime Work 	Complied

		<ul style="list-style-type: none"> - Article XI Payment of Benefits When Detained by State Instruments - Article XII Provisions Regarding Premiums - Article XIII Additional Annual Payment (THR) and Bonus - Article XIV Social Security and Social Assistance - Article XV Work Equipment and Work Safety - Article XVI Acceptance, Transfer, Promotion and Layoffs - Article XVII Provisions for Motorized Vehicles for Workers and Educators. - Article XVIII Obligations of Companies and Workers - Article XIX Methods for Settlement of Employment Disputes - Article XX applies to the end of the Collective Labor Agreement <p>CLA is written in Indonesian language and workers are understood substance of agreement. On the clause which describes salary system, stated that basic wage for permanent daily worker is above daily minimum wage.</p> <p>For workers with PKWT (contract worker) status, there is a separate agreement contained in the Specific Time Agreement Document. For example, there is a Specific Time Work Agreement document (No. 08/BTE/II/2023) in the name of Junaldi Kharisman which was stipulated on February 1 2023. This agreement informs the workers' rights and obligations such as position, validity period and expiration of the agreement, salary, medical treatment, annual leave/THR, BPJS and termination of employment. All work agreements have been registered to manpower agencies and showed that the pay and conditions in accordance with applicable Law.</p>	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the salary slip records shown to the auditor, there are various company compliance with regulations related to employment aspects, here are the details:</p> <ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. 00891 with the position of WB Bunga Tanjung POM Operator receiving a basic salary of IDR 2,725,000; 	Complied

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		<p>Overtime IDR 2,445,696; Allowance IDR 20,000 and Rice Allowance IDR 341,136; Total overtime hours 78.5 hours; BPJS Employment Contribution IDR 57,660; BPJS Health Contribution IDR 27,250; total working days 26 HK.</p> <ul style="list-style-type: none"> - October 2023 Salary Slip for Employee No. 01159 with the position of Bunga Tanjung POM Boiler Operator receiving a basic salary of IDR 2,925,000; Overtime IDR 5,451,070; Allowance IDR 20,000 and Rice Allowance IDR 554,346; Total overtime hours 156.50 hours; BPJS Employment Contribution IDR 61,660; BPJS Health Contribution IDR 29,250; Total working days 25 HK. - Record of Maternity Leave Letter for Employees with No. 341 at Air Buluh Estate on 30 September 2023. Where permission to leave for 3 months starting 1 October 2023 has been approved by the Estate Manager. - Record of Maternity Leave Letter for Employees with No. 579 at Air Buluh Estate on 9 November 2022. Where permission to leave for 3 months starting 9 November 2022 has been approved by the Estate Manager. - Employee assessment form in the name of Mayang G. (Spraying worker Air Buluh Estate) for the period 2023. - Employee assessment form on behalf of Hasan Ashari (Air Buluh Estate Bus Helper Employee) for the period 2022. - October 2023 Salary Slip for Employee No. T1044 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000; Rice Allowance Rp. 182,310; BPJS Employment Contribution IDR 130,887; Premium IDR 110,500; Fine IDR 65,500; Total working days 26 HK. - October 2023 Salary Slip for Employee No. T1042 with the position of Harvesting Malin Deman Estate gets a basic salary of IDR 2,725,000; Rice Allowance Rp. 182,310; BPJS Employment Contribution IDR 130,887; Premium IDR 550,229; Fine IDR 61,000; Total working days 26 HK. 	
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		<ul style="list-style-type: none"> - Record of PKWT compensation for employee No. 1783 Air Buluh Estate (loose fruit collector) on February 6, 2023 amounting to IDR 678,960 with a PKWT working period of 3 months. - Record of PKWT compensation for employee No. 1784 Air Buluh Estate (loose fruit collector) on February 6, 2023 amounting to IDR 678,960 with a PKWT period of 3 months. - October 2023 Salary Slip for Employee No. 0111 with the position of Sungai Teramang Estate Supervisor getting a basic salary of IDR 2,725,000; Overtime Rp. 1,588,004; Rice Allowance Rp. 213,210; Total overtime hours 53 hours; BPJS Employment Contribution IDR 57,660; BPJS Health Contribution IDR 109,000; total working days 26 man-days. - October 2023 Salary Slip for Employee No. 0115 with the position of Sungai Teramang Estate Harvester receiving a basic salary of IDR 2,725,000; Premium IDR 1,136,196; Rice Allowance Rp. 213,210; BPJS Employment Contribution IDR 57,660; BPJS Health Contribution IDR 109,000; total working days 26 man-days. <p>Unit of Certification has a reward and fine mechanism to improve the quality and quantity of harvest performance. Additionally, the cleanliness and aesthetics of the plantation are maintained through the application of harvest fines. The mechanism is implemented refer to KPI for harvesting that is Seven Discipline of Harvesting, as follow:</p> <ul style="list-style-type: none"> • Ripe fruit is harvested completely. • Zero percent of unripe fruit. • Zero of incompletely cut fronds. • The fronds are arranged neatly at interrow. • Loose fruit are collected completely. • FFB and loose fruit are neatly arranged in TPH (market place). 	
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		<ul style="list-style-type: none"> Administration is completed carefully and on time. <p>Harvesters may receive rewards or premium for achieving or surpassing certain targets in terms of productivity, quality of harvested FFB, or adherence to best practices. Efficient harvesting, careful handling of FFB, and meeting quality standards, may contribute to the reward system. Harvesters may face fines for engaging in practices that can lead to reduced quality or quantity of the harvested FFB. Violations such as improper harvesting techniques, damage to the oil palm trees, or failure to meet specified quality standards could result in fines. The fines are designed to encourage responsible and careful harvesting practices. This mechanism is regularly communicated by Supervisor/Mandore to the harvester in daily basis during morning briefing. Mandore explain about previous day result of each harvester, including FFB volume, loose fruit, results of harvest quality checks and fines (if any).</p> <p>Based on interview with the harvesters revealed an understanding of the reward and fine mechanisms implemented in their work. These mechanisms are not viewed as punitive measures but rather as tools designed to improve the overall performance of harvesting and fruit collection in terms of both quantity and quality. Harvesters are well-informed about how the reward and fine systems function. Harvesters understand that achieving or exceeding certain targets, following best practices, and ensuring the careful handling of crops can lead to bonuses or other forms of recognition.</p>	
6.2.4	<p>(C) The unit of certification provides adequate housing. Sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. 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>- Critical (Major) compliance -</p>	<p>Unit of Certification has provided housing facilities on each estate and mill. For example, list of facilities in 2023 including houses, mosque, church, workers hall, football field, badminton field and school bus. Based on field observation to housing complex of Bunga Tanjung POM, Malin Deman, Sungai Teramang Estate, it was known that all housing on good condition and livable, there were domestic waste sanitation, and adequate clean water facilities. Therefore, based on interview with workers revealed that if any housing facilities were damaged, they had to report to the supervisor.</p>	Complied

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6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>Based on interviews with estate and mill workers, labor unions and gender committees, it's known that workers have no difficulty in getting food sources because the company has provided cooperatives that sell daily necessities. In addition, workers can buy these needs to the markets around the company's area without any difficulties.</p>	Complied
6.2.6	<p>A DLW is paid to all workers in accordance with applicable regulations, including workers who work on a piece rate/quota basis, the calculation of which is based on a quota that can be achieved during regular working hours.</p> <p>- Minor compliance -</p>	<p>Currently, Indonesia does not yet have a DLW benchmark, so the company sets employee wages based on the 2023 Mukomuko Regency UMK of IDR 2,715,839.43. However, the company calculates the latest DLW based on local price for period 2023 in their operational unit. Here's the details:</p> <ul style="list-style-type: none"> - Regular wage : IDR 2,811,385/month - Bonus : IDR 457,332/month - Holiday allowance : IDR 234,292/month - Meat Allowance (1 kg) : IDR 9,048/month - Holiday festive allowance : IDR 6,557/month - Electric Allowance : IDR 20,000/month - Total Prevailing Wage : IDR 3,538,604/month <p>Based on those objective evidence, the company has been conducting an assessment of prevailing wages and in-kind benefits provided to workers in company aligned with the RSPO Guidance for Implementing a Decent Living Wage.</p>	Complied

PROCEDURAL NOTE:

The RSPO has published guidelines on the calculation of Decent Living Wage (DLW) in June 2019. Since Indonesia does not have DLW benchmark yet, the RSPO Secretariat will conduct a DLW benchmark study in accordance with the Global Living Wage Coalition (GLWC) and Indonesian laws and regulations.

In the meantime, until DLW benchmark for Indonesia is endorsed by the RSPO, the unit of certification carries out interim measures that was published by RSPO (dated 11 November 2019), including:

1. Payment of minimum wages in accordance with applicable regulations

<p>2. Assessment of wages paid (prevailing wages) and in-kind benefits. Once the DLW benchmark is available, this procedural note is no longer applicable.</p>			
6.2.7	<p>Permanent fulltime employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>Based on document review, field observation and interview with workers and their representative (worker union), contract worker only applied on non-core activities such as upkeep, manuring and herbicide spraying. For all core activities such as harvesting and mill operators, all workers have permanent status.</p>	Complied
<p>Criteria 6.3: The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognizing freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>A published statement recognizing freedom of association and the right to collective bargaining is documented in corporate policy and it's in Bahasa Indonesia. A corporate policy recognizing freedom of association and right to collective bargaining, is documented and also available on SIPEF website https://www.sipef.com/hq/sustainability/policies/responsible-plantations-policy/.</p> <p>PT Agro Muko has established an independent labour union namely "Serikat Pekerja Mandiri Agro Muko (SPAM)" and formed in each operation unit.</p> <p>This policy is communicated to all levels of the workforce through the muster morning.</p> <p>Air Buluh Estate: muster morning dated 30 October 2023, attended by 47 workers Division 1.</p> <p>Sungai Teramang Estate: muster morning dated 9 Oct 2023, attended by 46 workers and 8 contractors. Dissemination information of freedom of association and right to collective bargaining policy and safety talk.</p>	Complied

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6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or worker representatives who are freely elected, are documented in the national languages and available upon request.</p> <p>- Minor compliance -</p>	<p>Minutes of meetings between the unit of certification with trade unions or worker representatives are documented. In example:</p> <p>Malin Deman Estate: Latest meeting on 9 Oct 2023, the union discussing related termination of employee (helper dump truck) due to contract expired. Minute meeting No: 012/SPB/MDE/X/2023, dated 9 Oct 2023, acknowledge with worker, union and unit of certification.</p> <p>Air Buluh Estate: Latest meeting on 3 Nov 2023, the union discussing related awareness of H&S policy, review previous accident report and awareness of safety environment at workplace.</p> <p>Sungai Teramang Estate: latest meeting with the bipartite is on 30 Oct 2023, discussing related changing of bipartite structure and proposing for school bus for students.</p>	Complied
6.3.3	<p>Management does not interfere with the formation or operation of registered labour organizations/unions, or other freely elected representatives for all workers, including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>The formation of labor unions is freely elected by the workers. The unit of certification will not interfere with the formation because it is already stated and committed by corporate policy. Status of union in unit of certification is Bipartite.</p>	Complied
Criteria 6.4: Children are not employed or exploited.			
6.4.1	<p>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.</p> <p>- Minor compliance -</p>	<p>PT Agromuko as a subsidiary of PT Tolan Tiga Indonesia (SIPEF) already had policy related to children protection on Child Labour Policy, which authorised by President Director on 22 Augusts 2022. The policy informs:</p> <ul style="list-style-type: none"> - PT Tolan Tiga Indonesia believes that children should have the right to education and a healthy life and is committed to ensuring that children, under the age of 18 years, are not employed by company for any work-related purpose. - Company fully supports the relevant Republic of Indonesia laws and other international agreements, such as ILO Child Labour Convention, 1999. 	Complied

		Based on document verification and interview with local contractor, it has been included into service contracts and agreements.	
6.4.2	<p>(C) Documented evidence on the fulfilment of worker’s minimum age requirements in accordance with applicable regulation and verification procedures for age requirements, are available.</p> <p>- Critical (Major) compliance -</p>	Based on Documents verification result of worker list of each unit management period 2023 reveals that there are no workers under the age of 18 years old. In addition to having a policy governing the minimum age of workers for workers, the unit of certification also includes a clause on child protection and a prohibition on employing workers under the age of 18 in any agreement with the contractor. Based on interview with contractor on the estate and mill sighted that they been understood about this policy. In addition, based on field observation and interview with several workers on the estates and mill, it was known that there’s prohibition for child worker.	Complied
6.4.3	<p>(C) Young person maybe employed only for non-hazardous work with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	As explained in indicators 6.4.2, that there are no workers under the age of 18 years old.	Complied
6.4.4	<p>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.</p> <p>- Minor compliance -</p>	<p>In accordance with the explanation in indicator 6.4.1, the certificate holder has a policy regarding the prohibition of child labor contained in the Child Labour Policy PT Tolan Tiga Indonesia which authorised by President Director on 22 Augusts 2022 that stated it is not allowed for any children to work in every activities/processes in company. Company also put a warning board which disallowance the children existence in the work area.</p> <p>From the results of the field observation, it can be concluded that there are no child laborers in the company's operational areas.</p> <p>In addition, from the results of interviews with stakeholders for example CPO contractors, that the company has socialized the policy of no child labor in the company's operational area.</p>	Complied
<p>Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			

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6.5.1	<p>(C) A policy to prevent sexual and all other form of harassment and violence is documented, implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>Corporate policies to prevent sexual and all other form of harassment and violence is documented in place and also available on SIPEF website https://www.sipecf.com/hq/sustainability/policies/responsible-plantations-policy/.</p> <p>This policy is communicated to all levels of the workforce through the muster morning. In example:</p> <p>Air Buluh Estate: muster morning dated 30 October 2023, attended by 47 workers Division 1.</p> <p>Sungai Teramang Estate: muster morning dated 9 Oct 2023, attended by 46 workers and 8 contractors. Dissemination information of freedom of association and right to collective bargaining policy, safety talk, prevent sexual and other harassment policy, reproductive rights protection.</p>	Complied
6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is documented, implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>A corporate policies to protect the reproductive rights of all, especially of women, is documented and also available on SIPEF website https://www.sipecf.com/hq/sustainability/policies/responsible-plantations-policy/.</p> <p>This policy is communicated to all levels of the workforce through the muster morning.</p> <p>Air Buluh Estate: muster morning dated 30 October 2023, attended by 47 workers Division 1.</p> <p>Sungai Teramang Estate: muster morning dated 9 Oct 2023, attended by 46 workers and 8 contractors. Dissemination information of freedom of association and right to collective bargaining policy, safety talk, prevent sexual and other harassment policy, reproductive rights protection.</p>	Complied
6.5.3	<p>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 in accordance with applicable regulations in Indonesia.</p>	<p>Unit of certification made assessment periodically through the questionnaire to new mothers or female workers that just have a delivery baby or breastfeeding period.</p> <p>In example:</p>	Complied

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	<p>- Minor compliance -</p>	<p>Air Buluh Estate: name of worker: Mrs. Ines (Manuring), birth delivery: 14 Dec 2022, date of interview 8 Feb 2023, there are 15 queries during the interview. Interviewer: Clinic nurse/paramedic. Based on the result of interview, there no additional needs submitted by the new mother. All needs related to birth and breastfeeding have been covered by management.</p> <p>Sungai Teramang Estate: name of worker: Mrs. Ayu Karmila (Division clerk), birth delivery: Oct 2023, during the audit the new mother not interviewed yet due to still in maternity leave. The interview will conduct after the new mother start to work again from maternity leave.</p>	
<p>6.5.4</p>	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, as long as the complaint is supported with adequate information, is documented, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Grievance mechanisms are also regulated by units of certification through the establishment of policies and website links for delivering grievances. Grievance mechanisms can be accessed on the website https://www.sipef.com/hq/sustainability/grievances-sipef-group/, while progress can be monitored on the link https://www.sipef.com/hq/sustainability/grievances-dashboard-active-andor-progressing/.</p> <p>Each operation unit also has shared the contact number for grievances at the operation level, through the telephone number. The anonymity of complainants is protected by the policy.</p> <p>According to interview with workers and review to the grievance logbook (Bunga Tanjung POM, Air Buluh Estate, Malin Deman Estate, Air Bikuk Estate including KMD's) and record from the website, no grievance raises within the last 12 months. All needs related to employment and welfare have been fulfilled by management.</p>	<p>Complied</p>
<p>Criteria 6.6: No forms of forced or trafficked labour are used.</p>			
<p>6.6.1</p>	<p>(C) All work is voluntary and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports; • Payment of recruitment fees; 	<p>There are no migrant workers who work in the company's operational area. All workers come from within one country (although from various regions of Indonesia). In addition, each worker has been provided with a clear work contract (permanent and contract workers).</p>	<p>Complied</p>

	<ul style="list-style-type: none"> • Contract substitution without worker’s consent • Involuntary overtime; • Lack of freedom of workers to resign • Penalty for termination of employment, unless the unit of certification and the workers agree to the penalty and it is stated in the employment agreement • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>Based on employee list in October 2023 and field observation result, it was known that there is no migrant workers and/or forced labour. Interview results is every worker has a work agreement that describe specific job description, there is no substitution of contract without prior consultation and agreement from the worker. Most workers came from local communities and all workers are Indonesian citizenship. They have followed the recruitment process in the company, in accordance with applicable employee acceptance procedures.</p> <p>There were no pressure/forced in doing overtime work, workers who had overtime at company can refuse if ordered to do overtime activities because overtime is not the worker's obligation. Based on interview with workers, labour union and gender committee, all work in Unit of Certification was done voluntarily. There are no practices of retention of identity document, payment of recruitment fee, contract substitution; lack of freedom to resign, debt bondage, and withholding of wages in the Unit of Certification.</p>	
6.6.2	<p>(C) Where temporary (Specified Time Work Agreement/PKWT) or migrant workers are employed, a specific labour policy and procedures are established and evidence of implementation is available.</p> <p>- Critical (Major) compliance -</p>	<p>Based on document review, field observation and interview with workers and their representative (worker union), contract worker only applied on non-core activities such as upkeep, manuring and herbicide spraying. For all core activities such as harvesting and mill operators, all workers has permanent status.</p> <p>For contract workers (PKWT), there’s worker agreement that inform about right and obligations. For example, there is a Specific Time Work Agreement document (No. 08/BTE/II/2023) in the name of Junaldi Kharisman which was stipulated on February 1 2023. This agreement informs the workers' rights and obligations such as position, validity period and expiration of the agreement, salary, medical treatment, annual leave/THR, BPJS and termination of employment.</p>	Complied
<p>Criteria 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.</p>			
6.7.1	<p>(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</p>	<p>As Indonesia Manpower regulation, the responsible person for H&S shall be part of the OHS Committee or “Panitia Pembina Kesehatan dan Keselamatan</p>	Complied

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	<p>are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>Kerja (P2K3)” and registered by Ministry of Manpower. Safety officer are available at each operation unit.</p> <p>Bunga Tanjung POM and Sungai Teramang: the responsible person or safety officer for this operating unit is Mr. Arifin Hutasoit as refer to safety officer license No. 60190/PK3/AJ/12/2022/P1, valid until 12 Dec 2025.</p> <p>Air Buluh Estate and Malin Deman Estate: according to decree of Manpower office No: 503/09.2850/052/DPMPPTSP-P.1/2023, safety officer assigned to Mr. Andes Suherman (Certified Safety Officer No. 5/0317190422/AS.01.04/IV/2022).</p> <p>Sungai Teramang Estate: Safety Officer which responsible for Health & Safety is Mr. Darlin and official certified with number 5/195/AS.02.02/V/2021.</p> <p>Regular meeting for OHS held periodically and the records is maintained in place.</p> <p>The latest meeting in Air Buluh Estate was conducted on 28 Oct 2023 (attended by 22 participants). Topics to be discussed are awareness of environmental aspects and impact, awareness of corporate policies, review of work accidents in the previous month (zero incidents), and notification on working compound cleanliness. All the issues were recorded, and the documents are maintained.</p> <p>While at Malin Deman Estate, the latest OSH meeting held on 3 Nov 2023 (attended by 6 participants). Topics to be discussed are review OSH inspection in previous month, review accident report from previous month (zero incidents), risk assessment at Engine Room and Dump Truck, awareness of HIRADC.</p>	
6.7.2	<p>Accident and emergency procedures in Indonesian language are in place and clearly understood by all workers. Assigned operatives trained in first aid are present in both field and other operations. First aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>All the OHS procedures that developed and installed at workplace by unit of certification is in Bahasa Indonesia.</p> <p>Record of incident using “Formulir Pelaporan Kecelakaan atau Pencatatan Pertolongan Pertama” (Form No. OHS-01-08-F-01).</p> <p>Bunga Tanjung POM: Incident report dated 30 Mar 2023. Location: Pressing station. Type of injuries: sprained on the left hand when slipped on stairs.</p>	Complied

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		<p>Injury cause: hit on stairs due to stepping on kernels scattered on stairs and no physical injury.</p> <p>First aid equipment is available at workplace. Ground verification based on sample visited location are:</p> <ul style="list-style-type: none"> • Bunga Tanjung POM: first aid boxes were located in the Workshop and Engine Room, all items inside the first aid box are complete as regulated, and no expired stuff. Based on interview with the supervisor, he can explain the function of each first aid items and aware about the emergency response procedure. The supervisor has been regularly trained for first aid and emergency response procedure. The latest training conducted in July 2023. • Air Buluh Estate: first aid box is carried by supervisor. Sighted the first aid box at spraying activities, manuring activities. Based on interview with the supervisor, he can explain the function of each first aid items and aware about the emergency response procedure. The supervisor has been regularly trained for first aid and emergency response procedure. The latest training conducted in September 2023 for first aid and in February 2023 for emergency response procedure. • Sungai Teramang Estate: during interview with sample of spraying workers at Block 19A04, manuring at Block 21C01 and harvesting at block 19A02, first aid box is carried by supervisor and the items is completed as regulation. Based on interview with the supervisor, he can explain the function of each first aid items and aware about the emergency response procedure. The supervisor has been regularly trained for first aid and emergency response procedure. The latest training conducted in September 2023. 	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides application, machine operations, land preparation, and harvesting.</p>	<p>Providing PPE for all workers is mandatory and regulated in accordance with relevant Indonesia Manpower regulations. To comply with relevant regulations, PT Agro Muko also applies this requirement to all workers.</p>	Complied

	<p>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>- Critical (Major) compliance -</p>	<p>The auditor team ensure the unit of certification implements this requirement through an onsite visit to operation activities with sample as follow:</p> <p>Field visits to Bunga Tanjung POM during the processing is running, and Sungai Teramang Estate during spraying and harvesting, all workers adhere to use PPE at each station as per HIRADC.</p> <p>Sanitation facilities of Air Buluh Estate, Malin Deman Estate, Air Bikuk Estate and Sungai Teramang Estate are visited. It was noted that workers whose applying pesticides can change out of PPE, wash and put on their personal clothing.</p>	
6.7.4	<p>All workers are provided medical care and covered by accident insurance. Costs incurred from work related incidents, leading to injury or illness, are covered in accordance with applicable regulations or by the unit of certification if applicable regulations do not provide protection.</p> <p>- Minor compliance -</p>	<p>All workers are provided medical care and covered by accident insurance. In Indonesia, workers shall be covered by accident insurance (BPJS Tenaga Kerja) and health insurance (BPJS Kesehatan). According to the latest data recorded by unit of certification as below:</p> <p>Bunga Tanjung POM: total actual workers employed at Mill per October 2023 is 86 persons with permanent status. Total workers covered by BPJS Tenaga Kerja dan BPJS Kesehatan based on insurance dues report per September 2023 is 86 workers.</p> <p>Sungai Teramang Estate: refer to social insurance and health insurance levy report September 2023, 56 workers of Sungai Teramang Estate has been covered by accident insurance (BPJS Ketenagakerjaan and BPJS Kesehatan).</p> <p>Air Buluh Estate: based on insurance levy report October 2023, total employees covered by BPJS Tenaga Kerja and BPJS Kesehatan is 385 employees (includes workers for KMD's).</p> <p>Malin Deman Estate: total actual workers employed at Malin Deman Estate per October 2023 is 171 employees (including Plasma workers), based on evidence of insurance dues report October 2023, total 171 employees have been registered by BPJS Tenaga Kerja and BPJS Kesehatan.</p>	Complied
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p>	<p>Unit of certification have made records occupational injuries using Lost Time Accident and reported to Manpower Office periodically.</p>	Complied

	<p>- Minor compliance -</p>	<p>Sample LTA records sighted at operation unit are:</p> <p>Bunga Tanjung POM: "Laporan Kehilangan Waktu Kerja Akibat Kecelakaan Kerja / LTA" period October 2023 is None or Zero.</p> <p>Sungai Teramang Estate: "Laporan LTA 2023 Sungai Teramang Estate" reported that within Jan-Oct 2023, there are Zero accidents.</p> <p>Air Buluh Estate: "Laporan Kehilangan Waktu Kerja Akibat Kecelakaan Kerja / LTA" period October 2023 is None or Zero. However, since Jan-Oct 2023, there is only one (1) incident occur in September 2023. A detail case is Harvester hit by fall of loose fruit during harvesting. Incident date is on 26 Sep 2023 and have been reported using Accident Report "Laporan Kecelakaan dan Pencatatan Pertolongan Pertama".</p> <p>Malin Deman Estate: "Laporan Kehilangan Waktu Kerja Akibat Kecelakaan Kerja / LTA" period October 2023 is None or Zero. However, since Jan-Oct 2023, there is only one (1) incident occur in September 2023. A detail case is Harvester injured due to mis stabbed by FFB hook. Incident date is on 26 Sep 2023 and have been reported using Accident Report "Laporan Kecelakaan dan Pencatatan Pertolongan Pertama".</p>	
<p>Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.</p>			
<p>Criteria 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.</p>			
<p>7.1.1</p>	<p>(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -</p>	<p>Certified units have a procedure for IPM plan documented in :</p> <ul style="list-style-type: none"> Detection and Census OPM-07-01/20-03-2020/Rev.4 dated 23 March 2020 <p>Three are three steps in monitoring the population of leaf-eating pests such as direct observation (daily basis), detection (once an unusual leaf-eater population level is detected) and census (before treatment, 7 days after treatment, 2-3 times per month in the suspect area or area which has just had an outbreak)</p> <p>Category of pest attack :</p> <p>Low : 1 frond affected</p>	<p>Complied</p>

		<p>Medium : 2-4 fronds affected Heavy : >5 fronds</p> <p>Within a row the % of infected palms is counted : Low : 0-5% Medium : 5-10% High : > 10% and a census must be done</p> <ul style="list-style-type: none"> • Pest Control OPM-07-02/02-10/2017/Rev.2 dated 20 November 2017 Type of pest control including, mist blower spraying, trunk injection, fogging, turbo jet spraying, power spraying, termite treatment, rat baiting, application of carbosulfan granular, wild boar prevention or control. • Integrated Pest Management OPM-07-04/17-07-2019/Rev.3 dated 23 July 2019 explained about procedure IPM that consists of pest outbreak identification, set action threshold, monitoring and identify pest, prevention, biological control, mechanical control, physical control and mechanical control <p>The implementation of Integrated Pest Management was monitored. Census of nettle caterpillar, bagworm and rodent was conducted in accordance to procedure. All of them are documented in "Program Pengendalian Hama Terpadu Tahun 2023".</p> <p>The implementation of IPM are:</p> <p>a. Census of nettle caterpillar and bagworm Air Buluh Estate</p> <p>Based on visual observation in period 2022-2023, there were no sign of nettle caterpillar and bagworm attack in Air Bikuk Estate</p>	
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		<p>Air Bikuk Estate Based on visual observation in period 2022-2023, there were no sign of nettle caterpillar and bagworm attack in Air Bikuk Estate.</p> <p>b. Census of rat Air Buluh Estate Based on visual observation, no rat attack</p> <p>Air Bikuk Estate Samples per block taken were 500 FFB and if the attack below 20% of the samples then the handling was by biological predator. Records of census was available and the last one was on May 2023. Based on level of attack (below 20%), the handling was by biological predator.</p> <p>c. Breeding of <i>Tyto alba</i> as natural biological control of rat Air Buluh Estate Based on document Barn Owl Census period October 2023, there are 12 barn owl nest in good condition and no nest need to be repaired; 12 nest are occupied.</p> <p>Air Bikuk Estate Based on document Barn Owl Census period October 2023, there are 32 barn owl nest in good condition and 2 nest need to be repaired; 27 nest are occupied, 5 nest unoccupied and 2 need to be repaired.</p>	
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		d. Programme for planting beneficial plants (Cassia tora, vertiver, antigonon and Turnera) had been established. These beneficial plants can be seen along the main road and collection road. Upkeep of beneficial plants is conducted manually.													
7.1.2	Invasive species are not to be used according to applicable regulation in managed areas, unless plans to prevent and monitor their spread are implemented. - Minor compliance -	Unit of certification can provide “100 of the World’s Worst Invasive Alien Species” a selection from the Global Invasive Species Database, published by Invasive Species Specialist Group (ISSG) in association with IUCN, Species Survival Commission and Bionet. Some species are naturally existed in the area and the spreading are controlled, e.g. <i>Imperata cylindrica</i> , <i>Clidemia hirta</i> , <i>Mikania micranta</i> , and <i>Mimosa pigra</i> . There are no species in the list that used to manage areas in unit of certification.	Complied												
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. - Minor compliance -	Based on interviews with workers and during field visits, there was no application of the use of fire for pest control in the entire certification unit area. The company uses both manual and chemical methods for pest control.	Complied												
Criteria 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.															
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised. - Critical (Major) compliance -	The unit of certification has recorded list of herbicides used, completed with active ingredient, WHO class, trademark, target, registration number and license’s expiry date. The company uses selective products and application methods that are specific to the target pest, weed or disease are prioritised. Record of pesticides used are : <table border="1" data-bbox="1055 1206 1962 1367"> <thead> <tr> <th>Trademark</th> <th>Active Ingredient</th> <th>WHO Class</th> <th>Target</th> <th>Registration Number</th> <th>Expiry date</th> </tr> </thead> <tbody> <tr> <td>Smart 486 AS</td> <td>Isopropil amina glifosat 486 g/l</td> <td>III</td> <td>Grass weed</td> <td>RI.1071836</td> <td>12/11/2023</td> </tr> </tbody> </table>	Trademark	Active Ingredient	WHO Class	Target	Registration Number	Expiry date	Smart 486 AS	Isopropil amina glifosat 486 g/l	III	Grass weed	RI.1071836	12/11/2023	Complied
Trademark	Active Ingredient	WHO Class	Target	Registration Number	Expiry date										
Smart 486 AS	Isopropil amina glifosat 486 g/l	III	Grass weed	RI.1071836	12/11/2023										

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		<table border="1"> <tr> <td>Becano 500 SL</td> <td>Indaziflam</td> <td>III</td> <td>Grass weed</td> <td>RI.01030120124279</td> <td>14/01/2027</td> </tr> <tr> <td>Basta 150 SL</td> <td>Amonium glufosinat 150 g/l</td> <td>II</td> <td>Brus weeds/ Wood</td> <td>RI.53369076</td> <td>12/11/2023</td> </tr> <tr> <td>Supremo</td> <td>Isopropilamina glifosat 480 g/l</td> <td>III</td> <td>Brus weeds/ Wood</td> <td>RI.01030120021712</td> <td>27/06/2027</td> </tr> <tr> <td>Metsulindo 20 WP</td> <td>Metil metsulfuron 20%</td> <td>U</td> <td>Ferns, Broad Leaf, Sedges</td> <td>RI.01030120124374</td> <td>22/02/2026</td> </tr> <tr> <td>Garlon</td> <td>Triclopyr</td> <td>II</td> <td>Brus weeds/ Wood</td> <td>RI.57213691</td> <td>16/04/2025</td> </tr> </table> <p>Based on interview with the spraying applicator and the management, it was noted that Smart 486 AS and Basta 150 SL are no longer used by the unit of certification. The herbicides were only used in the early of 2023. Based on observation to the chemical warehouse, there was no such herbicides found.</p> <p>During the audit, spraying activities were observed at Air Bikuk Estate and Sungai Teramang Estate. It was observed that application methods are specific to the target weed. There were no spraying activities at the Air Buluh Plantation and Malin Deman Estate due to rain. However, the auditor team has interviewed the spraying team to obtain information about their work (use of pesticides, PPE, health checks, etc.).</p>	Becano 500 SL	Indaziflam	III	Grass weed	RI.01030120124279	14/01/2027	Basta 150 SL	Amonium glufosinat 150 g/l	II	Brus weeds/ Wood	RI.53369076	12/11/2023	Supremo	Isopropilamina glifosat 480 g/l	III	Brus weeds/ Wood	RI.01030120021712	27/06/2027	Metsulindo 20 WP	Metil metsulfuron 20%	U	Ferns, Broad Leaf, Sedges	RI.01030120124374	22/02/2026	Garlon	Triclopyr	II	Brus weeds/ Wood	RI.57213691	16/04/2025	
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Metsulindo 20 WP	Metil metsulfuron 20%	U	Ferns, Broad Leaf, Sedges	RI.01030120124374	22/02/2026																												
Garlon	Triclopyr	II	Brus weeds/ Wood	RI.57213691	16/04/2025																												
7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>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 available, documented in "Evaluasi Pemakaian Pestisida Tahun 2023".</p> <p>Air Buluh Estate per October 2023</p> <table border="1"> <thead> <tr> <th>Trademark</th> <th>Active ingredients</th> <th>LD 50 Oral (mg/kg)</th> <th>LD 50 Dermal (mg/kg)</th> <th>Application (Ltr)</th> <th>Area (Ha)</th> <th>Active ingredients</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Trademark	Active ingredients	LD 50 Oral (mg/kg)	LD 50 Dermal (mg/kg)	Application (Ltr)	Area (Ha)	Active ingredients								Complied																
Trademark	Active ingredients	LD 50 Oral (mg/kg)	LD 50 Dermal (mg/kg)	Application (Ltr)	Area (Ha)	Active ingredients																											

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						applied per Ha (gr/Ha)	
Smart AS	486	360 gr/ltr	> 5,000	> 2,000	3,393.2	2,009.89	607.77
Becano SL	500	360 gr/ltr	> 2,000	> 2,000	3	2,009.89	0.54
Basta 150 SL		150 gr/ltr	> 5,000	> 2,000	52	2,009.89	3.88
Supremo		360 gr/ltr	> 5,000	> 2,000	252	2,009.89	45.14
Metsulindo 20 WP		20%	> 5,000	> 2,000	139,230	2,009.89	13.85
Garlon		480 gr/ltr	1581	> 2,000	98	2,009.89	23.40

Malin Deman Estate per October 2023

Trademark	Active ingredients	LD 50 Oral (mg/kg)	LD 50 Dermal (mg/kg)	Application (Ltr)	Area (Ha)	Active ingredients applied per Ha (gr/Ha)	
Smart AS	486	360 gr/ltr	> 5,000	> 2,000	995.36	631.76	31.5
Basta 150 SL		150 gr/ltr	> 5,000	> 2,000	109.22	631.76	3.45
Metsulindo 20 WP		250 gr/kg	> 5,000	> 2,000	45,587	631.76	18,039.85
Garlon		480 gr/ltr	1581	> 2,000	24.00	631.76	0.76

Air Bikuk Estate per October 2023

Trademark	Active ingredients	LD 50 Oral (mg/kg)	LD 50 Dermal (mg/kg)	Application (Ltr)	Area (Ha)	Active ingredients
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							applied per Ha (gr/Ha)			
	Smart AS	486	360 gr/ltr	> 5,000	> 2,000	2,700	832.19	1,576.80		
	Becano SL	500	60 gr/ltr	> 2,000	> 2,000	0.00	832.19	0.00		
	Basta 150 SL		150 gr/ltr	> 5,000	> 2,000	420	832.19	75.70		
	Supremo		360 gr/ltr	> 5,000	> 2,000	160.00	832.19	69.21		
	Metsulindo 20 WP		20%	> 5,000	> 2,000	110.25	832.19	0.03		
	Garlon		480 gr/ltr	1581	> 2,000	36.00	832.19	28.98		
7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -</p>			<p>Pesticides are only used to reduce/eliminate existing pest, which has exceeded the economic threshold. Pesticides are applied in accordance with IPM plans. Based on document reviewed, uses of pesticide are minimized as part of the plan, and in accordance with IPM Plans, there are no pesticide application outside of the targeted species and planned intervals.</p>						Complied
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines. - Minor compliance -</p>			<p>There was no evidence of prophylactic use of pesticides, all pesticides only used for certain targets of weeds or pests accordance to the plan and best agriculture practice.</p>						Complied
7.2.5	<p>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 to be 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: - Minor compliance - 7.2.5a Judgment of the threat and verify why this is a major threat.</p>			<p>Based on document "Evaluasi Pemakaian Pestisida Tahun 2023" and also field observation in agrochemical storage, obtained information that the certificate holder used some kind of pesticide (different active ingredients) such as:</p> <ul style="list-style-type: none"> • Isopropil amina glifosat 486 g/l • Indaziflam • Amonium glufosinat 150 g/l • Isopropilamina glifosat 480 g/l • Metil metsulfuron 20% 						Complied

		<ul style="list-style-type: none"> • Triclopyr <p>The Unit of certification has commitment to eliminated using Paraquat since 1 January 2017 based on General Manager letter No.35/GMAM-Est/XII/2015, dated 8 December 2017. The document is not change up to this audit.</p> <p>During the audit, there were no spraying activities at the Air Buluh Plantation and Malin Deman Estate due to rain. However, the auditor team has interviewed the spraying team to obtain information about their work (use of pesticides, PPE, health checks, etc.).</p>	
	7.2.5b Why there is no other alternative which can be used.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
	7.2.5d Process to limit the negative impacts of the application.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	There is no use of pesticide in the unit of certification that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, or paraquat in whole operation of unit of certification.	
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	During the audit, there were no spraying activities at the Air Buluh Plantation and Malin Deman Estate due to rain. However, the auditor team has	Complied

	<p>products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they conduct.</p> <p>- Critical (Major) compliance -</p>	<p>interviewed the spraying team to obtain information about their work (use of pesticides, PPE, health checks, etc.).</p> <p>In the interview session, obtained information that AI precautions attached to the products are properly observed, applied, and understood by workers. Personnel applying pesticides has demonstrated evidence of knowledge about the activity they conduct. Standard PPE for spraying workers are observed, such as safety glasses, masker, apron, rubber glove, rubber boot, as well as standard PPE for chemical mixer/chemical storekeeper, such as face shield, masker, apron, rubber glove and safety boot.</p> <p>Record of pesticide training has been reviewed during audit. In general, the training was attended by: Field Head Assistant, all Field Assistant, all Spraying workers, and supervisors including that apply spraying in KMDs. The last training was conducted on 7 March 2023 (Air Buluh Estate and Malin Deman Estate), on 24 March 2023 (Sei Teramang Estate) and on 10 April 2023 (Air Bikuk Estate).</p>	
7.2.7	<p>(C) Storage of all pesticides in accordance with recognized best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Based on visit to agrochemical storage at Malin Deman Estate, Air Buluh Estate, Air Bikuk Estate and Sungai Teramang Estate, verified that all pesticides are kept securely in accordance with recognized best practices. The storage for all pesticide is in good condition. A standard storage system appears to be implemented across the unit of certification. The storage is equipped with sufficient air ventilation to provide air circulation. Hazard signs, emergency shower, secondary containment, spill kit, appropriate PPE (overall, face shield, impermeable rubber gloves, apron, and mask) are available and ready for use. Working instruction for pre-mixing, stacking and pesticide storage are available and updated. Material Safety Data Sheets (MSDS) are available for all chemicals used and available at the mixing areas.</p>	Complied
7.2.8	<p>All pesticide containers that are disposed of and/or used for other purposes are managed according to applicable regulations and/or instructions on the packaging.</p>	<p>The company shown SOP of Hazardous Waste (No. ENC 01-10/04-03-2019/Rev 1 dated 18 March 2019), which explains the mechanism for storing pesticides in a special warehouse, including a place for mixing pesticide ingredients to be used in the field in a special isolated place so that they are not potentially</p>	Complied

<p>- Minor compliance -</p>	<p>exposed chemicals outside the warehouse. Storage of used pesticide packaging is stored in a temporary storage area for hazardous waste and then sent to collectors who have a permit.</p> <p>The company also washes used sacks of fertilizer or agrochemical packaging in a special washing place by designated officers. In addition, the waste water used for washing is collected and can be reused for further mixing of chemicals. After the washing activity is complete, the packaging is stored, counted, recorded and there is evidence of periodic monitoring, and the amount is accumulated. The company also held a socialization on the ban on the use of hazardous waste packaging on 18 February 2023, which was attended by 10 workers.</p> <p>Based on field visits to pesticide warehouses and hazardous waste storage areas, it is known that pesticide storage areas are well managed, oil traps are available, air ducts are sufficient and isolated so that pesticides are not potentially exposed to leaving the warehouse. Pesticide waste such as used pesticide packaging which is classified as hazardous waste is also found stored in a temporary storage warehouse for hazardous and toxic waste which is properly monitored which is then collected to a licensed collector. Before being stored in the hazardous waste storage, used pesticide packaging in the form of jerry cans is chopped first, this is done by management to avoid reuse of pesticide packaging and to make storage space efficient.</p> <p>Based on interviews with pesticide application employees and foremen at Estate, it is known that all used pesticide packaging containers were returned and sent to the hazardous waste storage and not used for any other purpose than pesticide application activities. Used packaging containers, work tools and work clothing are all stored in special storage areas. Thus, no contaminated goods are brought home. The results of observations in employee housing</p>	
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		revealed that used pesticide packaging was not disposed of in the landfill and was not used for other purposes such as trash cans, flowerpots and so on.	
7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Critical (Major) compliance -</p>	Based on document "Evaluasi Pemakaian Pestisida Tahun 2023" and interview with company representatives, it was found during January – October 2023 there were no aerial application of pesticide throughout the company plantation.	Complied
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>All pesticide operators covered by health insurance and treated with specific medical surveillance periodically (quarterly basis). Sample sighted during audit as below:</p> <p>There are 21 pesticide operators for Air Buluh Estate, 7 pesticide operators for Malin Deman Estate, 7 pesticide operators for Air Buluh Scheme Smallholders (Plasma Air Buluh) and 6 pesticide operators for Air Merah Scheme Smallholders (Plasma Air Merah) have been taking specific medical surveillance, latest on 5 Sep 2023. The result for all sprayers is in good condition (health).</p> <p>Air Buluh scheme smallholders (Plasma Air Buluh) and Air Merah scheme smallholders (Plasma Air Merah) is under managed Malin Deman Estate. All operational activities at scheme smallholders using workers from the Estate.</p> <p>While for annual medical surveillance (general MCU) has been conducted on 22 Jul 2023 and partnership with third party clinic (Klinik Spesialis Anugrah Ibu).</p>	Complied
7.2.11	<p>(C) No pesticide-related work is carried out by pregnant or breastfeeding women, or people with medical limitations and they are offered other equivalent work alternatives.</p> <p>- Critical (Major) compliance -</p>	All pesticide operators or sprayers are conducted by female workers. To ensure that female workers who conduct pesticide application are not pregnant or breastfeeding women, or people with medical limitations, the unit of certification conducts awareness and briefing to the female workers periodically. The unit of certification also conducted routine medical surveillance to the pesticide operator or sprayer. All the pesticide operators	Complied

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		already understand that chemical-related work cannot be conducted by pregnant or breastfeeding women, or people with medical limitations. If there is a pesticide operator in condition of pregnant or breastfeeding women, or people with medical limitations, then she will be offered another job which has no contact with pesticide, such as gardening or office helper.	
Note For 7.2.11			
Referring to Act No. 13 of 2003 concerning Manpower, Act No. 35 of 2014 concerning Child Protection, and taking into account the risks of hazards on palm oil plantations and mills on the development and physical, mental and social health of children, the national interpretation mandates that the unit of certifications does not employ people under the age of 18 for pesticide spraying. For this reason, the provisions of young workers under 18 years in indicator 7.2.11 are irrelevant.			
Criteria 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 in accordance with applicable laws and regulations. - Minor compliance -	The company has had has shown the document of waste management plan as set in SOP of Hazardous and Toxic Waste Materials (No. ENC 01-10/04-03-2019/Rev 1 dated 18 March 2019), SOP of Domestic Wastewater Management (No. ENC 01-16/04-03-2019/Rev 0 dated 18 March 2019), and SOP of Waste Management (non-toxic) (No. SOP/General/ESD dated 1 March 2010). Waste management which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, such as: <ul style="list-style-type: none"> • Organic and inorganic waste sent to landfill and then covered with soil. • Hazardous waste (used oil, empty chemical container, contaminated material, battery), stored in the permitted temporary storage, and disposed by permitted waste management company/transporter. • Wastewater from POM, managed by wastewater pond plant and biogas plant to the GHG emission. Waste from POM, such as EFB applied in the field as mulching, shell and kernel as boiler fuel.	Complied
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. - Minor compliance -	The company shows documents for waste management and identification for the 2023 period which inform waste management in accordance with the sources of waste identification and management plans, including:	Complied

		<p>Hazardous Waste</p> <p>The company has SOPs related to Hazardous and Toxic Waste management which are listed in SOP of Hazardous and Toxic Waste Materials (No. ENC 01-10/04-03-2019/Rev 1 dated 18 March 2019), which explains regarding the management of Hazardous and Toxic materials and Hazardous and Toxic Waste shows that the company has regulated all obligations and responsibilities as well as procedures for storage, storage time, and delivery time to a licensed Hazardous Waste transporter.</p> <p>The company has temporary storage of hazardous and toxic waste in mill and every estate which has been licensed in accordance with the Decree of the Head of the Investment and One-Stop Service Office of Mukomuko Regency.</p> <p>Based on field observation and interview with PIC in temporary hazardous storages, it is verified that the waste/chemical container have been stored separately in accordance with its characteristics (refer to applicable regulation and/or instruction on the packaging). Waste input and output (disposed by permitted company) has been recorded in waste logbook. The stores have been completed with alarm, fire extinguisher, spill kit, secondary containment and PPE for operation.</p> <p>The hazardous waste management reports have been documented quarterly and reported to Government of Mukomuko Regency. The recent report has been submitted for period July to September 2023 Surat No. 09/BT.POM/1/2023 dated 11 November 2023.</p> <p>Liquid Waste</p> <p>PT Agro Muko has a Wastewater Treatment Plant. Liquid Waste Monitoring is carried out regularly, every month. The liquid waste test result report is</p>	
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		<p>reported regularly (every 3 months) to the Environment Agency of Mukomuko Regency.</p> <p>Wastewater Treatment Plant procedures are regulated in "SOP Effluent Plant in Agro Muko POM No.POM-10-03", dated November 2, 2017. There is an explanation in the form of WWTP work instructions: Work Instruction / Work Instruction for the Operation of Waste Ponds No.POM-10-03-W01.</p> <p>The company has a Liquid Waste Disposal Permit to a Water Body based on Keputusan Kepala Dinas Penanaman Modal, Pelayanan Perizinan dan Tenaga Kerja Kabupaten Mukomuko No. 503/01/D.10/IPAL/I/2019 dated 16 January 2019 which is valid for 5 years.</p> <p>Domestic waste</p> <p>Based on interview with housing residents, and field observations to the landfills, it is verified that every house has had a trash bin, transported to the landfill about three times a week. The landfills are located far from water sources, communities and is outside of conservation areas. The landfills have been protected and have had signboards to avoid disturbance.</p>	
7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>The company does not carry out open burning for waste destruction, this can be proven from field visits to landfills where there was no burning waste. The results of interviews with mill and estate employees also stated that there was no burning of waste because they were aware of the ban on burning activities. Organic waste from housing is managed by means of burial, while inorganic waste is disposed of in a designated place, then transported twice a week and disposed of in a landfill and then stockpiled when the landfill is full.</p> <p>The results of field observations in the employee housing area also showed that there were no traces of burning activities, besides that there were also</p>	Complied

		many warnings about the prohibition of burning waste and the dangers that could arise from burning activities. Interviews with employees who live in the housing also stated that they never burn trash.	
Criteria 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agricultural practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts is documented.</p> <p>- Minor compliance -</p>	<p>The unit of certification has established SOP to managed soil fertility in whole plantation area including Scheme Smallholder to gain optimum yield and minimising environmental impact. The SOPs are as follows:</p> <ol style="list-style-type: none"> 1. OPM-06-01; dated 02/10/2017; "Pupuk Inorganik" - Inorganic Fertiliser. 2. OPM-06-02; dated 02/10/2017; "Pupuk Organik" - Organic Fertiliser. 3. OPM-06-03; dated 02/10/2017; "LSU: Penandaan Tanaman" - LSU: Palm Marking. 4. OPM-06-04; dated 02/10/2017; "Pengambilan Sampel Daun dan Pelepah" - Leaf Sampling Unit (LSU) and Rachis Sampling Unit (RSU). <p>The company has conduct Leaf and Rachis Sample analysis, as basic of fertilizer recommendation. Each Estates and Scheme Smallholders conducted fertilizer application based on fertilizer recommendation. Fertilizer application records are documented in "Monthly Manuring Program Sheet".</p> <p>Based on interview with workers and field observation to fertilizer application, observed the application are performed according to the SOP that refer Best Agriculture Practice and minimize the environmental impacts. By using methods correct type, correct target, and correct dosage. Applications near the drainage are avoided.</p>	Complied
7.4.2	<p>Analysis of tissue samples (e.g. leaves) and soil on a regular basis to monitor and manage changes in soil fertility and plant health is documented.</p> <p>- Minor compliance -</p>	<p>Records of RSU (Rachis Sampling Unit) and LSU (Leaf Sampling Unit) are :</p> <ul style="list-style-type: none"> • Available analysis of tissue samples e.g., leaf and rachis analysis in Air Buluh Estate, based on "Lembar Hasil Pengujian Plant Tissue Analysis" No. 25103B0822 dated 5 April 2023 and 5 July 2023, issued by Verdant Bioscience - PT Timbang Deli Indonesia, consist of 8 samples (4 leaf and 	Complied

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		<p>4 rachis); from Block 09T01A, 09V03 and 09V04A. Result consist nutrient content of N, P, K, Mg and CA in % (gr/Kg), B, Cu and Zn in ppm (mg/Kg).</p> <ul style="list-style-type: none"> • Leaf and rachis analysis in Air Bikuk Estate, based on "Lembar Hasil Pengujian Plant Tissue Analysis" No. 13103B0722 dated 5 April 2023 and 2 August 2023, issued by Verdant Bioscience - PT Timbang Deli Indonesia, consist of 4 samples (2 leaf and 2 rachis); from Block 15Q01. Result consist nutrient content of N, P, K, Mg and CA in % (gr/Kg), B, Cu and Zn in ppm (mg/Kg). • Soil analysis result in PT Agro Muko was evident based on "Soil Sampling Report PT Agro Muko 2021" issued by Verdant Bioscience - PT Timbang Deli Indonesia. This report covers Air Buluh Estate, Air Bikuk Estate, Bunga Tanjung Estate, Mukomuko Estate, Sei Betung Estate, Sei Kiang Estate, Talang Petai Estate, and Tanah Rekah Estate. Report covers Soil pH, Soil Organic Matter (SOM), Soil Chemical Properties (N-Total and available P), Soil Exchangeable Cations (K, Ca, Al+H), and Soil Texture. <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. This report covers 2 soil samples from Block 12F01 and 12F02 at depth 0-20 cm and 20-40 cm. Report covers pH (H₂O and KCl), Organic Matter (OM), Soil Chemical Properties (N-Total and available P), Soil Exchangeable Cations (K, Ca, Al+H), and Soil Texture.</p>	
7.4.3	<p>A nutrient recycling strategy is in place, which include the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>Nutrient recycling strategy has been implemented by the unit of certification through application of EFB. There is no POME application from Bunga Tanjung POM. The POME from Bunga Tanjung POM is discharge to the river after processed in WWTP. Available permit from the government to discharge POME to the river based on Decree of "Kepala Dinas Penanaman Modal, Pelayanan Perizinan dan Tenaga Kerja" of Mukomuko Regency No. 503/01/D.10/IPAL/I/2019 dated 16 January 2019, valid for 5 years.</p> <p>Records of EFB application :</p>	Complied

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		<ul style="list-style-type: none"> • EFB applications in Air Buluh Estate in 2023 up to October 2023 were recorded in "Detail Penerimaan & Aplikasi Janjang Kosong", with total of EFB application 1,768.81 ton in area of 77.32 ha. • EFB applications in Air Bikuk Estate in 2023 up to October 2023 were recorded in "Detail Penerimaan & Aplikasi Janjang Kosong", with total of EFB application 303.05 ton in area of 14.40 ha. 																											
7.4.4	<p>Records of fertilizer inputs are maintained.</p> <p>- Minor compliance -</p>	<p>Every Fertilizer recommendation 2023 described the fertilizer need for each Estate. Records of fertilizer inputs of all Estates are available in "Monthly Manuring Program" for each division and "Rekapitulasi Penggunaan Fertilizer Tahun 2023" for estate recapitulation.</p> <p>Record of fertilizer input in Air Bikuk Estate in 2023 up to October 2023 are as follow:</p> <table border="1" data-bbox="1057 831 1841 1281"> <thead> <tr> <th rowspan="2">Fertilizer</th> <th colspan="2">Application (Kg)</th> </tr> <tr> <th>Immature</th> <th>Mature</th> </tr> </thead> <tbody> <tr> <td>Urea</td> <td>-</td> <td>101,950</td> </tr> <tr> <td>RP</td> <td>-</td> <td>78,450</td> </tr> <tr> <td>MOP</td> <td>9,750</td> <td>130,350</td> </tr> <tr> <td>KIESERITE</td> <td>45,075</td> <td>-</td> </tr> <tr> <td>SUPER DOLOMITE</td> <td>-</td> <td>27,350</td> </tr> <tr> <td>HGFB</td> <td>5,550</td> <td>-</td> </tr> <tr> <td>NPK</td> <td>179,850</td> <td>337,550</td> </tr> </tbody> </table> <p>1Record of fertilizer input in Air Buluh Estate in 2023 up to October 2023 are as follow:</p>	Fertilizer	Application (Kg)		Immature	Mature	Urea	-	101,950	RP	-	78,450	MOP	9,750	130,350	KIESERITE	45,075	-	SUPER DOLOMITE	-	27,350	HGFB	5,550	-	NPK	179,850	337,550	Complied
Fertilizer	Application (Kg)																												
	Immature	Mature																											
Urea	-	101,950																											
RP	-	78,450																											
MOP	9,750	130,350																											
KIESERITE	45,075	-																											
SUPER DOLOMITE	-	27,350																											
HGFB	5,550	-																											
NPK	179,850	337,550																											

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		Fertilizer	Application (Kg)				
			Immature	Mature			
		NPK	-	664,719			
		CuSO4	-	21,895			
		Record of fertilizer input in Malin Deman Estate in 2023 up to October 2023 are as follow:					
		Fertilizer	Application (Kg)				
			Immature	Mature			
		Urea	-	74,730			
		RP	-	91,290			
		MOP	-	136,609			
		DOLOMITE	-	11,027			
Criteria 7.5: Practices minimise and control erosion and degradation of soils.							
7.5.1	(C) Maps that identify marginal and fragile soils, including steep sloped land are available. - Critical (Major) compliance -	PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates				Complied	

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		<p>topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts</i>, <i>Tropodults</i>, <i>Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230 Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope $\geq 25^\circ$. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p> <p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha) or mineral soil.</p> <p>Based on field visit during audit in November 2023, there is no marginal and fragile soils exist in supply bases area of Bunga Tanjung POM.</p>	
7.5.2	<p>The replanting of palm oil is not conducted extensively on steep terrain in accordance with applicable regulations.</p> <p>- Minor compliance -</p>	<p>Air Buluh Estate</p> <p>In August-November 2022, there was review of replanting area in Air Buluh Estate. Revision of program are :</p> <ul style="list-style-type: none"> • In 2023, replanting area 157.54 Ha • In 2024, replanting area 285.88 Ha 	Complied

		<ul style="list-style-type: none"> • In 2025, replanting area 272.64 Ha • In 2026, replanting area 337.01 Ha • In 2027, replanting area 287.31 Ha • In 2028, replanting area 295.33 Ha • In 2029, replanting area 255.44 Ha • In 2030, replanting area 236.20 Ha <p>Replanting in 2023 already done for area 157.54 Ha based on “Laporan Mingguan Progres Kerja Replanting 2023” and document Planting Plan Review date 14 November 2022.</p> <p>Air Bikuk Estate Based on document Detail Of Area Statement Period October 2023, replanting in Air Bikuk Estate started in 2015 and finished in 2022.</p> <p>Based on field observation in replanting area, observed that replanting are not conducted on steep terrain.</p>	
7.5.3	New palm oil planting is not conducted on steep terrain in accordance with applicable regulations. - Minor compliance -	There are no new oil palm planting activities within the scope of certification (supply bases of Bunga Tanjung POM).	Complied
Criteria 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) Evidence of long-term land suitability for oil palm cultivation, soil maps or soil surveys that identify marginal and fragile soils, including steep terrain are available, in planning and operations. - Critical (Major) compliance -	There is no change information since the last assessment. PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map,	Complied

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		<p>the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts, Tropodults, Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230 Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope $\geq 25^\circ$. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p> <p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts, Tropofluents, Eutropepts</i> (262.49 Ha) and <i>Tropudults, Dystropepts, Eutropepts</i> (1,487.63 Ha) or mineral soil.</p> <p>Based on field visit verified that soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure in all supply bases of Bunga Tanjung POM.</p>	
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7.6.2	<p>Extensive planting on marginal and fragile soils is avoided or, if necessary, carried out according to the best-practice soil management plan.</p> <p>- Minor compliance -</p>	<p>Based on field visit in Air Buluh Estate, Malin Deman Estate, Air Bikuk Estate and Sei Teramang Estate, there is no marginal and fragile soils exist in supply bases area of Bunga Tanjung POM.</p>	Complied
7.6.3	<p>Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope ≥ 25° sets aside as HCV area.</p> <p>Air Buluh Estate demonstrates soil type consist of: <i>Dystropepts, Tropodults, Humitropepts</i> (mineral). Slope class for Air Buluh Estate: 2-12° estimated 230 Ha; 6-20° estimated 1,742 Ha; 12-25° estimated 343 Ha; 20- 25° estimated 219 Ha. The limitation slope ≥25°. No peat soils in Air Buluh Estate.</p> <p>Malin Deman Estate demonstrates soil type consist of Berlian Jaya Series (1,382 Ha) and Mukomuko Series (481 Ha).</p> <p>KMD Mundam Marap have soil map with scale 1:4,000, indicating the whole oil palm plantation fall under <i>Hapludults Dystrudepts</i>, with material alluvium. The landscape relief is undulating (mineral). The topographic map in KMD Mundam Marap indicates the slope between 0-5° up to 20-25°.</p> <p>Plasma Air Buluh have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (125 Ha), Mukomuko series (73 Ha), Kaladan/Tolan series (72 Ha) and Binti series (31 Ha).</p>	Complied

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		<p>Plasma Air Merah have soil map scale 1:35,000. The soil type consists of Berlian Jaya series (482 Ha) and Mukomuko series (198 Ha).</p> <p>Soil map of Sungai Teramang Estate scale 1:32,000, issued date 26 June 2019 is available in place. Soil type of Sungai Teramang Estate is <i>Tropaquepts, Tropofluents, Eutropepts</i> (262.49 Ha) and <i>Tropudults, Dystropepts, Eutropepts</i> (1,487.63 Ha) or mineral soil.</p> <p>Based on field visit verified that soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure in all supply bases of Bunga Tanjung POM.</p>	
Criteria 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	<p>(C) No new planting on peatlands, regardless of depth, after 15 November 2018, in existing plantation areas, as well as in new development areas.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Based on soil map dated 17 November 2016, scale 1:50,000, there is no peat soil are presence within the scope of Bunga Tanjung POM's supply bases.</p>	Complied
7.7.2	<p>Peat areas within the managed area are inventoried, documented and reported to the RSPO Secretariat (effective from November 15, 2018).</p> <p>- Minor compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Based on soil map dated 17 November 2016, scale 1:50,000, there is no peat soil are presence within the scope of Bunga Tanjung POM's supply bases.</p>	Complied
PROCEDURAL NOTE: Maps and other documentation for peatlands are provided, prepared and shared according to the RSPO Working Group (Peatland Working Group / PLWG) audit guide (See Procedural Notes for Indicator 7.7.5 below).			
7.7.3	<p>(C) Subsidence of peat is monitored, documented and minimised.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p>	Complied

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		<p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
7.7.4	<p>(C) Availability of implementation evidence of the water and land cover management program.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change information since the last assessment.</p> <p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020,</p>	Complied

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		<p>issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
7.7.5	<p>(C) Drainability assessments are conducted for plantations planted on peat following the RSPO Drainability Assessment Procedure, or other method recognized by RSPO, (at least five years or in accordance with the provisions of the RSPO Drainability Assessment Procedure) before replanting. The results of the assessment are used to determine the period of replanting to be carried out, as well as to gradually replace oil palm cultivation for at least 40 years or two cycles, (whichever is longer), before reaching the natural gravitational drainage limit for peat. If oil palm is gradually replaced, it is replaced by other commodity crops that are better</p>	<p>There is no change information since the last assessment.</p> <p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020,</p>	Complied

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	<p>suited for higher groundwater levels (paludiculture) or rehabilitated with natural vegetation.</p> <p>- Critical (Major) compliance -</p>	<p>issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope $\geq 25^\circ$ sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
<p>PROCEDURAL NOTE: For 7.7.5: Detailed information on the RSPO Drainability Assessment Guide along with related concepts and detailed actions is contained in the Guidelines currently being adjusted / tested by the RSPO Working Group on Peatlands (Peatland Working Group / PLWG). The final version must obtain PLWG approval in January 2019 and will include additional Guide on the steps to be followed after deciding not to replant and the consequences for other stakeholders, farmers, local communities, and the unit of certification concerned. It is recommended that the trial methodology period is proposed to be extended for 12 months for all relevant management units (ie management units that have plantations on peat) to utilize the methodology and provide input to PLWG so that existing procedures can be further refined as needed before January 2020. The unit of certification has the option to delay replanting until the issuance of the revised Guidelines for the guidelines. Additional guidance for alternative commodity crops and rehabilitation of natural vegetation will be regulated by the PLWG.</p>			
7.7.6	<p>(C) All existing plantations on peat are managed according to applicable laws and/or "RSPO Guidelines for Best Management Practices (BMP) for Oil Palm Cultivation that are already on</p>	<p>There is no change information since the last assessment.</p>	<p>Complied</p>

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	<p>Peatlands", version 3 (June 2019) along with related audit guidelines (May 2019).</p> <p>- Critical (Major) compliance -</p>	<p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 – 24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope ≥ 25° sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
<p>7.7.7</p>	<p>(C) All peat areas not planted and reserved in managed areas (regardless of depth) are protected as 'peatland conservation areas'; unit of certification are prohibited from constructing drainage channels, building roads and new electricity lines on</p>	<p>There is no change information since the last assessment.</p> <p>Based on Soil Sampling Report PT Agro Muko 2021 issued by Verdant Bioscience – PT Timbang Deli Indonesia, based on soil survey conducted 2 –</p>	<p>Complied</p>

	<p>peatlands; unless if it is for a non- corporate land clearance. Peatlands are managed in accordance with 'RSPO Best Management Practices for the Management and Rehabilitation of Natural Vegetation related to Oil Palm Cultivation that already exists in Peatlands' (the latest version) along with relevant audit guidelines.</p> <p>- Critical (Major) compliance -</p>	<p>24 April 2020, there is no peat soil presence within the supply bases of Bunga Tanjung POM.</p> <p>Soil analysis result in Malin Deman Estate PT MMAS was evident based on "Lembar Hasil Pengujian Analisa Soil" No. 401071320 dated 31 August 2020, issued by Verdant Bioscience - PT Timbang Deli Indonesia. Based on soil analysis result, there is no peat soil presence within Malin Deman Estate.</p> <p>PT Agro Muko and PT Mukomuko Agro Sejahtera has carried out soil surveys identifying marginal and fragile soils, including steep terrain, these are taken into consideration in plans and operation. In Bunga Tanjung Estate, soil map is available dated 17 November 2016, with scale 1:50,000. Based on soil map, the predominant soil map in Bunga Tanjung Estate comprise of <i>Dystrudepts Hapludults</i> with material sediment (mineral) and <i>Dystrudepts Haplohumults</i> with material Alluvium (mineral). The landscape rolling to undulating. From the information, there is no fragile soil. Bunga Tanjung Estate demonstrates topographic map, indicating the area varies between 0-5° up to 15-25°. Area with slope ≥ 25° sets aside as HCV area.</p> <p>Soil type of Sungai Teramang Estate determined in HCV Report Final 31 October 2020. The soil type was determined based on remote sensing 2017 and conducted by "Seminar Nasional Penginderaan Jauh Badan Meteorologi Klimatologi dan Geofisika". Soil type within Sungai Teramang managed area are: <i>Tropaquepts</i>, <i>Tropofluents</i>, <i>Eutropepts</i> (262.49 Ha) and <i>Tropudults</i>, <i>Dystropepts</i>, <i>Eutropepts</i> (1,487.63 Ha).</p> <p>Based on soil survey and analysis result including field visit, there are no soil in supply bases of Bunga Tanjung POM which categorized as peat.</p>	
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Criteria 7.8: Practices maintain the quality and availability of surface and groundwater.

No	Category of River	Cross Section	Outside the Settlement		Inside at the Settlement		Articles
			Criteria	Minimum Riparian Zone	Criteria	Minimum Riparian Zone	
1	Levee		-	5 m	-	3 m	Article 6
2	Rivers with no dike (from river bank)		Big River River Basin > 500 km2	100 m	Depth : > 20 m	30 m	Articles 7 & 8
					Depth : 3 m to 20 m	15 m	Articles 7 & 8
			Small River River Basin < 500 km2	50 m	Depth : 0 m to 3 m	10 m	Articles 7 & 8
3	Lake / Reservoir		-	50 m	-	50 m	Article 10
4	Water Springs		-	200 m	-	200 m	Article 10
5	Rivers affected by tides (from river bank)		-	100 m	-	100 m	Article 10

<p>7.8.1</p>	<p>A water management plan is available and is implemented to support efficient use of water sources and continuous availability and avoid negative impacts on other users in the catchment. The plan referred to contains the following matters:</p> <ul style="list-style-type: none"> - Minor compliance - <p>7.8.1a The unit of certification does not limit access to clean water or does not pollute the water used by the community.</p>	<p>The company has had procedure Management of Riparian Area (SND-01-19/01-08-2023/Rev.0), explains inventory, classification, identification, and management of riparian zones. The procedure states that the method for establishing a buffer zone for replanting is to cut down all existing palm trees and rebuild natural vegetation using species from a list approved and provided by the Sustainability Department.</p> <p>From these documents, it is known that the company is committed to protecting river banks in accordance with statutory regulations, namely large rivers (border width 100 m) and small rivers (border width 50 m).</p> <p>The water management plan has been covered in SEIA management and monitoring plans RKL & RPL (<i>Rencana Pengelolaan dan Pemantauan Dampak Lingkungan</i>). Moreover, mill and estate has had more specific annual Water Management Plan. The aspects of management and monitoring plan are:</p> <ul style="list-style-type: none"> - Palm oil mill effluent (e.g pond management, quality testing, biogas plant). 	<p>Complied</p>
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		<ul style="list-style-type: none"> - Hazardous and domestic waste. - Drainage from mill and workshop management. - Pesticide and fertilizer usage (e.g pesticide mixing only in mixing house). - Riparian and HCV management (e.g no chemical application on riparian, will not replant the planted riparian). - Soil erosion management (measurement, making individual and/or contour terrace). - Ground water and surface water quality testing. <p>The company does not limit access to clean water or does not pollute the water used by the community.</p>	
	<p>7.8.1b Workers have adequate access to clean water.</p>	<p>The company has provided access to clean water for the workers by providing deep water wells at estate and clean water from Mill for workers Housing.</p> <p>The quality of clean water has been tested every year in a KAN accredited laboratory, for example testing for the 2022 period was carried out on 22 October 2022 with test results for all parameters in accordance with quality standards (<i>Permenkes</i> Number 32 of 2017), while for the 2023 period it was carried out in November, but the test results have not yet been published.</p> <p>Based on field visits, to resident house of Air Buluh Estate, Malin Deman Estate and Air Bikuk Estate it was discovered that the source of clean water was from drilled wells which were channelled to workers' housing via pipes. And based on interview with the housing residents, it is verified that the company has provided sufficient clean water for domestic usage and there was no negative issue related to this.</p>	
<p>7.8.2</p>	<p>(C) Water courses and wetlands are protected, including the maintenance and restoration of riparian zones and other buffer</p>	<p>The company has had procedure Management of Riparian Area (SND-01-19/01-08-2023/Rev.0), explains inventory, classification, identification, and</p>	<p>Complied</p>

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	<p>zones during or before replanting, in accordance with the "RSPO Manual on BMPs for the management and rehabilitation of riparian reserves" (April 2017) or Simplified Guide Management and Rehabilitation of Riparian Reserves (2018).</p> <p>- Critical (Major) compliance -</p>	<p>management of riparian zones. The procedure states that the method for establishing a buffer zone for replanting is to cut down all existing palm trees and rebuild natural vegetation using species from a list approved and provided by the Sustainability Department.</p> <p>Based on field observation, it can be concluded that for unplanted riparian has been managed properly. For planted riparian areas, it can be concluded that the water courses have been protected by not applying chemical and inorganic fertilizer. The riparian wide is about five trees and has been marked. It also can be found some planks to inform those protected areas.</p>																																					
<p>7.8.3</p>	<p>Mill effluent is managed according to applicable regulations. The quality of mill effluent discharged, especially BOD (Biochemical Oxygen Demand) is monitored in accordance with applicable regulations.</p> <p>- Minor compliance -</p>	<p>Bunga Tanjung POM has shown the permit to disposed waste water to water course as Investment Agency Decree No. 503/01/D.10/IPAL/I/2019 dated 16 January 2019 valid until 5 years.</p> <p>Bunga Tanjung POM has monitored the mill effluent to comply toward the disposal permit and national regulation, documented in quarterly POM's Wastewater Report.</p> <p>The mill effluent quality testing has been conducted by accredited environmental testing and laboratory with registered number: LP-001-IDN. The national regulation as reference is Decree Letter from Governor of Bengkulu Province No 92 of 2001 related Quality Standard of Palm Oil Mill Effluent.</p> <p>The result of monitoring in Semester I of 2023 as follows:</p> <table border="1" data-bbox="1055 1145 1901 1367"> <thead> <tr> <th>Parameter</th> <th>Unit</th> <th>Quality Standard</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> <th>Apr</th> <th>May</th> <th>Jun</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>-</td> <td>6 – 9</td> <td>7.1</td> <td>6.5</td> <td>6.2</td> <td>7.1</td> <td>6.7</td> <td>7.2</td> </tr> <tr> <td>TSS</td> <td>mg/L</td> <td>250</td> <td>84</td> <td>102</td> <td>80</td> <td>64</td> <td>62</td> <td>84</td> </tr> <tr> <td>BOD</td> <td>mg/L</td> <td>100</td> <td>63.1</td> <td>52.1</td> <td>42.2</td> <td>53.0</td> <td>52.7</td> <td>40.1</td> </tr> </tbody> </table>	Parameter	Unit	Quality Standard	Jan	Feb	Mar	Apr	May	Jun	pH	-	6 – 9	7.1	6.5	6.2	7.1	6.7	7.2	TSS	mg/L	250	84	102	80	64	62	84	BOD	mg/L	100	63.1	52.1	42.2	53.0	52.7	40.1	<p>Complied</p>
Parameter	Unit	Quality Standard	Jan	Feb	Mar	Apr	May	Jun																															
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		<table border="1" data-bbox="1057 362 1904 491"> <tr> <td>COD</td> <td>mg/L</td> <td>350</td> <td>180.9</td> <td>176.4</td> <td>157.8</td> <td>173.2</td> <td>165.1</td> <td>142.1</td> </tr> <tr> <td>N Total</td> <td>mg/L</td> <td>40</td> <td>21.6</td> <td>24.1</td> <td>20.6</td> <td>16.3</td> <td>18.9</td> <td>23.0</td> </tr> <tr> <td>Oil & Fat</td> <td>mg/L</td> <td>25</td> <td>13.9</td> <td>16.1</td> <td>12.9</td> <td>10.4</td> <td>10.8</td> <td>19.2</td> </tr> </table> <p data-bbox="1057 502 1989 566">Based on the result of monitoring above, all the parameters are complied with regulation (Decree of Bengkulu Governor No. 92 of 2001).</p> <p data-bbox="1057 574 1989 702">Based on field observation to the mill effluent outlet, it can be concluded that visually the mill effluent was quite clear and has no smell. It also has been verified through consultation with the Village Heads, stated that there was no negative issue related to the mill effluent.</p> <p data-bbox="1057 829 1989 997">Based on field observation to the WWTP area during ASA 2_2, it can be verified that visually the WWTP area was quite clear from cattle or another animal. The company has made efforts to prevent livestock from entering the WWTP area by raising pond embankments and conducting outreach to livestock owners not to release their livestock around waste ponds.</p>	COD	mg/L	350	180.9	176.4	157.8	173.2	165.1	142.1	N Total	mg/L	40	21.6	24.1	20.6	16.3	18.9	23.0	Oil & Fat	mg/L	25	13.9	16.1	12.9	10.4	10.8	19.2	
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7.8.4	Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -	<p data-bbox="1057 1013 1989 1173">PT Agro Muko – Bunga Tanjung POM has a permit to use water resources from <i>Keputusan Menteri Pekerjaan Umum dan Perumahan Rakyat</i> No.1251/KPTS/M/2023, dated 20 September 2023 concerning the <i>Pemberian Izin Pengusahaan Sumber Daya Air kepada PT Agro Muko di Sungai Bantal</i>, Mukomuko Regency, Bengkulu Province, valid for 5 years.</p> <p data-bbox="1057 1181 1989 1372">Location: Bantal River, Brangan Mulya Village, Teramang Jaya District, Mukomuko Regency, Bengkulu Province, coordinates 02° 42' 52.62" S and 101° 21' 20.46" E. In the utilization permit, the maximum water discharge is 25 liters per second (36,000 m³/month), with a taking schedule of 16 hours/day for 25 days/month. Obligations of the permit holder: carry out periodic calibration of volumetric measuring instruments once a year, accompanied by evidence of</p>	Complied																											

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report; installing a water level measuring device near the intake location, reporting to *Kepala Balai Wilayah Sungai Sumatera VII* periodically every 3 months. The water usage budget for the process at the Bunga Tanjung POM is 1.25 m³/ton FFB.

Records of water usage per ton of FFB at Bunga Tanjung POM for the period January to September 2023 are as follows:

Month	FFB Process (MT)	Water Usages (MT)	Water usage per ton of FFB (M ³ /MT)
January	8,071	5,510	0.68
February	6,421	4,524	0.70
March	7,136	5,074	0.71
April	6,038	4,201	0.70
May	10,726	7,274	0.68
June	9,824	6,908	0.70
July	11,235	7,756	0.69
August	11,012	7,741	0.70
September	9,923	8,053	0.81
Total	80,386	57,041	0.71

Based on the data in the table above, it is known that water usage for FFB processes at Bunga Tanjung POM is in accordance with the determined water usage budget.

So it can be concluded, mill water use per tonne of FFB is monitored and recorded.

Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised

<p>7.9.1</p>	<p>Plans to increase the efficiency of fossil fuel use and to optimize renewable energy are available, monitored and documented. - Minor compliance -</p>	<p>Bunga Tanjung POM has demonstrated the record on improving efficiency of the use of fossil fuels and to optimize renewable energy (fibres, shell), e.g: HSD Oil usage per metric ton FFB to date 2023</p> <table border="1" data-bbox="1055 480 1834 994"> <thead> <tr> <th>Month</th> <th>HSD oil usage /ton FFB (l/mt FFB)</th> </tr> </thead> <tbody> <tr><td>January</td><td>1.24</td></tr> <tr><td>February</td><td>1.28</td></tr> <tr><td>March</td><td>1.13</td></tr> <tr><td>April</td><td>0.63</td></tr> <tr><td>May</td><td>0.87</td></tr> <tr><td>June</td><td>0.58</td></tr> <tr><td>July</td><td>0.86</td></tr> <tr><td>August</td><td>0.49</td></tr> <tr><td>September</td><td>0.38</td></tr> <tr><td>October</td><td>0.22</td></tr> </tbody> </table> <p>Bunga Tanjung POM – Total of renewable Energy (fibres, shell) /Ton of CPO produced (Kcal/Ton CPO) to date 2023:</p> <table border="1" data-bbox="1055 1118 1848 1383"> <thead> <tr> <th>Month</th> <th>Total of renewable Energy/ Ton of CPO produced (Kcal/ton CPO)</th> </tr> </thead> <tbody> <tr><td>January</td><td>2,111</td></tr> <tr><td>February</td><td>2,081</td></tr> <tr><td>March</td><td>2,076</td></tr> <tr><td>April</td><td>2,083</td></tr> </tbody> </table>	Month	HSD oil usage /ton FFB (l/mt FFB)	January	1.24	February	1.28	March	1.13	April	0.63	May	0.87	June	0.58	July	0.86	August	0.49	September	0.38	October	0.22	Month	Total of renewable Energy/ Ton of CPO produced (Kcal/ton CPO)	January	2,111	February	2,081	March	2,076	April	2,083	<p>Complied</p>
Month	HSD oil usage /ton FFB (l/mt FFB)																																		
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	May	2,109
	June	2,115
	July	2,171
	August	2,179
	September	2,163
	October	2,302

Criteria 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	<p>(C) GHG emissions for the unit of certification are identified and assessed. Plans to reduce or minimize GHG emissions are implemented, monitored through the PalmGHG calculator, and reported publicly.</p> <p>- Critical (Major) compliance -</p>	<p>The strategy to identify GHG gasses, plan to reduce, and monitoring have been set in these SOPs:</p> <ul style="list-style-type: none"> - SOP of Calculation and Mitigation of Green House Gases, whereby provide guidance to register source of emissions as a result of company operation, monitor and reduce the use of materials emitting GHG emission, calculate GHG emission from operational activities. - Handling emission from steam boiler No.AMPOM-WI/PROD/009E, consist of guideline for minimizing soot pollution/particulate: ensure fibre and shell feed; minimize shell to prevent black smoke; setting air damper for ignition, avoid excess air; dumping grate on regular basis, to minimize unburn fuel; shoot blowing every 4 hours to clean heat exchanger pipes; ensure dust collector operating in good manner; monitor boiler exhaust emission through smoke density meter; monitor boiler emission every 6 months by independent laboratory; record any problem. - Handling emission from engine generator No.AMPOM-WI/PROD/010D, consist of guideline for minimizing emission: ensure the generator 	Complied
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operating at permitted load (80% from design); replace air filter element (every 1,250 hours), replace fuel filter (every 500 hours), replace oil filter (250 hours) – on regular basis; replace engine lubricant every 250 hours; should black smoke sighted – check engine load; should the black smoke sighted – check injection pump; monitor engine emission every 6 months by independent laboratory.

The GHG source identification, mitigation plan and implementation as follows:

GHG Source	Mitigation Plan	Implementation
Preparation		
Land clearing/tree felling	Zero burning	<ul style="list-style-type: none"> - Memorandum from Director of Estate Department on zero burning - Restoration (tree planting) record - HCV map - Topographic map - HCV assessment - Land clearing SOP
	Planting trees to absorb emission	
	Identification of HCV and restore HCV area	
	Implement oil palm best management practice	
	River riparian/buffer zone management	
Planting trees in river riparian/buffer zone and critical area		

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			Socialization to all level of worker on GHG mitigation plan during land clearing		
	Use of vehicle and heavy machinery	Maintenance the vehicle/ heavy machinery	<ul style="list-style-type: none"> - Vehicle maintenance record - Planting record - Evaluation on vehicle use (incl. fuel efficiency) 		
		Vehicle emission test on regular basis			
		Transportation arrangement (effective and efficient)			
		Socialization to all level of worker on GHG mitigation plan related to use of fossil fuel			
	Planting on peat	Not recommended If needed, implement best management practices	<ul style="list-style-type: none"> - To manages the peat area as per regulation such as controlling the water level; - Avoid peat with depth >3 meters - Restore river riparian/buffer zone as conservation/HCV - HCV map 		
		Manages the river riparian/buffer zone			
		Planting trees in river			

			riparian/buffer zone		
			Socialization to all level of worker on GHG mitigation plan related to land clearing on peat		
	Fertilizer application	Effective fertilizer application as per recommendation		- Leaf sampling analysis for accurate fertilizer recommendation	
		No fertilizer application in rainy season		- Implement SOP fertilizer application	
		No fertilizer application on river buffer zone/riparian area			
		Socialization to all level of worker on GHG mitigation plan related to impact of fertilizer application			
	Upkeep and harvesting				
	Use of fossil fuel for transportation	Maintenance the vehicle on regular basis		- Vehicle maintenance record	
		Planting trees		- Planting record - Evaluation on vehicle use (incl. fuel efficiency)	

		<p>(FFB, fertilizer, manpower)</p>	<p>Transportation arrangement (effective and efficient)</p>			
			<p>Socialization to all level of worker on GHG mitigation plan related to machinery use and use of fossil fuel</p>			
		<p>Fertilizer and pesticide application</p>	<p>Effective fertilizer application as per recommendation</p>	<ul style="list-style-type: none"> - Leaf sampling analysis for accurate fertilizer recommendation - Implement SOP fertilizer application - Utilize recommended pesticide 		
			<p>No fertilizer and pesticide application in rainy season</p>			
			<p>No fertilizer and pesticide application on river buffer zone/riparian area</p>			
			<p>Socialization to all level of worker on GHG mitigation plan related to impact of fertilizer and pesticide application</p>			
		<p>Housing</p>				

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		Use of fossil fuel for electric generation	Maintenance the machinery (genset) on regular basis	<ul style="list-style-type: none"> - Vehicle maintenance record - Planting record - Evaluation on Genset's fuel efficiency
			Socialization to all level of worker on GHG mitigation plan related to machinery use and use of fossil fuel; and electricity efficiency	
			Emission monitoring on regular basis	
		Waste decomposition in landfill	Waste collection to landfill	Landfill in each estate
		FFB processing in palm oil mill		
		Waste management	Using methane capture and utilize the biogas	<ul style="list-style-type: none"> - Methane capture and biogas plant in POM - Install EFB shredder in POM
			Utilize EFB as boiler fuel	
		Use of fossil fuel for transportation (FFB, CPO, PK, EFB)	Maintenance the vehicle on regular basis	<ul style="list-style-type: none"> - Vehicle maintenance record - Evaluation on electricity efficiency
			Socialization to all level of worker on	

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			<p>GHG mitigation plan related to electricity efficiency</p>			
		<p>Operation of POM's machinery including boiler</p>	<p>Maintenance the POM's machinery on regular basis</p>	<ul style="list-style-type: none"> - Machinery maintenance record - Evaluation on boiler's efficiency - Emission monitoring report 		
			<p>Socialization to all level of worker on GHG mitigation plan related to emission</p>			
			<p>Emission monitoring on regular basis</p>			
		<p>The company has carried out a GHG inventory contained in the 2023 Greenhouse Gas Emission Mitigation Program document, based on document analysis it can be concluded that the company has identified GHG sources produced by the Mukomuko POM unit and its suppliers. Identification of significant GHG emission sources identified and mitigation plans have been developed by the company covering mills and plantations. Significant GHG emissions include changes in land use, processing of POME, use of fertilizers and pesticides, use of fossil fuels for operations and transportation. The mitigation plan includes, among other things, the proper use and dosage of fertilizers according to recommendations, reducing reuse and recycling actions, limiting electricity use, transportation, and machine maintenance, as well as regular air quality tests. The company has also reported the results of GHG calculations to the public which are submitted to the RSPO GHG website.</p>				

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		<p>Based on a review of documents such as monitoring pesticide use, diesel fuel monitoring, HCV identification and others, it is known that accurate data has been entered into the RSPO GHG Calculator version 3.0.1. Audit team has approved the RSPO Palm GHG.</p> <p>The summary of GHG Calculation can be seen in Appendix B of this audit report.</p>	
7.10.2	<p>(C) Since 2014, an estimate of carbon stocks in the proposed development area has been carried out along with potential sources of emissions that can occur directly as a result of the development and plans to minimize these emissions are prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>The scope of Bunga Tanjung POM, i.e Bunga Tanjung Estate, Air Bikuk Estate, Air Buluh Estate, Malin Deman Estate, Sungai Teramang Estate, Koperasi Perkebunan Desa Air Buluh Agromuko, Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera carried out developed/planted before 2014. However, for Kebun Masyarakat Desa (KMD), there was some areas that developed after 2014. For these units has been assessed by HCS assessment in 2017 by Koompasia Enviro Institute. Based on this assessment, the HCS areas have been set aside from development and managed as HCV area.</p>	Complied
7.10.3	<p>(C) Other significant pollutant identification results are available and plans to reduce or minimize them are implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>The unit of certification has prepared strategy to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and electricity generator, water quality test for surface and ground water, effluent water quality and noise level. Plans to reduce or minimize them are implemented and monitored. The monitoring result is incorporated in RKL/RPL (environmental management and monitoring plan) and reported regularly to the government.</p>	Complied
Criteria 7.11: Fire is not used for preparing land and is prevented in the managed area.			
7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning.</p> <p>- Critical (Major) compliance -</p>	<p>In 2023, several Estates under the unit of certification are commencing replanting programs. Currently, land preparation is still an ongoing process without burning.</p> <p>Based on a field visit at Block P02 Division 4 Air Buluh Estate, land preparation for replanting is conducted using a heavy equipment. Sighted those terracing activities at slope area is in place.</p>	Complied

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7.11.2	The unit of certification establishes fire prevention and control measures for lands that are directly managed by the unit of certification. - Minor compliance -	To prevent fire and for control measures, units of certification have a patrol team and fire watch tower at each operation unit. Also, the unit of certification has firefighting equipment as referred by national regulations. All the equipment is well maintained and still in good condition, such as in the Fire Fighting Warehouse at Air Buluh Estate. Auditor team visited fire watch tower at Block 99D02 Air Buluh Estate, it is in a good condition.	Complied
7.11.3	The unit of certification engages stakeholders in adjacent locations for fire prevention and control measures. - Minor compliance -	PT Agro Muko engages stakeholders in adjacent locations for fire prevention and control measures through awareness training to KMD and surrounding villages. The community will inform management whether they found fire in the area surrounding the company. Moreover, the company will help to fight the fire even though the fire appears outside the company's operational area.	Complied
Criteria 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			
<p>PROCEDURAL NOTE for 7.12:</p> <p>The RSPO Principles and Criteria 2018 include new requirements to ensure the effective contribution of the RSPO in stopping deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Approach Guide into the revised standard.</p> <p>The RSPO ToC also encourages RSPO to commit to balancing between sustainable livelihoods and reducing poverty with the need to conserve, protect and improve the quality of ecosystems.</p> <p>High Forest Cover Countries (HFCC) are in dire need of economic opportunities that can help people choose their own path in carrying out development, while at the same time providing social and economic benefits and safeguards.</p> <p>Procedures will be developed that are adapted to support the development of sustainable palm oil by indigenous peoples and local communities who have legal or customary rights. The procedure will apply in certain HFCC countries and in the High Forest Cover Landscape (HFCL) within it.</p> <p>The development of this procedure will be guided by the No Deforestation Joint Steering Group (NDJSG) between the RSPO and HCSA members. In HFCC countries, RSPO will work with governments, communities and other stakeholders to develop this procedure through participatory processes at national and regional levels. The duration of this activity is specified in the Terms of Reference for NDJSG and is publicly available.</p>			
7.12.1	(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land	The HCV assessment carried out in 2010 by "Yayasan Sawit Berkelanjutan (Indonesia Sustainable Palm Oil Foundation – YASBI Foundation)" using the guidance of Indonesia HCV Toolkit 2008 to monitor the possible extent of HCV	Complied

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	<p>clearing since 15 November 2018 has not damaged HCV or HCS forests.</p> <p>Historical analysis of Land Use Change Analysis (LUCA) is carried out before any new land clearing, in accordance with the RSPO LUCA Guidance document (see indicator 7.12.2).</p> <p>- Critical (Major) compliance -</p>	<p>inside the estates as well as area adjacent to it. All HCV mapped and identified. The HCV assessment report concluded that PT. Agro Muko has already set aside conservation areas of a total 2,304.9 Ha consisting of natural vegetation in between palm planting to provide habitat and corridors for wildlife.</p> <ul style="list-style-type: none"> • Air Buluh Estate with total area conservation is 275.73 Ha • Air Bikuk Estate with total area conservation is 186.53 Ha • Bunga Tanjung Estate with total area conservation is 402.87 Ha • Mukomuko Estate with total area conservation is 199.15 Ha • Sei Betung Estate with total area conservation is 301.76 Ha • Sei Jerinjing Estate with total area conservation is 416.55 Ha • Sei Kiang Estate with total area conservation is 251.43 Ha • Talang Petai Estate with total area conservation is 283.23 Ha • Tanah Rekah Estate with total area conservation is 539.81 Ha <p><i>Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Agro Muko by PT Perencana Karya Hijau Konsultan in 2018. The results of analysis, delineation and arrangement are as follows:</i></p> <ul style="list-style-type: none"> • Air Buluh Estate with total area conservation is 241.90 Ha • Air Bikuk Estate with total area conservation is 180.32 Ha • Bunga Tanjung Estate with total area conservation is 388.85 Ha • Mukomuko Estate with total area conservation is 193.86 Ha • Sei Betung Estate with total area conservation is 308.76 Ha • Sei Jerinjing Estate with total area conservation is 363.17 Ha • Sei Kiang Estate with total area conservation is 263.44 Ha • Talang Petai Estate with total area conservation is 389.08 Ha • Tanah Rekah Estate with total area conservation is 597.65 Ha 	
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		<p>Integrated HCV-HCSA Assessment PT Agro Muko – Air Buluh Estate and Lubuk Talang Smallholders. Assessment start date in February 2022 by Hijau Daun. Date of submission to HCVRN on 14 November 2022. QP Feedback Satisfactory on 02 March 2023. In area 3,254.39 Ha/3,674.06 Ha with total Conservation area 419.67 Ha and total HCS area 300.30 Ha. Area Statement (ha) – areas within the assessment area as follows:</p> <ul style="list-style-type: none"> • Air Buluh Estate, total HCV area is 218.23 Ha and total HCS is 123.35 Ha. • Lubuk Talang, total HCV 201.44 Ha, total HCS is 176.94 Ha (Total concession is 1,157.79 Ha). <p>Based on verification, the area in the certification scope for Lubuk Talang is 106.99 Ha, so the HCV area within that scope is 18.01 Ha.</p>	
7.12.2	<p>(C) HCV and HCS forests, and other conservation areas are identified as follows:</p> <p>- Critical (Major) compliance -</p> <p>7.12.2a) For existing plantations, with an HCV assessments conducted by RSPO- approved assessors and have no new land clearing after 15 November 2018, the existing HCV assessments remains valid.</p>	<p>The HCV assessment carried out in 2010 by “Yayasan Sawit Berkelanjutan (Indonesia Sustainable Palm Oil Foundation – YASBI Foundation)” using the guidance of Indonesia HCV Toolkit 2008 to monitor the possible extent of HCV inside the estates as well as area adjacent to it. All HCV mapped and identified. The HCV assessment report concluded that PT. Agro Muko has already set aside conservation areas of a total 2,304.9 Ha consisting of natural vegetation in between palm planting to provide habitat and corridors for wildlife.</p> <ul style="list-style-type: none"> • Air Buluh Estate with total area conservation is 275.73 Ha • Air Bikuk Estate with total area conservation is 186.53 Ha • Bunga Tanjung Estate with total area conservation is 402.87 Ha • Mukomuko Estate with total area conservation is 199.15 Ha • Sei Betung Estate with total area conservation is 301.76 Ha • Sei Jerinjing Estate with total area conservation is 416.55 Ha • Sei Kiang Estate with total area conservation is 251.43 Ha • Talang Petai Estate with total area conservation is 283.23 Ha • Tanah Rekah Estate with total area conservation is 539.81 Ha 	Complied

		<p><i>Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Agro Muko by PT Perencana Karya Hijau Konsultan in 2018. The results of analysis, delineation and arrangement are as follows:</i></p> <ul style="list-style-type: none"> • Air Buluh Estate with total area conservation is 241.90 Ha • Air Bikuk Estate with total area conservation is 180.32 Ha • Bunga Tanjung Estate with total area conservation is 388.85 Ha • Mukomuko Estate with total area conservation is 193.86 Ha • Sei Betung Estate with total area conservation is 308.76 Ha • Sei Jerinjing Estate with total area conservation is 363.17 Ha • Sei Kiang Estate with total area conservation is 263.44 Ha • Talang Petai Estate with total area conservation is 389.08 Ha • Tanah Rekah Estate with total area conservation is 597.65 Ha <p><i>Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018. The results of analysis, delineation and arrangement are as follows:</i></p> <ul style="list-style-type: none"> • Sungai Teramang Estate with total area conservation is 126.98 Ha. <p><i>Laporan Identifikasi & Penataan Area KBKT Definitif (Bagian Rencana Aksi Pengelolaan NKT) PT Mukomuko Agro Sejahtera by PT Perencana Karya Hijau Konsultan in 2018. The results of analysis, delineation and arrangement are as follows:</i></p> <ul style="list-style-type: none"> • Air Majunto Estate, with total area conservation is 311.95 Ha (total scope area study is 1,800 Ha). 	
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		<ul style="list-style-type: none"> • Malin Deman Estate, with total area conservation is 149.64 Ha (total scope study is 1,178.00 Ha) <p>Integrated HCV-HCSA Assessment PT Agro Muko – Sei Kiang Estate, Sei Betung Estate, Air Bikuk Estate, Talang Petai Estate and Bunga Tanjung Estate. Assessment start date in March 2022 by Hijau Daun. Date of submission to HCVRN on 23 November 2022. QP Feedback Satisfactory on 15 May 2023. In area 10,799.48 Ha with total HCV area 1,427.14 Ha and total HCS area 1,252.20 Ha. Area Statement (ha) – areas within the assessment area as follows:</p> <ul style="list-style-type: none"> • Air Bikuk Estate, total HCV is 194.01 Ha and HCS is 167.55 Ha • Bunga Tanjung Estate, total HCV 445.60 Ha and HCS is 433.58 Ha • Sei Betung Estate, total HCV 313.68 Ha and HCS is 257.23 Ha • Sei Kiang Estate, total HCV 237.95 Ha and HCS is 216.03 Ha • Talang Petai Estate, total HCV 235.93 Ha and HCS is 177.82 Ha <p>Integrated HCV-HCSA Assessment PT Agro Muko – Air Buluh Estate and Lubuk Talang Smallholders. Assessment start date in February 2022 by Hijau Daun. Date of submission to HCVRN on 14 November 2022. QP Feedback Satisfactory on 02 March 2023. In area 3,254.39 Ha/3,674.06 Ha with total Conservation area 419.67 Ha and total HCS area 300.30 Ha. Area Statement (ha) – areas within the assessment area as follows:</p> <ul style="list-style-type: none"> • Air Buluh Estate, total HCV area is 218.23 Ha and total HCS is 123.35 Ha. • Lubuk Talang, total HCV 201.44 Ha, total HCS is 176.94 Ha (Total concession is 1,157.79 Ha). <p>Based on verification, the area in the certification scope for Lubuk Talang is 106.99 Ha, so the HCV area within that scope is 18.01 Ha.</p>	
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	7.12.2 b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the latest HCSA Toolkit and HCV-HCSA Assessment Manual that is applicable at the time of the assessment. This includes stakeholder consultation and take into account wider landscape- level consideration.	There is no new land clearing after 15 November 2018.	
7.12.3	<p>(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> <p>- Critical (Major) compliance -</p>	No new oil palm planting within scope of certification. During onsite visit, auditor did not find new planting.	Complied
<p>PROCEDURAL NOTE for 7.12.3: Indicator 7.12.3. is not relevant to Indonesia, until further decisions by the RSPO.</p>			
7.12.4	<p>(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 plans to protect and/or enhance HCV and HCS forests, peatland and other conservation areas are developed, implemented and adapted if necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan was developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	<p>PT. Agro Muko – Bunga Tanjung POM and its supply base located in Bengkulu Province, Sumatera Island, Indonesia. Based on document “RSPO No Deforestation Consultancy: High Forest Cover Countries – Consultancy report on definitions and recommendations to the RSPO, June 2018” by Proforest;</p> <ul style="list-style-type: none"> Indonesia fall into “High Remaining Forest, High Rate of Deforestation/HFHD”. Refer to “Section 4.6 Statistics on potential high forest cover countries” – Indonesia categorized to have 53% forest cover; 15% Intact Forest Landscape; 54.2% forest (national source); 5.4% Oil Palm Land Area; 0.7%/year deforestation rate (FAO); Increasing Deforestation Trend; 0.9%/year deforestation rate (national source); constant deforestation rate/trend. <p>PT. Agro Muko’s NDPE policy:</p>	Complied

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		<p>General Information: New Development Area and Replanting No.OPM-03-00/02-10-2017, dated 20 November 2017. Stipulates "land clearing and replanting on peat land will be influenced by the type and depth of peat".</p> <p>General Information: Survey and Mapping No.OPM-03-01/02-10-2017, dated 20 November 2017. Stipulates company views on peat: "Especially for extensive peat soil, the distribution, level of maturity and depth of peat must be explained"; company view on conservation area: "the presence or absence of national park, production forest and limited production forest. Whether or not there is riparian reserves and conservation area".</p> <p>SOP Planting Plant – Approval No.ESD-01-02/11-03-2019 dated 27 March 2019. The planting approval process will review information on planting material (incl. seed certificate), soil information (soil type, peat depth map, drainage ability assessment, water management plan, drainage and Watergate map), topographic and slope information, presence of conservation area, OHS requirement and fire risk.</p> <p>Based on HCV assessment document by YASBI, 2018 – there is no HCV area located on local community’s land, and/or local communities with legal or customary rights. Company demonstrated recognition of legal and customary lands based on participatory land use planning by preparing scheme smallholder plantation on clean-and-clear land. The local community proposed their plantation to become oil palm plantation (replanting).</p>	
7.12.5	Where rights of local communities have been identified in HCV areas and 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.	No new oil palm planting within scope of certification. During onsite visit, there is no new planting.	Complied

	- Minor compliance -		
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>The company has developed and determined an HCV management plan in the 2023 with the scope of manage for each unit estate. The integrated management plan is developed in consultation with relevant stakeholders and covers areas that are directly managed and takes into account the relevant wider landscape level carried out in conjunction with Realization and Review of HCV Plantation Management Documents for each Unit. HCV is maintained and cared for by the company by providing boundary piles, nameplates and providing boundary markers that mark the boundaries of the HCV area in the form of a ditch that surrounds the entire peat HCV area. Management and monitoring plans are implemented for each type of HCV with the following programs:</p> <ul style="list-style-type: none"> • Monitoring areas that have been designated as HCV areas and riparian areas on a regular basis to see threats. • Conduct outreach to all employees and the surrounding community, as well as invite the community to carry out participatory monitoring of HCV areas. • Conducting rapid surveys for inventory of flora and fauna. • Making, installation and maintenance of boundary stakes in the form of stakes or yellow paint as well as adding or replacing damaged stakes. • Monitor and maintain information boards. • Periodic inspection or riparian monitoring for signs of damage. • Plant enrichment in riparian areas with local plant species. • Create transects to observe animals and install camera traps. • Creating and developing forest plant nurseries. • Identify and establish communication with communities already working in HCV areas. • Control of invasive plants in HCV areas. 	Complied
7.12.7	The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species	No new oil palm planting within scope of certification. During field visit, there is no new planting. HCV management plan are still existed and applicable.	Complied

	<p>is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>		
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV- HCSA assessment since 15 November 2018, the Remediation and Compensation Procedures (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	<p>No new oil palm planting within scope of certification. During onsite visit, there is no new planting.</p>	<p>Complied</p>

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2022 - 2023** for Bunga Tanjung POM and supply base was calculated using the PalmGHG Calculator version 4. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for both estates and smallholders.

The summary of the Net GHG emitted in 2022 - 2023 for Bunga Tanjung POM and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.77
PK	0.77

Extraction	%
OER	21.91
KER	4.76

Production	t/yr
FFB Process	109,934.78
CPO Produced	24,082.69
PK Produced	5,228.52

Land Use	Ha
OP Planted Area	6,821.40
OP Planted on peat	0
Conservation (forested)	1,160.23
Conservation (non-forested)	0
Total	7,981.63

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	56,181.23	0.68	9,550.70	0.61	6,510.74	0.00	72,242.66	1.29
CO ₂ Emission from fertilizer	5,130.07	0.06	973.45	0.06	457.12	0.00	6,560.64	0.12
N ₂ O Emission from Peat	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
N ₂ O Emission from Fertilizer	3,796.65	0.05	717.63	0.05	284.13	0.02	4,798.59	0.12
Fuel Consumption	1,275.23	0.02	406.62	0.03	0.00	0.00	1,681.65	0.05
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-46,457.20	-0.56	-9,052.79	-0.57	-5,844.90	0.00	-61,354.89	-1.13
Conservation Sequestration	-7,866.39	-0.10	-2,534.04	-0.16	0.00	0.00	-10,400.43	-0.26
Total	12,059.58	0.15	61.58	0.00	1,407.27	0.00	13528.42	0.15

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	8,680.23	0.08
Fuel Consumption	246.76	0.00
Grid Electricity Utilization	52.53	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	8,979.52	0.08

Summary of Kernel Crusher Emission and Credit (if applicable)

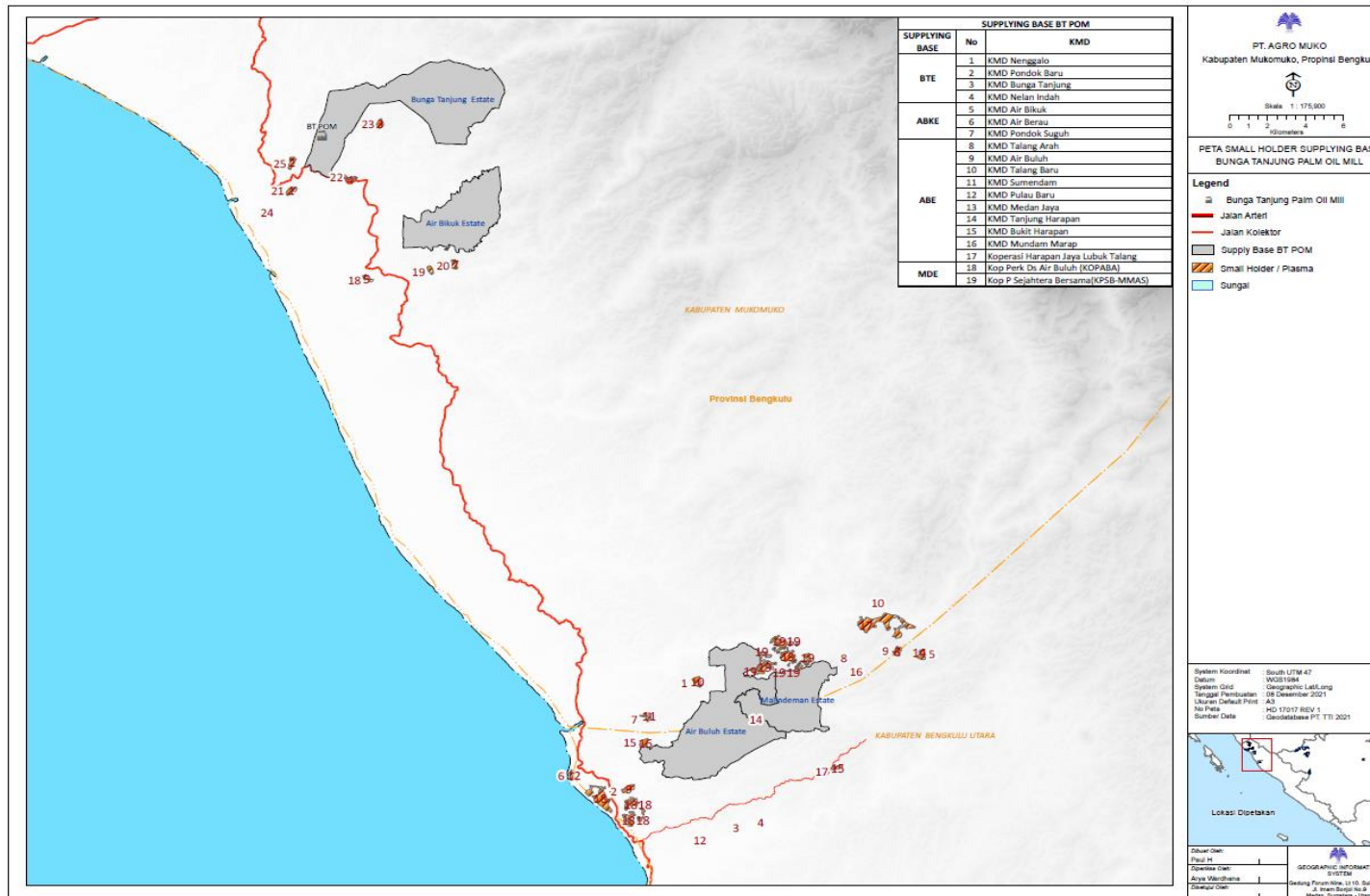
Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

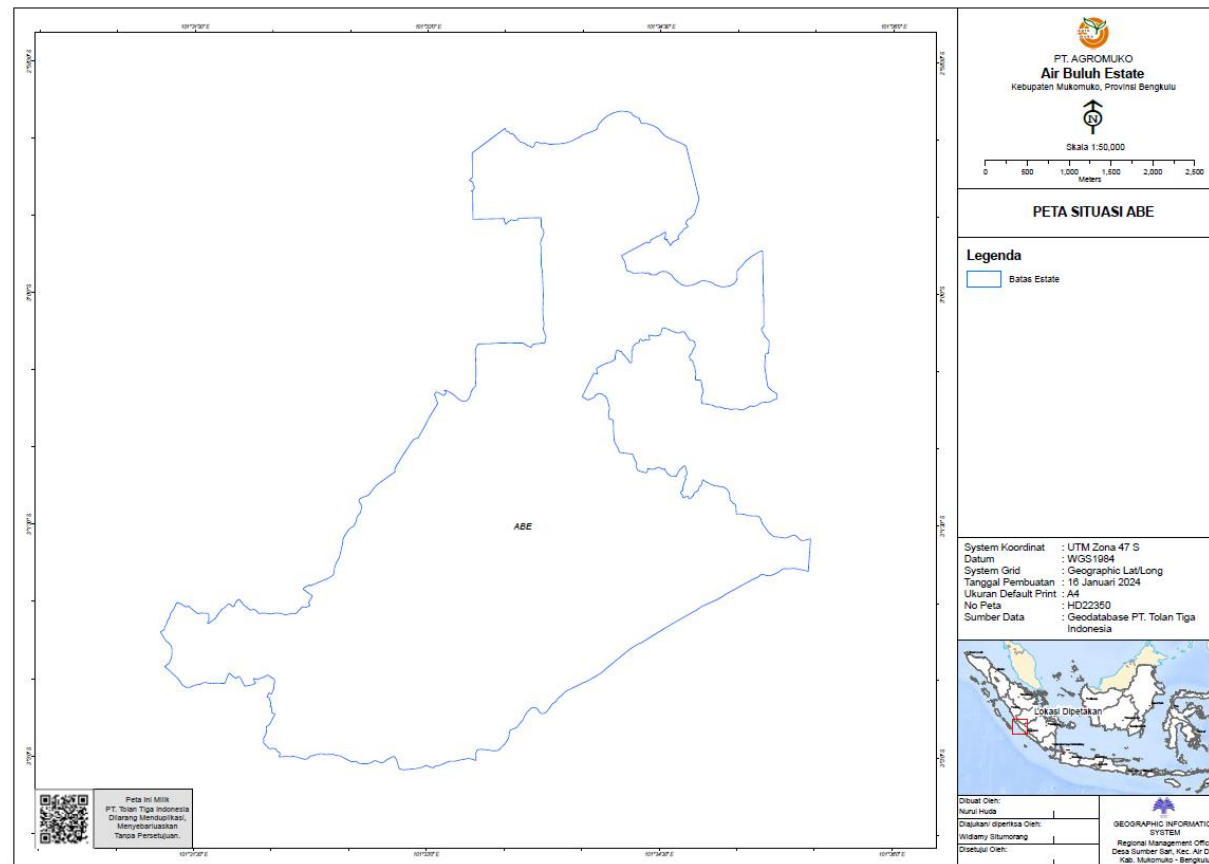
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix C: Location Map of Certification Unit and Supply bases

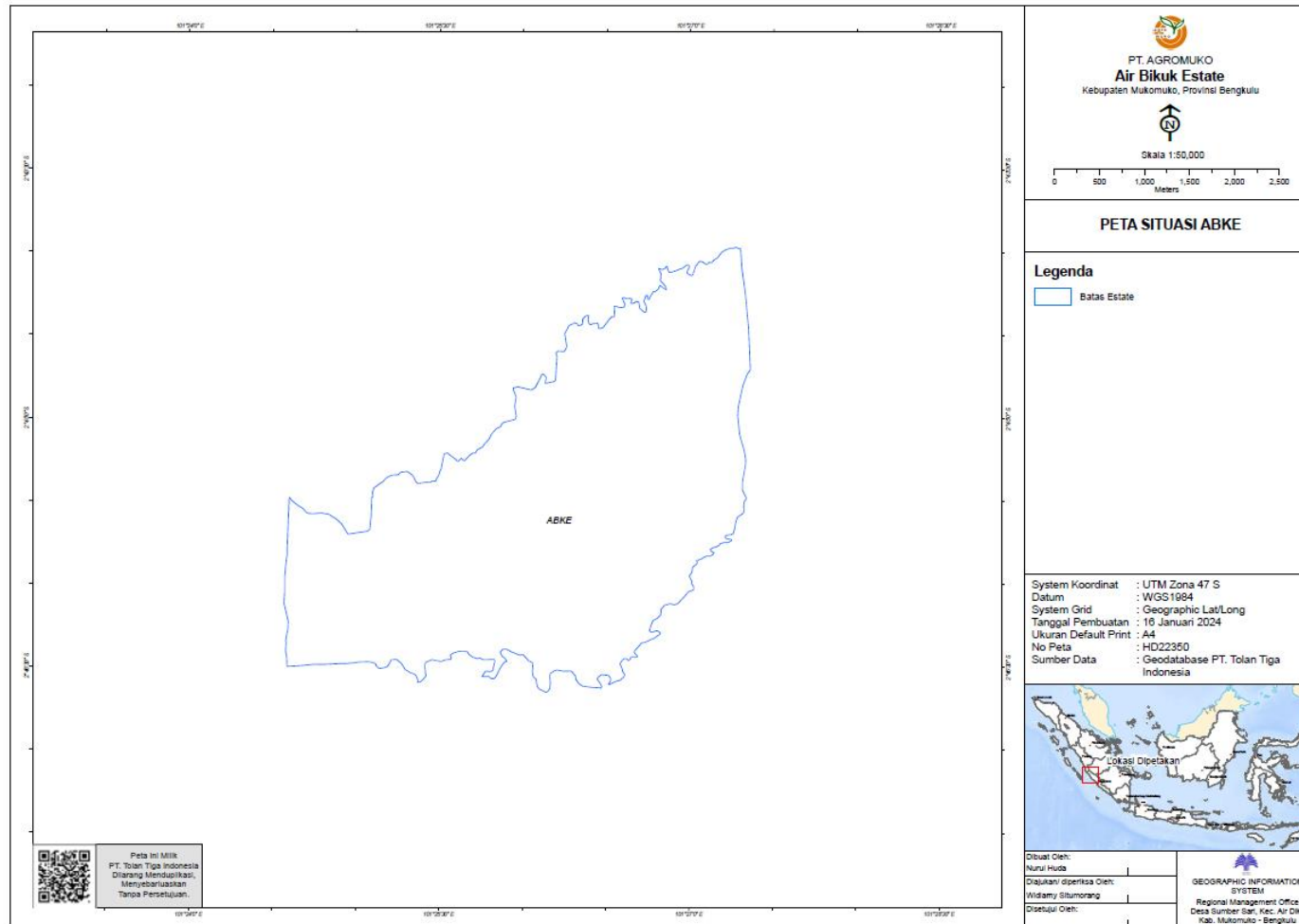


Appendix D: Estate Field Map

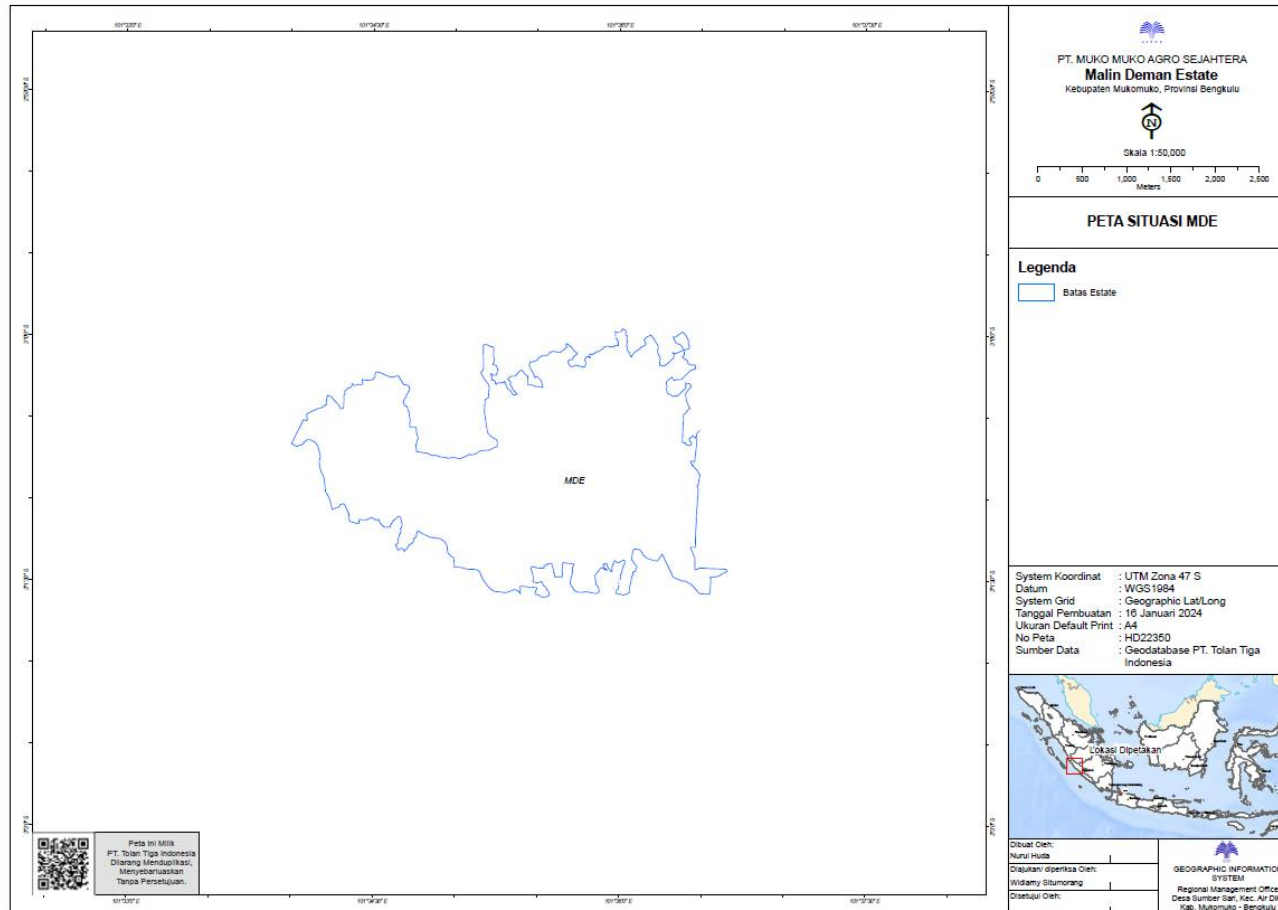
Air Buluh Estate (ABE)



Air Bikuk Estate (ABKE)

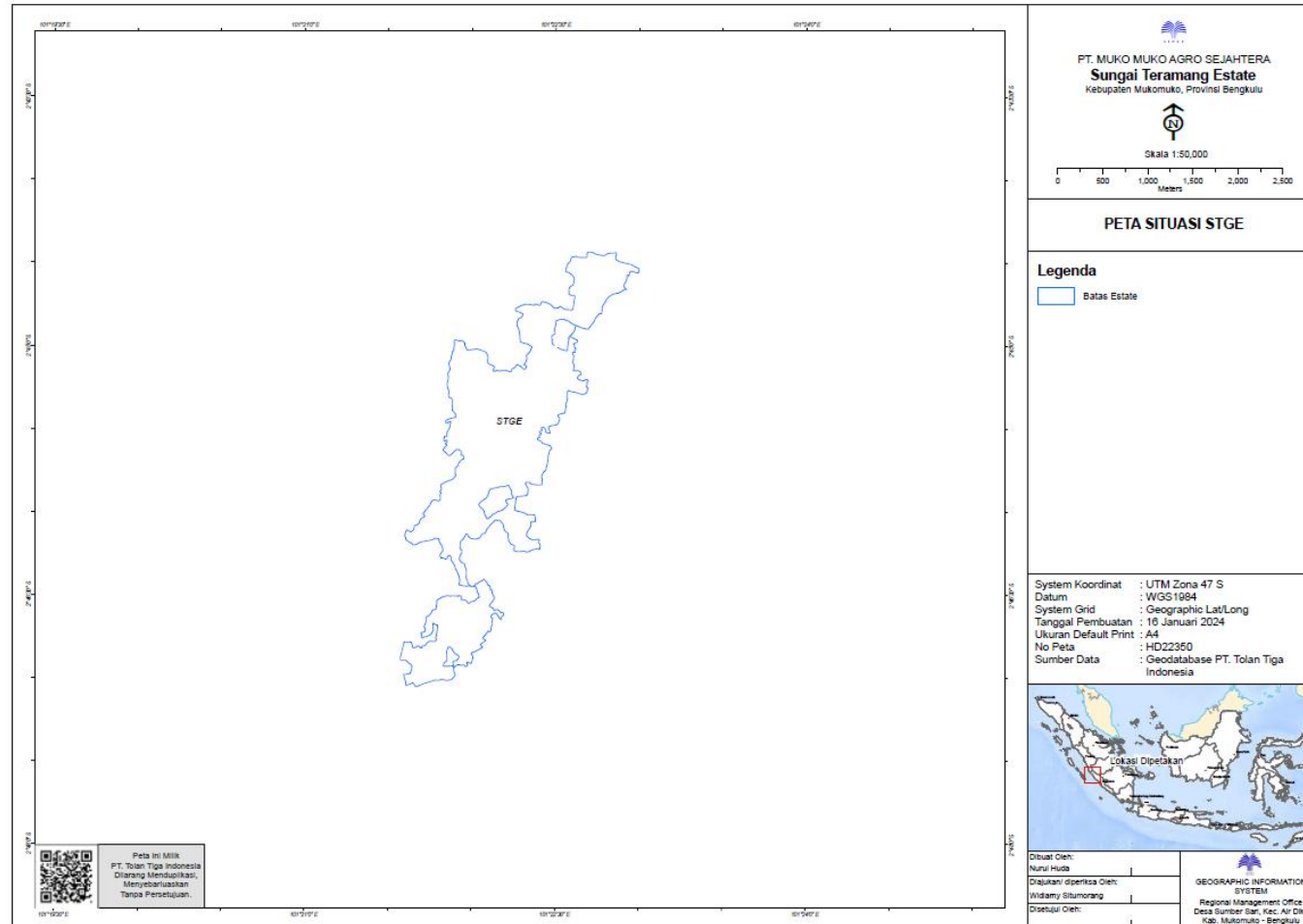


Malin Deman Estate (MDE)

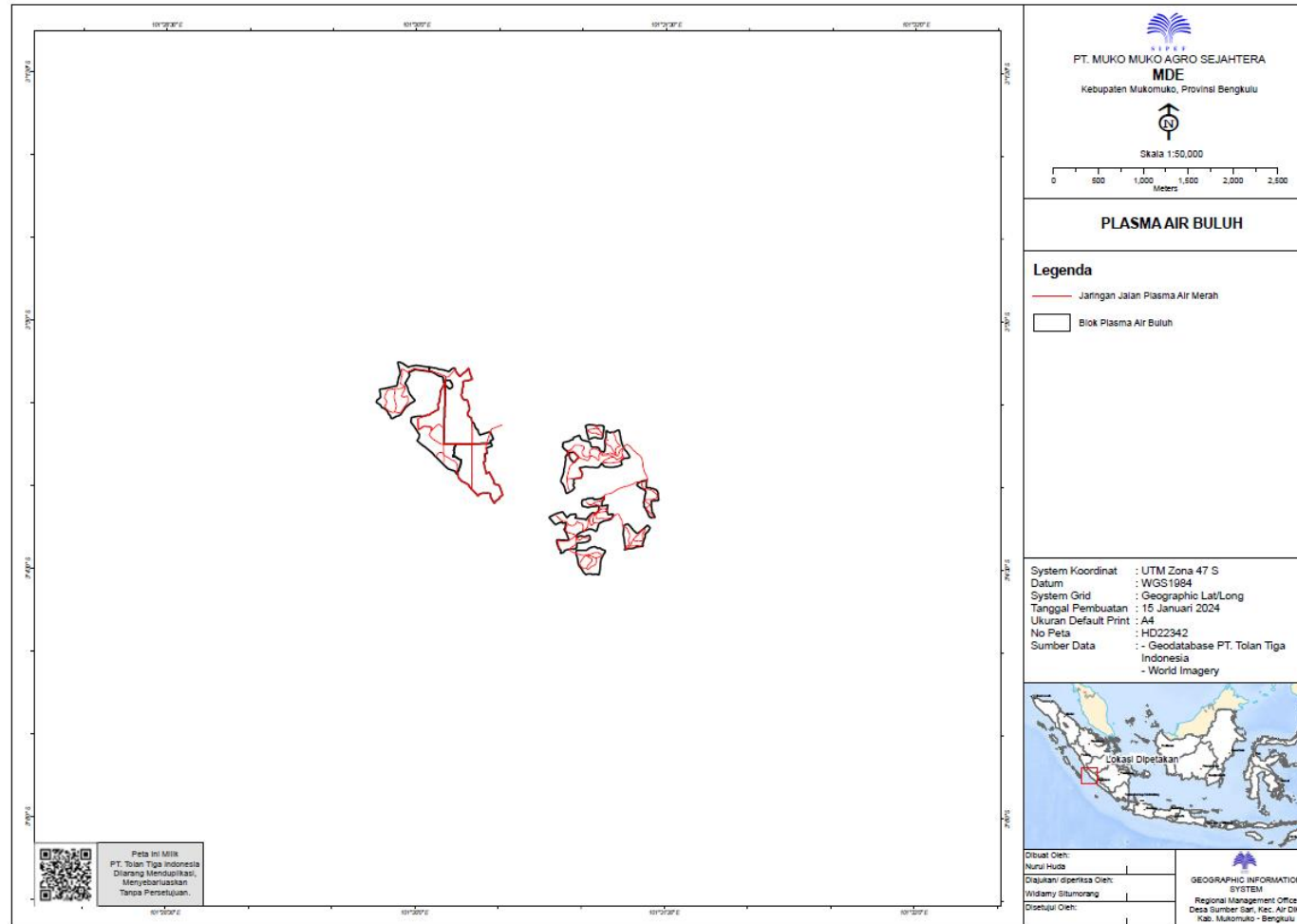


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Sungai Teramang Estate (STGE)

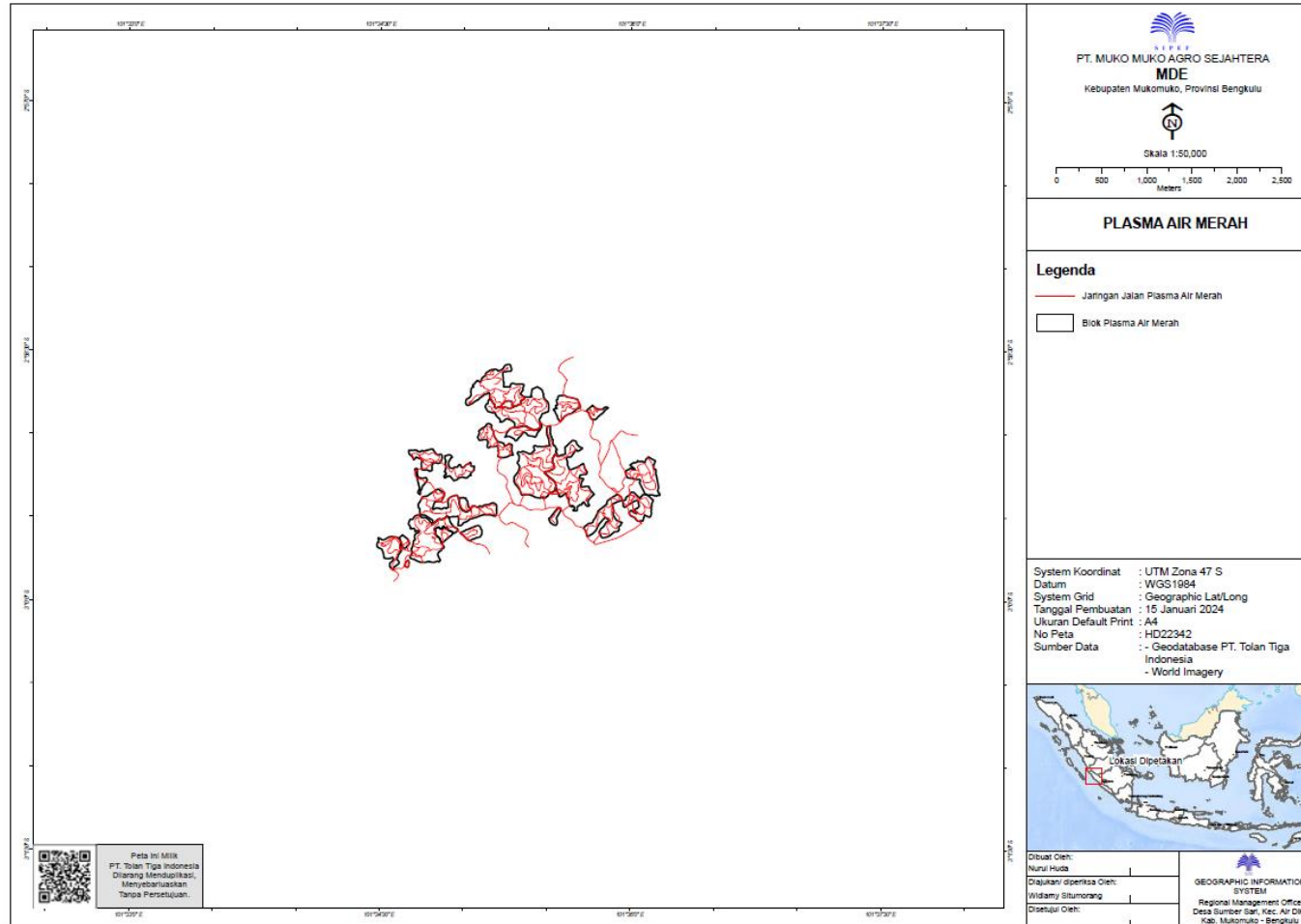


Koperasi Perkebunan Desa Air Buluh Agromuko (KOPABA)

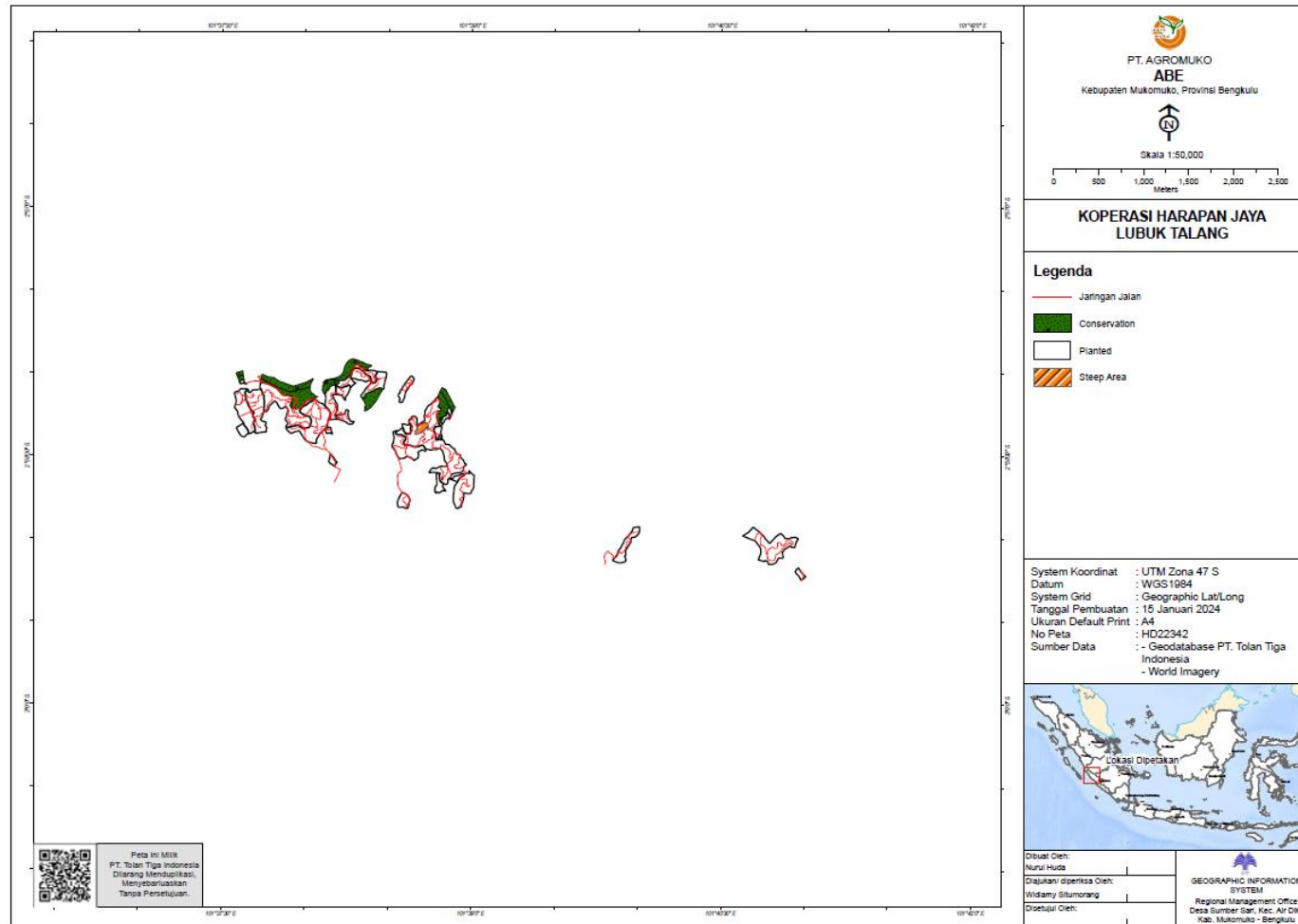


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Koperasi Perkebunan Sejahtera Bersama Mukomuko Agro Sejahtera (KPSB-MMAS)

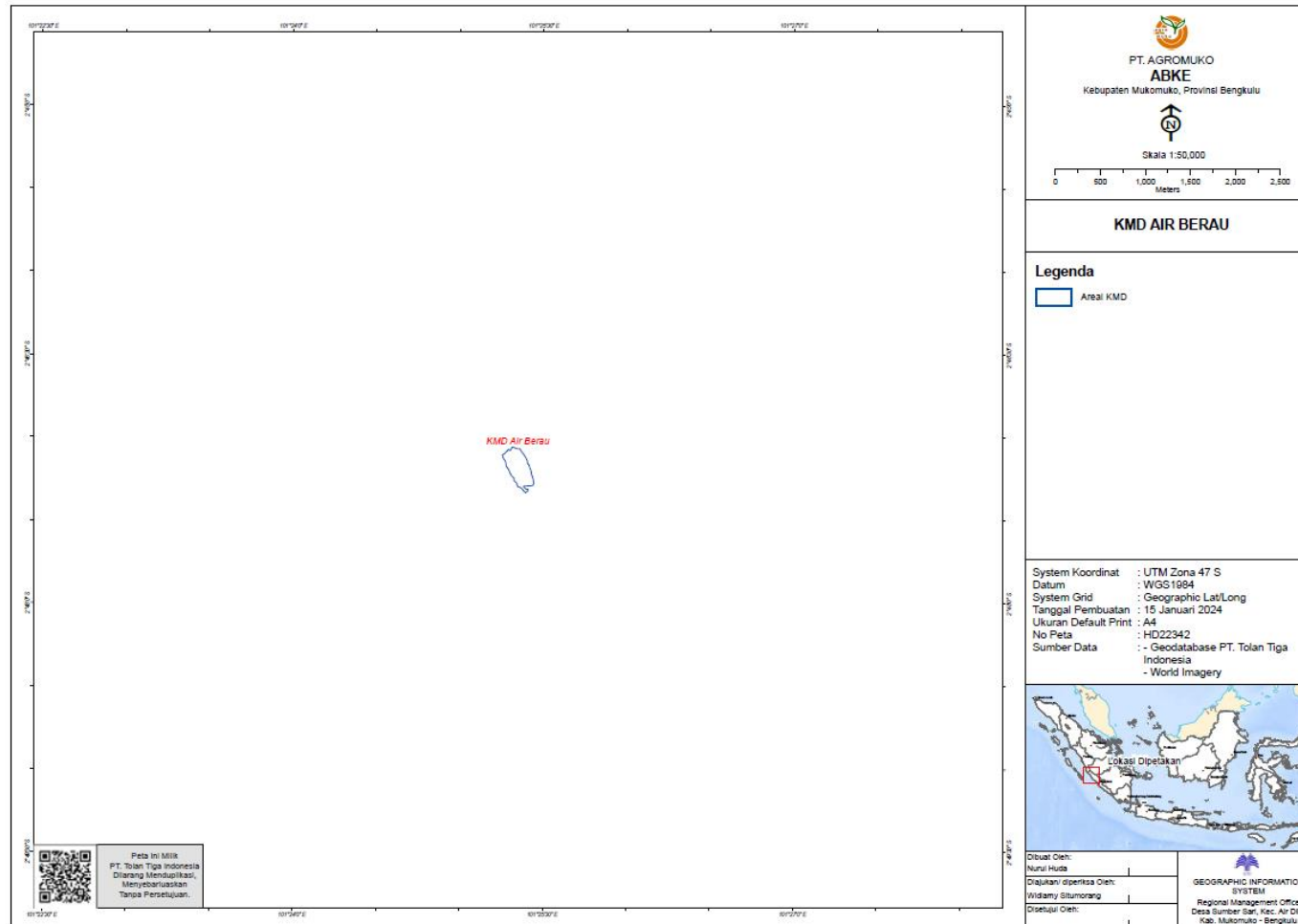


Koperasi Harapan Jaya Lubuk Talang (KHJLT)



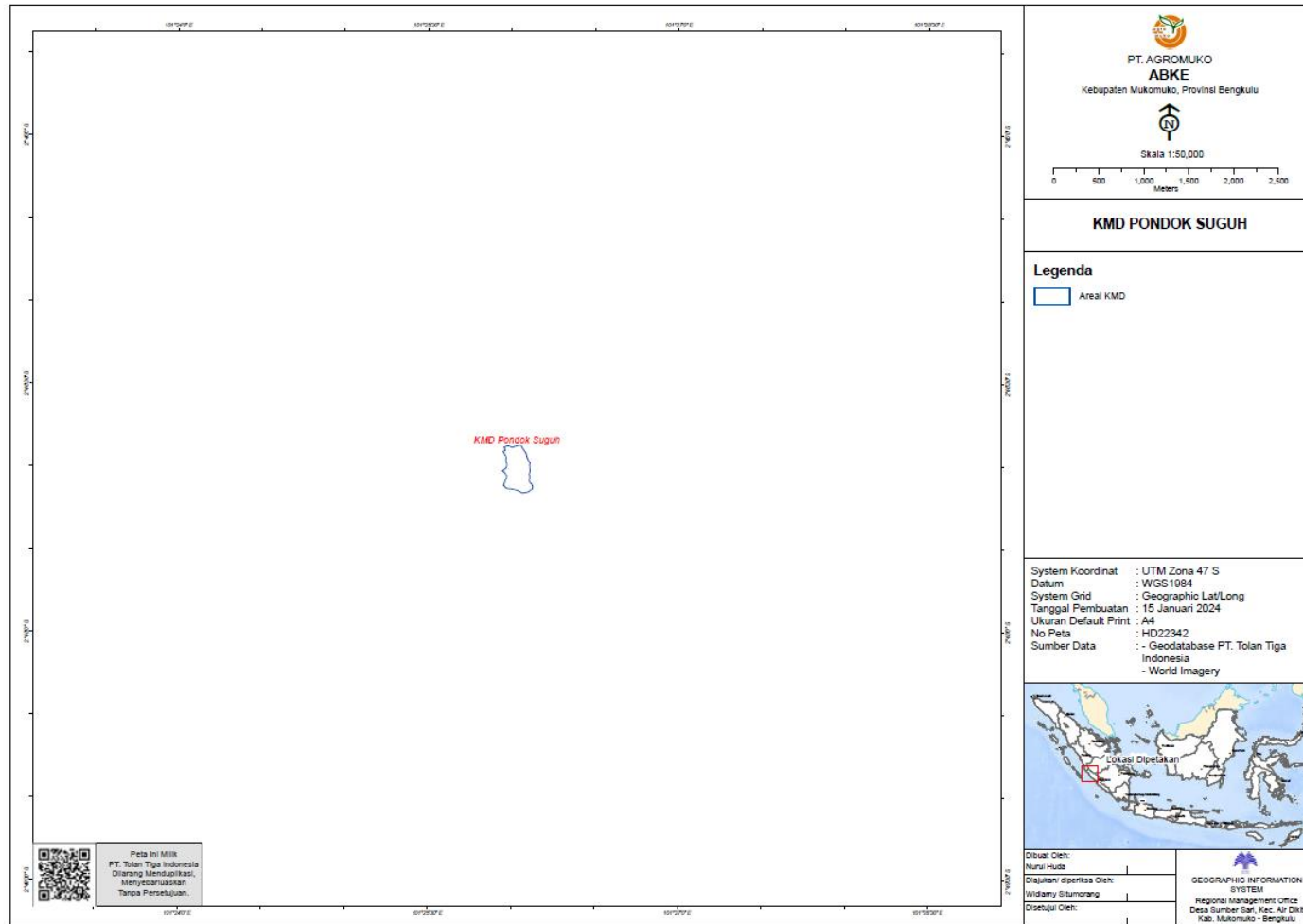
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KMD Air Berau



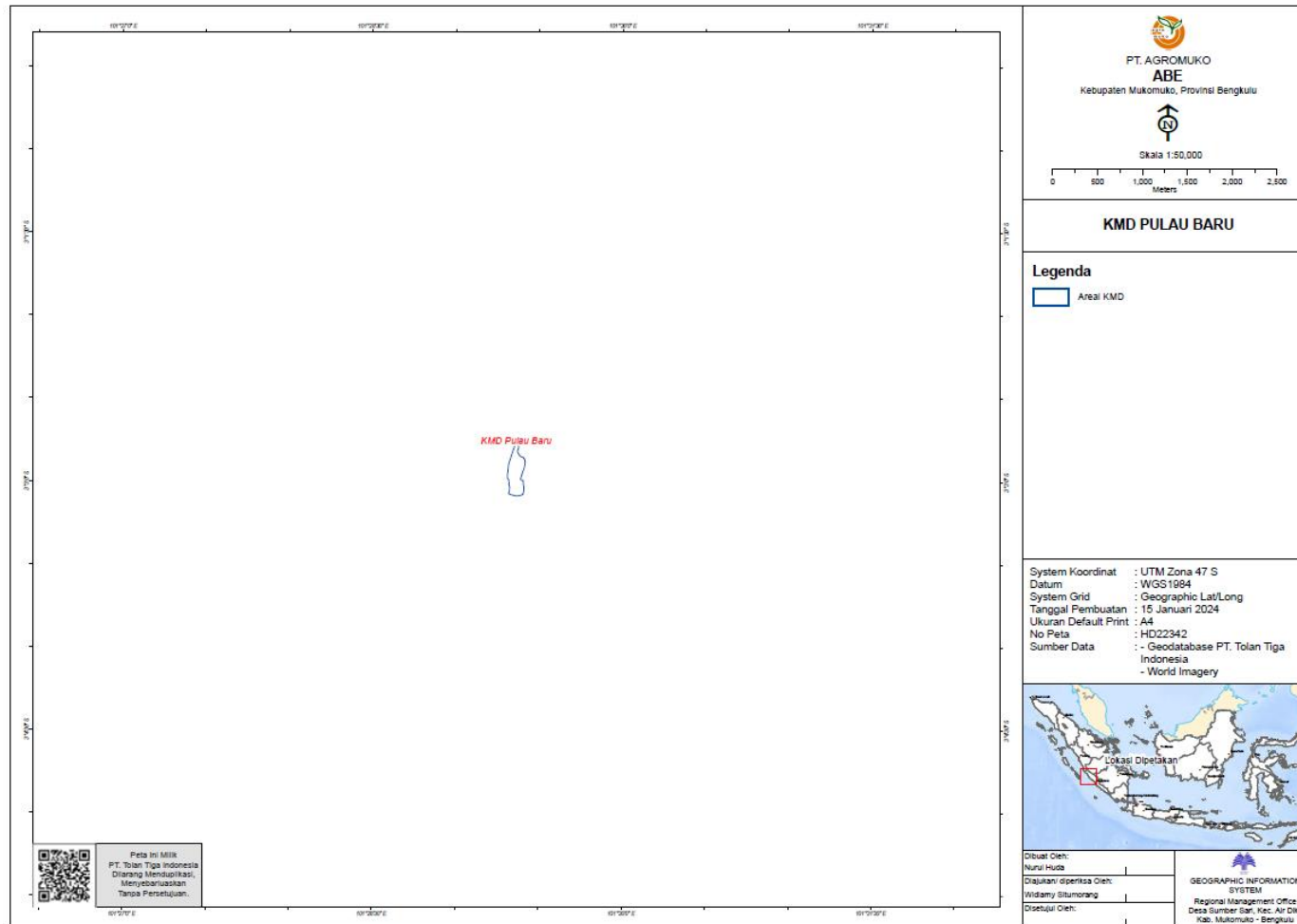
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KMD Pondok Suguh



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KMD Pulau Baru



Appendix E: List of Smallholder Registered and/or sampled

Not Applicable

Appendix F: List of Abbreviations

a.i	Active Ingredient
ABE	Air Buluh Estate
ABKE	Air Bikuk Estate
AM	Agromuko
AMTT	Agromuko Tank Terminal
BOD	Biochemical Oxygen Demand
BPJS	Badan Penyelenggara Jaminan Sosial (Social or Health Insurance)
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
CLA	Collective Labour Agreement
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS – CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
ISS	Independent Smallholder Standard
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MMAS	Mukomuko Agro Sejahtera
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKB	Perjanjian Kerja Bersama (Collective Labour Agreement)
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment

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SIA Social Impact Assessment
SOP Standard Operating Procedure
SPK Surat Perjanjian Kerja (Contract)