

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

Initial Assessment

Annual Surveillance Assessment (Choose an item.)

Recertification Assessment (Choose an item.)

Extension of Scope

<p>KOPERASI BERINGIN JAYA (Independent Smallholders)</p>
<p>Client company Address: Jl. Hang Jebat Dusun Sungai Pinang, Kampung Koto Ringin, Mempura District, Siak Regency, Riau Province – 28773, INDONESIA</p>
<p>Certification Unit: Koperasi Beringin Jaya Location of Certification Unit: Jl. Hang Jebat Dusun Sungai Pinang, Kampung Koto Ringin, Mempura District, Siak Regency, Riau Province – 28773, INDONESIA</p>
<p>Date of Final Report: 2nd April 2021</p>

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Section 1: Scope of the Certification Assessment

1. Company Details			
Parent Company	Koperasi Beringin Jaya		
RSPO Membership Number	1-0290-20-000-00	Membership Approval Date	06/02/2020
Address	Jl. Hang Jebat Dusun Sungai Pinang, Kampung Koto Ringin, Mempura District, Siak Regency, Riau Province 28773, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Koperasi Beringin Jaya		
Location / Address	Jl. Hang Jebat Dusun Sungai Pinang, Kampung Koto Ringin, Mempura District, Siak Regency, Riau Province – 28773, Indonesia		
Website	-		
Management Representative	Mr. Mustawi	E-mail	beringinjaya.ics@gmail.com
Telephone	+62852 6414 5008	Facsimile	

2. Certification Information			
Certificate Number	RSPO 733101	Date of First Certification	02/04/2020
		Certificate Start Date	02/04/2020
		Certificate Expiry Date	01/04/2026
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
Visit Objectives	To conduct a certification assessment to ensure the elements of the proposed scope of registration and the requirements of the RSPO Independent Smallholder Standard, 6 November 2019 are effectively addressed by the organisation's management and to confirm the forward strategic plan.		
Assessment Cycle	<input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Annual Surveillance Assessment (RA Choose an item. ; ASA Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> (<i>Insert Country</i>) National Interpretation (<i>Insert year</i>) for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard (ISH) 2019		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved <input type="checkbox"/> Mass Balance <input type="checkbox"/> Not Applicable		
ISH certification status	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
None	None	None	None

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Beringin Jaya (197 smallholders)	Jl. Hang Jebat Dusun Sungai Pinang, Kampung Koto Ringin, Mempura District, Siak Regency, Riau Province, 28773, Indonesia	0°49'50.77" N	102°04'22.03" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Beringin Jaya (197 smallholders)	372.8	-	-	372.8	100
Total	372.8	-	-	372.8	100

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Koperasi Beringin Jaya (197 smallholders)	-	-	372.8	-	-	372.8	-
Total (ha)	-	-	372.8	-	-	372.8	-

Note:

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated	Actual	Forecast (April 2021 – March 2022)

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		<i>Previous license period (key in period covered)</i>	<i>Current license period (key in period covered)</i>	
Koperasi Beringin Jaya (197 smallholders)	-	-	-	7,026.10 MT
Total	-	-	-	7,026.10 MT

Note: This is Initial Certification, therefore no certified FFB's were produced from current time.

8. Certified Tonnage of FFB (from other certified unit(s))				
Estate	Tonnage / year			Forecast (April 2021 – March 2022)
	Estimated	Actual		
	N/A	<i>Previous license period (key in period covered)</i>	<i>Current license period (key in period covered)</i>	N/A
None		N/A	N/A	
Total		N/A		

Note:

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Independent FFB Supplier	Tonnage / year			Forecast (April 2021 – March 2022)
	Estimated	Actual		
		<i>Previous license period (key in period covered)</i>	<i>Current license period (key in period covered)</i>	
N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A		N/A

Note:

10. Certified Tonnage				
Mill Capacity: N/A	Estimated	Actual		Forecast (April 2021 – March 2022)
	FFB	FFB		FFB
	None	<i>Previous license period (key in period covered)</i>	<i>Current license period (key in period covered)</i>	7,026.10 MT

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		None	None	
	CPO (OER: %)	CPO (OER: %)	%	CPO (OER: 20 %)
	None	None	None	1,405.3 MT
	PK (KER: %)	PK (KER: %)	%	PK (KER: 5 %)
	None	None	None	351.3 MT
TOTAL	N/A			N/A

Note: This is Initial Certification, therefore no certified FFB's were produced from current time.

11. Actual Sold Volume (CPO)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	N/A	N/A	N/A	N/A	N/A
Previous License period					
CPO (MT)	N/A	N/A	N/A	N/A	N/A

12. Actual Sold Volume (PK)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	N/A	N/A	N/A	N/A	N/A
Previous License period					
PK (MT)	N/A	N/A	N/A	N/A	N/A

13. Independent Smallholders Certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	None	None
IS-CSPKO	None	None
IS-CSPKE	None	None

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 84,000 certified locations and clients in over 180 countries. BSI Standards 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 **16-18 November 2020**. The audit programme is included as Section 2.3.

The approach to the audit was to treat the independent smallholders 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 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. RSPO Principles & Criteria 2018 for the Production of Sustainable Palm Oil (**RSPO Independent Smallholder Standard, 30 September 2019**) was used to guide the assessment of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (and smallholders) of its supply base.

- The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (0.8\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula $(0.8\sqrt{y}) \times (z)$; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

Meetings were held 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 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

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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 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

For Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification 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 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Koperasi Beringin Jaya	X	X	X	X	X

Tentative Date of Next Visit: November 1, 2021 - November 3, 2021

Total No. of Mandays: 7.5

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Yudwi Wisnu Rahmanto (YWR)	Team Leader	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) 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 and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this assessment, he verify on aspects A – ICS: Group entity and group management requirements.; B – ICS: Policies and management, Principle 2.

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<p>Eko Purwanto (EP)</p>	<p>Team Member</p>	<p>He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has been trained for lead auditor of RSPO P&C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery. During this assessment, he verify on aspects C– ICS: Group Business planning; D – ICS: Group trading system for certified volumes, Principle 1.</p>
<p>Imam Fakhrurozi (IF)</p>	<p>Team Member</p>	<p>Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years working experience related to oil palm industry, as a sustainability and HSE officer in oil palm Plantation Company in Indonesia. Imam has completed a number of relevant trainings, the training includes ISO 9001:2008 and EMS 14001:2004 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed course. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015. During this assessment, he verify on aspects Principle 3 and Principle 4.</p>

Accompanying Persons: None

2.3 Assessment Plan

The Assessment plan was sent to the client prior to the assessment (attached assessment plan).

Date	Time	Subject/Activities	YWR	EP	IF
<p>Monday, 16/11/2020</p>	<p>07.45 – 09.40</p>	<p>Flight Jakarta - Pekanbaru</p>	<p>√</p>	<p>√</p>	<p>√</p>
	<p>10.00 – 12.00</p>	<p>Travelling Pekanbaru – Koperasi Beringin Jaya</p>	<p>√</p>	<p>√</p>	<p>√</p>
	<p>12.00 – 14.00</p>	<p>Lunch Break</p>	<p>√</p>	<p>√</p>	<p>√</p>
	<p>14.00 – 14.30</p>	<p>Opening Meeting Opening Presentation by Audit Team Leader. Ensure the assessment scope, term and condition, document access and audit plan explanation.</p>	<p>√</p>	<p>√</p>	<p>√</p>
	<p>14.30 – 17.00</p>	<p>Document verification and relevant records: Interview with Group Manager and ICS Koperasi Beringin Jaya.</p> <ul style="list-style-type: none"> • A – ICS: Group entity and group management requirements. 	<p>√</p>	<p>√</p>	<p>√</p>

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Date	Time	Subject/Activities	YWR	EP	IF
		<ul style="list-style-type: none"> • B – ICS: Policies and management. • C – ICS: Group Business planning. • D – ICS: Group trading system for certified volumes. 			
Tuesday, 17/11/2020	08.00 – 12.00	Field visit: Ground verification to smallholders sample plots concerning implementation of RSPO Independent Smallholders Standard Total smallholders sample is 16 plots .	√	√	√
	09.00	Stakeholder consultation: relevant agencies of Siak Regency (Environmental Agency, Plantation/Agriculture Agency, Cooperative Agency, Land Office); NGO; Representative of Communities; Contractor.	√		
	12.00 – 14.00	Lunch Break	√	√	√
	14.00 – 17.00	Field visit (continued) Stakeholder consultation (continued)	√	√	√
Wednesday, 18/11/2020	08.00 – 12.00	Document verification and records related implementation of RSPO Independent Smallholders Standard. <ul style="list-style-type: none"> • Principle 1: Optimise productivity, efficiency, positive impacts and resilience. • Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing • Principle 3: Respect human rights, including workers' rights and conditions • Principle 4: Protect, conserve and enhance ecosystems and the environment 	√	√	√
	12.00 – 14.00	Lunch Break	√	√	√
	14.00 – 15.30	Document verification and records related implementation of RSPO Independent Smallholders Standard. (continued)	√	√	√
	15.30 – 16.00	Closing meeting Preparation	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- KOPERASI BERINGIN JAYA Multiple Management Units / Time Bound Plan
- RSPO Principle and Criteria (P&C) 2018 for the Production of Sustainable Palm Oil
- RSPO Group Certification Standard 2016
- (*Insert Country*) National Interpretation (*Insert Year*) for RSPO P&C 2018
- Independent Smallholder Standard 2019

3.2 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Have all the estates and mills certified within five years after obtaining RSPO membership?	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
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?	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
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	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable

with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable

3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? 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.	Koperasi Beringin Jaya is an Independent Smallholders, this is Not Applicable.	Not Applicable

3.4 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 and Minor nonconformities and **Four (4)** Opportunity For Improvement raised. The **KOPERASI BERINGIN JAYA** Certification unit no need to submit Corrective Action Plans. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	None	Clause & Category (Critical / Minor)	
Date Issued		Due Date	
Closed (Yes / No)		Date of nonconformity Closure	
Statement of Nonconformity:			
Requirement Reference:			

Objective Evidence:	
Corrections:	
Root Cause Analysis:	
Corrective Actions:	
Assessment Conclusion:	

Opportunity for Improvements	
OFI #	Description
OFI 1	1988279-202011-I1 Koperasi Beringin Jaya has implemented best management practices for oil palm plantations on peatlands, namely by installing and monitoring groundwater levels and subsidence stakes, for example in Plots on behalf of Fauzul (Block 9B, KT IV). Consider fencing around groundwater level monitoring points and subsidence stakes.
OFI 2	1988279-202011-I2 Based on field visits and interviews with farmer members, it can be verified that none of the members use chemicals to control weeds and pests. For rat pest control, consider using a barn owl (<i>Tyto alba</i>) and starting with making an owl cage.
OFI 3	1988279-202011-I3 Determination of HCV 1 and HCV 4 areas in the HCV 2020 assessment identification report and management practices within Koperasi Beringin Jaya area to be maintained and / or enhanced through the precautionary principle.
OFI 4	1988279-202011-I4 Koperasi Beringin Jaya has established a management plan for the Group Control System (SKI) in Standard Operating Unit Procedures on Criteria and Requirements for Members, Initial Gap Assessment of New Members and Provisions for Member Exit and Rejoin ICS can improve the implementation of the Group Control System (SKI) management plan to ensure that individual members have demonstrated compliance with the SKI, namely sanctions for SKI Planning Violations.

Positive Findings	
PF #	Description
PF 1	Koperasi Beringin Jaya as independent smallholders that cultivate oil palm crops on peatland area is very concern to maintain the peat ecosystem by frequently monitoring and collaborate with Land Fire Controller Organization or "Manggala Agni".

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	None	Clause & Category (Critical / Minor)	
Closed (Yes / No)		Date of nonconformity Closure	
Statement of Nonconformity:			
Requirement Reference:			
Objective Evidence:			
Corrective Actions:			
Assessment Conclusion:			

Opportunity for Improvement	
OFI#	Description
OFI 1	None

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
None				

3.5 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 **KOPERASI BERINGIN JAYA** 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

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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.

List of Stakeholders contacted	
Internal Stakeholders	Union/Contractors <ul style="list-style-type: none"> - PT Budi Tani Kembang Jaya (Independent Mill that receives FFB from Koperasi Beringin Jaya) - Village Head of Koto Ringin - PT Permodalan Siak (PERSI) as Smallholders developer.
Government Departments <ul style="list-style-type: none"> - Cooperative Department of Siak Regency - Environmental Department of Siak Regency - Plantation Department of Siak Regency - Land Fire Controller Organization "Manggala Agni" Region Sumatera VI, Siak Regency 	NGO

Stakeholders comment	
01	<p>Feedbacks: Village Head of Koto Ringin</p> <ul style="list-style-type: none"> - In 2017 WORLD RESEARCH INSTITUTE (WRI) start to run the development project in Koperasi Beringin Jaya to assist the independent smallholders program. - Koperasi Beringin Jaya is one of local (regency) government program towards Green Sustainable Siak program. - At the beginning, land status of Koperasi Beringin Jaya is owned by communities which current status is owned by cooperative members. - Village government is totally support Koperasi Beringin Jaya to achieve RSPO certification that can make the village proud through the sustainability certification. <p>Management Responses:</p> <ul style="list-style-type: none"> - We as the Beringin Jaya Cooperative management, thankful to WORLD RESEARCH INSTITUTE (WRI) which has assist us with sustainable program through capacity building, increasing knowledge for how to cultivate oil palm crops sustainably, respect to the environment, respect to the people and concern to social aspect. also assist smallholders to manage their plots in agronomy best practice, because we cultivate oil palm in peatlands area. - Koperasi Beringin Jaya is one of Siak government project in oil palm development sector with aims to increasing communities welfare. - To be RSPO certified is one of cooperative management target. But the important things are we as independent smallholders can managed our land sustainably. <p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation.</p>
02	<p>Feedbacks: PT Budi Tani Kembang Jaya (Independent Mill that receives FFB from Koperasi Beringin Jaya)</p> <ul style="list-style-type: none"> - Collaboration with Koperasi Beringin Jaya started from 2017-2018 through the FFB sales agreement/contract in annual basis.

	<ul style="list-style-type: none"> - FFB's quality from Koperasi Beringin Jaya is good category and its maturity level is excellence rather than other sources. - FFB prices following the market trends and we as Mill very pleased to collaborate with Koperasi Beringin Jaya.
	<p>Management Responses:</p> <ul style="list-style-type: none"> - There are several independent mill around the Kotingin Village, however the FFB price is much cheaper than the market price and the penalty deduction is greater. Only Budi Tani Mill buys at a stable price and the deduction is small, even though the mill located forest.
	<p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation.</p>
<p>03</p>	<p>Feedbacks: Land Fire Controller Organization "Manggala Agni" Region Sumatera VI, Siak Regency.</p> <ul style="list-style-type: none"> - Manggala Agni giving training and land fire management to communities, members of Manggala Agni Team includes smallholders member of Koperasi Beringin Jaya. - Area of Koperasi Beringin Jaya categorized peatlands then high risk for land fire. Due to collaborative management between Manggala Agni and communities, based on data recorded there was no fire occurs since last 7 years in Siak Regency particularly in peat area of Kotingin Village. <p>Management Responses: 10 smallholders member of Koperasi Beringin Jaya is part of the Manggala Agni team with assigned to monitor peatland area frequently. Since collaborative in Land fire management and monitoring, cooperative managed area which peatland are well monitored and no fire issues occurs.</p> <p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation. This is positive feedback.</p>
<p>04</p>	<p>Feedbacks: Cooperative Department of Siak Regency</p> <ul style="list-style-type: none"> - Koperasi Beringin Jaya plantation area build and developed by Siak government. - Most of cooperative plantation that developed by Siak government is located in Peatland. - Cooperative Annual Meeting (RAT) in 2020 was cancelled due to Covid-19 pandemic. - Positive value from WORLD RESEARCH INSTITUTE (WRI) assistance is improving organisation development and administration. <p>Management Responses: Yes, Annual meeting Koperasi Beringin Jaya in 2020 was cancelled due to prohibition of people gather caused Covid-19 pandemic. In previous Annual Meeting, usually witnessed by representative of Cooperative Department, but not for this year.</p> <p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation. This is positive feedback.</p>
<p>05</p>	<p>Feedbacks: Environmental Department of Siak Regency</p> <ul style="list-style-type: none"> - Koperasi Beringin Jaya is one of local (regency) government program towards Green Sustainable Siak program.

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	<ul style="list-style-type: none"> - Environment Department is fully support in this program and monitor frequently, because this RSPO certification is witnessed and monitor by Regent of Siak and Governor of Riau to become a successful pilot and bring a good name to the district in the Green Siak program. - Environmental Statement (SPPL) for all members of Koperasi Beringin Jaya is in progress to be issued by the government.
	<p>Management Responses:</p> <ul style="list-style-type: none"> - Koperasi Beringin Jaya frequently contact and consult to Environmental Department of Siak Regency in mentoring and they are very supportive to assist, including assistance on submitting Environmental Statement (SPPL).
	<p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation. This is positive feedback.</p>
06	<p>Feedbacks: Plantation Department of Siak Regency</p> <ul style="list-style-type: none"> - This program aims to Improve People's Economy from Siak Regency Government. - Plantation development started in 2005 with assisted by PT Permodalan Siak as Funding Support - Oil Palm Cultivation Registration Letter (STD-B) for all members of Koperasi Beringin Jaya already submitted and waiting for issuance.
	<p>Management Responses:</p>
	<p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation. This is positive feedback.</p>
07	<p>Feedbacks: PT Permodalan Siak (PERSI) as Smallholders developer and funding organisation.</p> <ul style="list-style-type: none"> - PT Permodalan Siak (PERSI) is regency-owned enterprise (BUMD) that aims to supporting in communities development in Siak Regency. - Koperasi Beringin Jaya is one of pilot project in oil palm cultivation on peatland area which started develop in 2005. - PERSI is fully support to Koperasi Beringin Jaya in RSPO certification program, to increase smallholders economic welfare.
	<p>Management Responses:</p> <ul style="list-style-type: none"> - Koperasi Beringin Jaya very thankful to PERSI for supporting in funding and plantation development. - PERSI still assist Koperasi Beringin Jaya in consulting related organisation management and financial administration.
	<p>Audit Team Findings: Feedback from stakeholder already verified during the smallholders organisation. This is positive feedback.</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
-	-	-	-	-	-

Assessor Notes: *Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government program through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.*

The smallholders land/blocks/plots are state ownership and due to Siak Regency program, the process of land use rights ownership also facilitated by the government. Status of smallholder land use are still original since the first development.

Previous land owner / user comment	
	Feedbacks: -
	Management Responses: -
	Audit Team Findings: -

3.6 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 remains appropriate. Based on the results of this audit, it is concluded that **KOPERASI BERINGIN JAYA** has complied with the RSPO Principles and Criteria 2018 for Sustainable Palm Oil (**RSPO Independent Smallholder Standard, 30 September 2019**) and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of **KOPERASI BERINGIN JAYA** is continued.

Report prepared by	Acceptance of Assessment Conclusion
Name: Yudwi Wisnu Rahmanto	Name: Mustawi
Company Name: PT. BSI Group Indonesia	Company Name: Koperasi Beringin Jaya
Title: Lead Auditor	Title: Group Manager
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: 12 February 2021	Date: 12 February 2021

Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
<p>Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p>Criteria 1.1 Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
Eligibility	<p>E Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration). 	<p>Koperasi Beringin Jaya has documented evidence of legal entity that comply to the RSPO ISH standard, such as:</p> <ol style="list-style-type: none"> 1. Deed of Establishment Koperasi Beringin Jaya dated 10 March 2002, No.15/BH/DKP.4/1.2/III/2002. Cooperative register number: 1405012050013. 2. Decision making are made fairly, establishment of Koperasi Beringin Jaya are made by numbers of person representing the land owner. Keterangan Rencana Kabupaten (KRK) No.97/KRK/PU TARUKIM/2020 dated 31 March 2020. 3. "Surat Tanda Daftar Budidaya" (STDB) Perkebunan Masyarakat of each member, e.g. STDB-04-14.08-52-2020-02 (Akasih, 1.8 Ha); STDB-04-14.08-52-2020-03 (Dewi Puspita Sari, 1.8 Ha); STDB-04-14.08-52-2020-04 (Ismail, 1.8 Ha). <p>Declaration from smallholder members are available, e.g.: "Surat Pernyataan Kesediaan Mengikuti Sertifikasi RSPO dan Mematuhi Prinsip, Persyaratan dan Indikator" dated 1 July 2020, Farmer Group Tandan Bertuah on behalf Abdul Somad, Haryanto, Paiman; Farmer Group Tani Makmur on behalf Anuar, Misrah and Riono.</p>	Complied
Milestone A	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms,</p>	<p>Organization Structure of Internal Control System Koperasi Beringin Jaya has been established, chaired by Mr. M. Yusuf Ritonga. Member of Koperasi Beringin Jaya consist of Farmer Group Niur Jaya, Jaya</p>	Complied

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	<p>financial management, and best practices for smallholder organisations.</p>	<p>Bersama, Tandan Bertuah, Tani Makmur, Sawit Jaya, Sawit Makmur and Maju Bersama. Main tasks and function of Group Manager, Operations Managers and units.</p> <p>FFB price mechanism has been understood by members, which is based on price from the palm oil mill (buyer). In 2020, all FFB from smallholder are sold to PT Budi Tani Kembang Jaya. FFB price are informed to the cooperative management and the farmer member, deduction is calculated to each member. Deduction applied to member who use workers from cooperative, fertilizer and pesticide used, transportation, community contribution etc.</p> <p>Training on good agriculture practice has been carried out to group members as evidence below:</p> <ul style="list-style-type: none"> - <i>Pelatihan Kelembagaan dan Sertifikasi Keberlanjutan untuk ICS dan Ketua Kelompok</i> - Training on Sustainability Certification for ICS and Group Manager, dated 16 Jul 2018. Attended by 15 members, including ICS and cooperative organisation management structure. - <i>Pengendalian Kebakaran Hutan dan Lahan di Kabupaten Siak</i> – Training on Forest Fire Control, dated 22 Jan 2020. - <i>Pelatihan ISH Standard Baru, Premium Sharing dan Pencatatan Produksi</i> – Training on New ISH Standard, Premium Sharing and Production Recording, dated 31 Aug 2020. Attended by 68 members. - <i>Teknik Budidaya Tanaman Kelapa Sawit</i> – Training on oil palm cultivation; 25 Sep 2018. 	
<p>Milestone B</p>	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> • Fair and transparent decision-making and governance • Sustainable financial management 	<p>FFB price mechanism has been understood by members, which is based on price from the palm oil mill (buyer). In 2020, all FFB from smallholder are sold to PT Budi Tani Kembang Jaya. FFB price are informed to the cooperative management and the farmer member, deduction is calculated to each member. Deduction applied to member</p>	<p>Complied</p>

		<p>who use workers from cooperative, fertilizer and pesticide used, transportation, community contribution etc.</p> <p>Financial report presented in the annual meeting "Rapat Anggota Tahunan". Example "Neraca" (financial balance) per 31 December 2018, consist of asset (active & passive), obligation (short term, long term and equity). Financial management are well recorded.</p> <p>It was evident record "Rekap Hasil dan Pemotongan TBS Koperasi Beringin Jaya", contain FFB Gross weight; Nett weight; sortation; tax; deduction to PT Persi; transportation; weighing; road maintenance; office; management fee; savings; nett income.</p> <p>Koperasi Beringin Jaya has a production estimated as documented on "Rencana Produksi TBS dan Realisasi TBS Kelompok Tani Koperasi Beringin Jaya 2020", demonstrated a sustainable financial management.</p>	
<p>Criteria 1.2 Smallholders have the capacity to effectively manage their farm.</p>			
Eligibility	Not Applicable		Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<p>Training on good agriculture practice has been carried out to group members in January-February 2020. Training comprise traceability of FFB, pesticide handling, hazardous waste, OHS, firefighting and HCV.</p> <ul style="list-style-type: none"> - <i>Pelatihan Kelembagaan dan Sertifikasi Keberlanjutan untuk ICS dan Ketua Kelompok</i> - Training on Sustainability Certification for ICS and Group Manager, dated 16 Jul 2018. - <i>Pengendalian Kebakaran Hutan dan Lahan di Kabupaten Siak</i> – Training on Forest Fire Control, dated 22 Jan 2020. 	Complied

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		<ul style="list-style-type: none"> - <i>Pelatihan ISH Standard Baru, Premium Sharing dan Pencatatan Produksi</i> – Training on New ISH Standard, Premium Sharing and Production Recording, dated 31 Aug 2020. - <i>Teknik Budidaya Tanaman Kelapa Sawit</i> – Training on oil palm cultivation; 25 Sep 2018. 	
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale	<p>Record of smallholder activity are maintained through daily activity book “Buku Aktifitas Harian” that cover activity of harvesting, fertilizing, upkeep and IPM.</p> <p>Sample of “Buku Aktifitas Harian” were evident, e.g.:</p> <ul style="list-style-type: none"> - Suctipto; Block 4B; Farmer Group Tani Makmur; Harvesting 2 rounds per month; Fertilizer KCl on 23/04/2020, total 250 kg; weeding on 03/07/2020 and 03/07/2020. - Kadimun; Block 4A; Farmer Group Tani Makmur; Harvesting 2 rounds per month; Fertilizer KCl on 17/01/2020, total 250 kg; weeding on 22/02/2020 and 23/02/2020. - Muin; Block 8A; Farmer Group Tani Makmur; Harvesting 2 rounds per month; Fertilizer KCl on 17/01/2020, total 250 kg; weeding on 23/02/2020 and 24/02/2020. 	Complied
<p>Criteria 1.3 Smallholders implement good agricultural practices (GAP) on their farms</p>			
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (reference Smallholder Declaration, 1.1 E, Annex 2).	<p>Smallholders commit to implement good agricultural practices. This commitment already written in smallholder declaration “Surat Pernyataan Pekebun Kesiadaan Mengikuti Sertifikasi RSPO dan Komitmen Meatuhi Prinsip, Persyaratan dan Indikator RSPO”. All members have signed the declaration.</p> <p>Record of smallholder activity are maintained through daily activity book “Buku Aktifitas Harian” that cover activity of harvesting, fertilizing, upkeep and IPM.</p>	Complied

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Milestone A	Smallholders complete training on GAP	<p>Training on good agriculture practice has been carried out to group members in January-February 2020. Training comprise traceability of FFB, pesticide handling, hazardous waste, OHS, firefighting and HCV.</p> <ul style="list-style-type: none"> - <i>Pelatihan Kelembagaan dan Sertifikasi Keberlanjutan untuk ICS dan Ketua Kelompok</i> - Training on Sustainability Certification for ICS and Group Manager, dated 16 Jul 2018. - <i>Pengendalian Kebakaran Hutan dan Lahan di Kabupaten Siak</i> – Training on Forest Fire Control, dated 22 Jan 2020. - <i>Pelatihan ISH Standard Baru, Premium Sharing dan Pencatatan Produksi</i> – Training on New ISH Standard, Premium Sharing and Production Recording, dated 31 Aug 2020. - <i>Teknik Budidaya Tanaman Kelapa Sawit</i> – Training on oil palm cultivation; 25 Sep 2018. 	Complied
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	Based on field visit to smallholder’s block, e.g. Muin, Kadimun, Sumadi, Faizul, Sucipto and Jumadi, it was verified that smallholders have adopted good agricultural practices in their blocks. FFB sold, fertiliser input, weeding rotation are recorded and can be traced.	Complied
<p>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Comply with the law and respect communities’ rights</p>			
<p>Criteria 2.1 Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	Koperasi Beringin Jaya had conducted map overlapping between Smallholders area and Forest Area as per Ministry of Forestry and Environmental. Map of “Kawasan Hutan di Sekitar Koperasi Beringin Jaya, Siak, Riau” with appropriate scale. Source: SK Menhut No. 903 Tahun 2016, Badan Pemantapan Kawasan Hutan. It is clear that area of Koperasi Beringin Jaya located outside the Forest Area.	Complied

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Milestone A	Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.	<p>Act of Cooperative Establishment "Akta Pendirian Koperasi Beringin Jaya, Desa Kotaringin, Kec. Siak, Kab. Siak, Propinsi Riau" has been registered and approved by "Kepala Dinas Koperasi dan Pengusaha Kecil Menengah Kab. Siak" dated 15 March 2002 as per Number: 15/BH/DKP.4/1.2/III/2002.</p> <p>Certificate of Cooperative Registered Number (Nomor Induk Koperasi): 1405012050013, dated 16 October 2019 by Ministry of Cooperative and Small-Medium Enterprises. Expiry date: 15 March 2021.</p> <p>Based on landownership of smallholders database, the members have Certificate of Land Ownership History (SKRP) and / or a Certificate of Compensation / SKGR issued by the village head. During Initial Certification visit, smallholders can demonstrate these documents.</p>	Complied
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	Based on field visit in sample of independent smallholders plots in Mrs. Nursiah, Mr. Supaing, Mr. Rahman, Mr. Setiawan S and Mr. Yusuf Ritonga, it was sighted and verified that smallholders boundary pegs are visible and well maintained.	Complied
<p>Criteria 2.2 Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.</p>			
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	<p>Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>The smallholders land/blocks/plots are state ownership and due to Siak Regency programme, the process of land use rights ownership also facilitated by the government.</p>	Complied

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		Based on landownership of smallholders database, the members have Land Historical Statement or "Surat Keterangan Riwayat Pemilikan Penguasaan Tanah" and/or Ownership Certificate (SHM). During Initial Certification visit, smallholders can demonstrate these document.	
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	<p>Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>The smallholders land/blocks/plots are state ownership and due to Siak Regency programme, the process of land use rights ownership also facilitated by the government.</p> <p>Based on landownership of smallholders database, the members have Land Historical Statement or "Surat Keterangan Riwayat Pemilikan Penguasaan Tanah" and/or Ownership Certificate (SHM). During Initial Certification visit, smallholders can demonstrate these document.</p>	Complied
Milestone B	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	<p>Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>The smallholders land/blocks/plots are state ownership and due to Siak Regency programme, the process of land use rights ownership also facilitated by the government.</p> <p>Based on landownership of smallholders database, the members have Land Historical Statement or "Surat Keterangan Riwayat Pemilikan</p>	Complied

		Penguasaan Tanah” and/or Ownership Certificate (SHM). During Initial Certification visit, smallholders can demonstrate these document.	
Criteria 2.3			
The right to use the land is not disputed by indigenous peoples, local communities or other users			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	<p>Smallholder declaration under “Surat Pernyataan Pekebun Kesediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO”.</p> <p>Sample of smallholder declaration which have signed by smallholders are:</p> <ol style="list-style-type: none"> 1. SH Name: Agus Misman. SH group: Jaya Bersama. Signed of Declaration: 4th July 2020. 2. SH Name: Amir R. SH group: Jaya Bersama. Signed of Declaration: 4th July 2020. 3. SH Name: Asral. SH group: Tani Makmur. Signed of Declaration: 1st July 2020. 4. SH Name: Haris Musodat. SH group: Tani Makmur. Signed of Declaration: 1st July 2020. 5. SH Name: Rusimah. SH group: Sawit Jaya. Signed of Declaration: 3rd July 2020. 6. SH Name: Sarinah. SH group: Sawit Jaya. Signed of Declaration: 3rd July 2020. 	Complied
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Based on interview with local government (village head), relevant agencies of Siak Regency, there is no land disputes occurs within Koperasi Beringin Jaya area since the first time developed in 2005. Also, the area of Koperasi Beringin Jaya is developed through Siak Regency project.	Complied

		Dispute mechanism described in "SOP Managerial ICS Tentang Pencegahan dan Penyelesaian Sengketa (No:2/SOP-MO/ICS-KBJ/VIII/2020), tanggal 18 Agustus 2020"	
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Based on interview with local government (village head), relevant agencies of Siak Regency, there is no land disputes occurs within Koperasi Beringin Jaya area since the first time developed in 2005. Also, the area of Koperasi Beringin Jaya is developed through Siak Regency project. Dispute mechanism described in "SOP Managerial ICS Tentang Pencegahan dan Penyelesaian Sengketa (No:2/SOP-MO/ICS-KBJ/VIII/2020), tanggal 18 Agustus 2020"	Complied
Criteria 2.4 Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau. Based on the correspondence between the cooperative and the Public Works Office for Spatial Planning for Public Housing and Settlement Areas in Siak Regency (reply letter on March 31, 2020) it is stated that based on technical studies and regulations that: a. Refer to the Minister Decree of Environment and Forestry No. 130 / MENLHK / SETJEN / PKL.0 / 2/2017 concerning the Establishment of the National Peat Ecosystem Function Map. The Koperasi Beringin Jaya submitted area is located in the Peat	Complied

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		<p>Hydrological Unit with protection functions covering an area of ±8.29 Ha. This regulation using map with scale 1:250,000.</p> <p>b. Considering Minister of Environment and Forestry Decision Letter No. SK7099 / MENLHK-PKTL / IPSDH / PLA.1 / 2019 related PIPPIB, this location is included in the Peat Hydrological Unit covering an area of ±147.32 Ha.</p> <p>c. Based on the Spatial Planning (RTRW) of Riau Province 2018 - 2038, the location of Koperasi Beringin Jaya is categorized as Agriculture land with an area of ±189.4 Ha and Large Plantation for an area ±198.6 Ha.</p> <p>According to information gathered from Environmental and Forestry Agency of Siak Regency and Riau Province during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p> <p>Whereas, until this Initial Certification conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Siak Regency. Therefore, area of Koperasi Beringin Jaya located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	
Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT.	Complied

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		<p>Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>Based on the correspondence between the cooperative and the Public Works Office for Spatial Planning for Public Housing and Settlement Areas in Siak Regency (reply letter on March 31, 2020) it is stated that based on technical studies and regulations that:</p> <ol style="list-style-type: none"> a. Refer to the Minister Decree of Environment and Forestry No. 130 / MENLHK / SETJEN / PKL.0 / 2/2017 concerning the Establishment of the National Peat Ecosystem Function Map. The Koperasi Beringin Jaya submitted area is located in the Peat Hydrological Unit with protection functions covering an area of ±8.29 Ha. This regulation using map with scale 1:250,000. b. Considering Minister of Environment and Forestry Decision Letter No. SK7099 / MENLHK-PKTL / IPSDH / PLA.1 / 2019 related PIPPIB, this location is included in the Peat Hydrological Unit covering an area of ±147.32 Ha. c. Based on the Spatial Planning (RTRW) of Riau Province 2018 - 2038, the location of Koperasi Beringin Jaya is categorized as Agriculture land with an area of ±189.4 Ha and Large Plantation for an area ±198.6 Ha. <p>According to information gathered from Environmental and Forestry Agency of Siak Regency and Riau Province during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p>	
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		<p>Whereas, until this Initial Certification conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Siak Regency. Therefore, area of Koperasi Beringin Jaya located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	
<p>Milestone B</p>	<p>Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).</p>	<p>Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government programme through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>Based on the correspondence between the cooperative and the Public Works Office for Spatial Planning for Public Housing and Settlement Areas in Siak Regency (reply letter on March 31, 2020) it is stated that based on technical studies and regulations that:</p> <ul style="list-style-type: none"> a. Refer to the Minister Decree of Environment and Forestry No. 130 / MENLHK / SETJEN / PKL.0 / 2/2017 concerning the Establishment of the National Peat Ecosystem Function Map. The Koperasi Beringin Jaya submitted area is located in the Peat Hydrological Unit with protection functions covering an area of ±8.29 Ha. This regulation using map with scale 1:250,000. b. Considering Minister of Environment and Forestry Decision Letter No. SK7099 / MENLHK-PKTL / IPSDH / PLA.1 / 2019 related PIPPIB, this location is included in the Peat Hydrological Unit covering an area of ±147.32 Ha. c. Based on the Spatial Planning (RTRW) of Riau Province 2018 - 2038, the location of Koperasi Beringin Jaya is categorized 	<p>Complied</p>

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		<p>as Agriculture land with an area of ±189.4 Ha and Large Plantation for an area ±198.6 Ha.</p> <p>According to information gathered from Environmental and Forestry Agency of Siak Regency and Riau Province during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p> <p>Whereas, until this Initial Certification conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Siak Regency. Therefore, area of Koperasi Beringin Jaya located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	
<p>Criteria 2.5 For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach. <i>Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</i></p>			
<p>Eligibility</p>	<p>For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).</p>	<p>According to Reporting Template for Disclosure of Areas Cleared without Prior HCV Assessment since November 2005 which sent to RSPO on 15 November 2019 and responded by RSPO on 19 November 2019 by alicia@rspo.org, all the 209 plots are planted since June 2005. All the smallholders plots are conversion from Rubber Plant to Oil Palm. As per Smallholder declaration under "Surat Pernyataan Pekebun Kediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO".</p>	<p>Not Applicable</p>

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		<p>Koperasi Beringin Jaya have no plan for developing new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting.</p> <p>Therefore, this indicator is Not Applicable.</p>	
Milestone A	<p>A Smallholders complete training on how to conduct a simplified FPIC approach.</p> <p>Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>	<p>According to Reporting Template for Disclosure of Areas Cleared without Prior HCV Assessment since November 2005 which sent to RSPO on 15 November 2019 and responded by RSPO on 19 November 2019 by alicia@rspo.org, all the 209 plots are planted since June 2005. All the smallholders plots are conversion from Rubber Plant to Oil Palm.</p> <p>As per Smallholder declaration under "Surat Pernyataan Pekebun Kediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO".</p> <p>Koperasi Beringin Jaya have no plan for developing new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting.</p> <p>Therefore, this indicator is Not Applicable.</p>	Not Applicable
Milestone B	<p>Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.</p> <p>Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>	<p>According to Reporting Template for Disclosure of Areas Cleared without Prior HCV Assessment since November 2005 which sent to RSPO on 15 November 2019 and responded by RSPO on 19 November 2019 by alicia@rspo.org, all the 209 plots are planted since June 2005. All the smallholders plots are conversion from Rubber Plant to Oil Palm.</p> <p>As per Smallholder declaration under "Surat Pernyataan Pekebun Kediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO".</p> <p>Koperasi Beringin Jaya have no plan for developing new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting.</p> <p>Therefore, this indicator is Not Applicable.</p>	Not Applicable

Principle 3: Respect human rights, including workers’ rights and conditions

Safeguard human rights and protect workers’ rights, ensuring safe and decent working conditions.

Note: This Independent Smallholder Standard is applicable to a large variety of independent smallholders in terms of geography, type, size and demographic characteristics. The use of labour on the oil palm plantations from outside the household is more common in several countries, because of the average age of the farmers who own the land or because of the average economic size of land holdings. An increased risk of not following safe and decent labour practices exists in smallholder farms that use workers from outside the household. Notably, these risks exist in situations where the smallholder landowner is not actively farming the land but hires others to do so.

Therefore, the Independent Smallholder Standard presents rigorous requirements on labour to prevent labour abuses and make these practices applicable to groups across all regions. This approach will increase adoption of better labour practices at a larger scale and increase RSPO’s impact.

For those farmers that only use family labour within one household, this standard uses a ‘skip-logic’ for several labour requirements. In order to skip indicators, farmers must declare their source of labour, determining which criteria apply to them and which do not. (see also paragraph 3.1.3).

Criteria 3.1

There is no use of forced labour.

<p>Eligibility</p>	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).</p>	<p>ICS - Koperasi Beringin Jaya has demonstrated the commitment to no use of forced labour and ensure that any use of forced labour on the farm.</p> <p>Each farmer (member) has also signed declaration to join RSPO certification and commitment to comply with the RSPO ISH indicator. Chapter D, Article 8 of the declaration stated that member commit to ensures no forced labour on farm operations and ending any existing forced labour. Smallholders have given awareness prior to signing the declaration letter.</p> <p>The ICS has established ICS Policy of Sustainable Palm Oil, “Kebijakan tentang Minyak Sawit Berkelanjutan Unit Sertifikasi ICS Koperasi Beringin Jaya” document no.1/ICS-KBJ/VII/2020, Revision 1, dated 9 July 2020. The policy stated in Chapter IV (Best Governance in Social Relations), Article 12 (Protection of Labour and Fair Wages), Verse:</p>	<p>Complied</p>
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		<p>a) The ICS Koperasi Beringin Jaya is committed to protect workers who work within cooperative or workers who work in member farm.</p> <p>b) The remuneration system is based on the government’s minimum wage standard or in accordance with the agreement of the two parties, which is the workers and the farm owner in the following categories:</p> <ul style="list-style-type: none"> ✓ The salary is based on the volume of FFB, or ✓ The salary is based on land area worked on, or ✓ The salary is based on the man days. <p>c) Work is carried out according to the agreement and carried out without any compulsion.</p> <p>d) There was no contract substitution, forced salary cuts and withholding of salary without a clear reason.</p> <p>The smallholders provide contract describing name and address of the workers, agreement, work type, pay and condition, OHS.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; 	<p>Smallholders have given awareness regarding free and fair labour agreement prior to signing the declaration letter.</p> <p>The smallholders provide contract describing name and address of the workers, agreement, work type, pay and condition, OHS.</p> <p>Data verified:</p> <ul style="list-style-type: none"> • Work Agreement “Surat Perjanjian Kerja” no: 005/ICS/2018, between Koperasi Beringin Jaya and Mr Sutrisno (harvester), dated 25th October 2018 • Work Agreement “Surat Perjanjian Kerja” no: 004/ICS/2018, between Koperasi Beringin Jaya and Mr Indra Fauzani (harvester), dated 25th October 2018 	<p>Complied</p>

	<ul style="list-style-type: none"> • Debt bondage; • Withholding of wages 	Based on mutual agreement and interview with smallholder members, all farmers who are members of Koperasi Beringin Jaya apply the same wage value for each job such as harvesting, pruning, fertilizing. There is no workers dispute until stage 2 audit.	
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	<p>According to the interview with board of smallholder member in Koperasi Beringin Jaya obtain information that there is no migrant worker employed in their operational activity. The farmers usually manage their own land or hiring their family member. Working agreement usually based on verbal agreement based on kinship closeness.</p> <p>Based on mutual agreement, all farmers who are members of the Koperasi Beringin Jaya apply the same wage value for each job such as harvesting, pruning, fertilizing and so on. There is no workers dispute until now. All worker is freely chosen.</p>	Complied
<p>Criteria 3.2 Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.</p>			
Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> 1. Compliance with the minimum age of workers and as defined by local, state, or national law, 2. Not exposing children to hazardous work. 3. Providing adult supervision of young people working on the farm. 4. Ensuring the practice of children’s rights to education is unrestricted and respected. <p>(Refer to appendix 1).</p>	<p>ICS - Koperasi Beringin Jaya has demonstrated the commit to compliance with the minimum age of workers and as defined by local, state, or national law.</p> <p>Each farmer (member) has signed declaration to join RSPO certification and commitment to comply with the RSPO Principles, Criteria and Indicators. Chapter D, Article 8 of the declaration stated that member commit to ensures that no child labour in oil palm operation and ending any existing child labour. Smallholders have given awareness prior to signing the declaration letter.</p> <p>The ICS has established ICS Policy of Sustainable Palm Oil, “Kebijakan tentang Minyak Sawit Berkelanjutan Unit Sertifikasi ICS Koperasi Beringin Jaya” document no.1/ICS-KBJ/VII/2020, Revision 1, dated 9</p>	Complied

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		<p>July 2020. The policy stated in Chapter IV (Best Governance in Social Relations), Article 10 (Prohibition of the Use of Child Labour), Verse:</p> <ol style="list-style-type: none"> 1. Members of the ICS Koperasi Beringin Jaya are committed not to use child labour in any practice in farm. 2. If a child is brought into the farm with a view to maximizing supervision, then the child must be under adult supervision. 3. What is meant by child labour is to employ children under 17 years of age, or in accordance with existing regulations. <p>Awareness training related ICS Policy of Sustainable Palm Oil has been conducted on 12 July 2020.</p>	
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>ICS - Koperasi Beringin Jaya has implemented the policy related to protect children.</p> <p>Based on interview with sample of smallholder member and harvester (Mr Saeful Bahri) during visit audit, there was no workers on smallholder farm under the age of 15 or the minimum age.</p> <p>Based on review of document of workers list "Daftar Pekerja", updated in November 2020, the youngest worker Mr Dika - harvester (30 years old, date of birth 15th October 1996) and Mr Susmoro – harvester (30 years)</p> <p>In addition, based on field visit and interview with ICS Manager, there was no children workers.</p>	Complied
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 	<p>ICS - Koperasi Beringin Jaya has implemented the policy related to protect children.</p> <p>Based on interview with sample of smallholder member and harvester (Mr Saeful Bahri) during visit audit, there was no workers on smallholder farm under the age of 15 or the minimum age.</p> <p>Based on review of document of workers list "Daftar Pekerja", updated in November 2020, the youngest worker Mr Dika - harvester (30 years</p>	Complied

	<p>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</p>	<p>old, date of birth 15th October 1996) and Mr Susmoro – harvester (30 years) In addition, based on field visit and interview with ICS Manager, there was no children workers.</p>	
<p>Criteria 3.3 Workers’ pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations. <i>Note: Are there workers on the farm? If no, SKIP</i></p>			
<p>Eligibility</p>	<p>Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).</p>	<p>Each farmer (member) has signed declaration to join RSPO certification and commitment to comply with the RSPO ISH Indicators. Chapter D, Article 4 of the declaration stated that member commit to pay workers according to minimum legal requirements or mandatory industry standards.</p>	<p>Complied</p>
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>All workers are considered as casual workers. They were paid based on daily rate and only pay when they have work. However, individual smallholders following the instruction from group manager for minimum wage. Group Manager has also shown the document a Regency Minimum Wage (UMK) is stated by the Decree of the Governor of Riau Number: Kpts. 1198/XI/2019 dated 21 November 2019 concerning District/City Minimum Wages in Riau Province in 2020 where the Minimum Wage for Siak Regency is set at IDR 3,048,527.42/month. Also, based on the Regulation of the Minister of Manpower Number 15 of 2018 concerning Minimum Wages, the daily wage of workers can be calculated by dividing the monthly wage by 25 (for 6 working days a week), so based on this calculation the daily minimum wage in Siak district in 2020 is Rp. 121,941.08 / Working Day. Based on interviews and verification of wage documents with harvester (Mr Saeful Bahri), the wage that the Koperasi Beringin Jaya</p>	<p>Complied</p>

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		has given her is IDR. 200,000, - /day. The data shows that workers have received wages above the daily minimum wage for Siak Regency.	
Milestone B	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.	<p>All workers are considered as casual workers. They were paid based on daily rate and only pay when they have work. However, individual smallholders following the instruction from group manager for minimum wage.</p> <p>Group Manager has also shown the document a Regency Minimum Wage (UMK) is stated by the Decree of the Governor of Riau Number: Kpts. 1198/XI/2019 dated 21 November 2019 concerning District/City Minimum Wages in Riau Province in 2020 where the Minimum Wage for Siak Regency is set at IDR 3,048,527.42/month.</p> <p>Also, based on the Regulation of the Minister of Manpower Number 15 of 2018 concerning Minimum Wages, the daily wage of workers can be calculated by dividing the monthly wage by 25 (for 6 working days a week), so based on this calculation the daily minimum wage in Siak district in 2020 is Rp. 121,941.08 / Working Day.</p> <p>Based on interviews and verification of wage documents with harvester (Mr Saeful Bahri), the wage that the Koperasi Beringin Jaya has given her is IDR. 200,000, - /day. The data shows that workers have received wages above the daily minimum wage for Siak Regency.</p>	Complied
<p>Criteria 3.4 Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO. Note: Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).	<p>Koperasi Beringin Jaya has demonstrated commit to respect the rights of workers to file a complaint/grievance.</p> <p>Each farmer (member) has signed declaration to join RSPO certification and commitment to comply with the RSPO ISH requirement. Chapter D, Article 5 of the declaration stated that</p>	Complied

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		member commit to respect the rights of workers to file a complaint/grievance.	
Milestone A	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	Smallholders have given awareness on workers' rights to file a complaints/grievance prior to signing the declaration letter.	Complied
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	Based on interview with sample of smallholder member, they have understand that group manager has established the procedure for dealing with complaint and grievances.	Complied
Criteria 3.5			
Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>Koperasi Beringin Jaya and smallholder member has shown to commit to providing safe working conditions and facilities refer to the ICS Policy of Sustainable Palm Oil, "Kebijakan tentang Minyak Sawit Berkelanjutan Unit Sertifikasi ICS Koperasi Beringin Jaya" document no.1/ICS-KBJ/VII/2020, Revision 1, dated 9 July 2020. Commitment stated in Chapter III, Article 9 (Occupational Health and Safety), verse:</p> <ul style="list-style-type: none"> a) ICS Koperasi Beringin Jaya has a training plan on OHS for members and workers who work for member. b) ICS Koperasi Beringin Jaya appoints a work unit that handles OHS. c) ICS Koperasi Beringin Jaya ensures that workers who work at high risk (harvesting, spraying, slashing, and pruning) get good health services by cooperation with the Public Health Center (PUSKESMAS) to conduct routine checks on the health of workers. d) ICS Koperasi Beringin Jaya provides information in the form of information boards regarding OHS and procedures for handling work accidents, placed at strategic locations in the farm. <p>Each farmer (member) has signed declaration to join RSPO certification and commitment to comply with the RSPO Principles,</p>	Complied

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		Criteria and Indicators. Chapter D, Article 6 of the declaration stated that member commit to providing safe working conditions and facilities.	
Milestone A	Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them	<p>Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, such as:</p> <ul style="list-style-type: none"> • Awareness training related ICS Policy of Sustainable Palm Oil that contain commitment to no discrimination, harassment or abuse on the farm conducted on 12 July 2020. • Training on Pesticide handling, hazardous waste management, Health and Safety conducted on 11 February 2020, attended by member of ICS Koperasi Beringin Jaya and ICS Koperasi Sawit Jaya. • Trainers are from Plantation Agency, Labour Official and Health Agency of Riau Province. <p>Smallholders have given awareness on health and safety risks associated with farm work prior to signing the declaration letter.</p>	Complied
Milestone B	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	<p>Based on interview obtained information that ICS – Koperasi Beringin Jaya and the sample of smallholder member have a commitment to provide have access to safe working conditions and amenities, including smallholder family members. Access to drinking water by ground water</p> <p>Sample of smallholder member have provided the first aid kit. PIC for first aider namely Mr Hamzah, Mr Budi Rahmat and Mr Sutrisno.</p> <p>Record of handover of PPE "Berita Acara Serah Terima APD", dated 26th October 2020 for 41 workers, consisted of: Helmet, safety glasses, safety gloves, AP boot.</p>	Complied
<p>Criteria 3.6 There is no discrimination, harassment, or abuse on the farm.</p>			

<i>Note: Are there workers on the farm? If no, SKIP</i>			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).	Smallholders commit to no discrimination, harassment or abuse on the farm refer to the ICS Policy of Sustainable Palm Oil, "Kebijakan tentang Minyak Sawit Berkelanjutan Unit Sertifikasi ICS Koperasi Beringin Jaya" document no.1/ICS-KBJ/VII/2020, Revision 1, dated 9 July 2020. Commitment stated in Chapter IV (Best Governance in Social Relations), Article 14 (Human Right Protection), Verse b (No discrimination against race, religion and ethnicity; No harassment and intimidation of workers).	Complied
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.	Awareness training related ICS Policy of Sustainable Palm Oil that contain commitment to no discrimination, harassment or abuse on the farm conducted on 12 July 2020.	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	Based on interviews with harvester (Mr Saeful Bahri), the Koperasi Beringin Jaya implement no discrimination, no harassment, no abuse. The workers stated that Smallholder block owners and the group manager are very cooperative and very helpful.	Complied

Principle 4: Protect, conserve and enhance ecosystems and the environment
 Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

Preamble
High Conservation Value (HCVs) and High Carbon Stock (HCS) forests
 This Independent Smallholder Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices which also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting (see here).
 Aligned with the new HCS requirements in the RSPO 2018 P&Cs, the RSPO, in consultation with the HCSA Steering Group, intends to develop a simplified combined HCV-HCS approach to identify and protect HCS forests. The simplified and combined HCV-HCS approach for independent smallholders will be open to public consultation and will be published no later than November 2020.

In the meantime, independent smallholders are not allowed to clear any primary forests or any areas required to protect or enhance HCVs and HCS forests, as committed by signing the Smallholder Declaration. Until the simplified combined HCV-HCS approach and tool for independent smallholders is available, new plantings will only be permitted in low risk areas. The definition and procedure for identification of low risk areas will be defined by a Smallholder No Deforestation Task Force.

Remediation and Compensation Procedure (RaCP)

Remediation and compensation are required for any clearance since November 2005 without prior HCV assessment (see criterion 4.2) and any clearance since November 2019 without prior HCS assessment.

The requirements as outlined in the RaCP (2015) is not fully applicable for independent smallholders. For independent smallholders, this RSPO ISH Standard is focused on developing an appropriate RaCP mechanism such as on-site remediation (with funding mechanisms to be determined) as this is contextually appropriate to the scale of independent smallholder production and enables independent smallholders to maximise positive environmental impact on-site. The requirement means that quantified liability is disclosed and assessed through a land use change analysis (LUCA) supported by the RSPO Secretariat.

Criteria 4.1

High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach, are managed to ensure that they are maintained and/or enhanced.

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	<p>Smallholder declaration under "Surat Pernyataan Pekebun Kesediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO". Within the declaration, each member committed shall inform to The Group Manager:</p> <ul style="list-style-type: none"> - All the land ownership - Location of their oil palm plots - Information of converted plots after November 2005 using HCV-HCS approach. - Every plot located on steep area. - Every plot located on peat area. - Details on replanting programme and extension area. - Every land dispute occurs. - Land use and ownership status. <p>Source of manpower used.</p>	Complied
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Milestone A	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • The importance of maintaining and conserving HCVs and HCS forests • Human-wildlife conflict; and • Rare, threatened and endangered species and important ecosystems. 	<p>Training the Implementation of HCV in the village of Koto Ringin has been carried out on February 15, 2020 and was attended by 44 member farmers. Based on a 16 smallholders sample during Initial Assessment, all of them have attended the training.</p> <ol style="list-style-type: none"> 1. Name of Training: Technical Training and HCV Assessment for Pekebun in Koto Ringin Village. Organizer: WORLD RESEARCH INSTITUTE (WRI) Indonesia. 2. Name of Training: Training on the Application of HCV Practices in Koto Ringin Village. Organizer: WORLD RESEARCH INSTITUTE (WRI) Indonesia 	Complied
Milestone B	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable</p>	<p>Implementation of precautionary practices and manage RTE species and HCV area is by frequent socialisation and monitoring.</p> <p>OFI 1988279-202011-I3: Determination of HCV 1 and HCV 4 areas in the HCV 2020 assessment identification report and management practices within Koperasi Beringin Jaya area to be maintained and / or enhanced through the precautionary principle.</p>	OFI
<p>Criteria 4.2</p>			
<p>Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>			
Eligibility	<p>Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).</p>	<p>According to Reporting Template for Disclosure of Areas Cleared without Prior HCV Assessment since November 2005 which sent to RSPO on 15 November 2019 and responded by RSPO on 19 November 2019 by alicia@rspo.org, all the 209 plots are planted since June 2005. All the smallholder's plots are conversion from Rubber Plant to Oil Palm.</p> <p>Smallholder declaration under "Surat Pernyataan Pekebun Kesediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip,</p>	Complied

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		<p>Persyaratan dan Indikator RSPO". Within the declaration, each member committed shall inform to The Group Manager:</p> <ul style="list-style-type: none"> - All the land ownership - Location of their oil palm plots - Information of converted plots after November 2005 using HCV-HCS approach. - Every plot located on steep area. - Every plot located on peat area. - Details on replanting programme and extension area. - Every land dispute occurs. - Land use and ownership status. <p>Source of manpower used.</p>	
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.	Statement of Free Liability – Koperasi Beringin Jaya based on email from RSPO dated 27 th February 2020, the statement that Koperasi Beringin Jaya is free liability and no need to go LUCA. Therefore, Koperasi Beringin Jaya no need to submit remediate for HCV lost.	Complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	Statement of Free Liability – Koperasi Beringin Jaya based on email from RSPO dated 27 th February 2020, the statement that Koperasi Beringin Jaya is free liability and no need to go LUCA. Therefore, Koperasi Beringin Jaya no need to submit remediate for HCV lost.	Complied
<p>Criteria 4.3</p> <p>New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> • Do not replace any HCVs • Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach • Are not on steep slopes (more than 25 degrees or as in the National Interpretation) 			

<ul style="list-style-type: none"> • Are not on peat areas of any depth. <p>Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP</p>			
Eligibility	<p>Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).</p>	<p>Smallholder declaration under "Surat Pernyataan Pekebun Kesediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO". Within the declaration, each member committed shall inform to The Group Manager:</p> <ul style="list-style-type: none"> - All the land ownership - Location of their oil palm plots - Information of converted plots after November 2005 using HCV-HCS approach. - Every plot located on steep area. - Every plot located on peat area. - Details on replanting programme and extension area. - Every land dispute occurs. - Land use and ownership status. - Source of manpower used. <p>Oil Palm Plantation of Koperasi Beringin Jaya has been established since 2005. The oil palm plantation in the cooperative was developed by the government program through the Siak I project, which is a collaboration between the Siak Regency Government and PT. Permodalan Siak (Siak owned enterprises/BUMD Siak) and PT. Perkebunan Nusantara (PTPN V) Riau.</p> <p>The smallholders land/blocks/plots are state ownership and due to Siak Regency program, the process of land use rights ownership also facilitated by the government. Status of smallholder land use are still original since the first development.</p> <p>Oil Palm age is within 11-20 years and HCV assessment has been carried out in 2020. Koperasi Beringin Jaya have no plan for developing</p>	Not Applicable

		new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting. Therefore this indicator is Not Applicable.	
Milestone A	Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences	Koperasi Beringin Jaya have no plan for developing new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting. Therefore, this indicator is Not Applicable.	Not Applicable
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	Koperasi Beringin Jaya have no plan for developing new planting in the future. The organization has plan the possibility of new members that join to certification with similar year of planting. Therefore, this indicator is Not Applicable.	Not Applicable
<p>Criteria 4.4 Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices. Note: Do any smallholders within the group have existing plots on peat? If no, SKIP</p>			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	<p>Koperasi Beringin Jaya in cooperation with WORLD RESEARCH INSTITUTE (WRI) has confirm the present of peat on existing plots based on HCV Identification Report (Laporan Identifikasi Areal dengan Nilai Konservasi Tinggi Koperasi Beringin Jaya Tahun 2020). According to the report, there are area categorized as HCV covers 36.7 Ha, which is peat with depth > 3 m, located at 24 plots of smallholders.</p> <p>The group and the smallholders commit to use best management practices (BMPs) and minimizing subsidence and degradation of peat soils by establishing management plan, consist of:</p> <ul style="list-style-type: none"> - Maintenance of natural vegetation quality at riparian; - Maintenance of water management facility to ensure that ground water level is comply to the requirement. 	Complied

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		<p>Commitment to use best management practice (BMPs) on peat has also stated in declaration of member to follow the RSPO certification (Surat Pernyataan Pekebun, Kesedian Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO).</p> <p>Luas Gambut berdasarkan Peta Kedalaman Gambut Koperasi Beringin Jaya adalah 405.56 Ha. The area of peat based on the Peat Depth Map of Koperasi Beringin Jaya is 405.56 Ha.</p>	
Milestone A	<p>Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.</p>	<p>PIC of Peat and Farmer Group Leader have received training of best management practice (BMPs) on peat. FG leader then disseminated it to each members.</p> <p>Most of the ICS members are Fire fighter’s Manggala Agni members, therefore all members has already understood regarding how to managed risk of fire. This also confirm during field verification.</p> <p>Piezometer, subsidence pole and water level pole have been installed in peat in member area.</p> <p>Action Plan:</p> <ul style="list-style-type: none"> - All members and workers are complying with the SOP regarding land clearing without burning, and carry out block maintenance by planting cover crops. - All members which have block in peat, monitor the water level regularly and ensure that the smallholders area does not experience drought. Water level monitoring are demonstrated. 	Complied
Milestone B	<p>Smallholders implement the group’s action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.</p>	<p>PIC of peat and Farmer Group leader have received training regarding BMPs of oil palm cultivation on peat.</p> <p>Some of smallholder members are also Manggala Agni (forest fire fighter), therefore they already understood how to prevent and anticipate land fire.</p>	OFI

		<p>Piezometer, subsidence pole and water level pole have been installed in peat in member area. During field visit at Block 4B of Tani Makmur Farmer Group, verified that water level was 37 cm. Available data of ground water monitoring - "Tabel Pencatatan Tinggi Muka Air (TMA)" as monitoring data of piezometer. Based on the record, ground water level on 25 October 2020 ranges from 35 - 67 cm. Available data of surface / canal water monitoring - "Tabel Pencatatan Tinggi Muka Air Kanal (TMAK)" as monitoring data of surface water level at peat canal. Based on the record, surface water level on 25 October 2020 ranges from 39 - 63 cm.</p> <p>OFI 1988279-202011-I1: Koperasi Beringin Jaya has implemented best management practices for oil palm plantations on peatlands, namely by installing and monitoring groundwater levels and subsidence stakes, for example in Plots on behalf of Fauzul (Block 9B, KT IV). Consider fencing around groundwater level monitoring points and subsidence stakes.</p>	
<p>Criteria 4.5 Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment. Note: Do any smallholders within the group have plans for replanting plots that are located on peat? If no, SKIP</p>			
Eligibility	Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).	Year of Planting Koperasi Beringin Jaya is 2005, plan for replanting is in estimated 2032.	Not Applicable
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	Year of Planting Koperasi Beringin Jaya is 2005, plan for replanting is in estimated 2032.	Not Applicable

<p>Milestone B</p>	<p>Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.</p>	<p>Replanting planned to be started in 2032. Currently, a peat assessment has been carried out resulting in mapping based on the depth of the peat.</p> <p>Based on HCV identification report – “Laporan Identifikasi Areal dengan Nilai Konservasi Tinggi (NKT) Koperasi Beringin Jaya Tahun 2020” the Koperasi Beringin Jaya has developed drainage network in the area, consist of:</p> <ol style="list-style-type: none"> 1. Main Canal: Length 1,821.38 m; wide over 5 m; wide under 4 m; Depth 3 m. 2. Secondary Canal: Length 29,548.82 m; wide over 2.5 m; wide under 2 m; Depth 1.5 m. 3. Outer Boundary Canal: Length 10,030.3 m; wide over 2 m; wide below 1.5 m; Depth 1.5 m. 	<p>Not Applicable</p>
<p>Criteria 4.6 Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).</p>	<p>Each member of Koperasi Beringin Jaya has signed the Cooperation Policy, dated 9 July 2020. In Article 8 was mentioned no burning for preparing land or pest control.</p> <p>Based on interview with ICS, there was no plan for expansion area and recruit/added new member. Koperasi Beringin Jaya focusing to maintain the existing members for sustainability implementation in a way of enhancing knowledge to be more excellence.</p> <p>Based on interview with 16 smallholders’ sample during onsite audit, the members aware that use of fire for land preparation, for pest control and/or farm waste management is forbidden. Auditor did not find any physical evidence of burning or fire use in their plots.</p>	<p>Complied</p>

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Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • Alternatives to fire for land preparation and farm waste management (where appropriate possible). • Alternatives to fire for pest control. • Fire prevention and how to respond to and manage fires in their plots. 	<p>Each member of Koperasi Beringin Jaya has signed the Cooperation Policy, dated 9 July 2020. In Article 8 was mentioned no burning for preparing land or pest control.</p> <p>Based on interview with ICS, there was no plan for expansion area and recruit/added new member. Koperasi Beringin Jaya focusing to maintain the existing members for sustainability implementation in a way of enhancing knowledge to be more excellence.</p> <p>Based on interview with 16 smallholders' sample during onsite audit, the members aware that use of fire for land preparation, for pest control and/or farm waste management is forbidden. Auditor did not find any physical evidence of burning or fire use in their plots.</p> <p>Sample of smallholder member has attended training of fire prevention and how to respond to and manage fires in their plots, dated 22nd January 2020,</p>	Complied
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>Based on interview with 16 smallholders' sample during onsite audit, the members aware do not use fire or practice burning for land preparation, waste management or pest control on the farm</p>	Complied
<p>Criteria 4.7 Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
Eligibility	<p>Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).</p>	<p>Smallholder declaration under "Surat Pernyataan Pekebun Kesyediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO". Komitmen No. 11.</p> <p>According to Report of HCV Assessment in 2020 and its map, riparian zone is not identified within Koperasi Beringin Jaya plots.</p>	Complied
Milestone A	<p>Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.</p>	<p>Training the Implementation of HCV in the village of Koto Ringin has been carried out on February 15, 2020 and was attended by 44</p>	Complied

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		<p>member farmers. Based on a 16 smallholders sample during Initial Assessment, all of them have attended the training.</p> <ol style="list-style-type: none"> 1. Name of Training: Technical Training and HCV Assessment for Pekebun in Koto Ringin Village. Organizer: WORLD RESEARCH INSTITUTE (WRI) Indonesia 2. Name of Training: Training on the Application of HCV Practices in Koto Ringin Village. Organizer: WRI Indonesia 	
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	During field visit to sample of smallholders, it was clear that no riparian found. Waterways that cross the smallholders blocks is categorized as peat canal from upstream company (forest concession company) previously. However, smallholders also aware to maintain buffer zone of its canal by enrichment planting with woody plants.	Complied
<p>Criteria 4.8 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
Eligibility	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> • Immediately stopping purchasing of these pesticides • Phasing out use of remaining stock by MS A • Providing information for the group manager to keep record of pesticide purchase and use. <p>(Refer to appendix 1)</p>	<p>SOP of Extension and Integrated Pest Management regarding uses of agrochemical (No.8/SOP/UP-PHT/ICS-KBJ/X/2018, Rev.0) dated 24 October 2018, Chapter 9 stated that "It is recommended to all members to stop the use of chemicals with active ingredients of paraquat or WHO class 1A or 1B pesticides and those listed by the Stockholm or Rotterdam Conventions because they are dangerous for the environment and a risk to health (in accordance with Ministry of Agriculture regulation No.24/ Permentan/SR.140/4/2011 regarding the use of chemicals that contain active ingredient Paraquat is designated a restricted use chemical)".</p> <p>Based on statement letter of smallholders – "<i>Surat Pernyataan Kesiapan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO</i>", the smallholder member committed to implement best management practices on oil palm cultivation in peat.</p>	Complied

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		Based on field observation and interview with smallholders, verified that all members use manual and mechanical for weeding activity. There is no member uses chemical for weeding and pest control.	
Milestone A	Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	Training on good agriculture practice including pesticide usage, awareness and risk has been conducted in January-February 2018. Based on field observation and interview with smallholders, verified that all members use manual and mechanical for weeding activity. There is no member uses chemical for weeding and pest control.	Complied
Milestone B	Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	Based on field observation and interview with smallholders, verified that all members use manual and mechanical for weeding activity. There is no member uses chemical for weeding and pest control. OFI 1988279-202011-I2: Based on field visits and interviews with farmer members, it can be verified that none of the members use chemicals to control weeds and pests. For rat pest control, consider using a barn owl (<i>Tyto alba</i>) and starting with making an owl cage.	OFI
Criteria 4.9			
The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable		Not Applicable
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training on good agriculture practice has been conducted and followed by smallholders, such as: - <i>Pelatihan Kelembagaan dan Sertifikasi Keberlanjutan untuk ICS dan Ketua Kelompok</i> - Training on Sustainability Certification for ICS and Group Manager, dated 16 Jul 2018.	Complied

		<ul style="list-style-type: none"> - <i>Pengendalian Kebakaran Hutan dan Lahan di Kabupaten Siak</i> – Training on Forest Fire Control, dated 22 Jan 2020. - <i>Pelatihan ISH Standard Baru, Premium Sharing dan Pencatatan Produksi</i> – Training on New ISH Standard, Premium Sharing and Production Recording, dated 31 Aug 2020. - <i>Teknik Budidaya Tanaman Kelapa Sawit</i> – Training on oil palm cultivation; 25 Sep 2018. 	
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	Based on field visits and interviews with farmer members, it can be verified that all members using manual or mechanical in eradicating weeds, none of the farmers use chemicals for weed eradication or pest control.	Complied
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	ICS Structure and Decree on the Appointment of ICS Operations Manager for the Beringin Jaya Cooperative for the Implementation of Sustainable Palm Oil Number: 01 / SK-KBJ / X / 2018, dated November 1, 2017. Appointed Mr. Mustawi as Group Manager for 5 years period from 19 November 2017 - 19 November 2022.	Complied
Milestone A	The Group has appointed a group manager	ICS Structure and Decree on the Appointment of ICS Operations Manager for the Beringin Jaya Cooperative for the Implementation of Sustainable Palm Oil Number: 01 / SK-KBJ / X / 2018, dated November 1, 2017. Appointed Mr. Mustawi as Group Manager for 5 years period from 19 November 2017 - 19 November 2022.	Complied

Milestone B	The Group has appointed a group manager	ICS Structure and Decree on the Appointment of ICS Operations Manager for the Beringin Jaya Cooperative for the Implementation of Sustainable Palm Oil Number: 01 / SK-KBJ / X / 2018, dated November 1, 2017. Appointed Mr. Mustawi as Group Manager for 5 years period from 19 November 2017 - 19 November 2022.	Complied
A.1.2			
Eligibility	The group manager has evidence of legal identity.	<p>Koperasi Beringin Jaya has demonstrated the document of legal entity, such as:</p> <ol style="list-style-type: none"> 1. Deed of Cooperative Establishment "Akta Pendirian Koperasi Beringin Jaya Nomor: 15/BH/DKP.4/1.2/III/2002, dated 20 March 2002" issued by Dinas Koperasi dan Pengusaha Kecil Menengah, Siak Regency. 2. Business Permit or "Surat Izin Usaha Perdagangan (SIUP) Kecil" No: 04/04.12/KEC.MPR-PATEN/VIII/2016, dated 25 August 2016. 3. Cooperative Register Number: 0412201000022, dated 10 February 2011. 4. Mr. Mustawi as group Manager is local resident of Kotingin Village with Citizen ID number 1408011305570001. <p>ICS and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period.</p>	Complied

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<p>Milestone A</p>	<p>The group manager has evidence of legal identity.</p>	<p>Koperasi Beringin Jaya has demonstrated the document of legal entity, such as:</p> <ol style="list-style-type: none"> 1. Deed of Cooperative Establishment "Akta Pendirian Koperasi Beringin Jaya Nomor: 15/BH/DKP.4/1.2/III/2002, dated 20 March 2002" issued by Dinas Koperasi dan Pengusaha Kecil Menengah, Siak Regency. 2. Business Permit or "Surat Izin Usaha Perdagangan (SIUP) Kecil" No: 04/04.12/KEC.MPR-PATEN/VIII/2016, dated 25 August 2016. 3. Cooperative Register Number: 0412201000022, dated 10 February 2011. 4. Mr. Mustawi as group Manager is local resident of Kotingin Village with Citizen ID number 1408011305570001. <p>ICS and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>The group manager has evidence of legal identity.</p>	<p>Koperasi Beringin Jaya has demonstrated the document of legal entity, such as:</p> <ol style="list-style-type: none"> 1. Deed of Cooperative Establishment "Akta Pendirian Koperasi Beringin Jaya Nomor: 15/BH/DKP.4/1.2/III/2002, dated 20 March 2002" issued by Dinas Koperasi dan Pengusaha Kecil Menengah, Siak Regency. 2. Business Permit or "Surat Izin Usaha Perdagangan (SIUP) Kecil" No: 04/04.12/KEC.MPR-PATEN/VIII/2016, dated 25 August 2016. 	<p>Complied</p>

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		<ol style="list-style-type: none"> 3. Cooperative Register Number: 0412201000022, dated 10 February 2011. 4. Mr. Mustawi as group Manager is local resident of Kotingin Village with Citizen ID number 1408011305570001. <p>ICS and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period.</p>	
A1.3			
Eligibility	The group has membership requirements.	<p>ICS – Koperasi Beringin Jaya has demonstrated the procedure of membership requirement within:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation 	Complied

		All the members have signed the membership requirements and its document available in place.	
Milestone A	The group has membership requirements.	<p>ICS – Koperasi Beringin Jaya has demonstrated the procedure of membership requirement within:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation <p>All the members have signed the membership requirements and its document available in place.</p> <p>OFI 1988279-202011-I4: Koperasi Beringin Jaya has established a management plan for the Group Control System (SKI) in Standard Operating Unit Procedures on Criteria and Requirements for Members, Initial Gap Assessment of New Members and Provisions for Member Exit and Rejoin</p> <p>ICS can improve the implementation of the Group Control System (SKI) management plan to ensure that individual members have</p>	OFI

		demonstrated compliance with the SKI, namely sanctions for SKI Planning Violations.	
Milestone B	The group has membership requirements.	<p>ICS – Koperasi Beringin Jaya has demonstrated the procedure of membership requirement within:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation <p>All the members have signed the membership requirements and its document available in place.</p>	Complied
A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	<p>All the members have signed the membership requirements and its document available in place.</p> <p>197 smallholders members already signed several documents, such as: Farmer Group Membership Certificate; Statement of Willingness to Participate in RSPO Certification; Farmer Group Statement Letter.</p>	Complied

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Milestone A	All members can demonstrate understanding of membership requirements.	All the members have signed the membership requirements and its document available in place. 197 smallholders members already signed several documents, such as: Farmer Group Membership Certificate; Statement of Willingness to Participate in RSPO Certification; Farmer Group Statement Letter.	Complied																																																																								
Milestone B	All members can demonstrate understanding of membership requirements.	All the members have signed the membership requirements and its document available in place. 197 smallholders members already signed several documents, such as: Farmer Group Membership Certificate; Statement of Willingness to Participate in RSPO Certification; Farmer Group Statement Letter. Sample seen: <table border="1" data-bbox="1133 775 1917 1378"> <thead> <tr> <th>No</th> <th>Farmer ID</th> <th>Name</th> <th>Land ID</th> <th>Land Certificate Number</th> <th>Land Size (Ha)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>601010</td> <td>Muhammad Yusuf Ritonga</td> <td>6010101</td> <td>208/SKRPT/2019</td> <td>1.84</td> </tr> <tr> <td>2</td> <td>601013</td> <td>Raman</td> <td>6010131</td> <td>224/SKRPT/2019</td> <td>1.84</td> </tr> <tr> <td>3</td> <td>601018</td> <td>Setiawan Sisworo</td> <td>6010181</td> <td>228/SKRPT/2019</td> <td>1.81</td> </tr> <tr> <td>4</td> <td>602028</td> <td>Supaing</td> <td>6020281</td> <td>11/SKRPT/2019</td> <td>1.91</td> </tr> <tr> <td>5</td> <td>603017</td> <td>Nursiah</td> <td>6030171</td> <td>82/SKRPT/2019</td> <td>1.83</td> </tr> <tr> <td>6</td> <td>604016</td> <td>Muin</td> <td>6040161</td> <td>47/SKRPT/2019</td> <td>1.86</td> </tr> <tr> <td>7</td> <td>604012</td> <td>Kadimun</td> <td>6040121</td> <td>43/SKRPT/2019</td> <td>1.91</td> </tr> <tr> <td>8</td> <td>604024</td> <td>Sumadi</td> <td>6040241</td> <td>60/SKRPT/2019</td> <td>2.01</td> </tr> <tr> <td>9</td> <td>604007</td> <td>Fauzul</td> <td>6040071</td> <td>65/SKRPT/2019</td> <td>2.10</td> </tr> <tr> <td>10</td> <td>604022</td> <td>Sucipto</td> <td>6040221</td> <td>59/SKRPT/2019</td> <td>2.12</td> </tr> <tr> <td>11</td> <td>604011</td> <td>Jumadi</td> <td>6040111</td> <td>40/SKRPT/2019</td> <td>1.87</td> </tr> </tbody> </table>	No	Farmer ID	Name	Land ID	Land Certificate Number	Land Size (Ha)	1	601010	Muhammad Yusuf Ritonga	6010101	208/SKRPT/2019	1.84	2	601013	Raman	6010131	224/SKRPT/2019	1.84	3	601018	Setiawan Sisworo	6010181	228/SKRPT/2019	1.81	4	602028	Supaing	6020281	11/SKRPT/2019	1.91	5	603017	Nursiah	6030171	82/SKRPT/2019	1.83	6	604016	Muin	6040161	47/SKRPT/2019	1.86	7	604012	Kadimun	6040121	43/SKRPT/2019	1.91	8	604024	Sumadi	6040241	60/SKRPT/2019	2.01	9	604007	Fauzul	6040071	65/SKRPT/2019	2.10	10	604022	Sucipto	6040221	59/SKRPT/2019	2.12	11	604011	Jumadi	6040111	40/SKRPT/2019	1.87	Complied
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Eligibility	The group manager has planned for the implementation of the ICS.	<p>Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".</p> <p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. 	Complied																														

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		<ul style="list-style-type: none"> - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons <p>Group Manager Koperasi Beringin Jaya has established the procedure of membership requirement within:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation. <p>There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original agreement.</p> <p>Based on interview with Group Manager has confirmed that group manager can demonstrate compliance of the ICS by individual members.</p>	
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		<p>Sample seen:</p> <p>Member name Mr Sumadi – Group Farmer no IV, kavling no 5B</p> <ul style="list-style-type: none"> • Information Data farmer • Daftar Kunjungan Petugas, dated 31st March 2018 • Surat Tanda Keanggotaan Kelompok Tani, dated 31st March 2018 • Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO • Surat Pernyataan Kelompok Tani, 30th April 2020 • Form Pendaftaran Survey Perkebunan Rakyat • SHM No 01911, namely Mr Sumadi, address: Koto Ringin Village, dated 23rd December 2019 • Surat Tanda Daftar Usaha Budidaya (STDB) Perkebunan Masyarakat No: STDB-04-14.08-52-2020-172, Kecamatan Mempura dated 4th May 2020 <p>Member name Mr Sucipto – Group Farmer no IV, kavling no 4B</p> <ul style="list-style-type: none"> • Information Data farmer • Daftar Kunjungan Petugas, dated 24th March 2018 • Surat Tanda Keanggotaan Kelompok Tani, dated 24th March 2018 • Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO • Surat Pernyataan Kelompok Tani, 24th March 2018 • Form Pendaftaran Survey Perkebunan Rakyat • SHM: 01910, namely Mr Sucipto, address: Koto Ringin Village, dated 23rd December 2019 • Surat Tanda Daftar Usaha Budidaya (STDB) Perkebunan Masyarakat No: STDB-04-14.08-52-2020-146, Kecamatan Mempura dated 4th May 2020 	
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		<p>Koperasi Beringin Jaya has appointed Mr. Mustawi is the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards based on "Surat Keputusan Penunjukan Manajer Operasional (Representatif) IC Kopeasi Beringin Jaya No 01/SK-KBJ/X/2018. The group management plan being monitored by Group Manager.</p>	
<p>Milestone A</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".</p> <p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons 	<p>Complied</p>

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<p>Milestone B</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".</p> <p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons <p>Group Manager Koperasi Beringin Jaya has established the procedure of membership requirement within:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 	<p>Complied</p>
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		<p>2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager.</p> <p>3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation.</p> <p>There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original agreement.</p> <p>Based on interview with Group Manager has confirmed that group manager can demonstrate compliance of the ICS by individual members.</p> <p>Sample seen:</p> <p>Member name Mr Sumadi – Group Farmer no IV, kavling no 5B</p> <ul style="list-style-type: none"> • Information Data farmer • Daftar Kunjungan Petugas, dated 31st March 2018 • Surat Tanda Keanggotaan Kelompok Tani, dated 31st March 2018 • Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO • Surat Pernyataan Kelompok Tani, 30th April 2020 • Form Pendaftaran Survey Perkebunan Rakyat • SHM No 01911, namely Mr Sumadi, address: Koto Ringin Village, dated 23rd December 2019 	
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A.2.2			
Eligibility	The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.	Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".	Complied

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		<p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons <p>During interview, Group Manager is able to demonstrate the knowledge of ISH standard, such as RSPO ISH phased approach to enable smallholders to achieve compliance over a specified period of time, ICS management, differences of internal audit scope between MS-A and MS-B, etc. Group Manager has sufficient knowledge of RSPO ISH Standard are from the training on Sustainability Certification for ICS and Group Manager, dated 16 Jul 2018 by RSPO. Also, technically assistances by World Research Institute (WRI) since 2017 related to RSPO ISH standard.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes	Complied

		<p>in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".</p> <p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons <p>Mr. Mustawi as Group Manager and assisted by Mr. M. Yusuf Ritonga as Koperasi Beringin Jaya chief, managed and operate the organization to achieve the implementation of RSPO ISH standard. Capacity to manage and operate the group certification for both person and its unit are proven through the organizational management and lead the members to implement RSPO ISH standard with sufficient knowledge obtained from related training.</p> <p>As an example is certification requirements, Group manager has been developed rules of group member consisting of – regulating receiving member, assessing potential member, exiting member, internal audit procedure, non-conformity handling and other procedures, such as:</p>	
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		<ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation <p>According to this sample, it is concludes that Group Manager have sufficient capacity to manage and operate the organisation to achieve the group certification and RSPO ISH Standard. Relationship between Group Manager and relevant stakeholders also harmonize.</p>	
<p>Milestone B</p>	<p>The unit of certification regularly reviews and publicly reports on the progress of the smallholder support program.</p>	<p>Group Manager establish an organizational structure totally 34 persons with 12 roles to manage and operate the RSPO certification requirements. The ICS, Group Manager and other units roles describes in details within "Tugas Pokok & Fungsi Group Manager, Manager Operasional dan Unit-Unit".</p> <p>Organizational Structure consist of:</p> <ul style="list-style-type: none"> - Cooperative Head: Mr. M. Yusuf Ritonga. - Operational & Group Manager: Mr. Mustawi - Counselor: Mr. Adi Fahrianto. - Secretary: 1 person - Finance: 1 person 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Approval Committee: 2 persons. - Counseling and Integrated Pest Management Unit: 3 persons. - Registration Unit: 7 persons. - Sales & Marketing Document Unit: 3 persons. - Fire Emergency Response Team Unit: 4 persons. - Internal Audit Team: 3 persons. - OHS and HCV Team Unit: 3 persons. - Farmer Group Unit Head: 7 persons <p>Mr. Mustawi as Group Manager and assisted by Mr. M. Yusuf Ritonga as Koperasi Beringin Jaya chief, managed and operate the organization to achieve the implementation of RSPO ISH standard. Capacity to manage and operate the group certification for both person and its unit are proven through the organizational management and lead the members to implement RSPO ISH standard with sufficient knowledge obtained from related training.</p> <p>As an example is certification requirements, Group manager has been developed rules of group member consisting of – regulating receiving member, assessing potential member, exiting member, internal audit procedure, non-conformity handling and other procedures, such as:</p> <ol style="list-style-type: none"> 1. Registering membership: "Standar Operasional Prosedur Unit Pendaftaran Anggota No: 1/SOP/UPA/ICS-KBJ/X/2018 tentang Kriteria dan Syarat Anggota" updated and effective 24th October 2018. The group explains the process for member receiving. 2. Potential new member: "Standar Operasional Prosedur Unit No: 2/SOP/UPA/ICS-KBJ/X/2018 tentang Penilaian Kesenjangan Awal Anggota Baru. The procedure explains assessment process, before any potential member joining group manager. 3. Exit and Re-register membership: "Standar Operasional Prosedur Unit No: 3/SOP/UPA/ICS-KBJ/X/2018 tentang Ketentuan Keluar 	
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		<p>dan Bergabung Kembali Anggota updated and effective 24th October 2018. The procedure explains process for member resignation</p> <p>According to this sample, it is concludes that Group Manager have sufficient capacity to manage and operate the organisation to achieve the group certification and RSPO ISH Standard. Relationship between Group Manager and relevant stakeholders also harmonize.</p>	
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>Annual training plan available for 2020, covering the RSPO Independent Smallholder Standard. The document provided at "Rencana Pelatihan Koperasi Beringin Jaya dan Realisasi tahun 2020", consist of:</p> <ul style="list-style-type: none"> - Training for handling of fire preparedness and emergency response (planned in January 2020) - Training of traceability for smallholder member (planned in February 2020) - Training of implementation OHS requirement (planned in February 2020) - Training of NKT (planned in August – September 2020) - Training for using of PPE and first aider (planned in November 2020) <p>Group Manager Koperasi Beringin Jaya and its team has also conducted refreshment training to ensuring all member following the stipulated procedures especially in Best Management Practices aspect.</p>	Complied
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	<p>Record of implementation the training program year 2020, such as:</p> <ul style="list-style-type: none"> - Record of training for handling of fire preparedness and emergency response, dated 	Complied

		<ul style="list-style-type: none"> - Training of traceability for smallholder member (planned in February 2020) - Training of implementation OHS requirement (planned in February 2020) - Training of NKT (planned in August – September 2020) - Training for using of PPE and first aider (planned in November 2020) <p>Group Manager Koperasi Beringin Jaya and its team has also conducted refreshment training to ensuring all member following the stipulated procedures especially in Best Management Practices aspect.</p>	
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard. Record of implementation the training program year 2020, such as:</p> <ul style="list-style-type: none"> - Record of training for handling of fire preparedness and emergency response, dated - Training of traceability for smallholder member (planned in February 2020) - Training of implementation OHS requirement (planned in February 2020) - Training of NKT (planned in August – September 2020) - Training for using of PPE and first aider (planned in November 2020) <p>Group Manager Koperasi Beringin Jaya and its team has also conducted refreshment training to ensuring all member following the stipulated procedures especially in Best Management Practices aspect.</p>	<p>Complied</p>
<p>B – ICS: Policies and management</p>			
<p>B.1 The group Internal Control System contains documented policies and procedures for operational management.</p>			

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B.1.1			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	ICS – Koperasi Sawit Jaya has demonstrated the procedure related to conduct internal audit, such as: <ul style="list-style-type: none"> SOP Unit Pendaftaran Anggota Tentang: Pemberian Peringatan dan Sanksi Anggota (No: 4/SOP/UPA/ICS-KBJ/X/2018, tanggal 24 Oktober 2018). SOP Unit Pengawas Internal Tentang: Pelaksanaan Penilaian Internal (No: 1/SOP/UPI/ICS-KBJ/X/2018, tanggal 24 Oktober 2018). 	Complied
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	The ICS – Koperasi Beringin Jaya has implemented an internal audit at least half of the group members. Last internal audit conducted on 17-19 February 2020, covered for 197 members (209 plots) – referred to RSPO Independent Smallholder Standard for production of Sustainable Palm Oil 2019. Data verified: <ul style="list-style-type: none"> Form Internal Audit RSPO untuk Anggota Koperasi Beringin Jaya tahun 2020 Penilaian Praktek Lapangan, dated 13 September – 20 Oktober 2020. Rekapitulasi Audit Internal Koperasi Beringin Jaya Tahun 2020 Penilaian Kepatuhan Praktek di Lapangan, Internal inspection program 2021 has prepared to conduct for all group members	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	Last internal audit conducted on 17-19 February 2020, covered for 197 members (209 plots) – referred to RSPO Independent Smallholder Standard for production of Sustainable Palm Oil 2019. Data verified:	Complied

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		<ul style="list-style-type: none"> - Form Internal Audit RSPO untuk Anggota Koperasi Beringin Jaya tahun 2020 Penilaian Praktek Lapangan, dated 13 September – 20 Oktober 2020. - Rekapitulasi Audit Internal Koperasi Beringin Jaya Tahun 2020 Penilaian Kepatuhan Praktek di Lapangan <p>Internal inspection program 2021 has prepared to conduct for all group members</p>	
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Basic information related to legal documentation available.</p> <p>ICS – Koberasi Beringin Jaya has had legally registered as follows:</p> <ul style="list-style-type: none"> • KBJ has obtained new Legal Entity under Deed of Establishment No. 15/BH/DKP.4/1.2/III/2002 dated 20 March 2002 issued Dinas Kperasi dan Pengusaha Kecil Menengah Kabupaten Siak has registered the legal entity in the Republic of Indonesia Ministry of Koperasi dan UMKM – certificate register No: 1405012050013 dated 16th October 2019 regarding legalization of legal entity of Koperasi Perkebunan Beringin Jaya, valid until 15th March 2021. • KBJ has been registered as RSPO member, No.1-0290-20-000-00, with date of membership approval 6th February 2020. • Koperasi Beringin Jaya has appointed Mustawi is the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards based on "Surat Keputusan Penunjukan Manajer Operasional (Representatif) IC Kopeasi Beringin Jaya No 01/SK-KBJ/X/2018 . The group management plan being monitored by Group Manager. • There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original agreement. 	Complied

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		<p>Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period.</p> <ul style="list-style-type: none"> Actual production year 2020 – up to October <table border="1" data-bbox="1167 639 1744 1118"> <thead> <tr> <th>No.</th> <th>Farmer Group</th> <th>FFB (Ton)</th> <th>Production</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Niur Jaya</td> <td>693.640</td> <td></td> </tr> <tr> <td>2</td> <td>Jaya Bersama</td> <td>905.819</td> <td></td> </tr> <tr> <td>3</td> <td>Tandan Bertuah</td> <td>914.702</td> <td></td> </tr> <tr> <td>4</td> <td>Tani Makmur</td> <td>975.208</td> <td></td> </tr> <tr> <td>5</td> <td>Sawit Jaya</td> <td>748.976</td> <td></td> </tr> <tr> <td>6</td> <td>Sawit Makmur</td> <td>716.205</td> <td></td> </tr> <tr> <td>7</td> <td>Maju Bersama</td> <td>622.030</td> <td></td> </tr> <tr> <td></td> <td>Total</td> <td>5,576.580</td> <td></td> </tr> </tbody> </table>	No.	Farmer Group	FFB (Ton)	Production	1	Niur Jaya	693.640		2	Jaya Bersama	905.819		3	Tandan Bertuah	914.702		4	Tani Makmur	975.208		5	Sawit Jaya	748.976		6	Sawit Makmur	716.205		7	Maju Bersama	622.030			Total	5,576.580		
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		<p>Koperasi Perkebunan Beringin Jaya, valid until 15th March 2021.</p> <ul style="list-style-type: none"> • KBJ has been registered as RSPO member, No.1-0290-20-000-00, with date of membership approval 6th February 2020. • Koperasi Beringin Jaya has appointed Mustawi is the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards based on "Surat Keputusan Penunjukan Manajer Operasional (Representatif) IC Kopeasi Beringin Jaya No 01/SK-KBJ/X/2018 . The group management plan being monitored by Group Manager. • There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original agreement. Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period. • Actual production year 2020 – up to October <table border="1" data-bbox="1167 1082 1744 1361"> <thead> <tr> <th>No.</th> <th>Farmer Group</th> <th>FFB Production (Ton)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Niur Jaya</td> <td>693.640</td> </tr> <tr> <td>2</td> <td>Jaya Bersama</td> <td>905.819</td> </tr> <tr> <td>3</td> <td>Tandan Bertuah</td> <td>914.702</td> </tr> <tr> <td>4</td> <td>Tani Makmur</td> <td>975.208</td> </tr> </tbody> </table>	No.	Farmer Group	FFB Production (Ton)	1	Niur Jaya	693.640	2	Jaya Bersama	905.819	3	Tandan Bertuah	914.702	4	Tani Makmur	975.208	
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			5	Sawit Jaya	748.976		
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				Total	5,576.580		
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	Basic information related to legal documentation available. ICS – Koberasi Beringin Jaya has had legally registered as follows:	<ul style="list-style-type: none"> • KBJ has obtained new Legal Entity under Deed of Establishment No. 15/BH/DKP.4/1.2/III/2002 dated 20 March 2002 issued Dinas Koperasi dan Pengusaha Kecil Menengah Kabupaten Siak has registered the legal entity in the Republic of Indonesia Ministry of Koperasi dan UMKM – certificate register No: 1405012050013 dated 16th October 2019 regarding legalization of legal entity of Koperasi Perkebunan Beringin Jaya, valid until 15th March 2021. • KBJ has been registered as RSPO member, No.1-0290-20-000-00, with date of membership approval 6th February 2020. • Koperasi Beringin Jaya has appointed Mustawi is the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards based on "Surat Keputusan Penunjukan Manajer Operasional (Representatif) IC Kopeasi Beringin Jaya No 01/SK-KBJ/X/2018 . The group management plan being monitored by Group Manager. • There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original agreement. Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement 				Complied

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C – ICS: Group Business planning

C.1 The group has a Business Plan prepared with the participation and contributions of all group members

C.1.1

Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> Production and income forecasting based on historical records Plans for expansion 	<p>Annual group business plan is available for year 2020, cover FFB production estimates. There is no plan for area expansion for year 2020. Estimated production for 2020 is 7,943.99 Tons FFB.</p> <p>Estimated FFB Production for year 2020 of Koperasi Beringin Jaya:</p>	Complied
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		Month	Estimated FFB Production (kg)		
		January	569,418		
		February	569,418		
		March	576,981		
		April	640,590		
		May	694,084		
		June	729,200		
		July	729,200		
		August	639,476		
		September	639,476		
		October	699,411		
		November	727,506		
		December	729,200		
		Total	7,943,960		
Milestone A	The group business plan is implemented and reviewed at least annually.	Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). Minutes of RAT 2018 was available covering financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Beringin Jaya" No.019/RA.2018/KBJ/IV/2019 dated 25 April 2019, decide that receive and ratify the accountability report of the management and inspector of the 2018 fiscal year.		Complied	

		Due to pandemic COVID-19, "Rapat Anggota Tahunan" is not conducted yet up to this moment. Koperasi Beringin Jaya planned to conduct the annual meeting in January 2021.	
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). Minutes of RAT 2018 was available covering financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Beringin Jaya" No.019/RA.2018/KBJ/IV/2019 dated 25 April 2019, decide that receive and ratify the accountability report of the management and inspector of the 2018 fiscal year. Due to pandemic COVID-19, "Rapat Anggota Tahunan" is not conducted yet up to this moment. Koperasi Beringin Jaya planned to conduct the annual meeting in January 2021.	Complied
C.2 The ICS of the group is integrated with the group's management plan.			
C.2.1			
Eligibility	A group management plan is available which includes: <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	<p>"Program Kerja Group Manager 2020-2021" is a group management plan for year 2020-2021 that include:</p> <ul style="list-style-type: none"> - Training/capacity building plans to improve productivity of group members, e.g. good agriculture practice, HCV, OHS, IPM and counseling visit program. - An approach to strengthen links within the supply chain, e.g. annual member meeting, board meeting, counseling visit program, internal and external audit. Forum Group Discussion (FGD) Traceability dated 13 February 2020, attended by member of Koperasi Sawit Jaya and Koperasi Beringin Jaya. <p>Plan for continuous improvement projects, i.e. improvements from internal and external audit result; training of Occupational Helath and Safety, limited pesticide uses dated 11 February 2020; training of HCV monitoring and management dated 15 February 2020; training of forest and land fire control dated 22 January 2020; training of Group</p>	Complied

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		Dynamics and Good Agriculture Practices dated 25 January – 18 March 2018; training of SOPs dated 22 October 2018; Workshop on Oil Palm Plantation Management on Peatlands dated 25 September 2018.							
Milestone A	The group management plan is implemented and reviewed at least annually.	Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). Minutes of RAT 2018 was available covering financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Beringin Jaya" No.019/RA.2018/KBJ/IV/2019 dated 25 April 2019, decide that receive and ratify the accountability report of the management and inspector of the 2018 fiscal year. Due to pandemic COVID-19, "Rapat Anggota Tahunan" is not conducted yet up to this moment. Koperasi Beringin Jaya planned to conduct the annual meeting in January 2021.	Complied						
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	Group Manager Koperasi Beringin Jaya has appointed Mr. Yusuf Ritonga as the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards. The group manager demonstrates compliance with ISH standard by showing compliance to legal requirements, annual business plan, annual work program, annual review, record of smallholder activity covering production, fertilizer input, upkeep, IPM and financial report.	Complied						
D – ICS: Group trading system for certified volumes									
D.1 The group has a procedure and system in place for the tracking of FFB.									
D.1.1									
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	Annual production report is available in "Laporan Realisasi Produksi TBS Kelompok Koperasi Beringin Jaya". In 2019, actual FFB production per source (Farmer Group) are as follow: <table border="1" data-bbox="1131 1289 1715 1390"> <thead> <tr> <th>No.</th> <th>Farmer Group</th> <th>FFB Production (kg)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Niur Jaya</td> <td>856,757</td> </tr> </tbody> </table>	No.	Farmer Group	FFB Production (kg)	1	Niur Jaya	856,757	Complied
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Milestone A	Group manager maintains annual production records and sales of certified volumes.	In 2020, all FFB sold to PT Budi Tani Kembang Jaya, decision to sale FFB to the related Palm Oil Mill was based on the best price.	Complied																																																

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		Group Manager has maintained annual production records and sales of FFB. Currently there is no certified FFB, because this is the initial certification assessment.																			
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	In 2020, all FFB sold to PT Budi Tani Kembang Jaya, decision to sale FFB to the related Palm Oil Mill was based on the best price. Group Manager has maintained annual production records and sales of FFB. Currently there is no certified FFB, because this is the initial certification assessment.	Complied																		
D.2 The group documents and implements a system for the tracking of FFB																					
D.2.1																					
Eligibility	Not Applicable		Not Applicable																		
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	Please see milestone B.	Complied																		
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	Annual production report is available in "Laporan Realisasi Produksi TBS Kelompok Koperasi Beringin Jaya". In 2019, actual FFB production per source (Farmer Group) are as follow: <table border="1" data-bbox="1131 1066 1715 1393"> <thead> <tr> <th>No.</th> <th>Farmer Group</th> <th>FFB Production (Ton)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Niur Jaya</td> <td>856.757</td> </tr> <tr> <td>2</td> <td>Jaya Bersama</td> <td>1,203.522</td> </tr> <tr> <td>3</td> <td>Tandan Bertuah</td> <td>1,186.781</td> </tr> <tr> <td>4</td> <td>Tani Makmur</td> <td>1,326.165</td> </tr> <tr> <td>5</td> <td>Sawit Jaya</td> <td>966.390</td> </tr> </tbody> </table>	No.	Farmer Group	FFB Production (Ton)	1	Niur Jaya	856.757	2	Jaya Bersama	1,203.522	3	Tandan Bertuah	1,186.781	4	Tani Makmur	1,326.165	5	Sawit Jaya	966.390	Complied
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		<table border="1"> <tr> <td>6</td> <td>Sawit Makmur</td> <td>869.665</td> </tr> <tr> <td>7</td> <td>Maju Bersama</td> <td>788.322</td> </tr> <tr> <td></td> <td>Total</td> <td>7,197.612</td> </tr> </table> <p>In 2020, actual production per source (Farmer Group) up to October 2020 are as follow:</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Farmer Group</th> <th>FFB Production (kg)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Niur Jaya</td> <td>693,640</td> </tr> <tr> <td>2</td> <td>Jaya Bersama</td> <td>905,819</td> </tr> <tr> <td>3</td> <td>Tandan Bertuah</td> <td>914,702</td> </tr> <tr> <td>4</td> <td>Tani Makmur</td> <td>975,208</td> </tr> <tr> <td>5</td> <td>Sawit Jaya</td> <td>748,976</td> </tr> <tr> <td>6</td> <td>Sawit Makmur</td> <td>716,205</td> </tr> <tr> <td>7</td> <td>Maju Bersama</td> <td>622,030</td> </tr> <tr> <td></td> <td>Total</td> <td>5,576,580</td> </tr> </tbody> </table> <p>In 2020, all FFB sold to PT Budi Tani Kembang Jaya, decision to sale FFB to the related Palm Oil Mill was based on consideration of the best price.</p>	6	Sawit Makmur	869.665	7	Maju Bersama	788.322		Total	7,197.612	No.	Farmer Group	FFB Production (kg)	1	Niur Jaya	693,640	2	Jaya Bersama	905,819	3	Tandan Bertuah	914,702	4	Tani Makmur	975,208	5	Sawit Jaya	748,976	6	Sawit Makmur	716,205	7	Maju Bersama	622,030		Total	5,576,580	
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D.3 The group has a procedure and system for premium distribution.

D.3.1

Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium	The ICS has established SOP for premium distribution, named "SOP Pembagian dan Penggunaan Premi RSPO" document No.1/SOP/UPA/	Complied
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	<p>payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.</p>	<p>ICS-KBJ/X/2020, Revision 0, dated 13 July 2020. The SOP regulate as follow:</p> <ol style="list-style-type: none"> 1. Sales of RSPO credit carry out by Group Manager. 2. RSPO credit volume must be sold prior to expiry. 3. The allocation of the revenue sharing post is as follows: <table style="margin-left: 20px;"> <tr><td>a. ICS Welfare</td><td>: 20%</td></tr> <tr><td>b. Organization</td><td>: 10%</td></tr> <tr><td>c. Surveillance Audit</td><td>: 15%</td></tr> <tr><td>d. Training</td><td>: 7.5%</td></tr> <tr><td>e. Tax</td><td>: 2.5%</td></tr> <tr><td>f. Farmer Group Management</td><td>: 5%</td></tr> <tr><td>g. Farmer</td><td>: 30%</td></tr> <tr><td>h. Stakeholder</td><td>: 5%</td></tr> <tr><td>i. Spraying Team</td><td>: 5%</td></tr> </table> <p>Realization of payment will take consideration on the situation and conditions.</p>	a. ICS Welfare	: 20%	b. Organization	: 10%	c. Surveillance Audit	: 15%	d. Training	: 7.5%	e. Tax	: 2.5%	f. Farmer Group Management	: 5%	g. Farmer	: 30%	h. Stakeholder	: 5%	i. Spraying Team	: 5%	
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<p>Milestone A</p>	<p>The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.</p>	<p>Currently, Koperasi Beringin Jaya is not certified yet, because this is the initial certification assessment. RSPO premiums is not applicable yet.</p>	<p>Complied</p>																		
<p>Milestone B</p>	<p>The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.</p>	<p>Currently, Koperasi Beringin Jaya is not certified yet, because this is the initial certification assessment. RSPO premiums is not applicable yet.</p>	<p>Complied</p>																		

Appendix B: Approved Time Bound Plan

This Unit of Certification is Independent Smallholders, Time Bound Plan is not applicable.

Appendix C: GHG Reporting Executive Summary

(This Unit of Certification is Independent Smallholders, GHG reporting is not applicable.)

The GHG emissions that were produced in [year] for [mill] and supply base was calculated using the PalmGHG Calculator version 3.0.1. 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 [YEAR] for [MILL] and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	NA
PKO	NA

Extraction	%
OER	NA
KER	NA

Production	t/yr
FFB Process	NA
CPO Produced	NA
PKO Produced	NA

Land Use	Ha
OP Planted Area	NA
OP Planted on peat	NA
Conservation (forested)	NA
Conservation (non-forested)	NA
Total	NA

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	NA	NA	NA	NA	NA	NA	NA	NA
CO ₂ Emission from fertilizer	NA	NA	NA	NA	NA	NA	NA	NA
NO ₂ Emission	NA	NA	NA	NA	NA	NA	NA	NA
Fuel Consumption	NA	NA	NA	NA	NA	NA	NA	NA
Peat Oxidation	NA	NA	NA	NA	NA	NA	NA	NA
Sink								
Crop Sequestration	NA	NA	NA	NA	NA	NA	NA	NA
Conservation Sequestration	NA	NA	NA	NA	NA	NA	NA	NA
Total								

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	NA	NA
Fuel Consumption	NA	NA
Grid Electricity Utilization	NA	NA
Credit		
Export of Grid Electricity	NA	NA
Sales of PKS	NA	NA
Sales of EFB	NA	NA
Total		

Summary of Kernel Crusher Emission and Credit (if applicable)

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

*This mill has no kernel crusher operation.

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

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

Appendix D: Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
	-	-	-	-
	-	-	-	-

Note: This Unit of Certification is Independent Smallholders and this assessment is Initial Assessment

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
	-	-	-
	-	-	-

Note: This Unit of Certification is Independent Smallholders and this assessment is Initial Assessment

C. 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)
	-	-	-	-
	-	-	-	-

Note: This Unit of Certification is Independent Smallholders and this assessment is Initial Assessment

D. Records of CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
	-	-	-	-
	-	-	-	-

Note: This Unit of Certification is Independent Smallholders and this assessment is Initial Assessment

E. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
	-	-	-
	-	-	-

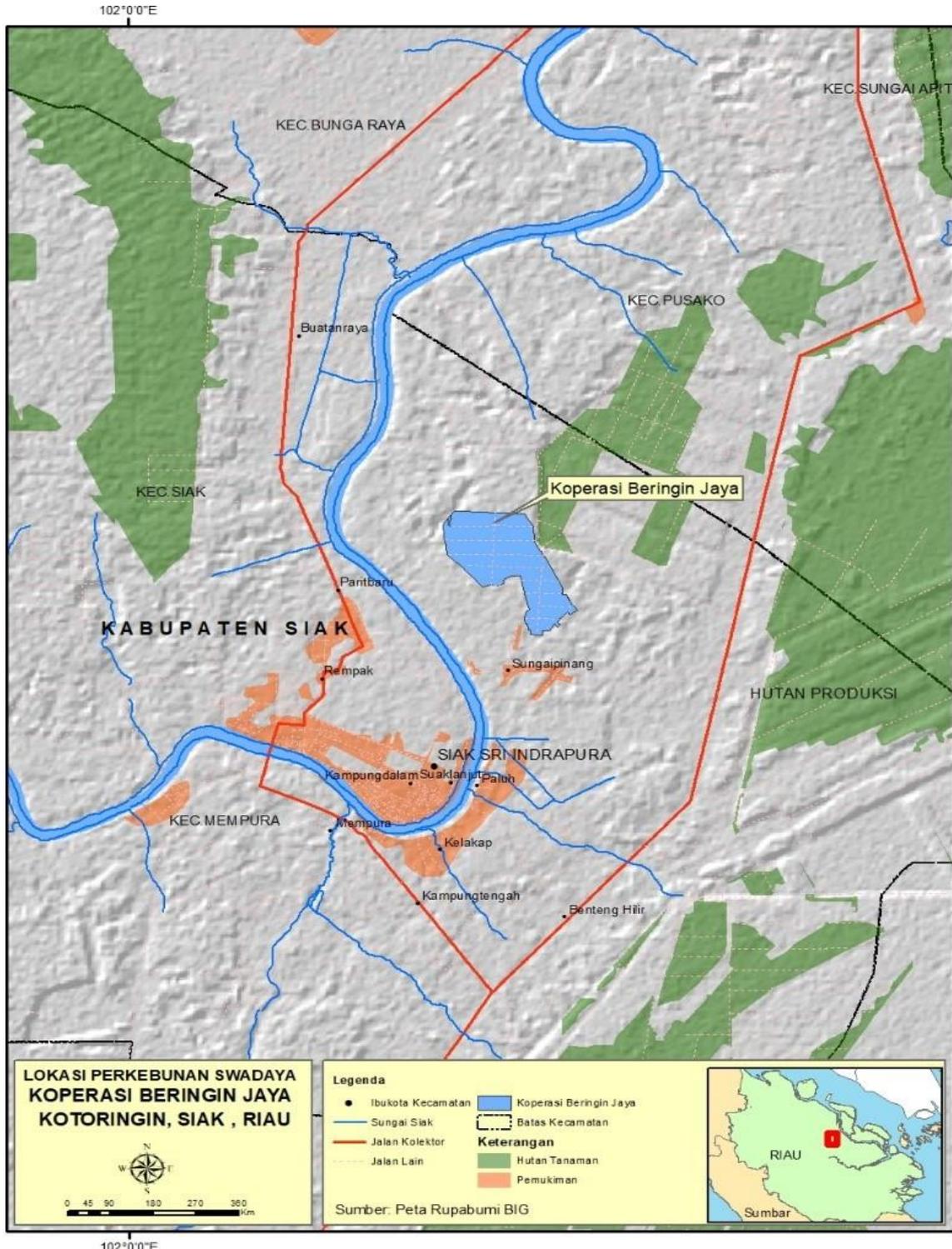
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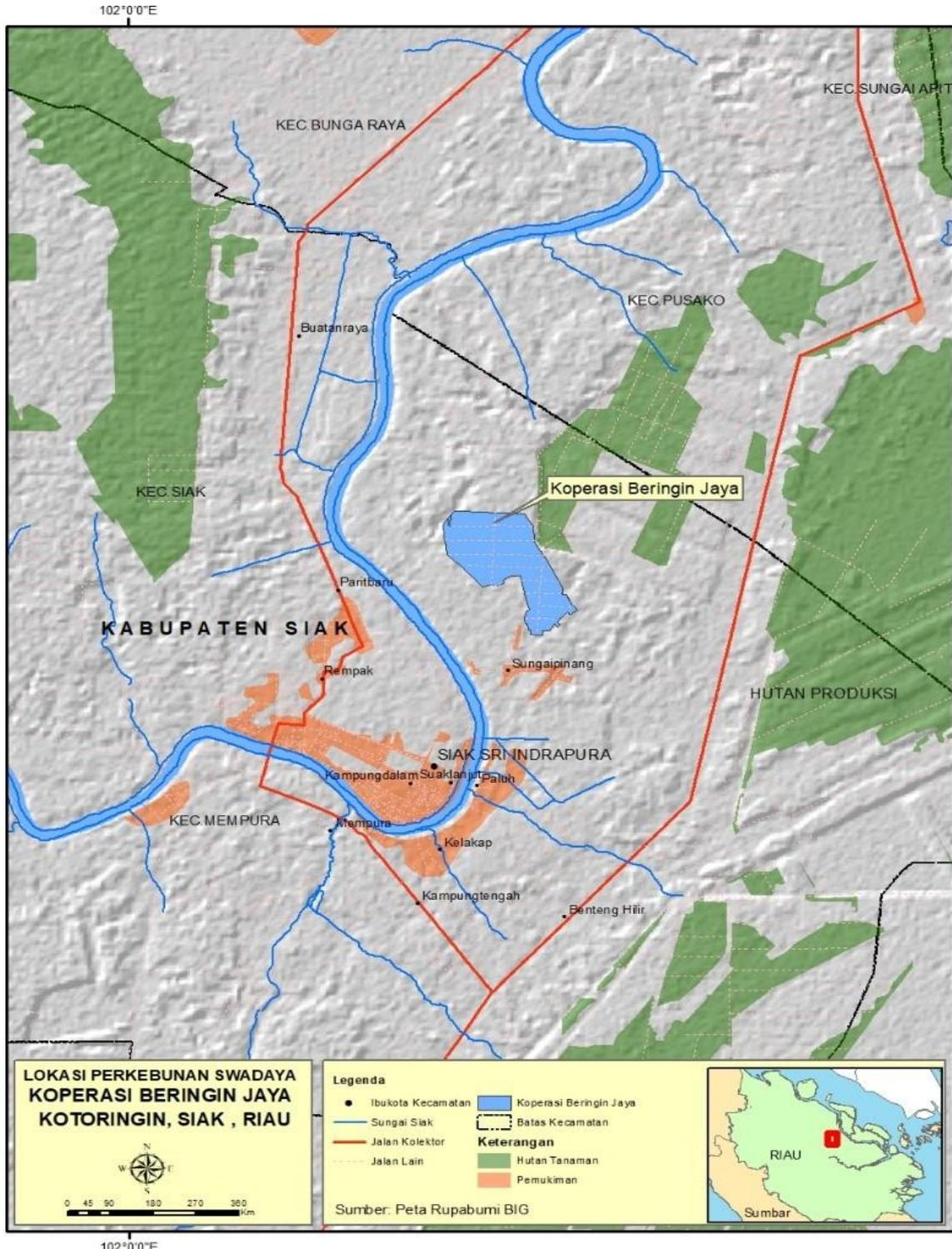
F. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
	-	-	-
	-	-	-

Note: This Unit of Certification is Independent Smallholders and this assessment is Initial Assessment

Appendix E: Location Map of Certification Unit and Supply bases



Appendix F: Estate Field Map



Appendix G: List of Smallholder Registered and Sampled

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
1	Akasah	Beringin Jaya Village	0°51'27.41"	102°4'16.30"	1.82	1.82	26.0	26/03/2010	6010011
2	Bakhtiar Efendi	Beringin Jaya Village	0°51'27.90"	102°3'55.03"	1.82	1.82	34.7	26/03/2010	6010021
3	Dewi Puspita Sari	Beringin Jaya Village	0°51'27.74"	102°4'3.70"	1.81	1.81	32.1	26/03/2010	6010031
4	Edwin Putra	Beringin Jaya Village	0°51'27.98"	102°3'49.68"	1.86	1.86	31.9	26/03/2010	6010041
5	Fahraini	Beringin Jaya Village	0°51'26.39"	102°4'29.25"	1.83	1.83	9.5	26/03/2010	6010051
6	Herman	Beringin Jaya Village	0°51'27.97"	102°3'51.45"	1.85	1.85	35.7	26/03/2010	6010061
7	Ismail	Beringin Jaya Village	0°51'27.77"	102°4'7.65"	1.82	1.82	33.7	26/03/2010	6010071
8	M. Ata	Beringin Jaya Village	0°51'27.09"	102°4'27.05"	1.85	1.85	23.8	26/03/2010	6010081
9	M. Nur	Beringin Jaya Village	0°51'27.93"	102°3'56.75"	1.83	1.83	23.4	26/03/2010	6010091
10	Muhammad Yusuf Ritonga*	Beringin Jaya Village	0°51'27.77"	102°4'0.08"	1.84	1.84	40.6	26/03/2010	6010101
11	Mursidi	Beringin Jaya Village	0°51'27.33"	102°4'20.68"	1.86	1.86	21.4	26/03/2010	6010111
12	Rachmad Kartono	Beringin Jaya Village	0°51'27.83"	102°4'1.80"	1.87	1.87	38.9	26/03/2010	6010121
13	Raman*	Beringin Jaya Village	0°51'28.09"	102°3'45.80"	1.88	1.88	44.5	26/03/2010	6010131
14	Safril	Beringin Jaya Village	0°51'27.46"	102°4'18.46"	1.84	1.84	24.6	26/03/2010	6010141
15	Salmahwati	Beringin Jaya Village	0°51'27.19"	102°4'24.92"	1.86	1.86	22.0	26/03/2010	6010151
16	Samion	Beringin Jaya Village	0°51'27.97"	102°3'53.23"	1.84	1.84	37.6	26/03/2010	6010161
17	Samsul Bahri	Beringin Jaya Village	0°51'27.60"	102°4'12.15"	1.81	1.81	34.4	26/03/2010	6010171
18	Setiawan Sisworo*	Beringin Jaya Village	0°51'26.16"	102°3'37.44"	1.81	1.81	30.1	26/03/2010	6010181
19	Sri Hartina	Beringin Jaya Village	0°51'28.22"	102°3'41.83"	1.84	1.84	46.8	26/03/2010	6010191
20	Sulup	Beringin Jaya Village	0°51'24.38"	102°3'35.08"	1.11	1.11	21.5	26/03/2010	6010201
		Beringin Jaya Village	0°51'19.33"	102°3'34.04"	0.81	0.81	15.6	26/03/2010	6010202
21	Sunarto	Beringin Jaya Village	0°51'27.82"	102°3'58.42"	1.83	1.83	24.1	26/03/2010	6010211
22	Sururi	Beringin Jaya Village	0°51'28.08"	102°3'47.81"	1.84	1.84	33.2	26/03/2010	6010221
23	Sutardi	Beringin Jaya Village	0°51'27.26"	102°4'22.82"	1.85	1.85	24.7	26/03/2010	6010231
24	T. Said Busu	Beringin Jaya Village	0°51'27.70"	102°4'5.63"	1.81	1.81	31.0	26/03/2010	6010241
25	Titus Sumardi	Beringin Jaya Village	0°51'27.71"	102°4'10.06"	1.83	1.83	39.1	26/03/2010	6010251
26	Wan Abdurrahman	Beringin Jaya Village	0°51'28.15"	102°3'43.76"	1.84	1.84	46.8	26/03/2010	6010261
27	Wan Abdurrahman Aidi	Beringin Jaya Village	0°51'27.71"	102°3'39.71"	1.83	1.83	46.8	26/03/2010	6010271
28	Widati	Beringin Jaya Village	0°51'27.53"	102°4'14.26"	1.83	1.83	26.2	26/03/2010	6010281

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
29	Agus Misman	Beringin Jaya Village	0°51'13.90"	102°4'26.15"	0.98	0.98	25.5	26/03/2010	6020011
30	Ahmad Samin	Beringin Jaya Village	0°51'16.76"	102°3'36.99"	1.83	1.83	37.4	26/03/2010	6020021
31	Ahmad Zainuri	Beringin Jaya Village	0°51'16.64"	102°4'29.89"	1.96	1.96	30.8	26/03/2010	6020031
32	Amir R.	Beringin Jaya Village	0°51'16.77"	102°3'44.43"	1.87	1.87	34.9	26/03/2010	6020041
33	Badri	Beringin Jaya Village	0°51'16.69"	102°4'24.26"	1.97	1.97	32.8	26/03/2010	6020051
34	Budi Santoso	Beringin Jaya Village	0°51'16.81"	102°3'55.68"	1.94	1.94	37.3	26/03/2010	6020061
35	Dahlan	Beringin Jaya Village	0°51'16.83"	102°4'5.09"	1.86	1.86	40.9	26/03/2010	6020061
36	Eriorina Betty Oktariani P.	Beringin Jaya Village	0°51'16.82"	102°4'12.91"	1.90	1.90	35.2	26/03/2010	6020071
37	Hadi	Beringin Jaya Village	0°51'16.81"	102°3'53.81"	1.93	1.93	38.3	26/03/2010	6020081
38	Hamdani Saleh	Beringin Jaya Village	0°51'16.78"	102°4'14.75"	1.97	1.97	31.7	26/03/2010	6020091
30	Heru Susanto	Beringin Jaya Village	0°51'16.81"	102°4'3.21"	1.95	1.95	34.0	26/03/2010	6020101
40	Ibrahim	Beringin Jaya Village	0°51'16.77"	102°3'38.82"	1.84	1.84	34.1	26/03/2010	6020111
41	Ikhsan	Beringin Jaya Village	0°51'16.80"	102°3'49.99"	1.90	1.90	36.0	26/03/2010	6020121
		Beringin Jaya Village	0°50'54.80"	102°4'39.84"	1.96	1.96	33.8	26/03/2010	6020131
42	Joko Priyono	Beringin Jaya Village	0°51'16.76"	102°4'16.65"	1.97	1.97	30.7	26/03/2010	6020132
43	Julia Arnita	Beringin Jaya Village	0°51'16.79"	102°3'48.13"	1.89	1.89	34.4	26/03/2010	6020141
44	Jumadi*	Beringin Jaya Village	0°51'16.84"	102°4'1.28"	1.95	1.95	38.2	26/03/2010	6020151
45	Jumadi*	Beringin Jaya Village	0°51'16.72"	102°4'20.43"	1.97	1.97	34.7	26/03/2010	6020161
46	Mastini	Beringin Jaya Village	0°51'16.81"	102°3'59.41"	1.95	1.95	36.5	26/03/2010	6020171
47	Muchtar	Beringin Jaya Village	0°51'16.82"	102°3'57.55"	1.94	1.94	39.8	26/03/2010	6020181
48	Ngatmo	Beringin Jaya Village	0°51'16.14"	102°3'35.08"	1.82	1.82	40.5	26/03/2010	6020191
49	Normi	Beringin Jaya Village	0°51'16.71"	102°4'22.31"	1.97	1.97	32.3	26/03/2010	6020201
50	Nurlinda Riyani	Beringin Jaya Village	0°51'16.66"	102°4'28.00"	1.97	1.97	27.6	26/03/2010	6020211
51	Rahmat	Beringin Jaya Village	0°51'16.64"	102°4'31.79"	1.96	1.96	34.0	26/03/2010	6020221
52	Siti Fatimah	Beringin Jaya Village	0°51'16.19"	102°4'33.90"	1.87	1.87	32.1	26/03/2010	6020231
53	Slamet Irwanto	Beringin Jaya Village	0°51'19.44"	102°4'26.15"	0.98	0.98	25.7	26/03/2010	6020241
54	Soimah	Beringin Jaya Village	0°51'16.80"	102°3'42.56"	1.86	1.86	38.7	26/03/2010	6020251
55	Suhardi	Beringin Jaya Village	0°51'16.79"	102°3'46.28"	1.88	1.88	36.8	26/03/2010	6020261
56	Supaing*	Beringin Jaya Village	0°51'16.81"	102°3'51.91"	1.91	1.91	38.4	26/03/2010	6020271
57	Suwarman	Beringin Jaya Village	0°51'16.76"	102°4'18.57"	1.97	1.97	34.5	26/03/2010	6020281
58	Suyoto	Beringin Jaya Village	0°51'16.60"	102°4'9.48"	1.90	1.90	38.0	26/03/2010	6020291

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
59	Tamam	Beringin Jaya Village	0°51'17.00"	102°4'7.15"	1.86	1.86	38.2	26/03/2010	6020301
60	Yogi Yanto	Beringin Jaya Village	0°51'16.78"	102°3'40.68"	1.84	1.84	37.5	26/03/2010	6020321
		Beringin Jaya Village	0°50'24.50"	102°4'32.41"	1.91	1.91	25.2	26/03/2010	6020322
61	Abdussomad	Beringin Jaya Village	0°51'4.07"	102°4'36.24"	1.79	1.79	35.8	26/03/2010	6030011
62	Ahmad Jainuri	Beringin Jaya Village	0°51'5.17"	102°4'30.78"	1.79	1.79	27.7	26/03/2010	6030021
63	Asmah	Beringin Jaya Village	0°51'5.77"	102°3'57.14"	1.83	1.83	43.4	26/03/2010	6030031
64	Burhan	Beringin Jaya Village	0°51'6.59"	102°3'36.48"	1.83	1.83	46.1	26/03/2010	6030041
65	Ersuparno	Beringin Jaya Village	0°51'5.79"	102°3'51.68"	1.83	1.83	39.0	26/03/2010	6030051
66	Hariato	Beringin Jaya Village	0°51'5.34"	102°4'27.29"	1.79	1.79	47.5	26/03/2010	6030061
67	Heriyanto	Beringin Jaya Village	0°51'5.93"	102°3'42.32"	1.83	1.83	39.0	26/03/2010	6030071
68	Irianto	Beringin Jaya Village	0°51'5.37"	102°4'18.31"	1.79	1.79	35.4	26/03/2010	6030081
69	Juanda	Beringin Jaya Village	0°51'5.86"	102°3'46.09"	1.83	1.83	40.1	26/03/2010	6030091
70	Lahamat	Beringin Jaya Village	0°51'5.98"	102°3'40.46"	1.83	1.83	38.6	26/03/2010	6030101
71	M. Amin M	Beringin Jaya Village	0°51'5.41"	102°4'21.71"	1.79	1.79	35.7	26/03/2010	6030111
72	M. Habib Kurnia AC.	Beringin Jaya Village	0°51'5.53"	102°4'10.72"	1.79	1.79	36.1	26/03/2010	6030121
73	Mustakim	Beringin Jaya Village	0°51'5.70"	102°4'8.93"	1.88	1.88	42.2	26/03/2010	6030131
74	Nasrun	Beringin Jaya Village	0°51'5.92"	102°3'53.50"	1.83	1.83	47.7	26/03/2010	6030141
75	Nurhayani	Beringin Jaya Village	0°51'5.33"	102°4'29.02"	1.79	1.79	27.0	26/03/2010	6030151
76	Nursalim	Beringin Jaya Village	0°51'5.40"	102°4'23.55"	1.79	1.79	31.6	26/03/2010	6030161
77	Nursiah*	Beringin Jaya Village	0°51'5.91"	102°3'44.21"	1.83	1.83	46.5	26/03/2010	6030171
78	Paiman	Beringin Jaya Village	0°51'5.56"	102°4'20.08"	1.79	1.79	33.0	26/03/2010	6030181
79	Purwanto	Beringin Jaya Village	0°51'5.88"	102°3'49.78"	1.83	1.83	38.9	26/03/2010	6030191
80	Rahmat Sihotang	Beringin Jaya Village	0°51'5.54"	102°4'16.37"	1.79	1.79	34.9	26/03/2010	6030201
81	Ridwan R.	Beringin Jaya Village	0°51'5.88"	102°3'47.95"	1.83	1.83	41.3	26/03/2010	6030211
82	Rina	Beringin Jaya Village	0°51'6.04"	102°3'38.65"	1.83	1.83	35.8	26/03/2010	6030221
83	Sahuri	Beringin Jaya Village	0°51'5.68"	102°4'2.81"	1.83	1.83	39.8	26/03/2010	6030231
84	Siti Aisyah	Beringin Jaya Village	0°51'5.32"	102°4'32.72"	1.79	1.79	26.1	26/03/2010	6030241
85	Sugeng	Beringin Jaya Village	0°51'5.71"	102°3'60.00"	1.83	1.83	47.1	26/03/2010	6030251
86	Sugito	Beringin Jaya Village	0°51'5.63"	102°4'6.68"	1.83	1.83	40.4	26/03/2010	6030261
87	Sujono	Beringin Jaya Village	0°51'5.42"	102°4'25.42"	1.79	1.79	29.0	26/03/2010	6030271
88	Sukri	Beringin Jaya Village	0°51'5.51"	102°4'12.53"	1.79	1.79	33.4	26/03/2010	6030281

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
89	Susmoro	Beringin Jaya Village	0°51'5.79"	102°3'55.24"	1.83	1.83	38.1	26/03/2010	6030291
90	Warsito	Beringin Jaya Village	0°51'5.65"	102°4'4.7"	1.83	1.83	44.4	26/03/2010	6030301
91	Yuliver	Beringin Jaya Village	0°51'5.41"	102°4'14.43"	1.79	1.79	30.2	26/03/2010	6030311
92	Agustami	Beringin Jaya Village	0°50'55.97"	102°3'50.86"	1.91	1.91	45.4	26/03/2010	6040011
93	Andri Sujatmiko	Beringin Jaya Village	0°50'55.74"	102°4'0.64"	1.96	1.96	40.8	26/03/2010	6040021
94	Anuar	Beringin Jaya Village	0°50'44.87"	102°3'57.30"	1.76	1.76	49.3	26/03/2010	6040031
95	Aris Musodat	Beringin Jaya Village	0°50'55.57"	102°4'8.54"	1.96	1.96	45.5	26/03/2010	6040041
96	Asral	Beringin Jaya Village	0°50'55.11"	102°4'23.21"	2.05	2.05	46.3	26/03/2010	6040051
		Beringin Jaya Village	0°50'42.88"	102°4'48.52"	2.04	2.04	28.8	26/03/2010	6040052
97	Budi Yanto	Beringin Jaya Village	0°50'55.86"	102°3'55.76"	1.86	1.86	40.7	26/03/2010	6040061
98	Fauzul*	Beringin Jaya Village	0°50'54.93"	102°4'28.07"	2.10	2.10	43.0	26/03/2010	6040071
99	Hadi Sumanto	Beringin Jaya Village	0°50'55.19"	102°4'20.79"	2.04	2.04	40.6	26/03/2010	6040081
100	Indra Saputra	Beringin Jaya Village	0°50'57.33"	102°4'25.67"	1.03	1.03	28.6	26/03/2010	6040091
101	Iskandar	Beringin Jaya Village	0°50'55.39"	102°4'13.43"	2.00	2.00	41.9	26/03/2010	6040101
102	Jumadi*	Beringin Jaya Village	0°50'55.61"	102°4'5.63"	1.87	1.87	42.9	26/03/2010	6040111
103	Kadimun*	Beringin Jaya Village	0°50'55.84"	102°3'58.19"	1.91	1.91	41.1	26/03/2010	6040121
104	Kahar T.L	Beringin Jaya Village	0°50'54.94"	102°4'30.55"	2.12	2.12	34.8	26/03/2010	6040131
105	Karsono	Beringin Jaya Village	0°50'49.50"	102°3'48.72"	1.71	1.71	53.2	26/03/2010	6040142
		Beringin Jaya Village	0°50'47.70"	102°3'52.02"	1.71	1.71	52.9	26/03/2010	6040143
		Beringin Jaya Village	0°50'46.58"	102°3'54.12"	1.74	1.74	52.9	26/03/2010	6040144
		Beringin Jaya Village	0°50'45.72"	102°3'55.77"	1.70	1.70	52.9	26/03/2010	6040141
106	Misrah	Beringin Jaya Village	0°50'56.12"	102°3'45.99"	1.94	1.94	56.3	26/03/2010	6040151
107	Muin*	Beringin Jaya Village	0°50'56.04"	102°3'48.41"	1.86	1.86	56.4	26/03/2010	6040161
108	Okta Yeni	Beringin Jaya Village	0°50'55.90"	102°3'53.34"	1.91	1.91	47.3	26/03/2010	6040171
109	Ratmanto	Beringin Jaya Village	0°50'52.74"	102°4'25.56"	1.03	1.03	30.7	26/03/2010	6040181
110	Riono	Beringin Jaya Village	0°50'55.46"	102°4'10.93"	1.98	1.98	46.8	26/03/2010	6040191
111	Romin Rafika Saputri	Beringin Jaya Village	0°50'54.72"	102°4'37.73"	1.89	1.89	31.1	26/03/2010	6040201
112	Sahar	Beringin Jaya Village	0°50'54.76"	102°4'35.49"	2.11	2.11	40.5	26/03/2010	6040211
113	Sucipto*	Beringin Jaya Village	0°50'55.34"	102°4'15.92"	2.01	2.01	42.2	26/03/2010	6040221
114	Suhadi	Beringin Jaya Village	0°50'57.00"	102°3'43.49"	2.00	2.00	58.8	26/03/2010	6040231
115	Sumadi*	Beringin Jaya Village	0°50'55.27"	102°4'18.37"	2.01	2.01	50.9	26/03/2010	6040241

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
116	Supanto	Beringin Jaya Village	0°50'58.59"	102°3'40.01"	1.96	1.96	62.8	26/03/2010	6040251
117	Supriono	Beringin Jaya Village	0°50'54.81"	102°4'33.01"	2.13	2.13	35.2	26/03/2010	6040261
118	Suwardi Idris	Beringin Jaya Village	0°50'55.67"	102°4'3.07"	1.97	1.97	45.1	26/03/2010	6040271
119	Abdul Manaf Hasibuan*	Beringin Jaya Village	0°50'43.46"	102°4'8.48"	1.82	1.82	29.3	26/03/2010	6050011
120	Abdul Rahim	Beringin Jaya Village	0°50'45.01"	102°4'32.83"	1.83	1.83	21.0	26/03/2010	6050021
121	Amir	Beringin Jaya Village	0°50'43.32"	102°4'9.81"	1.94	1.94	31.8	26/03/2010	6050031
122	Amirudin	Beringin Jaya Village	0°50'44.29"	102°3'58.72"	1.67	1.67	38.9	26/03/2010	6050041
123	Edi Sofyan	Beringin Jaya Village	0°50'45.23"	102°4'28.88"	1.84	1.84	23.3	26/03/2010	6050051
124	Jamilah	Beringin Jaya Village	0°50'37.40"	102°4'38.49"	0.88	0.88	12.7	26/03/2010	6050061
125	Jasum	Beringin Jaya Village	0°50'44.38"	102°4'13.84"	1.82	1.82	30.1	26/03/2010	6050071
126	Jufrizal	Beringin Jaya Village	0°50'32.64"	102°4'38.17"	0.88	0.88	11.4	26/03/2010	6050081
127	Jumilah	Beringin Jaya Village	0°50'45.15"	102°4'30.91"	1.83	1.83	22.4	26/03/2010	6050091
128	M. Yunus*	Beringin Jaya Village	0°50'43.57"	102°4'12.35"	2.05	2.05	32.2	26/03/2010	6050101
129	Mahadar	Beringin Jaya Village	0°50'43.61"	102°4'1.34"	2.39	2.39	55.2	26/03/2010	6050111
130	Misran	Beringin Jaya Village	0°50'37.75"	102°4'34.14"	0.96	0.96	12.0	26/03/2010	6050121
131	Muhammad Saleh	Beringin Jaya Village	0°50'40.04"	102°4'4.58"	2.23	2.23	44.4	26/03/2010	6050131
132	Munif Hasibuan	Beringin Jaya Village	0°50'43.66"	102°4'7.19"	1.82	1.82	28.3	26/03/2010	6050141
133	Musa	Beringin Jaya Village	0°50'33.03"	102°4'33.77"	0.96	0.96	10.7	26/03/2010	6050151
134	Mustawi	Beringin Jaya Village	0°50'44.86"	102°4'39.00"	1.85	1.85	31.6	26/03/2010	6050161
135	Rodiah	Beringin Jaya Village	0°50'43.60"	102°4'2.64"	2.23	2.23	34.0	26/03/2010	6050171
136	Rudi Mutalib*	Beringin Jaya Village	0°50'45.68"	102°4'26.84"	1.90	1.90	33.3	26/03/2010	6050181
137	Rusimah	Beringin Jaya Village	0°50'44.90"	102°4'36.74"	1.81	1.81	22.0	26/03/2010	6050191
138	Sahari	Beringin Jaya Village	0°50'46.74"	102°4'18.39"	1.77	1.77	39.9	26/03/2010	6050201
139	Sahroni	Beringin Jaya Village	0°50'46.99"	102°4'21.14"	1.81	1.81	44.8	26/03/2010	6050211
140	Sahrul	Beringin Jaya Village	0°50'39.81"	102°4'10.93"	0.96	0.96	24.1	26/03/2010	6050221
141	Samsur	Beringin Jaya Village	0°50'35.00"	102°4'36.09"	1.90	1.90	25.2	26/03/2010	6050231
142	Sarinah	Beringin Jaya Village	0°50'47.14"	102°4'11.24"	0.96	0.96	22.4	26/03/2010	6050241
143	Sarman	Beringin Jaya Village	0°50'36.97"	102°4'27.91"	1.20	1.20	12.0	26/03/2010	6050251
144	Sulkimin	Beringin Jaya Village	0°50'35.34"	102°4'29.73"	1.81	1.81	27.5	26/03/2010	6050261
145	Supriadi	Beringin Jaya Village	0°50'35.25"	102°4'31.82"	1.86	1.86	23.5	26/03/2010	6050271
146	Sutrisno	Beringin Jaya Village	0°50'46.06"	102°4'15.87"	2.17	2.17	31.9	26/03/2010	6050281

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
147	Suyadi	Beringin Jaya Village	0°50'47.00"	102°4'24.13"	1.91	1.91	26.6	26/03/2010	6050291
148	Wan Said	Beringin Jaya Village	0°50'47.33"	102°4'4.93"	1.84	1.84	31.6	26/03/2010	6050301
149	Zainudin	Beringin Jaya Village	0°50'43.89"	102°4'0.03"	1.61	1.61	41.4	26/03/2010	6050311
150	Zubir	Beringin Jaya Village	0°50'45.05"	102°4'34.70"	1.82	1.82	26.1	26/03/2010	6050321
151	Abdul Rohman	Beringin Jaya Village	0°50'24.59"	102°4'34.18"	1.84	1.84	23.9	26/03/2010	6060011
152	Aepuloh	Beringin Jaya Village	0°50'24.92"	102°4'45.35"	1.96	1.96	39.1	26/03/2010	6060021
153	Amril	Beringin Jaya Village	0°50'25.25"	102°4'36.11"	1.96	1.96	33.2	26/03/2010	6060031
154	April Wadi	Beringin Jaya Village	0°50'33.25"	102°4'53.33"	0.78	0.78	11.1	26/03/2010	6060041
		Beringin Jaya Village	0°50'24.36"	102°4'56.36"	1.30	1.30	18.6	26/03/2010	6060042
155	Baharum	Beringin Jaya Village	0°50'25.10"	102°4'39.47"	0.96	0.96	22.2	26/03/2010	6060051
		Beringin Jaya Village	0°50'25.37"	102°4'37.92"	0.91	0.91	21.0	26/03/2010	6060052
156	Basir	Beringin Jaya Village	0°50'44.53"	102°4'45.65"	2.14	2.14	29.9	26/03/2010	6060061
157	Basirun	Beringin Jaya Village	0°50'44.63"	102°4'41.50"	1.92	1.92	35.8	26/03/2010	6060071
158	Julia	Beringin Jaya Village	0°50'25.50"	102°4'30.54"	2.00	2.00	20.8	26/03/2010	6060081
159	Kamarudin	Beringin Jaya Village	0°50'24.77"	102°4'49.72"	1.95	1.95	27.9	26/03/2010	6060091
160	Lustarinal	Beringin Jaya Village	0°50'22.60"	102°4'58.80"	2.55	2.55	36.0	26/03/2010	6060101
161	Muhidin	Beringin Jaya Village	0°50'34.40"	102°4'51.46"	1.96	1.96	26.2	26/03/2010	6060111
162	Murad	Beringin Jaya Village	0°50'24.72"	102°4'52.03"	2.08	2.08	32.4	26/03/2010	6060121
163	Priyanto	Beringin Jaya Village	0°50'34.72"	102°4'47.14"	1.97	1.97	24.1	26/03/2010	6060131
164	Rahaina	Beringin Jaya Village	0°50'44.55"	102°4'42.92"	0.96	0.96	14.2	26/03/2010	6060141
165	Rian Hidayat	Beringin Jaya Village	0°50'52.91"	102°4'43.12"	2.35	2.35	24.3	26/03/2010	6060151
166	Rodiyah	Beringin Jaya Village	0°50'24.89"	102°4'47.51"	2.07	2.07	38.0	26/03/2010	6060161
167	Sawalmi	Beringin Jaya Village	0°50'34.89"	102°4'40.77"	1.93	1.93	30.4	26/03/2010	6060171
168	Sayusnan	Beringin Jaya Village	0°50'24.64"	102°4'54.40"	2.08	2.08	34.9	26/03/2010	6060181
169	Siti Badriyah	Beringin Jaya Village	0°50'34.85"	102°4'42.82"	1.97	1.97	32.8	26/03/2010	6060191
170	Sukiman	Beringin Jaya Village	0°50'25.05"	102°4'41.01"	1.90	1.90	34.2	26/03/2010	6060201
171	Suparto	Beringin Jaya Village	0°50'34.66"	102°4'49.3"	1.90	1.90	25.1	26/03/2010	6060211
172	Sutinem	Beringin Jaya Village	0°50'24.96"	102°4'43.21"	2.00	2.00	34.0	26/03/2010	6060221
173	Zawiyah	Beringin Jaya Village	0°50'34.76"	102°4'45.00"	1.93	1.93	30.1	26/03/2010	6060231
174	A. Kadir	Beringin Jaya Village	0°50'6.05"	102°4'45.89"	2.00	2.00	29.5	26/03/2010	6070011
175	Arman Izan	Beringin Jaya Village	0°50'16.92"	102°4'57.85"	2.03	2.03	35.5	26/03/2010	6070021
176	Budi Rahmat*	Beringin Jaya Village	0°50'5.51"	102°4'39.08"	2.09	2.09	40.3	26/03/2010	6070031

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
177	Hamzah	Beringin Jaya Village	0°50'16.93"	102°5'1.53"	1.75	1.75	30.0	26/03/2010	6070041
178	Joko Santoso	Beringin Jaya Village	0°50'15.85"	102°4'54.46"	2.01	2.01	37.7	26/03/2010	6070051
179	Kustiati	Beringin Jaya Village	0°50'15.11"	102°4'44.47"	1.94	1.94	35.3	26/03/2010	6070061
180	M. Muzakir	Beringin Jaya Village	0°50'7.85"	102°4'49.21"	0.89	0.89	13.9	26/03/2010	6070071
181	M. Paidin	Beringin Jaya Village	0°50'5.56"	102°4'36.33"	2.00	2.00	36.5	26/03/2010	6070081
182	Marhalem	Beringin Jaya Village	0°50'15.17"	102°4'46.59"	1.95	1.95	32.1	26/03/2010	6070091
183	Misiyem	Beringin Jaya Village	0°50'15.02"	102°4'50.57"	1.67	1.67	27.0	26/03/2010	6070101
184	Pratomo	Beringin Jaya Village	0°50'14.92"	102°4'52.32"	1.52	1.52	26.7	26/03/2010	6070111
185	Pujiati	Beringin Jaya Village	0°50'5.69"	102°4'34.19"	1.90	1.90	35.2	26/03/2010	6070121
186	Rohmat Supriyanto	Beringin Jaya Village	0°50'5.47"	102°4'41.30"	1.04	1.04	21.0	26/03/2010	6070131
187	Sogirah	Beringin Jaya Village	0°50'15.19"	102°4'40.12"	1.64	1.64	35.6	26/03/2010	6070141
188	Solekhan	Beringin Jaya Village	0°50'15.11"	102°4'35.56"	1.89	1.89	35.2	26/03/2010	6070151
189	Sri Marni	Beringin Jaya Village	0°50'5.46"	102°4'43.20"	1.09	1.09	14.8	26/03/2010	6070161
190	Sudarmanto S.	Beringin Jaya Village	0°50'6.75"	102°4'31.43"	1.93	1.93	38.4	26/03/2010	6070171
191	Sujirah	Beringin Jaya Village	0°49'59.50"	102°4'38.99"	1.22	1.22	18.4	26/03/2010	6070181
		Beringin Jaya Village	0°49'59.66"	102°4'34.66"	0.82	0.82	12.4	26/03/2010	6070182
192	Sumedi*	Beringin Jaya Village	0°51'16.78"	102°4'11.18"	1.90	1.90	44.2	26/03/2010	6070191
		Beringin Jaya Village	0°50'15.53"	102°4'38.70"	0.81	0.81	17.7	26/03/2010	6070192
		Beringin Jaya Village	0°50'15.22"	102°4'37.31"	1.18	1.18	25.9	26/03/2010	6070193
193	Suwandi	Beringin Jaya Village	0°50'15.01"	102°4'48.63"	1.65	1.65	25.0	26/03/2010	6070201
194	Tasmi	Beringin Jaya Village	0°50'15.27"	102°4'42.33"	1.96	1.96	44.0	26/03/2010	6070211
195	Toipur	Beringin Jaya Village	0°50'13.39"	102°4'30.99"	2.01	2.01	34.5	26/03/2010	6070221
196	Untung Pradesa Ade	Beringin Jaya Village	0°50'14.29"	102°4'33.61"	1.64	1.64	22.2	26/03/2010	6070231
197	Yahman	Beringin Jaya Village	0°50'7.07"	102°4'51.26"	1.40	1.40	21.0	26/03/2010	6070241
Total					372.8	372.8	7026.1		

Note: * are smallholders sampled in this audit.

Appendix H: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
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
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
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
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
WRI	World Research Institute