

**RSPO PRINCIPLE AND CRITERIA
 PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (4)**
- Recertification Assessment** (Choose an item.)
- Extension of Scope

FGV Holdings Berhad
Client company Address: Sustainability Compliance & Certification Department, Level 20 (W), Wisma FGV, Jalan Raja Laut 50350 Kuala Lumpur, Malaysia
Certification Unit: FGV Palm Industries Sdn Bhd – Lepar Hilir Palm Oil Mill
Location of Certification Unit: Jalan Lepar Hilir 3, Gambang, Kuantan, 26300 Pahang, Malaysia
Date of Final Report: 10/05/2022

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	FGV Holdings Berhad		
RSPO Membership Number	1-0225-16-000-00	Membership Approval Date	27/12/2016
Address	Sustainability Compliance & Certification Department, Level 20 (W), Wisma FGV, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	FGV Palm Industries Sdn. Bhd. – Lepar Hilir Palm Oil Mill		
Location / Address	Kilang Sawit Lepar Hilir, Jalan Lepar Hilir 3, Gambang, Kuantan, 26300 Pahang, Malaysia		
Website	https://www.fgvholdings.com/home/		
Management Representative	Ameer Izyanif Bin Hamzah	E-mail	ameer.h@fgvholdings.com
Telephone	03-27890497	Facsimile	03-27890440

2. Certification Information			
Certificate Number	RSPO 666408	Certificate Start Date	02/02/2018
Date of First Certification	02/02/2018	Certificate Expiry Date	01/02/2023
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	The objective of the assessment was to conduct an annual surveillance assessment of the existing certification to ensure the elements of the proposed scope of registration and the requirements of the management standard are effectively addressed by the organisation's management system.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 4) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	54mt / Hour
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 701754 (Mill)	MS 2530-4:2013 (MSPO Part 4)	BSI Services Malaysia Sdn Bhd	23/03/2024
MSPO 701755 (Estates)	MS 2530-3:2013 (MSPO Part 3)	BSI Services Malaysia Sdn Bhd	23/03/2024
SCCS03437	MSPO SCCS 2018	Trans Certification International Sdn Bhd	25/03/2025

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
FGVPISB Lepar Hilir Palm Oil Mill	Jalan Lepar Hilir 3, Gambang, Kuantan, 26300 Pahang, Malaysia	3° 38' 39.26" N	103° 00' 40.22" E
FGVPM Lepar Hilir 05 Estate	Gugusan Felda Lepar Hilir, 26300 Gambang, Kuantan, Pahang, Malaysia	3° 39' 44.46" N	103° 05' 03.35" E
FGVPM Lepar Hilir 06 Estate	Gugusan Felda Lepar Hilir, 26300 Gambang, Kuantan, Pahang, Malaysia	3° 35' 59.30" N	103° 00' 40.93" E
FGVPM Lepar Hilir 07 Estate	Gugusan Felda Lepar Hilir, 26300 Gambang, Kuantan, Pahang, Malaysia	3° 39' 43.23" N	102° 59' 18.02" E
FGVPM Lepar Hilir 08 Estate	Gugusan Felda Lepar Hilir, 26300 Gambang, Kuantan, Pahang, Malaysia	3° 36' 03.83" N	103° 00' 40.65" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGVPM Lepar Hilir 05 Estate	2,607.61	-	281.93	2,889.54	90.24
FGVPM Lepar Hilir 06 Estate	2,322.91	-	324.06	2,646.97	87.76
FGVPM Lepar Hilir 07 Estate	2,052.01	-	265.03	2,317.04	90.00
FGVPM Lepar Hilir 08 Estate	1,324.19	-	88.60	1,412.79	88.56
Total	8,306.72	-	959.62	9,266.34	

Notes.

- FGVPM Lepar Hilir 08 has been split into 2 operating units as of 01/01/2021 – FGVPM Lepar Hilir 07 Estate and FGVPM Lepar Hilir 08 Estate.
- Land Resurvey was done in FGVPISB Lepar Hilir 06, 07 and 08 which resulted in changes in Total Planted Area and Total Area.

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6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Lepar Hilir 05 Estate	1,208.10	1,399.51	-	-	-	1,399.51	1,208.10
FGVPM Lepar Hilir 06 Estate	304.44	1672.1	-	346.37	-	2,018.47	304.44
FGVPM Lepar Hilir 07 Estate	471.82	608.94	971.25	-	-	1,580.19	471.82
FGVPM Lepar Hilir 08 Estate	-	1,143.46	-	34.49	146.24	1,324.19	-
Total (ha)	1,984.36	4,824.01	971.25	380.86	146.24	6,322.36	1,984.36

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Oct 2020 – Dec 2021)		Forecast (Feb 22 – Jan 23)
		Previous license period (Oct 20 – Jan 21)	Current license period (Feb 21 – Dec 21)	
FGVPM Lepar Hilir 05 Estate	49,011.00	7,437.15	20,388.26	26,500.00
FGVPM Lepar Hilir 06 Estate	25,907.00	9,510.53	23,278.81	38,200.00
FGVPM Lepar Hilir 07 Estate	-	11,190.91	20,684.97	37,400.00
FGVPM Lepar Hilir 08 Estate	43,393.00	842.65	20,124.46	26,000.00
Total	118,311.00	113,457.74		128,100.00

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Oct 2020 – Dec 2021)		Forecast (Feb 22 – Jan 23)
		Previous license period (Oct 20 – Jan 21)	Current license period (Feb 21 – Dec 21)	
N/A		-	-	
Total		N/A		

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9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year (Feb 21 – Jan 22)	Actual (Oct 2020 – Dec 2021)		Forecast (Feb 22 – Jan 23)
		Previous license period (Oct 20 – Jan 21)	Current license period (Feb 21 – Dec 21)	
Outgrowers, Dealers & Smallholders	NA	33,108.41	112,019.82	NA
Total		145,128.23		

9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	Oct 2020	9,702.49	10,341.85	20,044.34
2	Nov 2020	8,329.04	9,482.90	17,811.94
3	Dec 2020	6,851.53	7,243.43	14,094.96
4	Jan 2021	4,098.18	6,040.23	10,138.41
5	Feb 2021	3,715.73	4,422.91	8,138.64
6	Mar 2021	5,654.81	6,366.57	12,021.38
7	April 2021	3,558.46	10,026.39	13,584.85
8	May 2021	5,949.55	10,034.30	15,983.85
9	June 2021	7,774.79	10,543.02	18,317.81
10	July 2021	8,430.30	10,376.41	18,806.71
11	Aug 2021	10,521.55	12,391.51	22,913.06
12	Sep 2021	10,468.90	11,523.14	21,992.04
13	Oct 2021	8,789.70	12,987.71	21,777.41
14	Nov 2021	10,955.07	12,701.82	23,656.89
15	Dec 2021	8,657.64	10,646.04	19,303.68
	TOTAL	113,457.74	145,128.23	285,585.97

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10. Summary of Certified Tonnage (not applicable for ISS)			
Estimated last year (Feb 21 – Jan 22)	Actual (Oct 2020 – Dec 2021)		Forecast (Feb 22 – Jan 23)
	Previous license period (Oct 20 – Jan 21)	Current license period (Feb 21 – Dec 21)	
FFB	FFB		FFB
118,311.00 mt	28,981.24 mt	84,476.50 mt	128,100.00 mt
	113,457.74 mt		
CPO (OER: 20.32 %)	CPO (OER: 20.65 %)		CPO (OER: 20.50 %)
24,052.63 mt	6,103.62 mt	17,325.24 mt	26,260.50 mt
	23,428.86 mt		
PK (KER: 4.62 %)	PK (KER: 4.03 %)		PK (KER: 4.60 %)
5,465.97 mt	1,187.41 mt	3,384.48 mt	5,892.60 mt
	4,571.89 mt		

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	Oct 2020	2,060.36	404.08
2	Nov 2020	1,792.98	331.36
3	Dec 2020	1,453.08	285.02
4	Jan 2021	797.20	166.95
5	Feb 2021	456.84	91.62
6	Mar 2021	1,104.30	221.06
7	April 2021	750.08	152.37
8	May 2021	1,277.65	240.29
9	Jun 2021	1,707.92	324.12
10	July 2021	1,683.98	316.16
11	Aug 2021	2,265.56	471.13
12	Sept 2021	2,114.26	446.55
13	Oct 2021	1,908.27	354.32
14	Nov 2021	2,345.69	443.51
15	Dec 2021	1,710.69	323.35
	TOTAL	23,428.86	4,571.89

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11. Summary of Actual Volume sold					
Current License Period (Feb 21 – Dec 21)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	-	-	-	8,727.24	8,727.24
PK (MT)	3,398.62	-	-	-	3,398.62
Credits	7,228.00	-	-	-	7,228.00
Previous License Period (Oct 20 – Jan 21)					
CPO (MT)	-	-	-	5,571.66	5,571.66
PK (MT)	1,065.25	-	-	-	1,065.25
Credits	395.00	-	-	-	395.00

Note: 1. Conventional is RSPO certified material but sold as non-RSPO.
2. RSPO Credits sold from CPO Volume.
3. RSPO Certified PK Brought Forward February 2021 = 311.30mt

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	XXX	TR-cc934fd5-d28a	-	401.39
2	XXX	TR-b61c3c88-8907	-	331.68
3	XXX	TR-9773c5e5-1052	-	320.93
4	XXX	TR-4e144f00-2090	-	453.04
5	XXX	TR-70d8c042-193f	-	97.38
6	XXX	TR-2d3883f3-f179	-	285.98
7	XXX	TR-257eb962-d8dc	-	375.04
8	XXX	TR-d8df07e5-e56a	-	39.11
9	XXX	TR-09a32b28-c802	-	523.53
10	XXX	TR-8b238621-889f	-	159.71
11	XXX	TR-0b6c8a40-31d2	-	37.27
12	XXX	TR-d8026ddb-cb29	-	43.74
13	XXX	TR-d2fb5538-0a23	-	287.7
14	XXX	TR-987f6952-f9e5	-	42.12
15	XXX	TR-989df3a2-3ee6	-	174.59
16	XXX	TR-55dd0c1f-2234	-	351.36
17	XXX	TR-1f8cc1c3-0a04	-	539.30
TOTAL			-	4,463.87

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11B. 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)
-	-	-	-	-
TOTAL				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1	XXX	8,727.24	-
2	XXX	5,571.66	-
TOTAL		14,298.90	-

11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
1	XXX	15373-128413	637
2	XXX	15373-128443	80
3	XXX	15373-128455	283
4	XXX	15373-127436	1,000
5	XXX	15373-125420	1,000
6	XXX	15373-124733	1,000
7	XXX	15373-123720	900
8	XXX	15373-123447	2
9	XXX	15373-121965	1,000
10	XXX	15373-120316	800
11	XXX	15373-117383	238
12	XXX	15373-109372	200
13	XXX	15373-109170	200
14	XXX	15373-108712	278
15	XXX	15373-108145	5
TOTAL			7,623.00

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12. Independent Smallholders Certified Tonnage / Volume									
	Estimated last year (Feb 21 – Jan 22)			Actual (Oct 2020 – Sept 2021)			Forecast (Feb 22 – Jan 23)		
Phase	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			-			-			-
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	

13. Independent Smallholders Actual Sold Tonnage / Volume						
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	IS-CSPK	IS-CSPKE
Current License period						
Credits				-	-	-
Physical	-	-	-			

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.
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639
Representative: Nicholas Cheong (Nicholas.Cheong@bsigroup.com)
Website: www.bsigroup.com

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **23 – 26/01/2022**. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on **01/04/2022**. The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Malaysia National Interpretation 2019 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

Meetings were held with stakeholders to seek their views on the performance of the 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 of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Lepar Hilir POM	✓	✓	✓	✓	✓
FGVPM Lepar Hilir 05 Estate	✓	✓	✓	✓	-
FGVPM Lepar Hilir 06 Estate	✓	✓	✓	✓	✓
FGVPM Lepar Hilir 07 Estate	-	-	-	-	✓
FGVPM Lepar Hilir 08 Estate	-	✓	✓	✓	✓

Tentative Date of Next Visit: January 23, 2023 - January 26, 2023

Total Number of Mandays: 12 Mandays

2.2 BSI Assessment Team

Name	Role	Competency
Vijay Kanna Pakirisamy (VKP)	Team Leader	<p>Education: Holds a Bachelor Degree in Agribusiness Science Management with Honours, University Utara Malaysia.</p> <p>Work Experience: He has 10 years' experience in Oil Palm Estate Management in leading Oil Palm Companies such as KL Kepong Bhd, IOI Plantations and United Plantations. The last position held was Senior Assistant Manager. His experience includes the day-to-day estate operations and ensured the implementation of RSPO, ISCC and MSPO certification. He has been an sustainable palm oil auditor since 2019.</p> <p>Training attended: He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO SCCS Lead Auditor Course, Endorsed MSPO Lead Auditor Course, HCV & HCS Introductory Training g and SMETA Requirements Training, RSPO Independent Smallholder (IHS) Auditor Training.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Occupational, Health & Safety, Estate Best Practises and supply chain requirements.</p> <p>Language proficiency: Fluent in English, Bahasa Malaysia, Tamil.</p>
Mohd Razaleigh Mohamad (MRM)	Team Member	<p>Education: Holds a Bachelor Degree in Plantation Management and Agrotechnology, University Technology Mara (UiTM).</p> <p>Work Experience: He has 5 years' experience in Oil Palm Estate Management with Tradewinds Plantation Berhad. The last position held was Senior Assistant Manager. He has more than 4 years of experience in Third</p>

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		<p>Party Certification Audit with Control Union (M) Sdn Bhd for RSPO P&C, MSPO P&C and GLOBALG.A.P. IFA Fruits and Vegetables. Qualified as RSPO Lead Auditor and approved to conduct Environmental and Social elements.</p> <p>Training attended: He has completed ISO 9001-2015 Lead Auditor Course, ISO14001- 2015 Lead Auditor Course, ISO45001-2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed MSPO P&C Lead Auditor Course, Social Accountability SA8000 Auditor Course, RSPO Independent Smallholder (IHS) Auditor Training.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of legal, social, and stakeholder engagement.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English.</p>
Amir Bahari (AB)	Team Member	<p>Education: Holds a Bachelor of Science (Hons) in Chemistry, University Science Malaysia & a Diploma in Palm Oil Milling Tech/Management, Malaysian Palm Oil Board.</p> <p>Work Experience: He has more than 30 years of plantation experience including managing rubber factories, palm oil mills and estates. Since 2014 he has started auditing professionally for varies scheme including RSPO and MSPO for varies accredited certification body.</p> <p>Training attended: He has completed ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course & Endorsed RSPO P&C Lead Auditor Course.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Environment, HCV and estate best practises.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English.</p>

Accompanying Persons:

Name	Role
-	-

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1.3 Assessment Plan

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

Date	Time	Subjects	VKP	AB	MRM
Saturday, 22/01/2022	1500 - 1900	Auditors travel to Kuantan.	✓	✓	✓
Sunday, 23/01/2022 FGVPISB Lepar Hilir Oil Mill	0800 - 0900	Travel from Kuantan to FGVPISB Lepar Hilir Oil Mill	✓	✓	✓
	0900 - 0930	Opening Meeting: - Opening Presentation by Audit Team Leader. - Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation).	✓	✓	✓
	0930 - 1230	Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, Lab, weighbridge and palm product storage area, etc.	✓	✓	✓
	1000 - 1200	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓
	1230 - 1330	LUNCH BREAK			
	1330 - 1630	Document review P1 – P7: Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation. RSPO SCCS general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
Monday, 24/01/2022 FGVPM Lepar Hilir 07	0800 - 0900	Travel from Kuantan to FGVPM Lepar Hilir 07	✓	✓	✓
	0900 - 1230	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	✓	✓	✓
	1000 - 1200	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓
	1230 - 1330	LUNCH BREAK			

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Date	Time	Subjects	VKP	AB	MRM
	1330 - 1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
Tuesday, 25/01/2022 FGVPM Lepar Hilir 06	0800 - 0900	Travel from Kuantan to FGVPM Lepar Hilir 06	✓	✓	✓
	0900 - 1230	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	✓	✓	✓
	1000 - 1200	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓
	1230 - 1330	LUNCH BREAK			
	1330 - 1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
	Wednesday, 26/01/2022 FGVPM Lepar Hilir 05	0800 - 0900	Travel from Kuantan to FGVPM Lepar Hilir 05	✓	✓
0900 - 1230		Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	✓	✓	✓
1000 - 1200		Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓
1230 - 1330		LUNCH BREAK			

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	1330 - 1600	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholders and workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓
	1600 - 1630	Verify any Outstanding Issues and Preparation for Closing Meeting	✓	✓	✓
	1630 - 1700	Closing Meeting	✓	✓	✓
	1700	Auditors travel back to Kuantan	✓	✓	✓

Critical NC Close Out On-Site Assessment Plan

Date	Time	Subjects	VKP
Thursday, 01/04/2022	0900 – 0930	Opening Meeting at FGVPISB Lepar Hilir POM: - Opening Presentation by Audit Team Leader. - Confirmation of assessment scope and finalize Audit plan	✓
	0930 – 1230	1. Verification on Critical NC: - 2157981-202201-M1 2. Site observation, workers interview 3. Document review – implemented evidence	✓
	1230 – 1300	Closing Meeting	✓

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	The plan is inclusive of all current subsidiaries, estates and mills as per time bound plan FY2021. As stated, the management of FGV Holdings Berhad has plan to certify all the complexes starting from 2017 until 2021. The updated time bound plan dated April 2021 shows that the plan spans from year 2017 until 2023.	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	<p>33 complexes have been certified from 2017 – 2019 as shown in the TBP below. Remaining 35 mills have undergone internal audit.</p> <p>The time bound plan is behind the scheduled due to tendering process which CB appointment based on yearly selection together with re-suspension by RSPO Complaint Panel for certification processes for all FGV’s uncertified units for unsatisfactory findings on non-compliance of the Complaints Panel Decision dated 28/11/2018. (https://www.rspo.org/news-and-events/news/rspo-statement-regarding-complaints-panel-decision-on-felda-global-venture-holdings)</p> <p>On the latest development of suspension, verification audit by RSPO CP being conducted by an independent certification body (CB) appointed by RSPO to assess and verify the implementation of the action plan at 6 FGV units. The exercise being carried out since November 2020. The current status is waiting final report from CP as RSPO has informed FGV Holdings Berhad after meeting conducted on 06/12/2021.</p>	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available.	No new acquisitions were recorded or in planning.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	<p>There is a slight delay on certification for the remaining uncertified units due to RSPO Complaint Panel suspension – uplifting decision still pending at RSPO CP side. Refer RSPO letter dated 13 January 2020.</p> <p>Other than that, another possible revision of the TBP involving:</p> <ol style="list-style-type: none"> 1. Issues pertaining membership as of now FGV management control has been taken over by FELDA through shareholder acquisition. 	Complied

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	2. Mills and estates rationalization exercises effective June 2021.	
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?	Slight changes to the time-bound plan since the last audit i.e. stretched to 2023 due to RSPO complaint panel on suspension of FGV. This will be updated in the 2021 ACOP. In addition to that, FGVPI KS Jerangau Baru have ceased operation effective 01/01/2021 and has been removed from the time bound plan. There are also rationalization plans for FGVPM estates which to be concluded in June 2021. Notification to Scheme Owner as well as to Certification bodies in progress.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There are no lapses in implementation of the plan.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There are no fundamental failure in implementation of the plan.	Complied
Un-Certified Units or Holdings		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	There has been no replacement of primary forest area. There were 4 LUCA submitted to RSPO and 2 LUCA review was completed. However, there is one issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan. FGV has briefed the issue to RSPO Secretariat.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	There is new planting after 1st January 2010. Liability Disclosure was submitted and waiting for RSPO's decision for further action. The Liability Disclosure involved Asian Plantation Limited and Tanah Emas Oil Palm Processing. FGVPM Tenggara 12 and FGVPM Rantau Abang 02 for new planting with NPP.	Complied
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.	No land conflict. There were 4 LUCA submitted to RSPO and 2 LUCA review was completed and 3 concept note required as per the RSPO RaCP tracker.	Complied
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	In reference to RSPO Complaints Panel directive findings dated 30/11/2018 and second letter on 13/01/2020 resulting from the verification audit which was carried out in October 2019 as well as several other internal assessment and external audits findings on recruitment issues particularly on recruitment costs, FGV has taken positive and further steps to ensure that the workers are well	Complied

	<p>informed of FGV policies on the hiring of workers inter alia the cost of recruitment.</p> <p>In addition, since July 2019, FGV has been conducting briefing sessions for its appointed recruitment agencies to communicate and promote understanding about the contents and expectations of the Guidelines and Procedures for the Responsible Recruitment of Foreign Workers. Emphasis is given in particular on ethical recruitment processes and on the non-imposition of recruitment fees by the recruitment agencies on the workers as stipulated in the contract between FGV and the recruitment agencies.</p> <p>Notwithstanding, it is noted that the pre-recruitment costs which include the cost of securing the official documents (ID and passports) and the travel-related cost for these are borne by workers, which some paid to the sub-agent/ agents to assist/ expedite the process.</p> <p>FGV has also revised the contract of Recruitment Agencies Contract to translate FGV's commitment to bear the official costs of recruitments which include, among others, the levy, airfare, cost of medical check-up in Malaysia and insurance. The revised contract includes new provisions prohibiting the agencies from charging the above fees on workers.</p> <p>In order to ensure recruitment agencies, comply with this requirement around imposition of fee, FGV has conducted a series of socialization programs with agencies and their sub-agents in Lombok (Indonesia) on 30-31/01/2020, Chennai (13/01/2020) and Kolkata (14/01/2020). During this process, FGV explained that the costs associated with the recruitment onwards are covered by FGV and on that basis agents and sub-agents shall not charge workers on similar fee.</p> <p>FGV has also established three One-Stop-Center in sourcing country of workers namely Lombok (Indonesia); Chennai (India) and Kolkata (India) where workers go through pre-departure training programme (which is conducted in collaboration with local labour department); interview and selection process. FGV is continuously conducting a socialization programme comprising a serious of engagement sessions involving various stakeholders.</p> <p>Given the size of FGV's operations and the large number of its mills and plantations, the socialization programme has being carried out in phases in different locations starting June 2019.</p>	
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	<p>These action plans being developed and implemented throughout FGV units to mitigate the issues highlighted in the complaints particularly to labour related issues, and its progress report being reporting quarterly to RSPO Secretariat and can be referred on FGV Sustainability website: https://www.fgvholdings.com/sustainability/reports-updates/.</p> <p>Further to the action plans, RSPO CP has also carried out verification audits through its appointed Certification Bodies to assess the implementation and the effectiveness of the action plans. On the latest development of the verification audit by RSPO COP, another round of assessment being conducted by an independent certification bodies (CB) appointed by RSPO to assess and verify the implementation of the action plan at six FGV units. The exercise being carried out since November 2020. The current status is waiting final report from CP as RSPO has informed FGV Holdings Berhad after meeting conducted on 06/12/2021.</p>	
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>There is 1 issue happen in FGVPM Palong Timur 04 (Now FGVPM Palong Timur 05) and the details is elaborated below:</p> <ol style="list-style-type: none"> 1. FGVPM PALONG TIMUR 04 (NOW FGVPM PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RM61,968.60 and summon status is Court Appeal. <p>Auditor Verification: During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no : SJ 53-4/2016 ; Date 14.04.2016 in Mahkamah Seksyen Kuantan.</p> <p>Fixed for Trial on 01.03.2017, 02.03.2017 and 03.03.2017.</p> <p>All process still in progress and CB will verify this issue in next audit or during audit in this mill.</p>	<p>Complied</p>
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>Yes, there have positive assurance statement from internal certification unit. All 67 complexes have conducted internal audit in Year 2019 and 2020. Seen the internal audit done by Sustainability Compliance and Certification Department(SCCD).</p>	<p>Complied</p>
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed</p>	<p>There are Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the internal audits.</p>	<p>Complied</p>

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with RSPO?	These issues are addressed through internal audit action plan and implemented phased by phased (according to the timeline) by project. Evidence are available through internal audit reports.	
Have there been any stakeholder (including NGO) consultation conducted?	Stakeholders are being engaged during stakeholders consultation which are being carried out during social impact assessment (SIA). Issues raised during the session are being recorded and actions/resolutions being handled by respective projects.	Complied

3.2 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.	Not Applicable as there are no scheme smallholders or scheme out growers under this certification unit.	Complied

Approved Time Bound Plan

TIME BOUND PLAN FORECAST FOR RSPO CERTIFICATION OF ALL FGV PALM OIL MILLS & SUPPLY BASES				
Palm Oil Mill	Supply Bases (estates, plantations, associations)			
	FFB Supplier	Certification Year	Certification Standard	Status
KS SELANCAR 2B	FGVPM Selancar 06	2017	MYNI 2019	Certified
	FGVPM Selancar 08	2017	MYNI 2019	
	FGVPM Selancar 09	2017	MYNI 2019	
KS ARING A	FGVPM Aring 02	2017	MYNI 2019	Certified
	FGVPM Aring 15	2017	MYNI 2019	
	FGVPM Aring 03	2017	MYNI 2019	
	FGVPM Aring 04	2017	MYNI 2019	
	FGVPM Aring 05	2017	MYNI 2019	
	FGVPM Aring 06	2017	MYNI 2019	
	FGVPM Aring 08	2017	MYNI 2019	
	FGVPM Aring 10	2017	MYNI 2019	
	FGVPM Aring 11	2017	MYNI 2019	
KS SELENDANG	FGVPM Selendang 3	2018	MYNI 2019	Certified
	FGVPM Selendang 4	2018	MYNI 2019	
	FGVPM Selendang 5	2018	MYNI 2019	
	FGVPM Berabong 1	2018	MYNI 2019	

KS BUKIT SAGU	FGVPM Bukit Sagu 04	2017	MYNI 2019	Certified
	FGVPM Bukit Sagu 6	2017	MYNI 2019	
	FGVPM Bukit Sagu 07	2017	MYNI 2019	
	FGVPM Bukit Sagu 08	2017	MYNI 2019	
KS KERATONG 9	FGVPM Bera Selatan 05	2017	MYNI 2019	Certified
	FGVPM Bera Selatan 07	2017	MYNI 2019	
	FGVPM Merchong	2017	MYNI 2019	
	FGVPM Keratong Timur	2017	MYNI 2019	
	FASSB Merchong	2017	MYNI 2019	
KS LEPAR UTARA 6	FGVPM Lepar Utara 07	2017	MYNI 2019	Certified
	FGVPM Lepar Utara 08	2017	MYNI 2019	
	FGVPM Lepar Utara 09	2017	MYNI 2019	
	FGVPM Lepar Utara 11	2017	MYNI 2019	
KS MOAKIL	FGVPM Moakil 06	2018	MYNI 2019	Certified
	FGVPM Moakil 07	2018	MYNI 2019	
KS KEMASUL	FGVPM Mengkarak 1	2018	MYNI 2019	Certified
	FGVPM Mengkarak 2	2018	MYNI 2019	
KS KRAU	FVGPM Krau 2	2018	MYNI 2019	Certified
	FVGPM Krau 4	2018	MYNI 2019	
KS LEPAR HILIR	FGVPM Lepar Hilir 05	2017	MYNI 2019	Certified

	FGVPM Lepar Hilir 06	2017	MYNI 2019	
	FGVPM Lepar Hilir 08	2017	MYNI 2019	
KS TRIANG	FGVPM Triang 2	2017	MYNI 2019	Certified
	FGVPM Triang Selatan 1	2017	MYNI 2019	
	FGVPM Triang 4	2017	MYNI 2019	
KS KECHAU B	FGVPM Kechau 06	2017	MYNI 2019	Certified
	FGVPM Kechau 08	2017	MYNI 2019	
	FGVPM Kechau 09	2017	MYNI 2019	
	FGVPM Kechau 10	2017	MYNI 2019	
	FGVPM Kechau 02	2017	MYNI 2019	
	FGVPM Kechau 03	2017	MYNI 2019	
	FGVPM Kechau 07	2017	MYNI 2019	
	FGVPM Kechau 11	2017	MYNI 2019	
	FGVPM Chegar Perah 2	2017	MYNI 2019	
	FGVPM Telang 01	2017	MYNI 2019	
	FASSB Telang	2017	MYNI 2019	
KS PALONG TIMUR	FGVPM Palong Timur 4/5	2018	MYNI 2019	Certified
	FGVPM Palong Timur 06	2018	MYNI 2019	
KS BESOUT	FGVPM Besout 06	2018	MYNI 2019	Certified
	FGVPM Besout 07	2018	MYNI 2019	

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KS NERAM	FGVPM Cherul 03	2018	MYNI 2019	Certified
KS CHINI 3	FGVPM Terapai 1	2018	MYNI 2019	Certified
	FGVPM Chini Timur 4	2018	MYNI 2019	
KS CHIKU	FGVPM Ciku 4	2018	MYNI 2019	Certified
	FGVPM Ciku 8	2018	MYNI 2019	
KS KERATONG 2	FGVP Bera Selatan 03	2018	MYNI 2019	Certified
KS SERTING	FGVPM Palong 17	2018	MYNI 2019	Re-Certified (External Audit)
	FGVPM Palong 18	2018	MYNI 2019	
	FGVPM Palong 21	2018	MYNI 2019	
	FGVPM Serting Hilir 8	2018	MYNI 2019	
KS KERATONG 3	FGVPM Keratong 11	2018	MYNI 2019	Certified
KS KERTEH	FASSB Kerteh	2018	MYNI 2019	Certified
	FGVPM Semaring 01	2018	MYNI 2019	
KS KOTA GELANGGI	FASSB PPTTR	2018	MYNI 2019	Certified
	FASSB K.GELANGGI 5/6	2018	MYNI 2019	
KS JENGA 21	FASSB Jengka 24/25	2018	MYNI 2019	Certified
KS PENGGELI	FGVPM Inas Selatan	2018	MYNI 2019	Certified
KS BELITONG	FASSB Ulu Belitong	2018	MYNI 2019	Certified
	FGVPM Bukit Tongkat B	2018	MYNI 2019	
KS KULAI	FASSB Bkt Besar/Taib Andak	2018	MYNI 2019	Certified

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KS ADELA	FGVPM Kledang 2	2018	MYNI 2019	Certified
KS SERTING HILIR	FGVPM Tembangau 03	2018	MYNI 2019	Certified
	FGVPM Tembangau 05	2018	MYNI 2019	
	FGVPM Tembangau 06	2018	MYNI 2019	
	FGVPM Tembangau 07	2018	MYNI 2019	
	FGVPM Tembangau 08	2018	MYNI 2019	
	FGVPM Tembangau 09	2018	MYNI 2019	
	FGVPM Serting Hilir 9	2018	MYNI 2019	
	FASSB Serting Hilir	2018	MYNI 2019	
KS BUKIT KEPAYANG	FGVPM Terapai 3	2018	MYNI 2019	Certified
KS JERANGAU BARU	FGVPM Rantau abang 1	2018	MYNI 2019	Officially closed on 31/12/2020
	FGVPM Rantau abang 2	2021	MYNI 2019	
	FGVPM Chador 1	2018	MYNI 2019	
KS TENGGAROH	FGVPM Tenggaroh 9	2018	MYNI 2019	Certified
	FGVPM Tenggaroh 11	2018	MYNI 2019	
	FGVPM Tenggaroh 13	2018	MYNI 2019	
KS NITAR	FGVPM Nitar Timur	2018	MYNI 2019	Certified
KS CHALOK	FGVPM Setiu 1	2018	MYNI 2019	Certified
KS WA HA	FGVPM BUKIT APING SELATAN	2018	MYNI 2019	Certified
KS KALABAKAN	FGVPM Kalabakan Utara 01	TBC	TBC	Targeted to be certified on Year 2022

	FGVPM Kalabakan Selatan	TBC	TBC	
KS HAMPARAN BADAI	FGVPM Sahabat 23	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Sahabat 24	TBC	TBC	
	FGVPM Sahabat 26	TBC	TBC	
	FGVPM Sahabat 28	TBC	TBC	
	FGVPM Sahabat 31	TBC	TBC	
	FGVPM Sahabat 33	TBC	TBC	
	FGVPM Sahabat 34	TBC	TBC	
	FGVPM Sahabat 25	TBC	TBC	
	FGVPM Sahabat 22	TBC	TBC	
	FASSB Tambisan	TBC	TBC	
KS UMAS	FGVPM Umas 05	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Umas 06	TBC	TBC	
KS PONTIAN FICO	Pontian Fico	TBC	TBC	Targeted to be certified on Year 2022
	Pontian Subok	TBC	TBC	
	Pontian Orico	TBC	TBC	
	Pontian Pendirosa	TBC	TBC	
	Pontian Kuril	TBC	TBC	
	Pontian Hillco	TBC	TBC	
	Pontian Korosah	TBC	TBC	

	Blossom Plantation Sdn. Bhd	TBC	TBC	
KS TEMENTI	FGVPM Bera Selatan 1	TBC	TBC	Targeted to be certified on Year 2022
	FGVPM Bera Selatan 4	TBC	TBC	
KS SELANCAR 2A	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS BUKIT MENDI	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGKA 8	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGKA 18	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS JENGKA 3	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS PADANG PIOL	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS TERSANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2022
KS KEMAHANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS CHINI 2	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS JERANGAU BARAT	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS TROLAK	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SEMENCHU	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS PANCHING	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS AIR TAWAR	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS LOK HENG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SG TENGI	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS PASOH	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023

KS KAHANG	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS MEMPAGA	External Suppliers	TBC	TBC	Targeted to be certified on Year 2023
KS SAMPADI	FGVPM Sampadi 01	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sampadi 03	TBC	TBC	
	FGVPM Sampadi 04	TBC	TBC	
	FGVPM Sampadi 05	TBC	TBC	
	FGVPM Sampadi 06	TBC	TBC	
KS KEMBARA SAKTI	FGVPM Sahabat 30	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 35	TBC	TBC	
	FGVPM Sahabat 40	TBC	TBC	
	FGVPM Sahabat 41	TBC	TBC	
	FGVPM Sahabat 42	TBC	TBC	
	FGVPM Sahabat 43	TBC	TBC	
KS NILAM PERMATA	FGVPM Sahabat 50	TBC	TBC	Internal Audit
	FGVPM Sahabat 51	TBC	TBC	
	FGVPM Sahabat 52	TBC	TBC	
	FGVPM Sahabat 53	TBC	TBC	
	FGVPM Sahabat 54	TBC	TBC	
KS MERCU PUSPITA	FGVPM Sahabat 07	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 46	TBC	TBC	

	FGVPM Sahabat 48	TBC	TBC	
	FGVPM Sahabat 10	TBC	TBC	
	FASSB Sahabat 06	TBC	TBC	
KS LANCANG KEMUDI	FGVPM Sahabat 36	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 38	TBC	TBC	
	FGVPM Sahabat 39	TBC	TBC	
	FGVPM Sahabat 44	TBC	TBC	
	FGVPM Sahabat 45	TBC	TBC	
KS EMBARA BUDI	FGVPM Sahabat 11	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 12	TBC	TBC	
	FGVPM Sahabat 17	TBC	TBC	
	FGVPM Sahabat 56	TBC	TBC	
	FGVPM Sahabat 20	TBC	TBC	
	FASSB Sahabat 17	TBC	TBC	
	FGVPM Sahabat 21	TBC	TBC	
KS BAIDURI AYU	FGVPM Sahabat 09	TBC	TBC	Targeted to be certified on Year 2023
	FGVPM Sahabat 16	TBC	TBC	
	FGVPM Sahabat 55	TBC	TBC	
KS TENGGAROH TIMUR	FGVPM Tenggaroh 12	2021	TBC	Targeted to be certified on Year 2023
	FGVPM Tenggaroh Timur 2	TBC	TBC	

Asian Plantation Milling Sdn. Bhd	Incosetia Sdn. Bhd	TBC	Group Cert	Internal Audit
	Kronos plantations Sdn. Bhd	TBC	Group Cert	
	Fortune Plantation Sdn. Bhd	TBC	Group Cert	
	BJ Corporation Sdn. Bhd	TBC	Group Cert	
Tanah Emas Oil Palm Processing	Sri Kehuma	TBC	Group Cert	Internal Audit
	Yapidmas AE	TBC	Group Cert	
	Tanah Emas Corporation Berhad (TECB)	TBC	Group Cert	
	Ladang Kluang	TBC	Group Cert	
	Yapidmas D	TBC	Group Cert	
	Sri Mosta 1	TBC	Group Cert	
	Sri Mosta 2	TBC	Group Cert	
	Sri Mosta 3	TBC	Group Cert	
	Cepat Ringgit A	TBC	Group Cert	
	Cepat Ringgit B	TBC	Group Cert	
	Cepat Ringgit D	TBC	Group Cert	
	Karamuak	TBC	Group Cert	
	Sg Milian	TBC	Group Cert	
	Sg Imbak	TBC	Group Cert	
	Kuamut	TBC	Group Cert	
PT CITRA NIAGA PERKASA	TBA	TBC	INA-NIWG	Internal Audit

PT TEMILIA AGRO ABADI	TBA	TBC	INA-NIWG	Internal Audit
FGV estate without mills	FGVPM Paloh	2018	MYNI 2019	Certified under Kulim (M) Berhad – Tereh POM
Estate under RaCP	TBA	TBC	MYNI 2018	Internal Audit

3.3 Details of Nonconformities

The nonconformities are listed below. The findings summary of the assessment by criteria are listed in Appendix A.

During this Assessment there were One (1) Critical; Two (2) Minor nonconformities raised. The FGVPISB Lepar Hilir POM Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-conformity			
NCR Ref #	2157981-202201-M1	Date Issued	26/01/2022
Due Date	25/04/2022	Date of nonconformity Closure	01/04/2022
Clause & Category (Critical / Minor)	3.7.1 (Critical)		
Statement of Nonconformity:	The effectiveness of the trainings was not adequately assessed and monitored.		
Requirement Reference:	A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.		
Objective Evidence:	<ol style="list-style-type: none"> 1. Based on the interview with the Sprayers at FGVP Lepar Hilir 06 Estate and Nursery Sprayers at FGVP Lepar Hilir 05 Estate, it was identified that the workers are aware of the necessity to sanitise themselves at the sanitization facility provided by the estate prior to returning home, but they still do not do so due to time and distance concerns. 2. Verification done on training records for sprayers in FGVP Lepar Hilir 05 Estate indicated that not all sprayers were trained on the spraying procedures and some of the sprayers has last been trained in 2019. 3. Based on the interview with the First Aid Kit Holder for the Spraying Gang at FGVP Lepar Hilir 06 Estate, it was noticed that the holder was unaware of the usage of the first aid kit items. 4. Communication of the procedure (<i>Menangani aduan dan rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) has been conducted by the management for each operating units to workers and stakeholders. It has been verified base on the training records during the morning briefing and memo sent to stakeholders. However, memo has not been submitted to all stakeholders and there are no confirmation on their understanding on the procedure. 5. It has been further verified base on interview with the workers and stakeholders. Stakeholders are not aware about the procedures that has been established and are unable to demonstrate their understanding on the procedure. 		
Corrections:	Issue I		

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	<ul style="list-style-type: none"> a. The estate management will conduct retraining on chemical handlings conducted by management. b. The management will provide evidence on effectiveness of training c. SHO Wilayah will provide level of understanding checklist every 6 months. <p>Issue II</p> <ul style="list-style-type: none"> a. The estate management will conduct retraining on chemical handlings conducted by management. b. The management will provide evidence on effectiveness of training <p>Issue III</p> <ul style="list-style-type: none"> a. The estate management will conduct retraining for first aid kit holders. b. The management will provide evidence on effectiveness of training conducted. c. SHO Wilayah will provide level of understanding checklist every 6 months. <p>Issue IV & V</p> <ul style="list-style-type: none"> a. The management will provide evidence on communication on SOP (<i>Menangani Aduan dan Rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) for stakeholders (Training via physical/online or memo distribution).
Root Cause Analysis:	<ul style="list-style-type: none"> 1. Management did not enforce and follow up on effectiveness after training was done on chemical handling for sprayers due to new person in-charge managing training plan. 2. Management did not conduct latest training for sprayers due to new person in-charged managing training plan, the information on training not handed over to next PIC. 3. Management conducted training for first aid kit holder (Key person), but did not follow up on effectiveness after training, due to new person in- charge. 4. Management did not diversify the way of communication on SOP (<i>Menangani Aduan dan Rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) to reach all stakeholders.
Corrective Actions:	<p><u>Issue I</u></p> <ul style="list-style-type: none"> a. Management to discuss in Safety meeting with regional SHO regarding effectiveness after training for chemical handling training for sprayers. b. Monitoring thru regional SHO visit every 6 months for new person in-charge. <p><u>Issue II and III</u></p> <ul style="list-style-type: none"> a. Management to discuss in safety meeting regarding planning safety training (especially related to chemicals handling) with regional SHO before new year. b. Hand over note from previous PIC to New PIC. c. Checklist monitoring on effectiveness after training by PIC <p>Issue IV and V</p> <ul style="list-style-type: none"> a. To discuss in management meeting the way to diversify regarding SOP for (<i>Menangani Aduan Dan Rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) to reach all stakeholders.

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Assessment Conclusion:	<p>b. Monitoring thru Sustainability Visit for Social Assessment / Sustainability Unit (FGVPM & FGVPI SB) accordingly.</p> <p><u>Critical Nonconformity Verification</u></p> <ol style="list-style-type: none"> 1. Retraining was conducted on 27/01/2022 at Lepar Hilir 6 and Lepar Hilir 05 for all sprayers. The training records were available for verification to include reminders to the workers to ensure they shower at the designated area prior to returning home. Training evaluation was conducted after the training to assess the level of understanding by the workers. Records were available for verification as well. The management of the operating units have appointed specific PIC to monitor the all chemical related works in the estates. Letter of appointments were available for verification. 2. Retraining was conducted on 27/01/2022 at Lepar Hilir 05 for all sprayers. The training records were available for verification. Training evaluation was conducted after the training to assess the level of understanding by the workers. Records were available for verification as well. The management of the operating units have appointed specific PIC to monitor the all chemical related works in the estates. Letter of appointments were available for verification. The OSH Safety Committee Meeting Minutes dated 23/03/2022 was verified to include discussion on safety trainings planned and conducted for the year. 3. First Aid Retraining was conducted on 16/03/2022 for all first aid kit holders and well as first aiders in Lepar Hilir 06. A Training Evaluation was conducted after the training to monitor the level of understanding of all attendees. 4. The management of each estates have distributed a memo stating the SOP (<i>Menangani Aduan dan Rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) which includes the Gender Committee Complaints Flow Chart. Records of acknowledgement from the workers and stakeholders were available for verification. Evaluation was conducted for workers as well to monitor the level of understanding and records were available for verification. The memo on complaints and grievance procedures were available for verification dated as below: <ul style="list-style-type: none"> - FGVPI SB Lepar Hilir POM: 07/02/2022 - FGVPM Lepar Hilir 05: 01/03/2022 - FGVPM Lepar Hilir 06: 09/03/2022 - FGVPM Lepar Hilir 07: 09/02/2022 <p>The evidence provided were able to address the non-conformity raised. Therefore, the critical nonconformity was successfully closed on 01/04/2022.</p>
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Non-conformity			
NCR Ref #	2157981-202201-N1	Date Issued	26/01/2022
Due Date	Next Surveillance Audit	Date of nonconformity Closure	"Open"
Clause & Category (Critical / Minor)	2.2.2 (Minor)		

Statement of Nonconformity:	Contractors unable to demonstrate compliance to legal requirement																																										
Requirement Reference:	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available																																										
Objective Evidence:	<p><u>FGVPISB Lepar Hilir POM</u></p> <p>a. The contractors also unable to demonstrates compliance of Employee Provident Fund Act 1991 and Employment Act 1955. For Hanifsarah Enteprise, no employment contract detailing of salary payment and benefits been provided to the workers and signed by both parties. Other than that, no contribution of employee provident fund has been made. It has been confirmed base on document review and interview with the canteen workers.</p> <p>b. Sample of pay slips for contractors` workers (March and July 2021) Lara Seven Trade and Resources has been verified and sighted that the contractor unable to demonstrate compliance to Employee Provident Fund Act 1991 where EPF contribution did not comply with Seksyen 43 and 44, Table 3. Details as per below</p> <table border="1" data-bbox="547 1122 1433 1391"> <thead> <tr> <th>Month</th> <th>Salary</th> <th>Employee contribution</th> <th>Employer contribution</th> <th>Employee contribution (Table 3)</th> <th>Employer contribution (Table 3)</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>1200</td> <td>143</td> <td>99</td> <td>132</td> <td>156</td> </tr> <tr> <td>July</td> <td>1200</td> <td>182</td> <td>126</td> <td>132</td> <td>156</td> </tr> <tr> <td>Nov</td> <td>1200</td> <td>143</td> <td>99</td> <td>132</td> <td>156</td> </tr> </tbody> </table> <p><u>FGVPM Lepar Hilir 05 Estate</u></p> <p>Sample of pay slips for contractors` workers (August and October 2021) for Mahu Berjaya Enterprise has been verified and sighted that the contractor unable to demonstrate compliance to Employee Provident Fund Act 1991 where EPF contribution did not comply with Seksyen 43 and 44, Table 3. Details as per below</p> <table border="1" data-bbox="547 1619 1433 1839"> <thead> <tr> <th>Month</th> <th>Salary</th> <th>Employee contribution</th> <th>Employer contribution</th> <th>Employee contribution (Table 3)</th> <th>Employer contribution (Table 3)</th> </tr> </thead> <tbody> <tr> <td>Aug</td> <td>1350</td> <td>150</td> <td>177</td> <td>123</td> <td>177</td> </tr> <tr> <td>Oct</td> <td>1350</td> <td>99</td> <td>177</td> <td>123</td> <td>177</td> </tr> </tbody> </table>	Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)	March	1200	143	99	132	156	July	1200	182	126	132	156	Nov	1200	143	99	132	156	Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)	Aug	1350	150	177	123	177	Oct	1350	99	177	123	177
Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)																																						
March	1200	143	99	132	156																																						
July	1200	182	126	132	156																																						
Nov	1200	143	99	132	156																																						
Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)																																						
Aug	1350	150	177	123	177																																						
Oct	1350	99	177	123	177																																						
Corrections:	a. To appointed New person in charge to handle compliance for Employment Contracts among contractors. Jabatan Tenaga Kerja Wilayah (JTK) will monitor every 6 months and liase with new person in charge. JTK/Procurement Wilayah will conduct training regarding Compliance Employment Contracts by Contractors.																																										

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	b. Management to ensure all workers in comply with employment act through monthly payroll review for each employee thru meeting with contractors every 6 months.
Root Cause Analysis:	No enforcement by management in monitoring regarding compliance for Employment Contracts among contractors due to changes person in charge to monitor the issues.
Corrective Actions:	<p>a. New person in charge to handle compliance for Employment Contracts among contractors. Minute of meeting with JTK Wilayah (FGVPM) / SUSTAINABILITY FGVPISB every 6 month for monitor this issues</p> <p>b. Training regarding Compliance Employment Contracts by JTK/Procurement Wilayah.</p> <p>c. Minute of meeting with Contractors every 6 months to discuss matter related to Employment Contracts</p>
Assessment Conclusion:	Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.

Non-conformity			
NCR Ref #	2157981-202201-N2	Date Issued	26/01/2022
Due Date	Next Surveillance Audit	Date of nonconformity Closure	"Open"
Clause & Category (Critical / Minor)	3.7.3 (Minor)		
Statement of Nonconformity:	The understanding and interpretation of the Mass balance Records were unable to be demonstrated by the PICs.		
Requirement Reference:	Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.		
Objective Evidence:	Relevant personals responsible for the RSPO SCCS in the mill were unable to fully understand and interpret the Mass Balance Record (<i>Laporan Tahunan BTS/CPO/KERNEL ISCC/RSPO/MSPO 2021</i>). Therefore, a minor nonconformity was raised.		
Corrections:	<p>a. Evidence Group Sustainability HQ (SCCD) Conduct New training for Supply Chain for New PIC</p> <p>b. To appointed New person in charge to handle Supply Chain related.</p>		
Root Cause Analysis:	Due to changes in Person in charge (PIC), new PIC not yet train for RSPO SCCS Training.		
Corrective Actions:	Management to decide and discuss in management meeting to submit 2 person who handling supply chain for join the training for back up PIC.		
Assessment Conclusion:	Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.		

Opportunity for Improvements	
OFI #	Description
OFI 1	-

Positive Findings	
PF #	Description
PF 1	Good commitment and corporation from the management.
PF 2	Positive feedbacks from internal and external stakeholders.
PF 3	Well maintained labour quarters at the mill and all estates.
PF 4	Generally well implementation of Good Agricultural Practices (GAP).

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1971572-202010-M1	Date Issued	24/10/2020
Due Date	22/01/2021	Date of nonconformity Closure	18/12/2020
Clause & Category (Critical / Minor)	2.3.1 (Critical)		
Statement of Nonconformity:	Information on geo-location of FFB origins and evidence of the ownership status or the right/claim to the land or valid use of land by the grower were not adequately obtained for directly sourced FFB.		
Requirement Reference:	For all directly sourced FFB, the mill requires: <ul style="list-style-type: none"> - Information on geo-location of FFB origins - Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder - One or more supporting documents for claims - Valid MPOB license 		
Objective Evidence:	Lepar Hilir POM did not have adequate information for directly sourced FFB suppliers FTSB, Felda and Koperasi Peneroka Felda on information on geo-location of FFB origins and evidence of the ownership status or the right/claim to the land or valid use of land by the grower such as Land Application (LA); letter from Land & Survey Department; Surat Tuai Rumah/ Ketua Kampung; letter from Jabatan Kemajuan Orang Asli (JAKOA) (for Peninsular); Temporary Occupation Lease (TOL); Provisional Lease; Alienated Land.		
Corrections:	To collect and update the information for all Direct FFB Supplier at Lepar Hilir Mill. The additional information needed is; <ul style="list-style-type: none"> - Information on geo-location of FFB origins 		

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	<ul style="list-style-type: none"> - Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder - One or more supporting documents for claims <p>Valid MPOB license</p>
Root Cause Analysis:	The PIC for traceability did not aware about the information needed from direct FFB suppliers. Current practise is to have a list of supplier only.
Corrective Actions:	PIC for Traceability at mill update the status of FFB supplier information to HQ officer every month.
Assessment Conclusion:	<p><u>Critical NC Verification</u></p> <p>Evidence of corrections and corrective actions verified:</p> <ul style="list-style-type: none"> - Complete documents of MPOB license, GPS of FFB origins and evidence of ownership of related suppliers i.e. FTPSB Lepar Hilir, Felda Lepar Hilir and Koperasi Peneroka Felda Lepar Hilir - Appointment letter of responsible staff to obtain complete information for all FFB suppliers directly dated 1/12/2020 - Complete filing systems for all external FFB suppliers with information of MPOB license, GPS of FFB origins and evidence of ownership - Excel spreadsheet monitoring table of "Senarai Semakan Sijil MPOB, Pengesahan Tanah & Maklumat Geolokasi" Evidence of corrections and corrective actions taken confirmed the CAP proposed were effective to address the issue. <p>Hence, Critical NC was closed on 18/12/2020.</p> <p><u>ASA4 Verification</u></p> <p>The mill has 4 estates supplying FFB within the certification scope and 35 supply base supplying FFB from outside the certification scope (21 estates, 8 dealers and 6 smallholders). The mill has compiled the evidences for all its suppliers on the information on geo-location of FFB origins, evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder, one or more supporting documents for claims and valid MPOB license. Hence the Critical Non-conformity remains closed.</p>

Non-conformity			
NCR Ref #	1971572-202010-M2	Date Issued	24/10/2020
Due Date	22/01/2021	Date of nonconformity Closure	18/12/2020
Clause & Category (Critical / Minor)	3.6.2 (Critical)		
Statement of Nonconformity:	The monitoring of the CHRA action plan was not fully effective.		
Requirement Reference:	The effectiveness of the H&S plan to address health and safety risks to people is monitored.		
Objective Evidence:	<u>Lepar Hilir POM</u>		

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	<p>Based on the CHRA Report (JKKP HIE 127/1712 (85)-2017/0016) dated 04.09.2017, the assessor has concluded that:</p> <p>9. To continue conduct health surveillance program for employees that has been exposed or likely exposed to n-hexane and chromate by an occupational health doctor at interval of no longer than twelve months.</p> <p>Medical Surveillance was last conducted for workers exposed to n-hexane, welding fumes and chromium fumes on 18.10.2019. The workers that were exposed or likely been exposed to the mentioned substances have not been sent for health surveillance monitoring by an occupational health doctor since which has exceeded 12 months.</p>
Corrections:	<ol style="list-style-type: none"> To approach several clinics that register with DOSH to conduct the medical surveillance. The available clinic will be selected. To conduct the medical surveillance to involved works as soon as possible after granted the permission from registered clinic.
Root Cause Analysis:	<p>The mill has planned to conduct the medical surveillance in October 2020 as per conducted in 2019. However, because Covid 19, the waiting list at clinic become longer due to new SOP of limited worker assess at a time.</p>
Corrective Actions:	<ol style="list-style-type: none"> OSH Yearly program for medical surveillance need to conduct early (10 month interval) so that do not over the 12 month internal. To discuss the issues of medical surveillance in the management review and OSH meeting (quarterly)
Assessment Conclusion:	<p><u>Critical NC Verification</u></p> <p>Evidence of corrections and corrective actions verified:</p> <ol style="list-style-type: none"> Medical surveillance arrangement letter dated 27/10/2020 with Klinik Syed Badaruddin for appointment on 6/11/2020 Medical Surveillance results for test dated 6/11/2020 Meeting records dated 7/12/2020 for OSH plan including medical surveillance matters Evidence of corrections and corrective actions taken confirmed the CAP proposed were effective to address the issue. <p>Hence, Critical NC was closed on 18/12/2020.</p> <p><u>ASA4 Verification</u></p> <p>Medical Surveillance have been conducted in the mill and sampled estates within 12 months interval as stated in the CHRA of the respective operating unit. The medical surveillance have been conducted for all workers deemed to be exposed to hazardous chemicals and fumes. The results of the Medical Surveillance was provided by the assessor and necessary recommendations have been adhered to by the management. Hence the critical non-conformity remains closed.</p>

Non-conformity			
NCR Ref #	1971572-202010-M3	Date Issued	24/10/2020
Due Date	22/01/2021	Date of nonconformity Closure	18/12/2020

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Clause & Category (Critical / Minor)	3.4.3 (Critical)
Statement of Nonconformity:	The implementation of environmental management and monitoring plan not fully effective
Requirement Reference:	The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.
Objective Evidence:	Sighted during site visit at the Lepar Hilir POM, there was evidence of ineffective implementation of environmental management plan: <ol style="list-style-type: none"> 1. Sighted EFB leachate from EFB Yard flow into monsoon drain and not properly channel to ETP system accordingly. 2. The SW409, used PPE was not managed according to action plan established 3. Sighted evidence of lubricant spillage flow into the monsoon drain at the lubricant store
Corrections:	<ol style="list-style-type: none"> 1. Designed the dedicated EFB dumping site so that leachate water flow systematically. 2. Make cleaning work in the area around the scheduled waste store and monsoon drain area. 3. Dispose of scheduled waste immediately.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Dumping site of EFB located all over the mill making the leachate water flow system is ineffective. 2. There is no monitoring system in the Scheduled Waste Store Area and monsoon drain.
Corrective Actions:	<ol style="list-style-type: none"> 1. Move the existing leachate water flow system to the bigger SUMP so that it can collect all the leachate. 2. Appoint staff and prepare a check paper to conduct monitoring in the Scheduled Waste Store area and Monsoon drain area. 3. Prepare inspection check paper on Scheduled Waste rules.
Assessment Conclusion:	<p><u>Critical NC Verification</u></p> <p>Evidence of corrections and corrective actions verified:</p> <ol style="list-style-type: none"> 1. Completed new design for leachate sump complete with flow-chart diagram for operation 2. Completed cleaning of existing EFB storage area 3. Disposal records of SW 409 consignment # 21465 dated 26/10/2020 by Rengkas Maju (M) Sdn. Bhd. 4. Letter of appointment dated 26/10/2020 of PIC for monitoring Evidence of corrections and corrective actions taken confirmed the CAP proposed were effective to address the issue. <p>Hence, Critical NC was closed on 18/12/2020.</p> <p><u>ASA4 Verification</u></p> <p>23/1/2022 - Visit to Lepar Hilir Palm Oil Mill among others areas of concern at the EFB storage area. A sump has been constructed and commissioned to allow better flow of leachate away from the monsoon drain. System of flow is observed</p>

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	functional and effective. PIC has been appointed and checklist made and being discussed. As such the NCR raised is closed and concluded.
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Non-conformity			
NCR Ref #	1971572-202010-N1	Date Issued	24/10/2020
Due Date	26/01/2022	Date of nonconformity Closure	26/01/2022
Clause & Category (Critical / Minor)	7.3.2 (Minor)		
Statement of Nonconformity:	The proper disposal of waste material was not fully demonstrated		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
Objective Evidence:	Noted during document review at Lepar Hilir POM, latest disposal for Scheduled Waste was done on 23/9/2019. Review on the scheduled waste inventory records shows no disposal has been made since last disposal. The mill has submitted the application to DOE for extension of storage time on 29/4/2020. However, no evidence to show that the application has been approved by DOE to store the Scheduled Waste for more than 180 days since the last disposal until the date of on-site assessment		
Corrections:	Dispose of scheduled waste immediately by registered disposal company		
Root Cause Analysis:	<ol style="list-style-type: none"> 1. No monitoring is done to ensure that Scheduled Waste are not stored for more than 180 days. 2. PIC do not follow up with DOE about the application for extension. 		
Corrective Actions:	<ol style="list-style-type: none"> 1) Prepare inspection check paper on Scheduled Waste rules. 2) Discuss the issues of SW Disposal in the Environmental Meeting. 		
Assessment Conclusion:	<u>ASA4 Verification</u> 23/1/2022 Visit to Lepar Hilir Palm Oil Mill confirmed that system is in place. Disposal and inventory are made according to the legislative requirement. Issues relating to environmental and SW management is listed as agenda in the ESH quarterly meeting. As such the NCR raised is closed and concluded.		

Non-conformity			
NCR Ref #	1971572-202010-N2	Date Issued	24/10/2020
Due Date	26/01/2022	Date of nonconformity Closure	26/01/2022
Clause & Category (Critical / Minor)	7.8.1 (Minor)		
Statement of Nonconformity:	Implementation of water management plan to promote more efficient use and continued availability of water was inadequate.		

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Requirement Reference:	A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following: <ol style="list-style-type: none"> a. The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities. b. Workers have adequate access to clean water.
Objective Evidence:	At Lepar Hilir 08 Estate, during the site visit at the workers’ hostel (Asrama Kubur and Asrama 17X) it was found that several taps at the bathrooms were left opened and unattended. This had caused the loss of water through overflow from the tubs to the drains.
Corrections:	<ol style="list-style-type: none"> 1. Give regular warnings to hostel workers related to closing the water tap 2. Appoint a gardener in the dormitory to check the water tap 3. Update the water management plan
Root Cause Analysis:	The issues waste of water at worker’s hostel never been discussed seriously at estate management after several reminder were told during morning rollcall.
Corrective Actions:	<ol style="list-style-type: none"> 1. Install water saving signage in the employee dormitory area 2. Make an application to replace the tap to the type of buoy
Assessment Conclusion:	<p><u>ASA4 Verification</u></p> <p>During the site visit to the workers dormitory areas, it was observed that water tap are closed during non-consumption hours and workers being educated on the rules and etiquette. The gardener as the PIC checks and perform upkeep work at the vicinity. As such the NCR raised is closed and concluded.</p>

Opportunity for Improvement	
OFI#	Description
OFI 1	OFI Statement: NA

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1531747-201708-M1	Major	4.7.1	21/9/2017	Closed out on 13/11/2017
1531747-201708-M2	Major	6.3.1	21/9/2017	Closed out on 13/11/2017
1531747-201708-M3	Major	6.3.2	21/9/2017	Closed out on 13/11/2017
1531747-201708-M4	Major	2.1.1	21/9/2017	Closed out on 13/11/2017
1531747-201708-N1	Minor	4.7.3	21/9/2017	Closed out on 21/12/2018
1531747-201708-N2	Minor	6.5.3	21/9/2017	Closed out on 21/12/2018
1531747-201708-N3	Minor	4.6.10	21/9/2017	Closed out on 21/12/2018
1531747-201708-N4	Minor	5.3.3	21/9/2017	Closed out on 21/12/2018
1722755-201810-M1	Major	6.1.3	21/12/2018	Closed out on 18/01/2019
1722755-201810-M2	Major	4.7.1	21/12/2018	Closed out on 18/01/2019
1722755-201810-N1	Minor	2.1.3	21/12/2018	Upgraded to Major NC
1722755-201810- N2	Minor	4.7.6	21/12/2018	Closed out on 25/10/2019
1722755-201810- N3	Minor	4.4.1	21/12/2018	Closed out on 25/10/2019
1722755-201810- N4	Minor	5.1.2	21/12/2018	Closed out on 25/10/2019
1722755-201810- N5	Minor	5.2.3	21/12/2018	Closed out on 25/10/2019
1722755-201810- N6	Minor	5.3.3	21/12/2018	Closed out on 25/10/2019
1841408-201906-M1	Major	2.1.3	25/10/2019	Closed out on 24/12/2019
1841408-201906-M2	Major	6.5.1	25/10/2019	Closed out on 24/12/2019
1841408-201906-M3	Major	6.1.1	25/10/2019	Closed out on 24/12/2019
1841408-201906-M4	Major	4.7.4	25/10/2019	Closed out on 24/12/2019
1841408-201906-N2	Minor	4.7.5	25/10/2019	Closed out on 21/10/2020
1841408-201906-N3	Minor	5.6.3	25/10/2019	Closed out on 21/10/2020
1971572-202010-M1	Critical	2.3.1	24/10/2020	Closed out on 18/12/2020
1971572-202010-M2	Critical	3.6.2	24/10/2020	Closed out on 18/12/2020
1971572-202010-M3	Critical	3.4.3	24/10/2020	Closed out on 18/12/2020
1971572-202010-N1	Minor	7.3.2	24/10/2020	Closed out on 26/01/2022
1971572-202010-N2	Minor	7.8.1	24/10/2020	Closed out on 26/01/2022
2157981-202201-M1	Critical	3.7.1	26/01/2022	Closed out on 01/04/2022
2157981-202201-N1	Minor	2.2.2	26/01/2022	"Open"
2157981-202201-N2	Minor	3.7.3	26/01/2022	"Open"

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss FGV PISB Lepar Hilir POM Certification Unit's environmental and social performance, legal and any known dispute issues.

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

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

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Governmental Department	Balai Polis Gambang	Face to Face Interview
External Stakeholder	SRA Lepar Hilir (7)	Face to Face Interview
External Stakeholder	Tabika Kemas Lepar Hilir (3)	Face to Face Interview
External Stakeholder	Tabika Kemas Lepar Hilir (5)	Face to Face Interview
Contractor	Syarikat Mahu erjaya Sdn Bhd	Face to Face Interview
Contractor	Syarikat Mt Yusof Sdn Bhd	Face to Face Interview
Contractor	Syarikat Hanifsarah Sdn Bhd	Face to Face Interview
External Stakeholder	Felda Lepar Hilir 3 (Representative)	Face to Face Interview
External Stakeholder	Koperasi Peneroka Felda Trading (KPF)	Face to Face Interview

Stakeholders comment	
1	<p>Feedbacks: All contractors confirm good relationship has been established between management and the contractor. Most of the contractor has provided their services more than 5 years. Tendering process has been done every 3 years and following tendering process. Payment has been made on timely manner which less than 14 days.</p> <p>Audit Team verification and response: Verification has been made by the auditor on contract agreement, tendering process, payment (invoice and payment voucher) confirm the statement.</p> <p>Feedbacks:</p>

2	All stakeholders inform that they are not aware about complaint procedure that has been established.
	<p>Audit Team verification and response:</p> <p>Verification has been made by the auditor where there is communication on the procedure has been done through memo and did not covering all the stakeholders. There is no mechanism to ensure all stakeholders understand the procedure that has been established. Non conformities has been raised on this issues.</p>
3	<p>Feedbacks:</p> <p>As per interview, it has been confirmed that estates and POM has good relationship with Balai Polis Gambang. Unofficial meeting has been done between both parties to discuss issues related to safety. As respond, there is of safety raise from the operation and workers for both estate and POM.</p>
	<p>Audit Team verification and response:</p> <p>No further verification required.</p>
4	<p>Feedbacks:</p> <p>Tabika Kemas Lepar Hilir (3), Tabika Kemas Lepar Hilir (5) requested if possible to get contribution from both estates and POM. For now, both Tabika is under FELDA and received contribution from FELDA.</p>
	<p>Audit Team verification and response:</p> <p>Further verification with estates and POM has been done, and the management will look into any opportunities to contribute to Tabika.</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
FGVPM Estates in Lepar Hilir have all undergone 2 nd Cycle of Replanting therefore this is not applicable.					

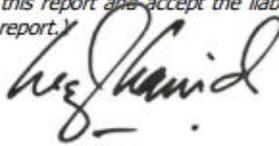
Previous land owner / user comment	
NA	<p>Feedbacks: -</p> <p>Audit Team verification and response: -</p>

3.5 Impartiality and conflict of interest

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

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that FGVPI Lepar Hilir POM and Supply Base has complied with the Malaysia National Interpretation 2019 of the RSPO P&C 2018 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that FGVPI Lepar Hilir POM and Supply Base is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
<p>Name: VIJAY KANNA PAKIRISAMY</p>	<p>Name: NOROLSAIFUL HAZRI BIN HAMID</p>
<p>Company Name: BSI SERVICES (MALAYSIA) SDN BHD</p>	<p>Company Name: FGV HOLDINGS BERHAD</p>
<p>Title: CLIENT MANAGER</p>	<p>Title: SUSTAINABILITY MANAGER</p>
<p>Signature:</p> 	<p>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></p> 
<p>Date: 19th APRIL 2022</p>	<p>Date: 20 APR. 2022</p>

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Behave ethically and transparently		
Criterion 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <p>- Critical (Major) compliance -</p> <p>FGV Holdings Berhad has established internal SOP for information request from relevant stakeholders and documented in 'Komunikasi, Penglibatan dan Rundingan' with Doc. No.: FGV/ML-1A/L2-Pr12 dated 01/06/2016. The objective of the SOP is to establish an effective system for communication between company and stakeholder.</p> <p>For FGVPISB Lepar Hilir POM, document that has been specified in the RSPO P&C has been listed in the memo dated 05/01/2022 has been disseminate to all stakeholders. While for FGVPM Lepar Hilir 06 Estate, memo has been has been sent to stakeholders on 03/02/2022.</p> <p>List of documents that made available upon request are as below:</p> <ul style="list-style-type: none"> a) Minutes meeting b) Complaint report c) Land title d) Safety and Health Plan e) HCV report f) Stakeholder list g) SEIA assessment report and management plan h) Policies 	Complied

1.1.2	Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -	Information provided in both English and Bahasa Malaysia and accessible to all stakeholders in FGV Lepar Hilir Certification Unit upon request. Policies & guidelines were available in the company's website: https://www.fgvholdings.com/sustainability/policies-guidelines/ .	Complied
1.1.3	(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -	Records for information and responses has been maintained for year 2022 and there is only 1 visit on 20/01/2022 by department of environment for FGV PISB Lepar Hilir POM. While for estates, there is only request of information from internal parties such as agronomist and headquarters. It was verified that the management of the mill and estates have responded to all request and inquiries in a timely manner with acknowledgement and date of acknowledgement available for verification.	Complied
1.1.4	(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative. - Critical (Major) compliance -	FGV has established SOP for information request from relevant stakeholders and documented in 'Komunikasi, Penglibatan dan Rundingan' with Doc. No.: FGV/ML-1A/L2-Pr12 dated 01/06/2016. The objective of the SOP is to establish an effective system for communication between company and stakeholder. There is evidence that the procedure has been communicated to all stakeholder base on the memo the has been sent to each stakeholder. For FGVPM Lepar Hilir 06 Estate, memo has been sent on 15/01/2021 while for FGVPM Lepar Hilir 05 Estate, memo has been sent on 22/09/2021 to stakeholders.	Complied
1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	FGV PISB Lepar Hilir POM and all estates has established List of Stakeholders which has been classified into internal and external stakeholders. Stated in the list, details of the stakeholders such as address, contact person and contact numbers are available in the stakeholder list. Stakeholders comprise of government authorities,	Complied

		suppliers, contractors, local communities, schools and external FFB suppliers.	
Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	<p>FGV Group Sustainability Policy (GSP) (Policy No.: FGV/SED/POL/001 dated 17/11/2020) was established. The purpose of the policy is to establish the objectives and guideline for FGV Holdings Berhad and its Group of Compliance for the fulfilment of FGV’s commitment with regard to sustainability matter.</p> <p>Besides, Code of Business Conduct and Ethics (CoBCE) for Employees (Policy No.: FGV/GHR/POL/039, Rev. 4 dated 01/01/2020) was established which incorporated various aspect of committing to a code of ethical conduct and integrity.</p> <p>Supplier Code of Conduct was available in the company’s website (Doc. Version: 01/05/2020) which outlined the business ethics& integrity for all the suppliers with FGV Holdings Berhad. The policies are accessible by the stakeholders via www.fgvholdings.com/sustainability/.</p>	Complied
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	<p>Implementation and monitoring of the compliance of the policy was conducted through agreement and the Supplier Code of Conduct (SCOC). Sampled the SCOC for contractors as below:</p> <p><u>FGVPISB Lepar Hilir POM</u></p> <ul style="list-style-type: none"> a. Lara Seven Trade and resources b. Syarikat Hanifsarah Sdn Bhd <p><u>FGVPM Lepar Hilir 06 Estate</u></p> <ul style="list-style-type: none"> a. Syarikat Hasdoori Sdn Bhd 	Complied

		<p><u>FGVPM Lepar Hilir 05 Estate</u></p> <p>a. Syarikat Mahu Berjaya Enterprise b. Syarikat Sejati Enterprise</p> <p>FGV Holdings Berhad has established Whistleblowing Policy (Policy No.: FGV/ GGD/ POL/ 001 dated 17/11/2020) to establish the rules and principles for the process of complaint management, investigation and protection for whistleblowing for FGV Holdings Berhad and its Group of Companies. The COBCE policy will be used as reference for this policy. An appointed member will be in-charge for investigation on matters related to corruption/ abuse of power/ fraud and misconduct.</p>	
<p>Principle 2: Operate legally and respect rights</p>			
<p>Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.</p>			
<p>2.1.1</p>	<p>(C) The Unit of Certification complies with legal requirements - Critical (Major) compliance -</p>	<p>FGVPISB leper Hilir POM and its Supply Bases continued to comply with all applicable legal requirements. Compliance to each applicable law and regulation are monitored by the operating units. The certification units obtained and renewed licenses and permits as required by the law. Among others, the licenses/permit verified were:</p> <p><u>FGVPISB Lepar Hilir POM</u></p> <ol style="list-style-type: none"> 1. MPOB License; License Number: 500205504000; License Validiy Period: 01/04/2021 – 31/03/2022. 2. Permit Barang kawalan Berjadual; Serial Number: P (C001884); Reference Number: PHG/PD/K/34/2015; Description: Diesel; Storage Quantity: 25, 000 Litres; License Validity Period: 31/05/2021 – 30/05/2024. 	<p>Complied</p>

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		<p><u>FGVPISB Lepar Hilir 05 Estate</u></p> <ol style="list-style-type: none"> 1. MPOB License (FFB); License Number: 559601002000; License Validity Period: 01/04/2021 – 31/03/2022. Estate Area: 2889.54 Ha. 2. MPOB License (Nursery); License Number: 569156011000; License Validity Period: 01/02/2022 – 31/01/2023. 3. Permit Khas Barang kawalan Berjadual; Serial Number: PK (C002492); Reference Number: PHG/PD/K/023/2021; Description Diesel (200 Litres/Day) & Petrol Ron 95 (100 Litres/Day); License Validity Period: 27/04/2021 – 26/04/2021. <p><u>FGVPM Lepar Hilir 06 Estate</u></p> <ol style="list-style-type: none"> 1. MPOB License; License Number: 559043002000; License Validity Period: 01/03//2022 – 28/02/2023. Estate Area: 2647.02 Hectare. 2. Permit Khas Barang Kawalan Berjadual; Serial Number: PK (C002470); Reference Number: PHG/P/K/030/2020; Description: Petrol Ron 95; Quantity: 100 Litres/Day; License Validity Period: 18/03/2021 – 17/03/2022. 3. Permit Barang Kawalan Berjadual; Serial Number: P (C003475); Description: Diesel; Storage Quantity: 10,000 Litres; License Validity Period: 16/11/2021 – 15/11/2024. <p><u>FGVPM Lepar Hilir 07 Estate</u></p> <ol style="list-style-type: none"> 1. MPOB License; License Number: 619817002000; License Validity Period: 01/11/2021 – 31/10/2022. Estate Area: 2316.33 Hectare. 	
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<p>2.1.2</p>	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.</p> <p>- Minor compliance -</p>	<p>Identification and documentation of applicable legal requirements is guided by Manual Procedure, Legal and Other Requirements (FPI/L2/QOSHE 2.0, 29/11/2016).</p> <p>The applicable legal requirements for the mill and estate were registered in "Daftar Perundangan dan Lain-lain Keperluan" (Register of Legal and Other Requirements) (FPI/L4/QOSHE-2.1 Pind 0).</p> <p>The register has info about Legal and Other Requirements, Reference Number, Name of Act, Act Number, Legal Registration Number, Date of Update and Date of ECMS entry.</p> <p>Tracking system to identify changes in the relevant regulations were available through the head office, website information and is communicated from the Group Head Office. Sighted the latest review to include new updates for Akta Pencegahan & Pengawalan Penyakit Berjangkit 1988 (Langkah Di Dalam Kawasan Tempatan Jangkitan)(No.7) 2020 [P.U (A) 181], Akta Keselamatan Sosial Pekerja 1969, Akta Hari Kelepasan Mingguan 1950, Akta Kumpulan Wang Simpanan Pekerja 1991 and Akta Senjata 1960.</p> <p>On the site verification, interviews with office personnel and records indicate that the system is appropriate to the operation. Tracking system on any changes in the law had been well implemented.</p>	<p>Complied</p>						
<p>2.1.3</p>	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>The estates have installed boundary markers as sighted during the visit at the field. This confirmed that they have maintained boundary markers by installing the red/white pole and signage. In addition there were trenches and road to mark the separation of properties of each estates.</p> <table border="1" data-bbox="1162 1289 1901 1385"> <thead> <tr> <th>Estate</th> <th>Location</th> <th>Boundary Neighbours</th> </tr> </thead> <tbody> <tr> <td>FGV Lepar Hilir 6</td> <td>PM16K</td> <td>Forest Reserve</td> </tr> </tbody> </table>	Estate	Location	Boundary Neighbours	FGV Lepar Hilir 6	PM16K	Forest Reserve	<p>Complied</p>
Estate	Location	Boundary Neighbours							
FGV Lepar Hilir 6	PM16K	Forest Reserve							

			<table border="1"> <tr> <td>FGV Lepar Hilir 6</td> <td>PR14 I</td> <td>Lepar Hilir 07</td> </tr> <tr> <td>FGV Lepar Hilir 5</td> <td>P99/6</td> <td>Lepar Hilir 06</td> </tr> <tr> <td>FGV Lepar Hilir 5</td> <td>PM141</td> <td>Forest Reserve</td> </tr> <tr> <td>FGV Lepar Hilir 7</td> <td>PM17 X</td> <td>Lepar Hilir 1</td> </tr> <tr> <td>FGV Lepar Hilir 7</td> <td>PM 11N</td> <td>Lepar Hilir 5</td> </tr> <tr> <td>FGV Lepar Hilir 7</td> <td>PM 12P</td> <td>Lepar Hilir 3</td> </tr> </table>	FGV Lepar Hilir 6	PR14 I	Lepar Hilir 07	FGV Lepar Hilir 5	P99/6	Lepar Hilir 06	FGV Lepar Hilir 5	PM141	Forest Reserve	FGV Lepar Hilir 7	PM17 X	Lepar Hilir 1	FGV Lepar Hilir 7	PM 11N	Lepar Hilir 5	FGV Lepar Hilir 7	PM 12P	Lepar Hilir 3	
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FGV Lepar Hilir 7	PM 12P	Lepar Hilir 3																				
Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.																						
2.2.1	A list of contracted parties is maintained. - Minor compliance -	The operating units maintain list of contracted parties as parts of their stakeholders includes internal (within FGVPISB Lepar Hilir POM and supply base) such as employee and workers union and external stakeholders such as FFB suppliers, contractors, transporters and government department.		Complied																		
2.2.2	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available. - Minor compliance -	<p>There is evidence that all contractors that has been appointed under FGVPISB and FGVPOM has signed supplier code of conduct (SCOC) which clearly stated specific clause on meeting applicable legal requirement.</p> <p><u>FGVPISB Lepar Hilir POM</u></p> <p>Sample of 2 contractors has been taken by auditor for verification which are Hanifsarah Enteprise and Lara Seven Trade and Resources.</p> <p>a. The contractors also unable to demonstrates compliance of Employee Provident Fund Act 1991 and Employment Act 1955. There no employment contract detailing of salary payment and benefits has been provided to the workers and signed by both parties. Other than that, no contribution of employee provident</p>		Non-compliance																		

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		<p>fund has been made. It has been confirmed base on document review and interview with the canteen workers.</p> <p>b. Sample of pay slips for contractors` workers (March and July 2021) has been verified and sighted that the contractor unable to demonstrate compliance to Employee Provident Fund Act 1991 where EPF contribution did not comply with Seksyen 43 and 44, Table 3. Details as per below</p> <table border="1" data-bbox="1144 603 1935 906"> <thead> <tr> <th>Month</th> <th>Salary</th> <th>Employee contribution</th> <th>Employer contribution</th> <th>Employee contribution (Table 3)</th> <th>Employer contribution (Table 3)</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>1200</td> <td>143</td> <td>99</td> <td>132</td> <td>156</td> </tr> <tr> <td>July</td> <td>1200</td> <td>182</td> <td>126</td> <td>132</td> <td>156</td> </tr> <tr> <td>Nov</td> <td>1200</td> <td>143</td> <td>99</td> <td>132</td> <td>156</td> </tr> </tbody> </table> <p><u>FGVPM Lepar Hilir 06 Estate</u> a. Syarikat Hasdoori Sdn Bhd</p> <p><u>FGVPM Lepar Hilir 05 Estate</u> a. Syarikat Mahu Berjaya Enterprise b. Syarikat Sejati Enterprise</p>	Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)	March	1200	143	99	132	156	July	1200	182	126	132	156	Nov	1200	143	99	132	156	
Month	Salary	Employee contribution	Employer contribution	Employee contribution (Table 3)	Employer contribution (Table 3)																						
March	1200	143	99	132	156																						
July	1200	182	126	132	156																						
Nov	1200	143	99	132	156																						
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>There is evidence that all contractors that has been appointed under FGVPSB and FGVPM has signed supplier code of conduct (SCOC) which clearly stated specific clause on meeting applicable legal requirement.</p>	Complied																								

		<p>Details of contractor that has been sampled as per below</p> <p><u>FGVPISB Lepar Hilir POM</u></p> <p>a. Lara Seven Trade and resources b. Syarikat Hanifsarah Sdn Bhd</p> <p><u>FGVPM Lepar Hilir 06 Estate</u></p> <p>a. Syarikat Hasdoori Sdn Bhd</p> <p><u>FGVPM Lepar Hilir 05 Estate</u></p> <p>a. Syarikat Mahu Berjaya Enterprise b. Syarikat Sejati Enteprise</p>	
<p>Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>			
<p>2.3.1</p>	<p>© For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder • One or more supporting documents for claims • Valid MPOB license <p>- Critical (Major) compliance -</p>	<p>The mill has 4 estates supplying FFB within the certification scope and 35 supply base supplying FFB from outside the certification scope (21 estates, 8 dealers and 6 smallholders). The mill has compiled the evidences for all its suppliers on the information on geo-location of FFB origins, evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder, one or more supporting documents for claims and valid MPOB license. Sampled the documents as below:</p> <p><u>Estates</u></p> <ol style="list-style-type: none"> 1. Felda Lepar Hilir 01; MPOB License No: 500966102000; MPOB License Expiry Date: 31/03/2022; Estate Area: 455.22 Ha. 2. Felda Lepar Hilir 02; MPOB License: 500967002000; MPOB License Expiry Date: 31/03/2022; Estate Area: 524.19 Ha. <p><u>FFB Dealer</u></p>	<p>Complied</p>

		<ol style="list-style-type: none"> 1. Ekstrapalma Sdn Bhd; MPOB License (Purchase and Sell FFB) No: 566790015000; MPOB License Expiry Date: 30/11/2022; 2. Kim Ma Oil Palm (Transport) Sdn Bhd; MPOB License (Purchase and Sell FFB) No: 506460315000; MPOB License Expiry Date: 31/03/2022; <p><u>Smallholders</u></p> <ol style="list-style-type: none"> 1. Dzulhatta Bin Md Tahar; MPOB License (Smallholder): 204873501000; MPOB License Expiry Date: 31/10/2024; Smallholder Land Area: 6.8348 Ha. 2. Husin Bin Osman; MPOB License No (Smallholder): 565889901000; MPOB License Expiry Date: 31/07/2026; Smallholder Land Area: 2.7800 Ha. 	
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>There are 8 collection centres registered in the mill's list of FFB suppliers. The mill is in the process of obtaining the information mentioned in Indicator 2.3.1 of the indirectly sourced FFB.</p>	Complied
<p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>			
<p>Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.</p>			
3.1.1	<p>© A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>FGV Lepar Hilir POM and supply base have established and implemented its commitment to a long term sustainability and financial viability through an operating expenditure /capital expenditure planning. The mill has a budget for financial year Kan - Dec comprises of the following components;</p> <ol style="list-style-type: none"> a. Crop processed with anticipated extraction ratios including a 5-year forecast. b. Cost components include the following <ol style="list-style-type: none"> i. General charges statement 	Complied

		<ul style="list-style-type: none"> - General charges - Cost of supervision/Cost of labour - Cost of other - Cost of RSPO/MSPO & Other Management system ii. Capital expenditure statement <ul style="list-style-type: none"> - Building, utilities, welfare - Plant & machinery - Office equipment - Furniture & fittings - Electrical installation iii. Plant /Mill inclusive of processing /dispatch cost <p>The five years planning horizon 2022-2026 is available</p> <p>Similarly, the 3 estates possessed a similar budget format. Inclusive is a 5-year budget/forecast financial plan 2022-2026 allocating categories among others;</p> <ul style="list-style-type: none"> a. Crop yielding area b. Mature cost c. General charges/upkeep/collection/depreciation d. Cost/ha & cost /mt FFB e. CAPEX <p>Separately the cost of immature areas in Lepar Hilir 05 was also shown which among others comprises of the following items;</p> <ul style="list-style-type: none"> a. Labour statement / Allocation of wages / Labour benefit summary 	
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		<ul style="list-style-type: none"> b. Yield statement oil palm c. Summary of vehicle and running schedule / Job allocation for vehicles d. Summary of workshop running schedule e. Summary of budget f. Summary of general charges g. CAPEX <p>The main key areas of the projections are as follows. Certain figures were excluded for reason of confidentiality.</p> <table border="1" data-bbox="1144 791 1921 1173"> <thead> <tr> <th>FFB Projection</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> </tr> </thead> <tbody> <tr> <td>LH 07 FFB /mt</td> <td>37030</td> <td>39172</td> <td>41118</td> <td>43182</td> </tr> <tr> <td>LH 07YPH</td> <td>18.05</td> <td>19.09</td> <td>20.04</td> <td>21.04</td> </tr> <tr> <td>LH 06 FFB /mt</td> <td>37080</td> <td>32372</td> <td>31440</td> <td>32850</td> </tr> <tr> <td>LH 06 YPH</td> <td>18.00</td> <td>16.40</td> <td>13.80</td> <td>16.62</td> </tr> <tr> <td>LH 05 FFB /mt</td> <td>30465</td> <td>25759</td> <td>29815</td> <td>40876</td> </tr> <tr> <td>LH 05 YPH</td> <td>19.97</td> <td>18.41</td> <td>18.05</td> <td>24.74</td> </tr> </tbody> </table> <p>MPOB with license no 500205-504000 mt/year with capacity of 54 mt/hour with approves processed 259200 mt.</p>	FFB Projection	2022	2023	2024	2025	LH 07 FFB /mt	37030	39172	41118	43182	LH 07YPH	18.05	19.09	20.04	21.04	LH 06 FFB /mt	37080	32372	31440	32850	LH 06 YPH	18.00	16.40	13.80	16.62	LH 05 FFB /mt	30465	25759	29815	40876	LH 05 YPH	19.97	18.41	18.05	24.74	
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3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>The replanting program until 2026 were sighted for the estates. This program is reviewed once a year (latest being Jan 2022 and is incorporated in their annual financial budget. The replanting</p>	Complied																																			

		<p>program until year 2026 is as follows: All figures in ha otherwise stated.</p> <table border="1" data-bbox="1144 448 1924 646"> <thead> <tr> <th>Estate</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>Lepar Hilir 5</td> <td>553.07</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Lepar Hilir 6</td> <td>0</td> <td>346.37</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Lepar Hilir 7</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Estate	2022	2023	2024	2025	2026	Lepar Hilir 5	553.07	0	0	0	0	Lepar Hilir 6	0	346.37	0	0	0	Lepar Hilir 7	0	0	0	0	0	
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<p>3.1.3</p>	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake. - Minor compliance -</p>	<p>There were meetings to discuss on issues related to sustainability status and compliance held by the estate and the mill. The minutes of meeting was established for all relevant meeting. Among others the agenda discussed were:</p> <ol style="list-style-type: none"> 1. Internal audit findings 2. Stakeholders feedback, 3. Produce Quality 4. complaint and grievance 5. Status of preventive and corrective actions 6. Changes that could affect the management system 7. Recommendation for improvement <table border="1" data-bbox="1144 1118 1924 1359"> <thead> <tr> <th>Estate/Mill</th> <th>Date of meeting</th> <th>Attendees</th> </tr> </thead> <tbody> <tr> <td>Lepar Hilir POM</td> <td>13/12/2021</td> <td>13</td> </tr> <tr> <td>Lepar Hilir 5 Estate</td> <td>30/09/2021</td> <td>15</td> </tr> <tr> <td>Lepar Hilir 6 Estate</td> <td>28/08/2021</td> <td>14</td> </tr> <tr> <td>Lepar Hilir 7 Estate</td> <td>10/01/2022</td> <td>13</td> </tr> </tbody> </table>	Estate/Mill	Date of meeting	Attendees	Lepar Hilir POM	13/12/2021	13	Lepar Hilir 5 Estate	30/09/2021	15	Lepar Hilir 6 Estate	28/08/2021	14	Lepar Hilir 7 Estate	10/01/2022	13	<p>Complied</p>									
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Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.		
3.2.1	<p>© The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>The mill and supply base estates have established the main social and environment improvement plans as stated in the Continuous Improvement Plans. The Continues Improvement Action plan have been developed based on the areas and issues of concern that have been raised. Among the plans highlighted were as below:</p> <p><u>FGVPISB Lepar Hilir POM</u></p> <ol style="list-style-type: none"> 1. To achieve Yearly Budget for OER at 20.85% and KER at 4.60% for 2022. 2. To ensure Zero Accidents for the year 2022. 3. To upgrade the housing complex for better comfort and safety of the employees. 4. Minimize the diesel usage at (RM 1.07/Mt) for the year 2022. <p><u>FGVPM Lepar Hilir 05 Estate</u></p> <ol style="list-style-type: none"> 1. To achieve budget by ensuring number of harvesters are sufficient (1 Harvester:18Ha), Harvesting rounds at 3 rounds per month and pruning management. 2. To optimize the use of grass cutting machines and increase workers productivity. 3. To reduce and replace the use of chemicals in the estate. 4. To ensure Zero Open Burning in the estate. <p><u>FGVPM Lepar Hilir 06 Estate</u></p> <ol style="list-style-type: none"> 1. To reduce usage of chemicals and switch to less hazardous chemicals in the estate.

Complied

		<ol style="list-style-type: none"> 2. To ensure zero open burning by continuous monitoring at the linesite and awareness among workers. 3. To ensure estate cost does not exceed the 2022 budget by reducing weeding rounds and control on purchases. 4. To achieve production budget by ensuring harvesters ratio at 1:20, harvesting rounds at 2 rounds per month and pruning management. 5. To conduct quarterly Workers Welfare Meetings at to ensure workers welfare issues are addressed. <p><u>FGVPM Lepar Hilir 07 Estate</u></p> <ol style="list-style-type: none"> 1. To reduce the use of Chemicals through mechanisation. 2. To ensure estate cost does not exceed 2021 budget by controlling the weeding rounds, maximising production and minimizing backlogs in the field. 3. To conduct quarterly Workers Welfare Meetings at to ensure workers welfare issues are addressed. 	
<p>3.2.2</p>	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE:</p> <p>The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed.</p> <p>Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required.</p> <p>- Minor Compliance -</p>	<p>RSPO metric template version 2.1 is used for the reporting of FGVPIBS Lepar Hilir Certification Unit’s metrics (economic, social and environment). Data reporting period is January to December 2021 for (social and environment metrics) and economic metrics from Dec 2020 – Nov 2021 (counting back from audit month). Based on verification with input data, no discrepancies of data reported for the said period for all metrics.</p>	<p>Complied</p>

Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>© Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>The mill processing system is documented in the following documents among others;</p> <ul style="list-style-type: none"> a. The Mill Lestari Processing Manual b. Mill Standard Operating Procedure, c. The Mill Quality Management Manual <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from;</p> <ul style="list-style-type: none"> a. the reception, sterilization, threshing, pressing, b. clarification, depericarping (nut polishing) station, c. effluent, laboratory, workshop, dispatches etc. <p>In addition, there are also manuals available within the industry and MPOB that are used as guidelines.</p> <p>The standard operation procedure SOP for the estate operations is available which is prepared on Group basis. There are levels of the documentation identified as follows;</p> <ul style="list-style-type: none"> a. Manual Ladang Sawit LESTARI on reviewed 01/06/2012 Sawit pra matang edisi II seksyen 3 b. Manual Ladang Sawit LESTARI reviewed on 01/06/2012 Sawit matang edisi II seksyen 4 c. Manual Ladang Sawit LESTARI 01/06/2012 Pembajaan sawit edisi II seksyen 5 	Complied

		<p>d. Prosedur Kerja Selamat e. Manual Kelestarian (Sustainability)</p> <p>Amendments are made should there be requirement to suit the local issues/situation.</p>																	
<p>3.3.2</p>	<p>A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -</p>	<p>The Agronomy and Agricultural Services Department, Sustainability Unit, Plantation Head and relevant Head Office personnel including the Regional Controller inspect and report to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements. Other mechanism as described below.</p> <table border="1" data-bbox="1167 767 1919 1361"> <thead> <tr> <th colspan="2">Estate</th> </tr> <tr> <th>Areas</th> <th>Action/Activities</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Daily</td> <td>Supervision by field staff/Assist/Manager</td> </tr> <tr> <td>Report of daily activities/costings/variation</td> </tr> <tr> <td>WA group - digital supervision</td> </tr> <tr> <td rowspan="6">Schedule</td> <td>Quarterly ESH meeting</td> </tr> <tr> <td>RC visits on field activities</td> </tr> <tr> <td>Internal audits by GCAD/SHO</td> </tr> <tr> <td>Annual EPMC</td> </tr> <tr> <td>External audit RSPO /MSPO</td> </tr> <tr> <td>HQ visits / Agronomist visits</td> </tr> <tr> <td>Zone Head / Regional Controller visits</td> </tr> </tbody> </table>	Estate		Areas	Action/Activities	Daily	Supervision by field staff/Assist/Manager	Report of daily activities/costings/variation	WA group - digital supervision	Schedule	Quarterly ESH meeting	RC visits on field activities	Internal audits by GCAD/SHO	Annual EPMC	External audit RSPO /MSPO	HQ visits / Agronomist visits	Zone Head / Regional Controller visits	<p>Complied</p>
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		c) Agronomist visit 28/07/2021 to LH 05 nursery of 34 ha.																	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	<p>Both the estates and mill audited maintained all records of monitoring and available for review. There are several levels of records beginning from the field/mill supervisors to executives and the Managers. The Regional Controller (RC) are accountable to monitor the estates/mill compliance towards the SOP, budget and productivity among others. Estates / Mill performances are reviewed during the monthly meeting with RC/ZH. The following reports were reviewed and verified;</p> <table border="1" data-bbox="1160 719 1921 1342"> <thead> <tr> <th>Date</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>LH 7 -14/04/2021</td> <td>Agronomist visit providing comments and proposal on the field performance.</td> </tr> <tr> <td>LH 6 - 03/12/2020</td> <td>Agronomist visit providing comments and proposal on the field performance.</td> </tr> <tr> <td>LH 5 - 8/04/2021</td> <td>Agronomist visit providing comments and proposal on the field performance.</td> </tr> <tr> <td>LH 7 - 08/03/2021</td> <td>Zone Head - Field and overall estate performance</td> </tr> <tr> <td>LH 6 - 05/06/2021</td> <td>Zone Head - Field and overall estate performance</td> </tr> <tr> <td>LHM - 08/03/2021</td> <td>Mill production report for the entire 2021 performance</td> </tr> <tr> <td>LH 5 - 21/06/2021</td> <td>Zone Head - Visit report to field and nursery</td> </tr> </tbody> </table>	Date	Details	LH 7 -14/04/2021	Agronomist visit providing comments and proposal on the field performance.	LH 6 - 03/12/2020	Agronomist visit providing comments and proposal on the field performance.	LH 5 - 8/04/2021	Agronomist visit providing comments and proposal on the field performance.	LH 7 - 08/03/2021	Zone Head - Field and overall estate performance	LH 6 - 05/06/2021	Zone Head - Field and overall estate performance	LHM - 08/03/2021	Mill production report for the entire 2021 performance	LH 5 - 21/06/2021	Zone Head - Visit report to field and nursery	Complied
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		<p>Lepar Hilir Palm Oil Mill production records dated 31/12/2021 was sighted and verified. Therein containing the following among others;</p> <table border="1" data-bbox="1160 467 1917 815"> <thead> <tr> <th>Items</th> <th>Dec 2021</th> <th>2021 year to date</th> </tr> </thead> <tbody> <tr> <td>FFB received</td> <td>19303.68</td> <td>206634.73 mt</td> </tr> <tr> <td>FFB processed</td> <td>15540.00</td> <td>198480.00 mt</td> </tr> <tr> <td>OER</td> <td>21.20 %</td> <td>21.00 %</td> </tr> <tr> <td>KER</td> <td>4.01 %</td> <td>4.11 %</td> </tr> <tr> <td>Down time</td> <td>35.50 hours</td> <td>105.50 hours</td> </tr> <tr> <td>Throughput</td> <td>42.34</td> <td>46.62</td> </tr> </tbody> </table>	Items	Dec 2021	2021 year to date	FFB received	19303.68	206634.73 mt	FFB processed	15540.00	198480.00 mt	OER	21.20 %	21.00 %	KER	4.01 %	4.11 %	Down time	35.50 hours	105.50 hours	Throughput	42.34	46.62	
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<p>Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>																								
<p>3.4.1</p>	<p>© In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/out-grower scheme, is documented. - Critical (Major) compliance -</p>	<p>There were no new planting in the estates. This is verified through the following document/facts.</p> <ul style="list-style-type: none"> a. Hectare statement compared to the previous year. b. Interviews with the management c. Field visits and verification. <p>The assessment of both the above was made in Social/Environmental Management Plan 2022 (Pelan Pengurusan (Management Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang/Kilang) among others aimed;</p> <ul style="list-style-type: none"> a. To assess current condition based on identified potential aspects 	<p>Complied</p>																					

		<p>b. To verify presence of protected & conservation areas that could be significantly affected.</p> <p>c. To assess the social & environmental impact on the affected areas/stakeholders arising from the estate/mill activities.to reduce and control the pollution (negative impacts) and action plan to sustain the environmental impact (positive) has been developed with details in;</p> <ul style="list-style-type: none"> - Jadual 1 Rumusan Skor Untuk Impak Negatif Alam Sekitar Paling Ketara - Jadual 2, Pelan Pengurusan (Management Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang - Jadual 3. Pelan Tindakan (Action Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang Dan Mengawal Pencemaran (Impak Positif) <p>d. To comply with various sustainability certification schemes</p> <p>The activities involved discussion with the estate management, sighting the documentation, observation on sites and surrounding, and interview with stakeholders adjacent to the conversion areas. The assessment covered the aspect of boundary control, water resources (if any), protection of river (if any), soil erosion and sedimentation of silt, planning of replanting program, protection of sensitive area, waste (oil, toxic soil and biomass) and air quality control. All the above documents were updated accordingly respectively in Jan 2022. These content are reviewed annually for any revision and updates .</p> <p>The Social/Environmental Management Plan (Pelan Pengurusan (Management Plan) Bagi Mengurangkan Impak Alam Sekitar Dari</p>	
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		<p>Aktiviti Ladang/Kilang) for 2022 produced among others includes the following;</p> <ul style="list-style-type: none"> a. Organization information b. Scope of assessment & team c. Methodology assessment timeline, approach and parameters d. SEAI matrix and findings. <p>All sites and the reports were visited and sighted respectively by the auditors in presence of the SCCD, Regional SHO estates and mill personnel.</p>	
3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>The Social/Environmental Management Plan (Pelan Pengurusan (Management Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang/Kilang) for period 2022 is available for the CU. The plan among others incorporated the objectives, category, action, frequency, person in charge and monitoring period. Among others issues as extracted below:</p> <ul style="list-style-type: none"> a. To ensure compliance to SOP and legal requirement regarding social (appointment of person in charge/committee to handle social matters, communication on policies/SOP on social to relevant stakeholders, monitoring of pay and agreement of workers and contractor’s workers and to maintain housing and facilities provided to workers). b. To contribute to local communities development c. Community and employee alert on the present pandemic Covid -19 d. PPE issuance and compliance for employees e. Domestic waste disposal f. Enhance understanding on safety guidelines in mill. 	Complied

		<p>g. Health awareness among employees. h. Audiometric test awareness among employees.</p> <p>The aspect and impact analysis for all the mill/estate operations are documented on Jan 2022 and revised annually. In the comprehensive report, the study of aspect and impact are aimed to;</p> <p>a. Plan to avoid negative impact and to promote positive impacts. b. Reduction disposal of waste taking into consideration of social responsibilities. c. Plan to reduce pollution and release of GHG d. Development and implementations.</p> <p>In addition the estates has initiated the following projects for enhancement to the environmental /operational issues.</p> <table border="1" data-bbox="1153 893 1921 1348"> <thead> <tr> <th>Areas</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Operation</td> <td>LH 6 & 7 - 2 units grabber system collection each to implement in April 2022 at RM 40K</td> </tr> <tr> <td>Social</td> <td>LH 07 - replacement of roofing workers housing -Apr 22 RM 50K</td> </tr> <tr> <td>Social</td> <td>LH 07 - Water pipe replacement RM 600K Apr 22</td> </tr> <tr> <td>Social</td> <td>LH 07 - Changes of domestic waste disposal site to MD Kuantan.</td> </tr> <tr> <td>Operation</td> <td>LH 05 - Mechanisation - Badang in field collection RM 45K - Jan 2022.</td> </tr> <tr> <td>Operation</td> <td>LH 05 Combined harvesting gang Block 15J/16k</td> </tr> </tbody> </table>	Areas	Details	Operation	LH 6 & 7 - 2 units grabber system collection each to implement in April 2022 at RM 40K	Social	LH 07 - replacement of roofing workers housing -Apr 22 RM 50K	Social	LH 07 - Water pipe replacement RM 600K Apr 22	Social	LH 07 - Changes of domestic waste disposal site to MD Kuantan.	Operation	LH 05 - Mechanisation - Badang in field collection RM 45K - Jan 2022.	Operation	LH 05 Combined harvesting gang Block 15J/16k	
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		<p>The aspect and impact covered the following activities/operations among others;</p> <table border="1" data-bbox="1167 459 1921 842"> <thead> <tr> <th colspan="4">Lepar Hilir Estates</th> </tr> <tr> <th></th> <th>Activities</th> <th></th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Poisoning of VOPs/ woodies</td> <td>7</td> <td>Vehicle maintenance by contractors</td> </tr> <tr> <td>2</td> <td>Circle spraying</td> <td>8</td> <td>EFB application</td> </tr> <tr> <td>3</td> <td>Management of empty containers</td> <td>9</td> <td>Fertilizer storage /application</td> </tr> <tr> <td>4</td> <td>Rat baiting</td> <td>10</td> <td>Grass slashing</td> </tr> <tr> <td>5</td> <td>Diesel Reception</td> <td>11</td> <td>Chemicals storage</td> </tr> <tr> <td>6</td> <td>Triple rinsing</td> <td>12</td> <td>Grading of FFB</td> </tr> </tbody> </table> <table border="1" data-bbox="1167 927 1921 1273"> <thead> <tr> <th colspan="4">Lepar Hilr Palm Oil Mill</th> </tr> <tr> <th></th> <th>Activities</th> <th></th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Effluent treatment</td> <td>7</td> <td>EFB storage</td> </tr> <tr> <td>2</td> <td>Engine room operations</td> <td>8</td> <td>Laboratory</td> </tr> <tr> <td>3</td> <td>Boiler operations</td> <td>9</td> <td>Workshop operations</td> </tr> <tr> <td>4</td> <td>CPO storage</td> <td>10</td> <td>Sterilization</td> </tr> <tr> <td>5</td> <td>Diesel Reception/storage</td> <td>11</td> <td>Chemicals storage</td> </tr> <tr> <td>6</td> <td>Decanter operation</td> <td>12</td> <td>Scheduled wastes storage</td> </tr> </tbody> </table>	Lepar Hilir Estates					Activities		Activities	1	Poisoning of VOPs/ woodies	7	Vehicle maintenance by contractors	2	Circle spraying	8	EFB application	3	Management of empty containers	9	Fertilizer storage /application	4	Rat baiting	10	Grass slashing	5	Diesel Reception	11	Chemicals storage	6	Triple rinsing	12	Grading of FFB	Lepar Hilr Palm Oil Mill					Activities		Activities	1	Effluent treatment	7	EFB storage	2	Engine room operations	8	Laboratory	3	Boiler operations	9	Workshop operations	4	CPO storage	10	Sterilization	5	Diesel Reception/storage	11	Chemicals storage	6	Decanter operation	12	Scheduled wastes storage	
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3.4.3	<p>© The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way. - Critical (Major) compliance -</p>	<p>The Social/Environmental Action Plan 2022 available for each units were available having information i.e issues, management plan,</p>	<p>Complied</p>																																																																

		<p>PIC and time frame. The input are gathered from the meeting minutes among others;</p> <ul style="list-style-type: none"> a. Gender Committee, union b. Safety Meeting, c. Complaint & Request from internal & external stakeholders d. Management meeting at estates/mill and regional level. e. Dialogue during the morning muster. f. Interview approach with employees. <p>In addition the mill has initiated the following projects for enhancement to the environmental issues.</p> <table border="1" data-bbox="1153 821 1926 1236"> <thead> <tr> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Environmental</td> <td>Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving /monitoring.</td> </tr> <tr> <td>Environmental</td> <td>Scheduled effluent pond disludging in phases at RM 200K</td> </tr> <tr> <td>Operations</td> <td>Daily monitoring of the effluent quality to meet legal compliance.</td> </tr> <tr> <td>Boiler emission</td> <td>Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K</td> </tr> <tr> <td>Operations</td> <td>Digester - Auto Control Level System Mac 2022 at RM 21K.</td> </tr> </tbody> </table>	Projects	Details	Environmental	Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving /monitoring.	Environmental	Scheduled effluent pond disludging in phases at RM 200K	Operations	Daily monitoring of the effluent quality to meet legal compliance.	Boiler emission	Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K	Operations	Digester - Auto Control Level System Mac 2022 at RM 21K.	
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Criterion 3.5: A system for managing human resources is in place.

<p>3.5.1</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable. - Minor Compliance -</p>	<p>FGV has developed SOP for 'Proses Socialisasi & Temuduga' with Doc. No.: FGV/JTK/POL/001 for recruitment of foreign workers and 'Perlantikan PBH (Pekerja Artian dan Operasi Ladang' with Doc. No.: HRZonTimur/Staffing dated 01/08/2020 for recruitment of local workers.</p> <p>Besides, FGV Group has established Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/6/2019 which available in company's website, https://www.fgvholdings.com/wp-content/uploads/2020/02/FGV-Group-Guideline-and-Procedures-For-Responsible-Recruitment-of-Foreign-Workers-Final.pdf. The procedure is to set a guideline and adopt the principles in Group Sustainability Policy including non-discrimination, respect for human rights and labour rights. The procedure has outlined the whole process starting from recruitment, hiring, employment and post-employment.</p>	<p>Complied</p>
<p>3.5.2</p>	<p>Employment procedures are implemented, and records are maintained. - Minor Compliance -</p>	<p>FGV has signed agreement with the approved agents for India and Indonesia and outlined all the terms and conditions in the agreement. In the agreement, the agents agreed not to collect any fees from workers during the recruitment process. The cost of the recruitment process was detailed out in the agreement.</p> <p>Sample has been taken for FGVP M Lepar Hilir 6 and FGVP M Lepar Hilir 7 where advertisement of field workers vacancy has been place at estate office. All the relevant recruitment records such as interview evaluation form, resume, offer letter and medical check record were kept in their personal file. There is no recruitment has been done for year 2021 where latest recruitment has been done in year 2020 for all operating. Sample has been taken for each operating units and confirm all recruitment has been done according to the SOPs. There is no retirement and termination for last 2 years.</p>	<p>Complied</p>

		<p>Seen the slide presentations to present during interview and recruitment session at origin countries such as India and Indonesia. Interviewed with the foreign workers confirmed that introduction of the job offered in FGV is presented during the interview session.</p>	
<p>Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.</p>			
<p>3.6.1</p>	<p>© All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -</p>	<p>FGVPISB Lepar Hilir POM and Supply Base estates have conducted risk assessments for all the operations and documented in the Hazard Identification, Risk Assessment, and Risk Control (HIRARC). The HIRARC is guided by the document Guidelines for Hazard Identification, Risk Assessment and Risk Control (HIRARC), Department of Occupational Safety and Health, 2008. The assessment covers all main operations and support operations. <u>FGVPISB Lepar Hilir POM</u></p> <ol style="list-style-type: none"> 1. HIRADC was available for all mill operations. 2. CHRA Assessment was conducted from 04 – 05/09/2017 for the mill by Ihsan Sharif Resources. The CHRA Report (Report Number: JKPP HIE 127/1712(85)-2017/0016) was available for verification. 3. Chemical Exposure Monitoring was conducted on 04/09/2019 for workers exposed to N-Hexane, Welding fumes and Chromium Fumes in the mill, by Occumed Consultancy & Services Sdn Bhd. The results indicated all workers were fit to work. 4. Noise Risk Assessment was conducted in accordance with the requirements under OSHA (Noise Exposure) Regulation 2019 in the mill on 05/05/2020 by Yellow Tulips Resources (DOSH Reg Number: PHK 1163). The NRA Report was available for verification. 	<p>Complied</p>

		<p><u>FGVPM Lepar Hilir 05 Estate</u></p> <ol style="list-style-type: none"> 1. HIRADC was used to identify and asses all risk and hazards associated to estate operations. 2. CHRA Assessment was conducted on 06/08/2028 for the estate by Occumed Consultancy & Services Sdn Bhd in compliance with USECHH Regulations 2000. The CHRA Report (Ref Number: JKPP HIE 127/171/2(8)-2018/069) was available for verification. 3. Noise Risk Identification was conducted in accordance with the requirements under OSHA (Noise Exposure) Regulation 2019 in the estate on 07/12/2021. <p><u>FGVPM Lepar Hilir 06 Estate</u></p> <ol style="list-style-type: none"> 1. HIRADC was available to assess risks and hazards associated to operations in the estate. Sighted the HIRADC for harvesting and FFB Collection, Workers Transport, Manuring, Weeding and Chemical Handling, all updated on 08/03/2021. 2. CHRA was conducted in the estate on 10/05/2017 by Occumed Consultancy & Services Sdn Bhd (DOSH Reg: JKPP HIE 127/171/2(8)). The CHRA report (Ref. Number: JKPP HIE 127/171/2(8)-2017/011) was available for verification. 3. Noise Risk Identification was conducted in accordance with the requirements under OSHA (Noise Exposure) Regulation 2019 in the estate on 06/12/2021. <p><u>FGVPM Lepar Hilir 07 Estate</u></p>	
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		<ol style="list-style-type: none"> 1. HIRADC was established to assess the Risk and Hazards associated to all operations in the estate. Sighted the HIRADC for Harvesting, Security, Manuring and Spraying operations. 2. The CHRA for FGVP M Lepar Hilir 08 Estate is referred to as the estate was previously a single unit under FGVP M Lepar Hilir 08 Estate. FGVP M Lepar Hilir 08 Estate have conducted the CHRA assessment on 17/10/2019, conducted by Medi-Ihsan Occupational Safety & Health (Selangor) Sdn Bhd. The CHRA Report (DOSH Report Reference: HQ/17/ASS/00/00015-2019/22 was available for verification. The estate is in the midst of appointing an assessor to conduct the CHRA assessment for their own estate. 3. Noise Risk Identification was conducted in accordance with the requirements under OSHA (Noise Exposure) Regulation 2019 in the estate on 06/12/2021. 	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored. - Critical (Major) compliance -</p>	<p>The effectiveness of the Health and Safety Plans are monitored and ensured through checklists, site inspections and trainings that were conducted by FGVP ISB Lepar Hilir POM and its supply base estates in each of the operations. Site visits around the mill and estates indicated the control measures as per HIRARC were followed and ensured by the respective management units.</p>	Complied
<p>Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.</p>			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training. - Critical (Major) compliance -</p>	<p>A training programme has been developed and available in the Training Requirement for Operating Units (Mills & Estate). The trainings were sighted to have included Gender Specific Training and involves staffs and workers. Covid-19 training and briefings were sighted at the mill and estates. Interview with the workers and staff indicated that they were aware on the SOP during the</p>	Non-compliance

		<p>ongoing pandemic such as social distancing, regular sanitization and use of PPE (Face Mask).</p> <p>Nevertheless, the effectiveness of the trainings were not adequately assessed and monitored.</p> <ol style="list-style-type: none"> 1. Based on the interview with the Sprayers at FGVPM Lepar Hilir 06 Estate and Nursery Sprayers at FGVPM Lepar Hilir 05 Estate, it was identified that the workers are aware of the necessity to sanitise themselves at the sanitization facility provided by the estate prior to returning home, but they still do not do so due to time and distance concerns. 2. Verification done on training records for sprayers in FGVPM Lepar Hilir 05 Estate indicated that not all sprayers were trained on the spraying procedures and some of the sprayers has last been trained in 2019. 3. Based on the interview with the First Aid Kit Holder for the Spraying Gang at FGVPM Lepar Hilir 06 Estate, it was noticed that the holder was unaware of the usage of the first aid kit items. 4. Communication of the procedure (<i>Menangani Aduan Dan Rungutan & Menangani Aduan Melalui Jawatankuasa Wanita</i>) has been conducted by the management for each operating units to workers and stakeholders. It has been verified base on the training records during the morning briefing and memo sent to stakeholders. However, memo has not been submitted to all stakeholders and there are no confirmation on their understanding on the procedure. 5. It has been further verified base on interview with the workers and stakeholders. Stakeholders are not aware about the 	
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		<p>procedures that has been established and are unable to demonstrate their understanding on the procedure.</p>																											
<p>3.7.2</p>	<p>Records of training are maintained. - Minor Compliance -</p>	<p>Training records are maintained by each Operating Unit. Sample some records at each Operating as follows:</p> <p>FGVPISB Lepar Hilir POM</p> <table border="1" data-bbox="1153 555 1926 855"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>HCP Training</td> <td>16/12/2021</td> </tr> <tr> <td>Line Of Fire Training</td> <td>16/12/2021</td> </tr> <tr> <td>LOTTO Training</td> <td>16/12/2021</td> </tr> <tr> <td>Environmental Policy Training</td> <td>04/02/2021</td> </tr> <tr> <td>Whistleblowing Training</td> <td>04/02/2021</td> </tr> </tbody> </table> <p>FGVPM Lepar Hilir 05 Estate</p> <table border="1" data-bbox="1153 944 1926 1294"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>SOCISO Insurance Training</td> <td>01/12/2021</td> </tr> <tr> <td>OSHA and MSPO Training</td> <td>11/11/2021</td> </tr> <tr> <td>IPM Training</td> <td>18/11/2021</td> </tr> <tr> <td>Sustainability Policy Training</td> <td>06/07/2021</td> </tr> <tr> <td>HCV Training</td> <td>26/06/2021</td> </tr> <tr> <td>Zero Burning Training</td> <td>15/03/2021</td> </tr> </tbody> </table> <p>FGVPM Lepar Hilir 06 Estate</p>	Training	Date	HCP Training	16/12/2021	Line Of Fire Training	16/12/2021	LOTTO Training	16/12/2021	Environmental Policy Training	04/02/2021	Whistleblowing Training	04/02/2021	Training	Date	SOCISO Insurance Training	01/12/2021	OSHA and MSPO Training	11/11/2021	IPM Training	18/11/2021	Sustainability Policy Training	06/07/2021	HCV Training	26/06/2021	Zero Burning Training	15/03/2021	<p>Complied</p>
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3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor Compliance -</p>	<p>The mill has conducted a RSPO SCCS Training for all relevant personals (Mill Manager, Asst Mill Manager, Weighbridge Clerk, Supervisor, Lab Analyst, FFB Grader and Auxiliary Police) on 16/10/2021. The training was conducted based on the RSPO SCCS requirements and procedures.</p>	<p>Non-compliance</p>																												

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		Nevertheless, relevant personals responsible for the RSPO SCCS in the mill were unable to fully understand and interpret the Mass Balance Record (<i>Laporan Tahunan BTS/CPO/KERNEL ISCC/RSPO/MSPO 2021</i>). Therefore, a minor nonconformity was raised.	
<p>Criterion 3.8: Supply chain requirement for mills (note: All supply chain requirements are considered as Critical ©. However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	FGVPISB Lepar Hilir POM receives and processes certified and uncertified FFB from its own supply base and third parties. Therefore, the mill has opted for the Mass Balance module. Hence this indicator is not applicable.	Complied
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	FGVPISB Lepar Hilir POM has receives and processes certified FFB from its own supply base and third parties. The FFB received from outside the certification unit are all uncertified FFB. Therefore, the mill has opted for Mass Balance module. Only the FFB received from FGVP M Lepar Hilir 05, 06, 07 and 08 Estates are claimed for processing MB-Certified CPO and PK in the mill.	Complied
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that</p>	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report. (Table 10)	Complied

	the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.		
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	The registration of PalmTrace will be carried out by the Logistic Department in HQ. All transaction will be registered in the PalmTrace. The mill registered license available in PalmTrace as following: <ul style="list-style-type: none"> - Member ID: RSPO_PO1000001320 - Member category: Oil Mill - RSPO Membership No.: 1-0225-16-000-00 - License Status: Expires on 01/02/2022 	Complied
3.8.5	<p>Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard. 	<p>Documented procedures available as following:</p> <ul style="list-style-type: none"> a. FGV Holdings Berhad has established RSPO Supply Chain Certification (Kilang Sawit) procedure (SOP No.: FGV/GSD-SCCD/SOP/007 dated 07/01/2021) for FGV PISB Ieper Hilir POM. The procedure has covered the general chain of custody, RSPO SCC Committee, RSPO SCC Supply Chain Verification, claim, RSPO Supply Chain Model, training, complaints, handling of non-conformance and record retention. Manager as the responsible person to ensure the compliance of RSPO SCCS in the mill. b. Complete and UpToDate SCCS records and reports were maintained and available for verification such as SCCS training records, RSPO SCCS Internal Audit Reports, Incoming FFB 	Complied

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	<p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>	<p>Weighbridge Tickets, Outgoing CPO and PK Weighbridge Ticket among others.</p> <p>c. The Mill manager has appointed a the Assistant Manager as the PIC in charge of SCCS in the mill.</p> <p>d. The procedures for receiving and processing certified and non-certified FFBS are documented in the RSPO Supply Chain Certification (Kilang Sawit) procedure (SOP No.: FGV/GSD-SCCD/SOP/007 dated 07/01/2021).</p>	
3.8.6	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill:</p> <p>a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b. Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>Internal Audit for Sustainability Certification Procedure (SOP No.: FGV/GSD-SCCD/SOP/04 dated 03/09/2020) has been established. The procedure covers the internal audit for RSPO SCCS as well and states that the internal audit is to be conducted annually and before the management Review.</p> <p>The latest RSPO SCCS Internal Audit was done on 16/10/2021 and which have raised no Critical Non-Conformities.</p> <p>Management review meeting was conducted on 13/12/2021 which was chaired by the Mill Manager. The outcome of the RSPO SCCS Internal Audit was discussed during the Management Review Meeting.</p>	Complied
3.8.7	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBS received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p>	<p>FGVPISB Lepar Hilir POM receives RSPO Certified FFB from its own Supply Base Estates.</p> <p><i>Nota Hantaran BTS</i> will be submitted to the mill during incoming of FFB from the state. Information of the <i>Nota Hantaran BTS</i> is then recorded in the WB system and MPR system by the Weighbridge Operator.</p>	Complied

	<p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>Verified the sampled <i>Nota Hantaran BTS</i> and Weighbridge Ticket as below:</p> <ul style="list-style-type: none"> a. Estate: FGVPM Lepar Hilir 07 Estate b. DO Number: 440963 c. Product: FFB d. Date of Delivery: 20/01/2022 e. Vehicle Number: RAH 9136 f. FFB Weight: 6.850 mt <p>FGV Holdings Berhad have established RSPO Supply Chain Certification (Kilang Sawit) procedure (SOP No.: FGV/GSD-SCCD/SOP/007 dated 07/01/2021) where mechanism for handling of non-conformance material & document was outlined in the procedure. Downgrading of products will be done if any non-conformance has been identified along the process.</p>	
<p>3.8.8</p>	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ul style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; 	<p>FGVPISB Lepar Hilir POM have ensured that all the required information are available in document form for any sales of MB-Certified products. As for the review period of October 2020 – December 2021 there were no sale of MB-Certified CSPO. All the CPO has been sold as non-certified from the mill. MB-Certified CSPK has been sold during the audit period and sampled records of transactions have been verified as follows.</p> <p><u>MB-Certified CSPK</u></p> <ul style="list-style-type: none"> 1. Contract No.: RSPG7592E 	<p>Complied</p>

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	<ul style="list-style-type: none"> e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<ul style="list-style-type: none"> a. The name and address of the buyer: FKP – Kilang Isi Sawit Semambu, Lot 149, Kaw. Perindustrian Semambu, 25350 Kuantan, Pahang. b. The name and address of the seller: Kilang Sawit Lepar Hilir, 26300 Gambang, Pahang. c. The loading or shipment/ delivery date: 10/01/2022 d. The date on which the documents were issued: 10/01/2022 e. RSPO certificate number: RSPO 666408 f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Palm Kernel – RSPO SCC (Mass Balance) g. The quantity of the products delivered: 43.91 MT h. Any related transport documentation: W/B Ticket# L00000005 i. A unique identification number: W/B Ticket# L00000005 <p>2. Contract No.: RSPG7592E</p> <ul style="list-style-type: none"> a. The name and address of the buyer: Kilang Isi Sawit Semambu, Lot 149, Kaw. Perindustrian Semambu, 25350 Kuantan, Pahang. b. The name and address of the seller: Kilang Sawit Lepar Hilir, 26300 Gambang, Pahang. c. The loading or shipment/ delivery date: 19/01/2022 d. The date on which the documents were issued: 19/01/2022 e. RSPO certificate number: RSPO 666408 f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or 	
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		<p>the approved abbreviations): Palm Kernel – RSPO SCC (Mass Balance)</p> <p>g. The quantity of the products delivered: 50.63 MT</p> <p>h. Any related transport documentation: W/B Ticket# L00000009</p> <p>i. A unique identification number: W/B Ticket# L00000009</p>	
<p>3.8.9</p>	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<p>There was no outsourcing activity involved in the mill. All the activities carried out by own. Thus, this indicator is not applicable.</p>	<p>Not Applicable</p>

3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	There was no outsourcing activity or contractors involved in the mill. All the activities carried out within the parent company (FGVHB). Thus, this indicator is not applicable.	Not Applicable
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	There was no outsourcing activity or contractors involved in the mill. All the activities carried out within the parent company (FGVHB). Thus, this indicator is not applicable.	Not Applicable
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements. ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock. iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis. b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock. 	<p>Records were maintained and updated by FGVPISB Lepar Hilir POM and available for verification.</p> <ol style="list-style-type: none"> 1. The mill has maintained complete and updated records covering all aspects of the RSPO SCCS such as Internal Audit Reports, RSPO Supply Chain Certification Procedure (Oil Mill) and Mass Balance Sheet among others. 2. Specified in the RSPO SCCS Procedure for Mill, SOP Number: FGV/GSD-SCCD/SOP/007; Version: 01; Document Date: 07/01/2021, under section Record keeping. In the SOP stated that the document shall be maintain a minimum of 2 years for reference and audit purposes. 3. The mill is using the Mass Balance module therefore this requirement is not applicable. 4. The mill have recorded and maintained a mass balance record for FFB (Doc Number: FPIMP756), CPO (Doc Number:FPIMP755) and PK (Doc Number: FPIMP757). The records show the Opening stock, CPO/PK Production, CPO/PK Sales, Conventional Sales and Closing Stock. The mill uses the continuous accounting system which doesn't allow the short sales of CPO and PK. Verification done on the Mass Balance records and PalmTrace indicated that there were no short selling done in FGVPISB Lepar Hilir POM. Sales of CSPK and CPO Credit were from positive stocks. 	Complied

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3.8.13	<p>Extraction Rate The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>As per OER and KER of mill productions for the year 2021 the figure was as following:</p> <table border="1" data-bbox="1153 443 1926 783"> <thead> <tr> <th>Description</th> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td>FFB Processed (Mt)</td> <td>218,975.00</td> <td>198,480.00</td> </tr> <tr> <td>OER (%)</td> <td>20.43</td> <td>21.00</td> </tr> <tr> <td>CPO Produced (Mt)</td> <td>44,733.11</td> <td>41,685.01</td> </tr> <tr> <td>KER (%)</td> <td>4.05</td> <td>4.11</td> </tr> <tr> <td>PK Produced (Mt)</td> <td>8,872.74</td> <td>8,163.51</td> </tr> </tbody> </table>	Description	2020	2021	FFB Processed (Mt)	218,975.00	198,480.00	OER (%)	20.43	21.00	CPO Produced (Mt)	44,733.11	41,685.01	KER (%)	4.05	4.11	PK Produced (Mt)	8,872.74	8,163.51	Complied
Description	2020	2021																			
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3.8.14	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>Daily OER and KER of FFB processed recorded in the daily figure report on daily basis which were based on actual measurement of production stocks.</p>	Complied																		
3.8.15	<p>Processing For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	<p>FGVPISB Lepar Hilir POM implemented the Mass Balance Module for its Supply Chain Certification, hence, this requirement in not applicable.</p>	Complied																		
3.8.16	<p>Registration of Transactions i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p>	<p>The actor is a palm oil mill and its products are CPO and PK which are covered under Figure 2 and 3, Annex 1 of the RSPO SCCS Standard. Based on the downloaded transactions register from the certification unit's Palmtrace, the company was able to demonstrate that it has been registering its transactions in the Palmtrace accordingly. Based on the announcement (transaction) summary, all the registrations were found to be in order and announced within 3 months of the final shipment date.</p>	Complied																		

	ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.		
3.8.17	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims.	Complied
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	Not Applicable as corporate communication is managed at FGV Holdings Berhad HQ level.	Not Applicable
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	Not Applicable as corporate communication is managed at FGV Holdings Berhad HQ level.	Not Applicable
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Not Applicable as corporate communication is managed at FGV Holdings Berhad HQ level.	Not Applicable
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	Not Applicable as corporate communication is managed at FGV Holdings Berhad HQ level.	Not Applicable

4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	Not Applicable as corporate communication is managed at FGV Holdings Berhad HQ level.	Not Applicable
Business to business communications			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer.	Complied
5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	Shipping documentation verified and conformance with the requirements of RSPO SCCS. In the weighbridge ticket, it stated that i.e. product/commodity with SCC model (CPO/Palm Kernel RSPO MB) and RSPO certificate number (RSPO 666408).	Complied
5.3	Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options: a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation. b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.	FGVPISB Lepar Hilir POM is not under distributor or wholesaler category. Thus, this requirement is not applicable.	Not Applicable
Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm	Not Applicable as the facility does not involve with consumer end product.	Not Applicable

	products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.		
6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	Not Applicable as the facility does not involve with consumer end product.	Not Applicable
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to	Not Applicable as the facility does not involve with consumer end product.	Not Applicable

	<p>ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rsपो.org.</p>		
<p>MODULE B – MASS BALANCE SPECIFIC RULES</p>			
<p>Minimum Mass Balance content</p>			
	<p>95% or above of the oil palm content must be RSPO MB-certified.</p>	<p>CPO and PK content is 100% Oil Palm and claimed as either RSPO MB-certified or conventional.</p>	<p>Complied</p>
	<p>Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.</p>	<p>CPO and PK content is 100% Oil Palm and claimed as either RSPO MB-certified or conventional. The is no percentage of non-certified volume as volume sold is same with MB-certified produced.</p>	<p>Complied</p>
<p>Labelling and trademark (MB)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. 	<p>No label been used for the mill products. Hence, this requirement is not applicable.</p>	<p>Not Applicable</p>

	<ul style="list-style-type: none"> Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 	<p>No evidence of storytelling in product related communication. Hence, this requirement is not applicable.</p>	<p>Not Applicable</p>
Principle 4: Respect community and human rights and deliver benefits			
Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	© A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where the company	Complied

	<p>communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>committed to respecting human rights by upholding international human rights principles and standards as encapsulated in the Universal Declaration of Human Rights (UDHR), and other applicable international human rights treaties, subject to the laws and regulations of the countries and territories in which FGV Group operates. In fulfilling its responsibility to respect human rights, FGV Group is guided by the United Nations Guiding Principles on Business and Human Rights (UNGPs).</p>	
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>As per interview with the workers and stakeholders, there is evidence that POM and estate does not instigate violence or use any form of harassment in their operations.</p>	Complied
<p>Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties</p>			
4.2.1	<p>© The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>Complaint procedure has been established by FGV Holdings Berhad and has been documented in the document number FGV/ML-1A/L2-Pr13 title "Menangani aduan dan rungutan" dated 01/04/2019. The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint has to be resolved within 2 months from the date of discussion in third stage</p> <p>While for women, there is specific procedure has been established and documented in the document number ML-1A/L2-PR10(1) dated 22/05/2015.</p> <p>Besides, whistleblowing e-form was available in https://www.fgvholdings.com/whistleblowing/ for the stakeholders to report a grievance.</p>	Complied
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p>	<p>There is evidence that the management for all operating units has conducted training for complaint procedure for both workers and stakeholders. It has been verified base on training records during</p>	Complied

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	- Minor compliance -	the muster call for all the workers. While for stakeholders, memos have been sent to all stakeholders due to COVID-19. It also has been confirmed through interview with the workers and stakeholders.	
4.2.3	The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders. - Minor compliance -	It has been confirmed through interview that any grievances that has been lodged will be responded base on the time line that has been set. Sample has been taken for 5 complaint from workers for house repairing.	Complied
4.2.4	The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator. - Minor compliance -	As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13 issue 01, revision 02 dated 01/04/2019, under clause 7.1.4 (4th stages) 7.1.4.1 if there is no agreement after complaint lodges to the headquarters, the complaint can be escalated to Jabatan Perhubungan Perusahaan, Kementerian Sumber Manusia or Panel Aduan Persijilan Kelestarian (RSPO or MSPO) as a solution.	Complied
Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.			
4.3.1	Contributions to community development that are based on the results of consultation with local communities are demonstrated. - Minor compliance -	Contribution has been made by both POM and estate to the local communities and has been recorded. Sample has been taken for donation of food basket for those that has been quarantine due to COVID-19. It has been verified base on memo that has issued by Divisional Head, Plantation department. Other than that the company will gratitude for those family members that died due to COVID 19.	Complied
Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history of land tenure and the actual legal or customary use of the land are available.	Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex.	Complied

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<p>- Critical (Major) compliance -</p>		<p>Some of the land titles available as per sample sighted as following: <u>FGVPM Lepar Hilir 05 Estate</u> Total 10 land titles has been verified Details as per below</p> <table border="1"> <thead> <tr> <th>Land title no</th> <th>PT Number</th> <th>Hectare</th> </tr> </thead> <tbody> <tr> <td>H.S.(D) 3592</td> <td>PT 3344</td> <td>233.10</td> </tr> <tr> <td>H.S.(D) 3588</td> <td>PT 3338</td> <td>259.20</td> </tr> <tr> <td>H.S.(D) 3593</td> <td>PT 3343</td> <td>100.20</td> </tr> <tr> <td>H.S.(D) 3586</td> <td>PT 3353</td> <td>405.40</td> </tr> </tbody> </table> <p><u>FGVPM Lepar Hilir 07 Estate</u> Total 13 land titles has been verified. Details as per below</p> <table border="1"> <thead> <tr> <th>Land title no</th> <th>PT Number</th> <th>Hectare</th> </tr> </thead> <tbody> <tr> <td>H.S.(D) 3591</td> <td>PT 3339</td> <td>262.00</td> </tr> <tr> <td>H.S.(D) 3590</td> <td>PT 3340</td> <td>334.40</td> </tr> <tr> <td>H.S.(D) 18189</td> <td>PT 1328</td> <td>21.55</td> </tr> <tr> <td>H.S.(D) 18188</td> <td>PT 1327</td> <td>120.40</td> </tr> </tbody> </table> <p><u>FGVPISB Lepar Hilir POM</u> Lot Number: PT 1310 (5.125 Ha); Mukim: Mukim Ulu Lepar; District: Kuantan; State: Pahang</p> <p>Lepar Hilir 06 Estate</p>	Land title no	PT Number	Hectare	H.S.(D) 3592	PT 3344	233.10	H.S.(D) 3588	PT 3338	259.20	H.S.(D) 3593	PT 3343	100.20	H.S.(D) 3586	PT 3353	405.40	Land title no	PT Number	Hectare	H.S.(D) 3591	PT 3339	262.00	H.S.(D) 3590	PT 3340	334.40	H.S.(D) 18189	PT 1328	21.55	H.S.(D) 18188	PT 1327	120.40	
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		File Number: PTP 7-0987; Lot Number: PT 3347; No. H.S.(D): 3597; Mukim: Mukim Lepar; There are 6 land titles associated with Lepar Hilir 06 Estate amounting to 2965.6 Ha.	
4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.	Not Applicable
4.4.2a	Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making. - Minor compliance -	There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.	Not Applicable
4.4.2b	Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. - Minor compliance -	There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.	Not Applicable
4.4.2c	Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land. - Minor compliance -	There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.	Not Applicable

4.4.3	<p>© Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.</p>	Not Applicable
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.</p>	Not Applicable
4.4.5	<p>© Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Critical (Major) compliance -</p>	<p>There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.</p>	Not Applicable
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>There is no land dispute in the Lepar Hilir Certification Unit at the time of audit. FGV Holding Berhad was leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the company.</p>	Not Applicable
<p>Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>© Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p>	Not Applicable

	- Critical (Major) compliance -	Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex.	
4.5.2	<p>© FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable
4.5.4	<p>To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p> <p>- Minor compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable

4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable
4.5.6	<p>Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable
4.5.7	<p>New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations.</p> <p>- Minor compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable
4.5.8	<p>© New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>There is no new planting for all estates under FGVPISB Lepar Hilir POM.</p> <p>Evidence of legal ownership of the land including the history of land tenure was verified during the audit. Tenancy Agreement dated 06/01/2012 which commenced on 01/01/2012 between FELDA and FGV and the agreement will further renew every 3 years up to total 99 years was sighted for Lepar Hilir Complex</p>	Not Applicable

Criterion 4.6: Any negotiations Concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	© A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	FGV has developed procedure on “Pengenalpastian dan penyelesaian pertikaian tanah” with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied
4.6.2	© A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	FGV has developed procedure on “Pengenalpastian dan penyelesaian pertikaian tanah” with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the local communities. Painting of oil palm trees, boundary stone and trenches were available to demarcate the boundary of land between the neighboring stakeholders	Complied
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the local communities. Painting of oil palm trees, boundary stone and	Complied

		trenches were available to demarcate the boundary of land between the neighboring stakeholders	
Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	<p>© A mutually agreed procedure for identifying people entitled to compensation is in place.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed procedure on "<i>Pengenalpastian Dan Penyelesaian Pertikaian Tanah</i>" with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.</p>	Complied
4.7.2	<p>© A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed procedure on "<i>Pengenalpastian Dan Penyelesaian Pertikaian Tanah</i>" with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.</p>	Complied
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>There are no customary right land for all estates under FGVPISB Lepar Hilir POM. Therefore, the clause is not applicable.</p>	Not Applicable
Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.			
4.8.1	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all</p>	<p>There is no customary right land for all estates under FGVPISB Lepar Hilir POM. Therefore, the clause is not applicable.</p>	Not Applicable

	people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -		
4.8.2	© Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Critical (Major) compliance -	There is no customary right land for all estates under FGVPISB Lepar Hilir POM. Therefore, the clause is not applicable.	Not Applicable
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -	There is no customary right land for all estates under FGVPISB Lepar Hilir POM. Therefore, the clause is not applicable.	Not Applicable
4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	There is no customary right land for all estates under FGVPISB Lepar Hilir POM. Therefore, the clause is not applicable.	Not Applicable
Principle 5: Support smallholder inclusion			
Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	FGV has issued a letter regarding on the FFB pricing (Ref. (44)FGVTSB/FFBPD/HQ/01 dated 11/03/2020) where details of the pricing has outlined in the letter. The recent being on 09/12/2021	Complied

		<p>during the contract renewal. Pricing mechanism was outlined and briefed to the external FFB suppliers as well.</p> <p>Besides, the pricing of FFB is based on MPOB pricing and list of the previous pricing was available upon request. Sighted the FFB pricing from Nov 2021 to Jan 2022.</p> <p>Current and Past prices for FFB is publicly available / posted at the Main Weighbridge counter in accordance with MPOB monthly average. Details of the prices during the audit were as below.</p> <table border="1" data-bbox="1160 667 1912 863"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">FFB Price /RM</th> </tr> <tr> <th>Price A</th> <th>Price B</th> </tr> </thead> <tbody> <tr> <td>23/01/2022</td> <td>62.50</td> <td>61.50</td> </tr> <tr> <td>12/01/2022</td> <td>60.50</td> <td>60.50</td> </tr> </tbody> </table>	Date	FFB Price /RM		Price A	Price B	23/01/2022	62.50	61.50	12/01/2022	60.50	60.50	
Date	FFB Price /RM													
	Price A	Price B												
23/01/2022	62.50	61.50												
12/01/2022	60.50	60.50												
5.1.2	<p>© Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request).</p> <p>- Critical (Major) compliance -</p>	<p>Pricing mechanism was clearly stated in the contract agreement and communicated to growers / independent smallholders through stakeholder meetings and whenever they collect payment. Sighted the weighbridge ticket which consist of FFB pricing and weight of delivered FFB and calculation table which is issued to them whenever payment is made. Sighted documents signed and agreed. The price of FFB paid is in accordance with the price determined by MPOB.</p> <p>Explanation is made normally through meeting with smallholders and suppliers for awareness and procedure of pricing at the mill at on the following session (Mesyuarat J/kuasa Pemuafakatan Produktiviti Dan Kualiti).</p> <p>a. 27/08/2021 and 08/10/2021</p> <p>b. The recent being on 09/12/2021 during the contract renewal</p>	Complied											

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		c. Ad hoc briefing was made by the Mill Quality Supervisor at the ramp and during the field visit for quality awareness.							
5.1.3	<p>© Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>Felda Trading Sdn Bhd provides FFB pricing the following factors</p> <p>a) MPOB pricing on a daily basis.</p> <p>b) Further calculation based on the OER award for FFB delivered.</p> <p><i>Harga muktamad BTS/mt = Harga Asas Harian BTS untuk 1% x Peratus Kadar Perahan Digred (%KPG). %KPG = KPA MSM Pengredan - Penalti Kualiti</i></p>	Complied						
5.1.4	<p>© Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.</p> <p>- Critical (Major) compliance -</p>	<p>Suppliers in general has been briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement. The SCOC also available via FGV company's website link http://www.fgvholdings.com/wp-content/uploads/2019/07/Supplier-Code-of-Conduct-SCOC.pdf where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers. For FFB suppliers, valid MPOB license copies were kept by the mill as evidence of legal due diligence prior to being approved to supply FFB. Additionally, each FFB supplier issued with agreement to purchase FFB which was signed by both party.</p>	Complied						
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>The third party FFB suppliers have signed on the 'Perjanjian Persefahaman Antara Pembekal BTS dengan FGVPISB' prior to deliver the FFB to the mill to take effect from Jan 2022. The following agreement was sighted and verified.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Date</th> <th>FFB Supplier</th> </tr> </thead> <tbody> <tr> <td>20/01/2022</td> <td>M/s Lee Kiang Heng</td> </tr> <tr> <td>08/11/2021</td> <td>M/s Burhan Yaakub</td> </tr> </tbody> </table>	Date	FFB Supplier	20/01/2022	M/s Lee Kiang Heng	08/11/2021	M/s Burhan Yaakub	Complied
Date	FFB Supplier								
20/01/2022	M/s Lee Kiang Heng								
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		<table border="1" data-bbox="1144 363 1919 512"> <tr> <td>08/11/2021</td> <td>M/s Tan Hap @ Tan Hup</td> </tr> <tr> <td>08/11/2021</td> <td>M/s Ravi A/L Raja</td> </tr> <tr> <td>08/11/2021</td> <td>M/s Husin Osman</td> </tr> </table> <p>The agreement among others specified the following;</p> <ol style="list-style-type: none"> <i>Harga asas harian BTS</i> (Daily FFB Base Price) <i>Harga muktamad BTS/mt</i> (Final FFB/Mt Price) Transportation cost to Mill by supplier FFB quality Attachment of MPOB license/source of FFB/SSM certificate Legal / RSPO / MSPO compliance Buyer rights for agreement revision <p>The new agreement was also discussed at SCCD level on 07/01/2022.</p>	08/11/2021	M/s Tan Hap @ Tan Hup	08/11/2021	M/s Ravi A/L Raja	08/11/2021	M/s Husin Osman											
08/11/2021	M/s Tan Hap @ Tan Hup																		
08/11/2021	M/s Ravi A/L Raja																		
08/11/2021	M/s Husin Osman																		
5.1.6	<p>© Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	<p>The invoices and payment records for the third-party FFB suppliers were sighted and verified as below:</p> <table border="1" data-bbox="1144 1082 1919 1313"> <thead> <tr> <th>Delivery</th> <th>Supplier M/s</th> <th>Payment</th> <th>Ref no</th> </tr> </thead> <tbody> <tr> <td>10/01/2022</td> <td>Burhan Yaakub</td> <td>16597</td> <td>202163707</td> </tr> <tr> <td>15/01/2022</td> <td>Tan Hap @ Tan Hup</td> <td>BTS01 2022</td> <td>350101198</td> </tr> <tr> <td>22/01/2022</td> <td>Ravi AL Raja</td> <td>163716</td> <td>1026099</td> </tr> </tbody> </table>	Delivery	Supplier M/s	Payment	Ref no	10/01/2022	Burhan Yaakub	16597	202163707	15/01/2022	Tan Hap @ Tan Hup	BTS01 2022	350101198	22/01/2022	Ravi AL Raja	163716	1026099	Complied
Delivery	Supplier M/s	Payment	Ref no																
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22/01/2022	Ravi AL Raja	163716	1026099																

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		Payments are made in a timely manner. The receipts detailed the price, weight, deductions and final amount paid.	
5.1.7	Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government). - Minor compliance -	Calibration of weighbridge is regularly made by a third party. Certificates were issued by an authority (Metrology Corporation Malaysia Sdn Bhd) for the 2 weighbridges. a) Weighbridge Serial Number: 00996616 GM : Calibration Date: 29/07/2021 Safety Label Number: DE 18 001848 b) Weighbridge Serial Number: 201650410 Receipt Number: 1653857 Calibration Date: 09/9/2021 Safety Label Number: 2.1KQ 015570.	Complied
5.1.8	The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material. - Minor compliance -	Lepar Hilir certification unit does not deal with the independent smallholders directly but rather with the management agencies such as Felda Technoplant and Felda. FFB suppliers other than the management of Felda Technoplant are free whether or not to sell their crop to Lepar Hilir POM. Thus no contract agreement necessary.	Complied
5.1.9	© The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner. - Critical (Major) compliance -	The same grievance mechanism as described in Indicator 4.2.2 is used. There was no grievance received from smallholders since the last audit.	Complied
Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification. - Minor compliance -	The last consultation with independent smallholders (ISH) was made through meetings. Explanation is made normally through meeting with smallholders and suppliers for awareness and procedure of pricing at the mill at on the following session. a. 27/08/2021 and 08/10/2021 b. The recent being on 09/12/2021 during the contract renewal	Complied

		<p>c. Ad hoc briefing was made by the Mill Quality Supervisor at the ramp and during the field visit for quality awareness.</p> <p>However communication using other ICT media been used to ensure the communication between them was the initiative to improve livelihood of the smallholders is to provide guidance in conforming to the requirements of RSPO/MSPO</p>	
5.2.2	<p>The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS).</p> <p>- Minor compliance -</p>	<p>Based on the minutes of meeting, one of the plans is to provide guidance especially in good agriculture practices which objective to enhance productivity with focus on the FFB quality.</p>	Complied
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <p>- Minor compliance -</p>	<p>Support to smallholders to promote legality of FFB production is covered providing guidance to conform to the requirements of MSPO/RSPO standard.</p>	Complied
5.2.4	<p>© Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.</p> <p>- Critical (Major) compliance -</p>	<p>Not applicable since there is no Scheme Smallholders supplying to the mill.</p>	Not Applicable
5.2.5	<p>The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme.</p> <p>- Minor compliance -</p>	<p>Since the program mentioned in Indicator 5.2.2 was just developed, the implementation progress has yet to be seen. Nonetheless, the management of the certification unit shall regularly review the progress.</p>	Complied
Principle 6: Respect workers' rights and conditions			
Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	<p>© A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where no person shall be</p>	Complied

	<p>origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination.</p>	
6.1.2	<p>© Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers.</p> <p>- Critical (Major) compliance -</p>	<p>Interviewed with the workers comprises of different gender and nationalities confirmed that no discrimination has occurred in the plantations. The management treated all equally such as provided free accommodation and medical to all the workers, no charging of recruitment fees for the foreign workers and offered job based on capability.</p>	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>FGV Holdings Berhad has established internal guideline for promotion and has been documented in the document title "Promotion and upgrading guideline". Stated in the document that promotion is based on 3 factors which are performance rationg PMS rating score above 3.0 for the past 3 years, position to be promoted and no received any disciplinary action for the past 3 years.</p> <p>While for recruitment, guideline has been documented in the document title "Garis panduan pengambilan & perlantikan pekerja AM G7" document number 2020/1 dated 01/05/2020. Sighted also job vacancy advertisement that has been place at the entrance on POM.</p> <p>Sample of workers has been taken for increment where it has been stated in the document "Kadar Upah Kerja" for general mandore increment total RM1.80/day/year. There is evidence that all general mandore received increment in year 2021 base on comparison pay slip on December 2020 and January 2021.</p>	Complied

6.1.4	Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women. - Minor compliance -	As per sample in each operating units, there is pregnancy testing has been done since there is no female workers has been working for related to chemical. It has been confirmed through interview with the stakeholders.	Complied
6.1.5	© A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women. - Critical (Major) compliance -	For FGV PISB Lepar Hilir POM, gender committee has been established and sighted organisation chart for year 2021/2022 which has been led by Puan Rosnani binti Abdul Razak. Latest meeting for the committee has been done 30/09/2021 with attendance of 9 persons. There is only 1 female worker and 2 canteen attendance in the mill and other is workers` spouse. While for FGVPM Lepar Hilir 06 Estate, there is evidence gender committee has been established base on the appointment letter signed by the estate manager to Puan Suria Binti Omar dated 12/02/2021 and Puan Siti Mariah binti Bain as secretary. Gender committee meeting has been done on 12/02/2021 with attendance of 5 female workers. The agenda of the meeting is to communicate internal policy and procedure and plan for upcoming activities. As per conversation, there is no activities has been done due to pandemic COVID 19	Complied
6.1.6	There is evidence of equal pay for the same work scope. - Minor compliance -	Sample of workers` pay slips has been taken by the auditor and there is evidence that each workers has been paid equal pay nevertheless gender, race, gender and religion.	Complied
Criterion 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).			
6.2.1	© Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.	FGV Palm Industries Sdn Bhd has sign the Collective Agreement with Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung which valid from 01/01/2019 to 31/12/2021 (Cog. No.: 031/2020) and FGV Plantations (Malaysia) Sdn Bhd has signed Collective Agreement Kesatuan Pekerja-pekerja FGV Plantations	Complied

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	- Critical (Major) compliance -	(Malaysia) Sdn Bhd Semenanjung which valid from 01/01/2019 to 31/12/2021. While for estates, collective agreement has been made on 22/01/2020 for period 01/01/2019 until 31/12/2021 with Kesatuan Pekerja- pekerja FGV Plantations (Malaysia) Sdn Bhd. Details such as promotion, notice period, resignation, annual leave and overtime were outlined in the agreement.	
6.2.2	© Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed. This includes a form of record for work done by family members. - Critical (Major) compliance -	Employment contract has been made available base on the nationality of the workers in the document title "Perjanjian Kontrak Pekerjaan di antara FGV Plantation (Malaysia) Sdn Bhd dengan tenga kerja asing " and sample has been taken by auditor with different category such as origin, gender, types of works. Stated in the employment contract, payment and detailing payment and condition of employment such as working hours, holidays, deduction and sick leave There is only electric, water and medical deduction for workers who work under FGVP and there is evidence of wages deduction permit for FGVP dated 26/04/2016. Stated in the permit that deduction for water and electric if the usage is more than subsidized which is RM4/family for water RM6/family. While for medical, total RM200/year has been allocated. Samples of pay slips which show the deduction and records of monitoring for water/electric has been taken by auditor confirm that deduction made comply with the regulations.	Complied
6.2.3	© There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements. - Critical (Major) compliance -	There is evidence that working hours and breaks for all workers that comply with legal regulation and collection agreement. Time recording system for estates has been established through the check roll book that has been monitored by the field supervisor. For overtime, it has been recorded in document title "Rekod kerja lebih masa" and for work on rest day and public holiday it has been	Complied

		<p>recorded in the document title "Borang arahan/ kebenaran kerja lebih masa, kerja pada hari cuti rehat dan kerja pada hari cuti umum". Sample has been taken for month March , July and November 2021. There is also evidence that overtime has been paid accordingly. It has been confirmed through interview with the workers.</p> <p>There is only electric, water and medical deduction for workers who work under FGVP and there is evidence of wages deduction permit for FGVP dated 26/04/2016. Stated in the permit that deduction for water and electric if the usage is more than subsidized which is RM4/family for water RM6/family. While for medical, total RM200/year has been allocated. Samples of pay slips which show the deduction and records of monitoring for water/electric has been taken by auditor confirm that deduction made comply with the regulations.</p>	
6.2.4	<p>© The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>All workers are provided with housing facilities that furnish with sanitation facilities, water supplies, electricity and amenities such praying house. Water and electricity are connected to the national supply and grid. Water and electricity usage are subsidized by the company and these conditions are stated in the collective agreement. Interview with workers confirms that there is no issue related to the payment of water and electricity. Budget for Y2021 has been allocated to upgrade/ repair the housing defect.</p> <p>As the estates are located township, any medical attention needed will be referred to government clinic or Panel Clinic. Housing inspection for all operating units has been has done on weekly basis</p>	Complied
6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>Location of mill and estate was inside the vicinity of FGV Settlers village and access to town is available by public transport. Groceries shops and restaurants are sighted, and the workers are easily access to adequate, sufficient and affordable food.</p>	Complied

<p>6.2.6</p>	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE:</p> <p>STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya, Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</i></p>	<p>FGV Lepar Hilir Complex has established the prevailing wage calculation to include all the in-kind benefits provided to the workers. Sampled the prevailing wages for benefit of Housing – RM 350 for local workers and RM 150 for foreign workers; Healthcare for local workers is RM 65.90 and RM 105.60 for foreign workers. The prevailing wages is more than the Minimum Wage Order 2020.</p>	<p>Complied</p>
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	<p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>There are no casual workers has been recruited for all operating units under FGV PISB Lepar Hilir Complex. All the employees are permanent employee. Sorters in POM, FFB Lorry Driver and Backhoe drivers in estate was carried out by contractors where the workers are permanent.</p>	Complied
<p>Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>© A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 where FGV commits to respect employees' and workers' right to freedom of movement, fair working hours, freedom of association and right to decent living condition. There is evidence that communication of the policy has been done for all workers during muster call and stakeholder consultation for all operating units</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in</p>	<p>FGV has signed an agreement with 'Kesatuan Pekerja-Pekerja FGV Plantations (Malaysia) Sdn Bhd Semenanjung' to outline all the</p>	Complied

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	<p>national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>terms and conditions and benefits of the employees in FGV. The agreement is valid from 01/01/2019 to 31/12/2021.</p> <p>Minutes of meetings records sighted available as per samples as following:</p> <p>Overall Employees Representatives (Peninsular Malaysia):</p> <ul style="list-style-type: none"> - Koperasi Pekerja-Pekerja Felda Palm Industries Berhad; Mesyuarat Agung Perwakilan Tahunan Kali Ke Tujuh Belas; 14/9/2020 (Monday); 2.30pm; Dewan Hotel Tanjung Vista Kuala Terengganu <p>Peninsular Malaysia Jawatankuasa Kerja Agung:</p> <ul style="list-style-type: none"> - Koperasi Pekerja-Pekerja Felda Palm Industries Berhad; No Pendaftaran: 505; Mesyuarat Jawatankuasa Kerja Agung Kali Pertama Sesi 2019-2022; 14/9/2020 (Monday); 8.30am; Hotel Tanjung Vista Kuala Terengganu - Minutes of meeting available for FGV estates employee union [Kesatuan Pekerja-Pekerja Felda Global Ventures (Malaysia) Sdn. Bhd.] as per records of "Minit Mesyuarat Jawatankuasa Kerja Bil. 73"; Date: 23/5/2019; Venue: Sani Hotel Kuala Lumpur. 	
<p>6.3.3</p>	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>The workers have the right to join or form trade unions of their own choosing without prior authorization and to bargain collectively. Interviewed with the workers confirmed that the election of the representatives was elected freely by the workers without any interference of management.</p>	<p>Complied</p>
<p>Criterion 6.4: Children are not employed or exploited.</p>			

6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV is committed to employing only persons of the age of 18 and above, FGV recognises that Malaysian laws allow for young persons to be engaged in certain forms of employment. Therefore, no person shall be employed under the age of 15, and any employment of young persons shall not be in a manner that is likely to be hazardous, or to interfere with such person’s education, or to be harmful to the person’s health or physical, mental, spiritual, moral, or social development at any stage of the employment.</p>	Complied
6.4.2	<p>© There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p> <p>- Critical (Major) compliance -</p>	<p>As per the company policy (refer to SCOC), the minimum age for employment of workers is above 18 years old. For recruitment of foreign workers, the main criteria must be within 18 – 45 years old. Before interview for local worker, they are required to submit copy of certificate of education and identification card for age verification and declaration of age is required during the application. Reviewed the master list of employees found that no child labour was employed.</p>	Complied
6.4.3	<p>© Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>Review from the master list of workers for both estate and POM and interview with the workers, it was confirmed that there is no young workers has been recruited.</p>	Complied
6.4.4	<p>The unit of certification demonstrates communication about its ‘no child labour’ policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>Communication of the policy has been done during the muster call briefing for all workers in all operating units. Sample has been taken for FGVPM Lepar Hilir 05 Estate on 25/04/2021 and FGVPM Lepar Hilir 07 Estate, 23/01/2021. While for stakeholders, communication on the policy has been done through email due to pandemic COVID 19.</p>	Complied

Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.

6.5.1	<p>© A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV Group shall not tolerate any form of harassment and abuse including physical, sexual, psychological or verbal. Everyone shall be treated with respect and dignity.</p> <p>Communication of the policy has been done during the mustercall briefing for all workers in all operating units. Sample has been taken for FGVPM Lepar Hilir 05 Estate on 25/04/2021 and FGVPM Lepar Hilir 07 Estate, 23/01/2021. While for stakeholders, communication on the policy has been done through email due to pandemic COVID 19.</p>	Complied
6.5.2	<p>© A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where no person shall be subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination.</p>	Complied
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>There is no new mother has been identified for all operating units. It has been confirmed through document and interview with female workers.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>FGV has established 'Menangani Aduan Melalui Jawatankuasa Wanita' with Doc. No.: ML-1A/L2-Pr14 dated 01/06/2016. The objective of the procedure is to establish a mechanism to handle sexual harassment, discrimination, violence cases reported in the area. Channel of complaint lodge has outlined in the procedure such as verbal and written. The appointed committee need to forward</p>	Complied

		<p>the complaint to Regional Gender Committee within 1 week from the date of complain received. If the case is unresolved, the committee will forward the case to Talian Nur (Kementerian Pembangunan Wanita, Keluarga & Masyarakat) through 15999. The management will protect the identity of the complainant if they wish not to reveal. Interviewed with the female workers confirmed that they are aware of the complaint procedure and informed that there is no case of sexual harassment and violence reported.</p>	
<p>Criterion 6.6: No forms of forced or trafficked labour are used.</p>			
<p>6.6.1</p>	<p>© All workers have entered into employment voluntarily and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>Sample of employment contracts for checkroll foreign workers has clearly stated the passport is responsible to keep and protect their own passport; FGV will bare all recruitment fees such as medical, transportation from airport to Malaysia, visa as stated in the Communications Pack which will briefed to the candidates during pre-employment process in home country and agreement with the agent in source country; Workers have signed agreement in home country where the terms and conditions are identical without any contract substitution; overtime is based on request of workers and as per FGV's policy, developed Overtime Policy (Policy No.: FGV/GHC/POL/006, Rev. 4 dated 01/01/2020) to comply with the Employment Act 1955; there is no debt and wages withholding through interviewed with the workers; and workers can terminate the contract with 30 days of notice period without any penalty of termination.</p>	<p>Complied</p>
<p>6.6.2</p>	<p>© Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV Group has developed Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/6/2019. The guidelines are adopted the principles embedded in the Group Sustainability Policy including non-discrimination, respect for human rights and labour rights as well as health and safety. Workers will</p>	<p>Complied</p>

		<p>be signed on the contract of employment and that is non-transferable to other workers and cannot be substituted. The appointed recruitment agent in the source country shall bear all the costs during recruitment process. Workers will undergo orientation program and briefed on their rights, terms and conditions in the contract of employment and relevant labour and immigration laws. All necessities and accommodation will be provided to the workers in accordance with the legal requirements and standards to ensure decent living conditions for workers.</p>	
<p>Criterion 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.</p>			
<p>6.7.1</p>	<p>© The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>The Manager is appointed as the Chairman of the ESH committee in the operating unit. The Manager subsequently assigned duties of ESH coordinator to the Assistant/Staff for the down line implementation of ESH practices in the mill. All identified personnel were officially given a letter for such an appointment.</p> <ol style="list-style-type: none"> 1. <u>FGVPISB Lepar Hilir POM</u> <p>The Mill Manager, Mr. Mohd Hafizal Bin Ismail is appointed as the Chairman of the ESH committee via letter signed by the Zone Head dated 08/07/2019.</p> 2. <u>FGVPM Lepar Hilir 05 Estate</u> <p>The Estate Manager, Mr. Abdul Rahim Bin Abdul Rahman is appointed as the Chairman of the ESH committee via letter signed by the Regional Controller dated 21/09/2020.</p> 3. <u>FGVPM Lepar Hilir 06 Estate</u> 	<p>Complied</p>

		<p>The Estate Manager, Mr. Noor Azizan Bin Zainun is appointed as the Chairman of the ESH committee via letter signed by the Regional Controller dated 28/01/2019.</p> <p>4. <u>FGVPM Lepar Hilir 07 Estate</u></p> <p>The Estate Manager, Mr. Faizal Bin Ahmad is appointed as the Chairman of the ESH committee via letter signed by the Regional Controller dated 06/01/2020.</p> <p>Safety & Health meetings were conducted at an interval of 3 months at the mill to address all the OSH related issues.</p> <p>1. <u>FGVPISB Lepar Hilir POM</u></p> <p>Sighted the meeting minutes dated 30/10/2021 (04/2021), 30/09/2021 (03/2021), 02/07/2021 (02/2021) and 01/04/2021 (01/2021).</p> <p>2. <u>FGVPM Lepar Hilir 05 Estate</u></p> <p>Sighted the meeting minutes dated 20/12/2021 (04/2021), 29/09/2021 (03/2021), 23/06/2021 (02/2021) and 15/03/2021 (01/2021).</p> <p>3. <u>FGVPM Lepar Hilir 06 Estate</u></p> <p>Sighted the meeting minutes dated 23/12/2021 (04/2021), 22/09/2021 (03/2021), 24/06/2021 (02/2021) and 04/03/2021 (01/2021).</p> <p>4. <u>FGVPM Lepar Hilir 07 Estate</u></p>	
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		<p>Sighted the meeting minutes dated 22/12/2021 (04/2021), 23/09/2021 (03/2021), 16/06/2021 (02/2021) and 04/03/2021 (01/2021).</p>	
<p>6.7.2</p>	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Emergency Procedures and Safe Working Procedures were available at the office, workshops and chemical stores. Emergency Plans were available for identified incidences such as Fire, Accident, Chemical Spillage and Evacuation. Emergency Response Team was formed in the estate to counter any undesirable emergencies.</p> <ul style="list-style-type: none"> - Fire Drill Training was conducted at FGVPM Lepar Hilir 05, 06 and 07 Estate on 25/11/2021. - Fire Drill Training was conducted at FGVPISB Lepar Hilir POM on 13/12/2021. <p>First Aid Kits were available at all sampled work units Spraying Gang, Harvesting Gang, Workshop, Boiler Station and Chemical Store. The first aid kits were well equipped with first aid items as stated in the list. All items were seen to be replenished at monitored regularly as per the monitoring checklist. The First Aid Kit holders were aware on how to use the items in case of an emergency.</p> <ul style="list-style-type: none"> - Emergency First Aid and First Aid Box Training was conducted at FGVPM Lepar Hilir 06 Estate on 08/10/2021 - First Aid Training was conducted on 01/12/2021 at FGVPM Lepar Hilir 07 Estate - First Aid Box Training conducted at FGVPM Lepar Hilir 05 Estate on 08/12/2021. <p>Accident records were maintained and updated on a monthly basis at the mill and estates.</p>	<p>Complied</p>

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		<ol style="list-style-type: none"> 1. <u>FGVPISB Lepar Hilir POM</u> There were no accidents reported for the year 2020 and 2021 in the mill. The JKPP 8 forms have been submitted to DOSH for year ending 2020 and 2021 and available for verification. 2. <u>FGVPM Lepar Hilir 05 Estate</u> There were 1 accident case reported for the year 2021 in the estate involving 108 LTA. The JKPP 6 form have been submitted to DOSH and available for verification together with the accident investigation report. The JKPP 8 form have been submitted to DOSH for the year ending 2021 on 18/01/2021. 3. <u>FGVPM Lepar Hilir 06 Estate</u> There were 3 accidents reported for the year 2021 in the estate involving 237 LTA. The JKPP 6 forms and accident investigation records were available for verification. The JKPP 8 form for the year ending 2021 was submitted to DOSH on 18/01/2021. All records were maintained in the estate and available for verification. 4. There were 1 accident reported for the year 2021 in the estate involving 18 LTA. The JKPP 6 forms and accident investigation records were available for verification. The JKPP 8 form for the year ending 2021 was submitted to DOSH on 18/01/2021. All records were maintained in the estate and available for verification. 	
6.7.3	<p>© Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p>	<p>All workers have been provided with appropriate personal protective equipment (PPE), which is provided by the management free of charge. FGVPISB Lepar Hilir POM have established a list of appropriate PPEs to be used in the mill during the operations, described in the "<i>Senarai Alat Perlindungan Diri Kilang Mengikut Aktiviti Kerja</i>".</p>	Complied

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	<p>- Critical (Major) compliance -</p>	<p>During the field visit to the Spraying Gang and Manuring Gang and visit to the stores of the respective estates and mill, it was sighted that all required PPEs were worn by the personals.</p> <p>The estates have well maintained facilities for the workers to sanitise themselves prior to returning home from work. The showers were all in good working condition. Interview with workers indicated that they were all well aware that they have to sanitise themselves before returning home due to the hazard that the chemical residues could cause.</p>																																			
<p>6.7.4</p>	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>Medical care is provided to all the employees by the organization. Local workers and foreign workers were covered under SOCSO scheme. Sighted the contribution form (8A) for the mill and all sampled estate as below.</p> <table border="1" data-bbox="1137 799 1928 1374"> <thead> <tr> <th>Operating Unit</th> <th>Month</th> <th>Total Workers</th> <th>Amount (RM)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">FGVPISB Lepar Hilir POM</td> <td>Jun 2021</td> <td>104</td> <td>RM 6,822.30</td> </tr> <tr> <td>Nov 2021</td> <td>103</td> <td>RM 7,598.90</td> </tr> <tr> <td>Dec 2021</td> <td>103</td> <td>RM 7,643.40</td> </tr> <tr> <td rowspan="3">FGVPM Lepar Hilir 05 Estate</td> <td>Oct 2021</td> <td>203</td> <td>RM 4,483.50</td> </tr> <tr> <td>Nov 2021</td> <td>195</td> <td>RM 5,309.90</td> </tr> <tr> <td>Dec 2021</td> <td>191</td> <td>RM 5,676.50</td> </tr> <tr> <td rowspan="3">FGVPM Lepar Hilir 06 Estate</td> <td>Oct 2021</td> <td>152</td> <td>RM 3,626.40</td> </tr> <tr> <td>Nov 2021</td> <td>150</td> <td>RM 3,717.80</td> </tr> <tr> <td>Dec 2021</td> <td>149</td> <td>RM 4,159.60</td> </tr> </tbody> </table>	Operating Unit	Month	Total Workers	Amount (RM)	FGVPISB Lepar Hilir POM	Jun 2021	104	RM 6,822.30	Nov 2021	103	RM 7,598.90	Dec 2021	103	RM 7,643.40	FGVPM Lepar Hilir 05 Estate	Oct 2021	203	RM 4,483.50	Nov 2021	195	RM 5,309.90	Dec 2021	191	RM 5,676.50	FGVPM Lepar Hilir 06 Estate	Oct 2021	152	RM 3,626.40	Nov 2021	150	RM 3,717.80	Dec 2021	149	RM 4,159.60	<p>Complied</p>
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		FGVPM Lepar Hilir 07 Estate	Mar 2021	163	RM 3,057.50	
			July 2021	155	RM 3,744.70	
			Nov 2021	128	RM 3,278.00	
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	Occupational Injuries were recorded using the Lost Time Accident metrics as below:				Complied
		Operating Unit	2020		2021	
			Cases	Days	Cases	Days
		FGVPISB Lepar Hilir POM	0	0	0	0
		FGVPM Lepar Hilir 05 Estate	0	0	1	108
		FGVPM Lepar Hilir 06 Estate	3	300	3	237
		FGVPM Lepar Hilir 07 Estate	-	-	1	18

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

Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

7.1.1	<p>© IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>IPM Plan has been established in FGVPM Lepar Hilir Estates which includes the planting of beneficial plants and control of damage by rodents and leaf eating pest.</p> <p>Beneficial plants such as Turnera 124ubulate and Cassia cobanensis are grown in the estate and their records of planting in new areas and maintenance of existing areas of beneficial plants and location maps are available. Rat damage and leaf-eating pest census was regularly carried out to obtain information about threshold level and action to be taken thereafter.</p> <p>Barn owl census conducted showed that it is inhabited. Additional owl boxes had been added. Inspection at one random barn owl box showed that it is inhabited with bones and bird droppings sighted on the ground at the foot of the barn owl box pole.</p>	Complied
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>Species referenced in the Global Invasive Species Database and CABI.org are not used in the estates.</p>	Complied
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities.</p> <p>- Minor compliance -</p>	<p>There was no evidence of use of fire for pest control in all the estates.</p>	Complied
<p>Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.</p>			
7.2.1	<p>© Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>Justification for all pesticide available under Manual Lestari 1A, under Document: ML- 1A/L3-GP1(0) dated March 2012. In this, justification all chemical such as Pesticide, Herbicide and Fungicides are available for each chemical.</p>	Complied

7.2.2	<p>© Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>Records of Pesticide/Agrochemicals used in the estate were recorded and monitored on a monthly basis and available for verification. Data for a.i/ha were sampled as below:</p> <table border="1" data-bbox="1137 475 1935 868"> <thead> <tr> <th>Chemical Name</th> <th>LH 05 E</th> <th>LH 06 E</th> <th>LH 07 E</th> </tr> </thead> <tbody> <tr> <td>Glyphosate Isoprplyamine</td> <td>1.880</td> <td>3.3115</td> <td>0.5681</td> </tr> <tr> <td>Indaziflam</td> <td>0.0590</td> <td>0.0151</td> <td>-</td> </tr> <tr> <td>Metsulfuron Methyl</td> <td>0.002</td> <td>0.0762</td> <td>0.1418</td> </tr> <tr> <td>Triclopyr Butoxy Ethyl Ester</td> <td>0.4530</td> <td>0.049</td> <td>0.0861</td> </tr> <tr> <td>Flubensiamide 20%</td> <td>-</td> <td>-</td> <td>0.0001</td> </tr> </tbody> </table>	Chemical Name	LH 05 E	LH 06 E	LH 07 E	Glyphosate Isoprplyamine	1.880	3.3115	0.5681	Indaziflam	0.0590	0.0151	-	Metsulfuron Methyl	0.002	0.0762	0.1418	Triclopyr Butoxy Ethyl Ester	0.4530	0.049	0.0861	Flubensiamide 20%	-	-	0.0001	Complied
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7.2.3	<p>© Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>The estates have implemented a Continuous Improvement Plan where they have stated the intention to reduce the usage of chemical through implementation of Integrated Pest Management Plan.</p> <p>Sighted during the site visit at all the estates, the establishment of beneficial plants along the estate roads and immature areas as well as barn owl boxes placed at strategic areas. Paraquat was eliminated. In its place, alternatives such as Glyphosate is used instead.</p>	Complied																								
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>There is no prophylactic use of pesticides in all estates visited.</p>	Complied																								

<p>7.2.5</p>	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ul style="list-style-type: none"> a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>The Chemical Registers for the mill and sampled estates were available for verification and reviewed yearly and as and when there are introductions of new chemicals in the operations.</p> <p>The register showed that only class III & IV pesticides were used at the mill and estates. Paraquat and Monocrotophos was eliminated. In its place, less hazardous alternatives such as Glyphosate and Acephate was used instead.</p>	<p>Complied</p>
<p>7.2.6</p>	<p>© Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide operators are given training on the safe handling and application of the pesticides. Suitable personal protective equipment's and application equipment provided to the operators. All precautions attached to the products explained to operators and understood by them. This was noted during the interview with workers in the estates.</p> <p>Sampled the training conducted for pesticide handlers as below: -</p> <ol style="list-style-type: none"> 1. FGVPM Lepar Hilir 05 Estate <ul style="list-style-type: none"> - Spraying and PPE Training – 15/02/2021 2. FGVPM Lepar Hilir 06 Estate <ul style="list-style-type: none"> - Spraying and PPE Training – 23/09/2021 - Spraying, Calibration and Premix Training – 19/02/2021 3. FGVPM Lepar Hilir 07 Estate 	<p>Complied</p>

		- Spraying Training – 30/06/2021													
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides were found stored in the mill and all estate’s Chemical Store in accordance with the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) and their Regulations. The stores were at all times locked and at the time of visit the store clerk was seen to unlock the pad-lock to open entrance door for auditor to inspect the store. At the entrance door, signage requiring donning of PPE were visibly posted. The Chemical Store signage with required Hazard Symbols were available at the entrance. The facility ventilation fan was found working with adequate ventilation available, up-to-date chemical register, trade and generic names, and their Safety data Sheet were available.</p>	Complied												
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>Empty pesticides containers were triple rinsed, holes punched and stored separately in the SW store. Thereafter disposal arrangement will follow accordingly as per procedure in Sustainability Manual procedure ref ML/-1A/L4 2016 and SOP ref HSE/SOP/SW/1. The estates collect the unused chemical container in the empty chemical container store. The containers are triple rinsed and punctured prior to be being stored in the store. The containers thereafter being sent to Bukit Sagu 04 which serves as a collection centre for all waste which is then disposed to Greenverse Sdn Bhd. Despatch details as follows;</p> <table border="1" data-bbox="1144 1117 1921 1257"> <thead> <tr> <th></th> <th>LH5</th> <th>LH6</th> <th>LH7</th> </tr> </thead> <tbody> <tr> <td>Date</td> <td>15/11/2021</td> <td>-</td> <td>-</td> </tr> <tr> <td>Empty chemical containers</td> <td>0.004</td> <td>-</td> <td>-</td> </tr> </tbody> </table>		LH5	LH6	LH7	Date	15/11/2021	-	-	Empty chemical containers	0.004	-	-	Complied
	LH5	LH6	LH7												
Date	15/11/2021	-	-												
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		No containers being used for other purpose in the estates with the exception that there were allocations of empty chemical containers were recycled for premixing pesticides for onward delivery to field.	
7.2.9	(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying. - Critical (Major) compliance -	No aerial spraying for pesticide were done in all the estates.	Complied
7.2.10	(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. - Critical (Major) compliance -	The CHRA of the estate have recommended the necessity of annual medical surveillance for pesticide applicators exposed to pesticides that are classified as organophosphates. There were no use of organophosphate chemicals in all the estate audited. This was verified via the Chemical Register, visit to the Chemical Store of the estate as well as interview with the respective estate’s pesticide applicators. Nevertheless, the estate conduct monthly health screening at the estate clinics by their own Medical Assistant and records were available for verification. Health surveillance are also done for the workers to identify general health conditions regularly. Records were available and verified as below: <u>FGVPM Lepar Hilir 06 Estate</u> Health Surveillance was conducted on 16/10/2020 at My Health Clinic, My Wellness Group Sdn Bhd, for 12 workers exposed to hazardous chemicals in the estate. The results indicated that all workers were fit for work. For the year 2021, a total of 27 workers were examined on 12/10/2021 at My Health Clinic, Jaya Gading. The results of the Health Surveillance have not been released as of to date.	Complied

		<p><u>FGVPM Lepar Hilir 05 Estate</u></p> <p>Health Surveillance was conducted on 17/12/2021 at Occumed Consultancy & Services Sdn Bhd, for 29 workers exposed to hazardous chemicals in the estate. The results indicated that all workers were fit for work.</p>									
7.2.11	<p>(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide handlers and sprayers in the estates were noted to be men only. It was verified from records, field inspections and interviews that no pregnant or breast-feeding woman had been offered work as pesticide operator.</p>	Complied								
<p>Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>											
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	<p>Both the mill and the estates had identified all wastes and sources of pollution. The Waste Management Action Plan 2022 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estates and mill operations among others as summarized below;</p> <table border="1" data-bbox="1137 922 1921 1284"> <thead> <tr> <th>Receptor</th> <th>Sources</th> </tr> </thead> <tbody> <tr> <td>Air</td> <td>Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG</td> </tr> <tr> <td>Water</td> <td>Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down</td> </tr> <tr> <td>Land</td> <td>Scheduled waste, domestic waste and industrial/process waste.</td> </tr> </tbody> </table> <p>All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2022</p>	Receptor	Sources	Air	Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG	Water	Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down	Land	Scheduled waste, domestic waste and industrial/process waste.	Complied
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		<p>reviewed annually. The waste generated from the mill/estates operations as shown below:</p> <table border="1" data-bbox="1146 456 1939 801"> <thead> <tr> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Scheduled waste</td> <td>Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries</td> </tr> <tr> <td>Domestic waste</td> <td>rubbish from the mill/estate complex and employees' quarters</td> </tr> <tr> <td>Industrial waste</td> <td>Fiber, palm kernel shell, boiler ash, scrap iron</td> </tr> <tr> <td>Sewage</td> <td>Sewage from housing/office complex</td> </tr> </tbody> </table> <p>The pollution identified from the mill/estate activities:</p> <table border="1" data-bbox="1146 912 1939 1114"> <thead> <tr> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Black smoke</td> <td>Emission from Boilers/vehicles/engines</td> </tr> <tr> <td>Odor & gases</td> <td>Activities from the effluent treatment</td> </tr> <tr> <td>Leakage of lubricant</td> <td>Storage & vehicle maintenance</td> </tr> </tbody> </table>	Type of waste	Details	Scheduled waste	Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries	Domestic waste	rubbish from the mill/estate complex and employees' quarters	Industrial waste	Fiber, palm kernel shell, boiler ash, scrap iron	Sewage	Sewage from housing/office complex	Type of waste	Details	Black smoke	Emission from Boilers/vehicles/engines	Odor & gases	Activities from the effluent treatment	Leakage of lubricant	Storage & vehicle maintenance	
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7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. - Minor compliance -</p>	<p>FGV POM and the estates had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document</p> <ul style="list-style-type: none"> i. Manual Ladang Sawit Lestari <ul style="list-style-type: none"> - Prosedure Kerja Selamat ii. Manual Sustainability <ul style="list-style-type: none"> - Prosedur Kerja Selamat 	Complied																		

		<ul style="list-style-type: none"> - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia - Pengurusan Bahan Buangan <ol style="list-style-type: none"> a. Management and disposal of waste water 2022 has been established compiled by Assistant Engineer/Assistants/Staff. b. Waste Management Plan 2022 has been established prepared by SCCD and verified by the Assistant Engineer/Assistants/Manager. c. Interview with staffs and workers i.e. storekeepers and chemical mixer were trained and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner. d. Among the identified wastes include empty chemical containers including pesticides containers. Empty pesticides containers were washed at washing station prior to disposal. Disposals were carried out in compliance with relevant regulation of scheduled waste. Inventory and consignment documents verified for confirmation of proper management and disposal. The mill scheduled waste is disposed to Pentas Flora (Kuantan) Sdn Bhd registered with DOE. The estates despatched the SW to the a Group centralized centre in Ldg FGVPM Bukit Sagu 04 for onward delivery to the buyer. Letter dated 06/11/2019 form FGV CCD Head to the estates was sighted and verified. e. SW in relation to vehicles/machines are collected by SDI an authorized by DOE via letter dated 06/11/2011. f. DOE letter of authorization Pentas Flora Sdn Bhd for SW collection ref no 003781 dated 01/04/2019. 	
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Mill	Date	SW 305	SW 410	SW 409	SW 306	SW 307
LHM	28/8/21	-	0.175	-	-	-
LHM	04/8/21	0.300	-	-	-	0.230
LHM	30/6/21	0.300	0.175	-	0.230	-
	Date	SW 305	SW 410	SW 409	SW 109	SW 306
LH 06	15/11/21	-	-	0.004	-	-
LH 05	15/11/21	-	-	0.004	-	-

Domestic waste for the mill and LH 07 were disposed to Majlis Perbandaran Kuantan landfill. Document dated LH 7 09/12/2021 and 26/10/2021 and voucher date 99614 and 07643 respectively using services of BUJ Technology Enterprise Sdn Bhd was sighted and verified.

Estate	Landfill site	Remarks
Lepar Hilir POM	MD Kuantan	Collection 2/3 x week
Lepar Hilir 5	PM18	Collection 2/3 x week
Lepar Hilir 6	PM 99E	Collection 2/3 x week
Lepar Hilir 7	MD Kuantan	Collection 2/3 x week

		<p>The requirement is established and in compliance. The procedure documented under this subject under Perlupusan Sisa Domestik. Document dated 01.06.2016. The procedure has detailed the definition of solid waste. The types of solid wastes has been categorized as follows;</p> <ul style="list-style-type: none"> a. Sisa pepejal komersial / pembinaan b. Sisa pepejal isi rumah / perindustrian. c. Sisa pepejal keinstitusian d. Sisa pepejal import / awam. <p>In addition there are 'Pelan Pengurusan Domestik Dan Bahan Buangan Tahun 2022. In this plan activities as scheduled are monitored with the date/month recorded. This was sighted and verified. Both landfill sites have signboard displayed and properly demarcated. The area is sufficiently distant from habitation and water contamination. The site disposal area (landfill area) is shown and marked in the estate map.</p> <p>The estate also identified the types of domestic waste;</p> <ul style="list-style-type: none"> a. Sisa baki (Home domestic) b. Sisa pukal e.g. old furnitures, electrical appliances. c. Sisa kitar semula (Recycled). <p>Inside the Management Plan the estate has included among others.</p> <ul style="list-style-type: none"> a. Identification of scheduled waste/ domestic waste. b. Process dispose domestic waste to the estate landfill. <p>The estate also maintained records of source identification source and type of scheduled waste.</p>	
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7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>FGV practices of “Zero open burning” is enforced and elaborated in the Group Sustainability Policy dated 17/11/2020 and also included in the following guidelines;</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit Lestari <ul style="list-style-type: none"> - Prosedure Kerja Selamat b) Manual Sustainability <ul style="list-style-type: none"> - Prosedur Kerja Selamat - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia - Penyediaan tanah tanam semula <p>The operating units adhered to the policy of “Zero open burning” for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estates. The estates had replanting program spanned over the forthcoming years as shown in 3.1.2. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>	Complied
Criterion 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>- Minor compliance -</p>	<p>The CU continued to use and implement SOP for each of the processes. Brief version of the SOP was displayed at the appropriate locations. Copies of the documented SOP were presented to the audit team. It was observed that activities being implemented which involved safety, health, environmental, quality, employees, etc. had followed the established SOP.</p> <ul style="list-style-type: none"> a. FGV Agriculture Manual 1998 <ul style="list-style-type: none"> - Manual Ladang Sawit Lestari 	Complied

		<ul style="list-style-type: none"> - Prosedur Kerja Selamat - Manual Sustainability 2016 - Prosedur Kerja Selamat - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia <p>b. Pictorial Safety Standards and Security Guidelines (PSS).</p> <p>c. Laboratory Process Control Manual</p> <p>FGV Lepar Hilir Palm Oil Mill processing system is documented in the following documents:</p> <ul style="list-style-type: none"> a. Manual Operasi Kilang Sawit introduced on 2/1/01 revised 23/10/17 b. Prosedur Kerja Selamat c. Manual Alam Sekitar EMS d. Laboratory Process Control Manual (MOMIB) <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from the reception, sterilisation, threshing, pressing, clarification, depericarping (nut polishing) station, effluent, laboratory, workshop, despatches etc.</p> <p>All the estates and mill operations were guided through the manuals and SOP.</p> <p>a) The procedures as documented in the FGV Agriculture Manual were disseminated to the staff/workers through morning briefings and training.</p>	
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		<p>b) The Manuals are kept in the main office for references of employees particularly for the supervisory personnel.</p> <p>c) The documents included all operations in the estates from seedlings in nursery to planting of young palms and plantation upkeep to mill FFB receipt, grading, processing, quality analysis and security.</p> <p>d) Site inspection and interview with workers confirmed that the SOP had been implemented and they understood the requirements of the SOP, the bottom-line of which is Good Agricultural Practice and the care for their safety and health and the environment.</p>							
7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>The internal Agronomist from FELDA Agriculture Services Sdn Bhd visits estates to perform foliar sampling prior to the fertilizer recommendation for the forthcoming year.</p> <p>a) Leaf and soil nutrient analysis are a common methodology used in the diagnosis of fertilizer requirements in oil palms.</p> <p>b) Foliar analysis reports were then issued to the estates for the program establishment and application. This includes the order of fertilizer and workforce/machine planning.</p> <p>c) For the estate Agronomic assessment and fertilizer recommendation was conducted by Agricultural Agronomic Services Dept to formulate the FY2022 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling for Ash, N, P, K, Mg, Ca & B had been were carried out in all estates. The latest being:</p> <table border="1" data-bbox="1200 1270 1917 1366"> <thead> <tr> <th><i>Estate</i></th> <th><i>Report Date</i></th> <th><i>Report No</i></th> </tr> </thead> <tbody> <tr> <td>Lepar Hilir 5</td> <td>08/04/2021</td> <td>FGV/KNA/21</td> </tr> </tbody> </table>	<i>Estate</i>	<i>Report Date</i>	<i>Report No</i>	Lepar Hilir 5	08/04/2021	FGV/KNA/21	Complied
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Lepar Hilir 7	11/11/2020	FGV/BML/01/20																			
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>The following practices are applied in the estate in relation to the nutrient recycling strategy;</p> <p>a) EFB application in designated fields at dosage of 20-40 mt/ha applied in inter rows subject to Agronomist recommendations.</p> <p>b) Cut frond are stacked in between the palms rows left to decompose.</p> <p>c) The schedule for 2021 issued by the Agronomy Department as tabled below. Variation is due to supply and flooding situation</p>	Complied																		

		<p>at the Lepar Hilir Complex in Dec 2021 and change in fertiliser application.</p> <table border="1" data-bbox="1189 461 1924 660"> <thead> <tr> <th>Estate</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>Lepar Hilir 7</td> <td>3230 mt</td> <td>412.84 mt</td> </tr> <tr> <td>Lepar Hilir 6</td> <td>1600 mt</td> <td>0</td> </tr> <tr> <td>Lepar Hilir 5</td> <td>2480 mt</td> <td>0</td> </tr> </tbody> </table>	Estate	Program	Actual	Lepar Hilir 7	3230 mt	412.84 mt	Lepar Hilir 6	1600 mt	0	Lepar Hilir 5	2480 mt	0							
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7.4.4	<p>Records of fertiliser inputs are maintained. - Minor compliance -</p>	<p>Fertilizer application program was monitored using records i.e. program sheets, bin cards, field cost book, Fertilizer Application monitoring forms, etc.</p> <p>a) Records of programs and applications of fertilizers were reviewed by the auditors.</p> <p>b) Review of the records revealed that the actual fertilizers applied in 2021/22 was in line with the program.</p> <p>c) The following fertilizers were applied in the estates on recommendation by the Agronomist FGVAS among others;</p> <table border="1" data-bbox="1182 1066 1917 1361"> <thead> <tr> <th>Fertilizer</th> <th>Kg/palm</th> <th>Application Month</th> </tr> </thead> <tbody> <tr> <td>NK 30</td> <td>3.25</td> <td>April / Feb / Aug</td> </tr> <tr> <td>FELDA 1</td> <td>1.25</td> <td>Feb / April / Aug</td> </tr> <tr> <td>NK Mixture</td> <td>3.00</td> <td>April / May</td> </tr> <tr> <td>FELDA 11</td> <td>2.50</td> <td>June / Oct</td> </tr> <tr> <td>GML</td> <td>1.50</td> <td>Oct</td> </tr> </tbody> </table>	Fertilizer	Kg/palm	Application Month	NK 30	3.25	April / Feb / Aug	FELDA 1	1.25	Feb / April / Aug	NK Mixture	3.00	April / May	FELDA 11	2.50	June / Oct	GML	1.50	Oct	Complied
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Criterion 7.5: Practices minimise and control erosion and degradation of soils.																																							
7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Description of the soil characteristics such as texture, depth, drainage, parent material and key aspect for management was available. There were no other problem soils (e.g. podzols and acid sulphate soils) in the estate. The soil map is prepared by Unit Komputer (GPS/GIS) from FELDA Agricultural Services Sdn Bhd (Land Management Unit). All estates have soil maps detailing their soil profile including marginal and fragile soils. The slope maps identify steep areas within each estate. Figures are in % otherwise stated. Information as extracted from the Agronomist Report.</p> <table border="1" data-bbox="1144 975 1919 1374"> <thead> <tr> <th>Soil type</th> <th>LH 06</th> <th>LH 05</th> <th>LH 07</th> </tr> </thead> <tbody> <tr> <td>Rasau</td> <td>-</td> <td>-</td> <td>6.63</td> </tr> <tr> <td>Hollyrood</td> <td>-</td> <td>-</td> <td>11.36</td> </tr> <tr> <td>Harimau</td> <td>-</td> <td>-</td> <td>9.60</td> </tr> <tr> <td>Beserah</td> <td>28.52</td> <td>15.42</td> <td>-</td> </tr> <tr> <td>Rengam</td> <td>59.88</td> <td>65.30</td> <td>67.84</td> </tr> <tr> <td>Bungor</td> <td>11.60</td> <td>19.28</td> <td>-</td> </tr> <tr> <td>Chempaka</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Durian</td> <td>-</td> <td>-</td> <td>4.57</td> </tr> </tbody> </table>	Soil type	LH 06	LH 05	LH 07	Rasau	-	-	6.63	Hollyrood	-	-	11.36	Harimau	-	-	9.60	Beserah	28.52	15.42	-	Rengam	59.88	65.30	67.84	Bungor	11.60	19.28	-	Chempaka	-	-	-	Durian	-	-	4.57	Complied
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<p>7.5.2</p>	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	<p>Like all FGV Estates, the audited estates visited continued to have a management strategy for planting on slopes in order to minimize and control erosion and degradation of soils. The plantings on slopes between 9 and 25 degrees was guided by a Policy is available titled as 'Polisi Perlindungan Dan Penjagaan Alam Sekitar' signed by Pengarah Besar on 15.4.2016. The content of the Policy among others includes the following;</p> <ul style="list-style-type: none"> a) Compliance with all related guidelines and regulatory laws. b) Implementation of GAP as stated in FELDA Lestari. c) Implement suitable remedial to reduce impact to the environment. d) To avoid pollution <p>Other guidelines were also shown in the following documents among others;</p>	<p>Complied</p>																																

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		<p>a) Slope & River Protection Policy in Section 1A/L3 FGV Sustainability Manual</p> <p>b) Buffer Zone & 25-degree slope in Section 1A/L3 FGV Sustainability Manual</p> <p>c) Land Preparation for Terracing in Section 1A/L2 FGV Sustainability Manual.</p> <p>It was observed that practices to minimize and control erosion and degradation of soils were in place through proper stacking of fronds, EFB application, avoidance of blanket spraying, construction terraces, road maintenance and maintenance of soft vegetation in the interlines. Cover crops were planted in the replants and in certain mature areas. The cover crop <i>mucuna bracteata</i> had been planted along crucial slopes by management. Large areas with <i>neprolepis biserrata</i> in the inter rows were sighted during the visit. The slope maps were provided by the FELDA Agricultural Services Sdn Bhd) providing the terrain classification.</p>	
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	<p>This compliance being addressed in the Sustainable Policy - "Slope and River Protection" signed by the Pengarah Besar dated May 2018 stating the following among others;</p> <p>"Slope of >25 degree to be excluded from any new plantation development and replanting program. For slope <25 degree the existing crop all vegetative shall be maintained accordingly".</p>	Complied
<p>Criterion 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p> <p>- Critical (Major) compliance -</p>	<p>Soil surveys are made and available in a soil map for all the estates audited. Topographic contour map are also available which are both used to manage the drainage and road works in the estates. The</p>	Complied

		estates had no new planting for the current year and also for the forthcoming 5 years operations.	
7.6.2	Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices. - Minor compliance -	FGV Group Estates had no planting on areas of more than 25 degree. Plantings on steep slope are either avoided or minimized. – Details of soil series as described in 7.5.1	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	Soil surveys are made and available in a soil map at the estate. Topographic contour map are also available which are both used to manage the drainage and road works in the estate. Details as per 7.5.1 and 7.5.2.	Complied
Criterion 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas. - Critical (Major) compliance -	There is no peat soil or soil categorized as marginal or fragile soil in all the estates visited. There was also no new planting in the estates.	Not Applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below). - Minor compliance -	There is no peat soil or soil categorized as marginal or fragile soil in all the estates visited. There was also no new planting in the estates.	Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	There is no peat soil or soil categorized as marginal or fragile soil in the estates visited. There was also no new planting in the estates.	Not Applicable
7.7.4	(C) A documented water and ground cover management programme is in place. - Critical (Major) compliance -	The water and ground cover management programme is documented in the FGV Agricultural Manual (Water Management in Inland, Costal and Peat lands) issued on 01.07.2011. Details are described in 7.8.1. individual estate and mill had their respective	Complied

		<p>water management plan mainly to monitor among others the following;</p> <ul style="list-style-type: none"> a) Bulk of the supply in view of the location are from PAIP for both mill and estate. b) Monitor the quality of main water inlet/outlet for pollutants from estate's operations. c) Contingency during water shortage. d) Monitor the usage of fresh water on monthly basis e) Reuse/recycle waste water. 	
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p> <p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in the estates visited nor there are no new planting within.</p>	Not Applicable
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in the estates visited nor there are no new planting within.</p>	Not Applicable

7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as “peatland conservation areas”; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the ‘RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat’, version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in the estates visited nor there are no new planting within.</p>	<p>Not Applicable</p>								
<p>Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.</p>											
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>The mill water management plan has been established with the recent review made on respectively by the OU. Among others the plan therein has emphasized;</p> <p>a) rain water harvesting for cleaning purposes, b) water from the reservoir/catchment for the mill operations c) continual training for workers on water efficiency consumption, d) desilting of water reservoir to retain the reservoir optimal capacity. e) The action plan in event of draught/water pollution.</p> <p>The estates similarly possessed the following water management plan. Among others containing the following initiatives.</p> <table border="1" data-bbox="1137 1189 1919 1359"> <thead> <tr> <th>Source</th> <th>Activity</th> <th>Threat</th> <th>Action Plan</th> </tr> </thead> <tbody> <tr> <td>Reservoir/ pond/</td> <td>Chemical mixing</td> <td>Pollution Draught Wastage</td> <td>Enforcement of buffer zone as non-spraying activities.</td> </tr> </tbody> </table>	Source	Activity	Threat	Action Plan	Reservoir/ pond/	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.	<p>Complied</p>
Source	Activity	Threat	Action Plan								
Reservoir/ pond/	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.								

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		/ Rain	General Upkeep	Pollution Draught Wastage	Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.	
Line site	Pollution Draught Wastage		Every house is supplied with containers. Awareness on water usage efficiency. Outsource from neighboring estates.			
Drain upkeep	Interrupt ion water flow at drainage system.		Periodic desilting Building of sand bags at specific points to contain water (weirs)			
	Water pollution		Prohibit workers from activities at water source Drinking water analysis. Monitor condition of septic tank Adhere SW management procedure to avoid pollution caused by SW.			
Water Management Plan review date was sighted and verified with records as follows;						

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Estate/Mill	Review date	Issues
Lepar Hilir POM	05/1/2022	NIL
Lepar Hilir 06 Estate	05/01/2022,	NIL
Lepar Hilir 05 Estate	10/01/2022	NIL
Lepar Hilir 07 Estate	05/05/2021	NIL

The Mill Identification & Management of Waste Water 2022 among others as summarized below;

location	Waste water produced	Treatment/containment	Reuse/recycle/disposal method
Processing stations	Clarification condensate Sterilizer condensate Hydro cyclone condensate Mill floor cleaning water	Oil recovery/ ETP	Recover into system
Boiler	Blow down, cleaning water	Sludge pit, ETP	Monsoon drain
Process ramp	Rainfall runoff	Sedimentation trap	Monsoon drain

		Engine room	Steam condensate, turbine cooling water	Monsoon drain, recycled tank	Monsoon drain													
		Lab	Cleaning water	Process drain	Monsoon drain													
		Wash room	Toilet water, cleaning water	Septic tank	Collected by licensed contractor.													
7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>- Critical (Major) compliance -</p>	<p>Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones has been verified at the estate and mill catchment. Riparian buffer zones have been identified and demarcated. No chemicals and fertilizer application observed been used in their maintenance. In certain areas Guatemala grass / Vertivar sp were planted along the river banks. Guidelines of the width of the rivers and natural courses to be protected have been illustrated in the FGV Sustainability Manual Section 1A/L2/PAS-03 revised dated 23/10/2020. The buffer zones established are as follows:</p> <table border="1" data-bbox="1144 1046 1917 1347"> <thead> <tr> <th>River width</th> <th>Buffer zone</th> </tr> </thead> <tbody> <tr> <td>>40 meters</td> <td>50 meters</td> </tr> <tr> <td>20 - 40 meters</td> <td>40 meters</td> </tr> <tr> <td>10 - 20 meters</td> <td>20 meters</td> </tr> <tr> <td>5 - 10 meters</td> <td>10 meters</td> </tr> <tr> <td>< 5 meters</td> <td>5 meters</td> </tr> </tbody> </table>				River width	Buffer zone	>40 meters	50 meters	20 - 40 meters	40 meters	10 - 20 meters	20 meters	5 - 10 meters	10 meters	< 5 meters	5 meters	Complied
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Buffer zones were protected. However based on the assessment study by the Sustainability Unit Operations Department dated 27/02/2019 on the compilation of "Laporan Pemilihan Sampel Air Bagi Sungai Yang Berdaftar Di Ladang FGV Plantations" there is no river /water courses in the CU that warrants sampling of water analysis. Sg Lepar at the nearest FGV Lepar Hilir 08 is located flowing outside the boundary of the estate.

Prevention is made especially during the manuring activities. FGV reviewed the environmental performances during the monthly EPMC Environmental Performance Monitoring Committee and the quarterly ESH meetings. The following minutes of meeting (Laporan Kejadian Alam Sekitar) was sighted and verified.

LH POM	LH 05	LH 06	LH 07
04/05/2021	29/9/21	23/12/21	04/03/21
12/12/2021	23/6/21	24/06/21	22/01/21

Sighted minutes of meeting LHPOM 04/05/21 and 12/12/21 among others discussing the following;

- a) Effluent treatment and performance
- b) Scheduled wastes and others waste management
- c) Clean air monitoring
- d) Environmental Programs.

The mill made an monthly water samples at 2 points in the river nearby i.e hulu & hilir Sg Lepar source for the mill water

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		<p>consumption. Analysis made by Makmal Analisa FGV Agri Services PPPTR.</p> <table border="1" data-bbox="1137 464 1928 962"> <thead> <tr> <th colspan="2">Lepar Hilir POM</th> <th colspan="2">18/10/21</th> <th colspan="2">26/7/21</th> </tr> <tr> <th>Parameter</th> <th>unit</th> <th>Hulu</th> <th>Hilir</th> <th>Hulu</th> <th>Hilir</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>-</td> <td>7.16</td> <td>7.24</td> <td>7.64</td> <td>7.73</td> </tr> <tr> <td>BOD</td> <td>mg/L</td> <td>6</td> <td>5</td> <td>8</td> <td>6</td> </tr> <tr> <td>COD</td> <td>mg/L</td> <td>51</td> <td>61</td> <td>49</td> <td>47</td> </tr> <tr> <td>T Solids</td> <td>mg/L</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>S Solids</td> <td>mg/L</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>O & G</td> <td>mg/L</td> <td>1</td> <td>2</td> <td>1</td> <td>1</td> </tr> <tr> <td>A Nitrogen</td> <td>mg/L</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>T Nitrogen</td> <td>mg/L</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table> <p>The results for both river shows the river water was conform to NWQS Class II.</p>	Lepar Hilir POM		18/10/21		26/7/21		Parameter	unit	Hulu	Hilir	Hulu	Hilir	PH	-	7.16	7.24	7.64	7.73	BOD	mg/L	6	5	8	6	COD	mg/L	51	61	49	47	T Solids	mg/L	-	-	-	-	S Solids	mg/L	-	-	-	-	O & G	mg/L	1	2	1	1	A Nitrogen	mg/L	1	1	1	1	T Nitrogen	mg/L	-	-	-	-	
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7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>The effluent treatment plant was made in accordance and interview with operator in charge revealed that the operation was in accordance with standard operation procedure and legal requirements. No over flow was observed, and flow meter reading was recorded daily. The mill monitors the effluent and submits to DOE through '<i>Borang Penyata Suku Tahunan</i>'.</p> <table border="1" data-bbox="1151 1307 1924 1382"> <thead> <tr> <th>Sample date</th> <th>Std</th> <th>10/9/21</th> <th>08/10/21</th> <th>06/12/21</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>5.-9.</td> <td>8.81</td> <td>7.82</td> <td>8.23</td> </tr> </tbody> </table>	Sample date	Std	10/9/21	08/10/21	06/12/21	PH	5.-9.	8.81	7.82	8.23	Complied																																																		
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BOD	100	83	41	78
COD	-	330	267	416
Total solids	-	2010	792	4672
S Solids	-	142	60	275
Oil & grease	-	11.0	5.00	8.00
A Nitrogen	-	38	3	110
Total N	-	45	11	125

Sample date	Std	05/4/21	03/5/21	08/6/21
PH	5.-9.	9.20	8.92	9.17
BOD	100	54	46	66
COD	-	422	448	2892
Total solids	-	1256	2388	2892
S Solids	-	142	260	192
Oil & grease	-	8.00	2.00	12.00
A Nitrogen	-	5.00	34.00	25.00
Total N	-	17	41	38

Lepar Hilir Mill DOE license no 003247 was for land application requirement of which is BOD less than 5000 mg/l. The mill is currently compiling a 5 year master blueprint discussed on the entire Group basis having the following projects for enhancement to the environmental issues.

Projects	Details
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		<table border="1"> <tr> <td>Environmental</td> <td>Moving floor Boiler - To control fuel feeding June 2022 at RM350K . Fuel saving /monitoring.</td> </tr> <tr> <td>Environmental</td> <td>Scheduled effluent pond disludging in phases at RM 200K</td> </tr> <tr> <td>Operations</td> <td>Daily monitoring of the effluent quality to meet legal compliance.</td> </tr> <tr> <td>Boiler emission</td> <td>Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K</td> </tr> <tr> <td>Operations</td> <td>Digester - Auto Control Level System Mac 2022 at RM 21K.</td> </tr> </table>	Environmental	Moving floor Boiler - To control fuel feeding June 2022 at RM350K . Fuel saving /monitoring.	Environmental	Scheduled effluent pond disludging in phases at RM 200K	Operations	Daily monitoring of the effluent quality to meet legal compliance.	Boiler emission	Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K	Operations	Digester - Auto Control Level System Mac 2022 at RM 21K.																											
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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -</p>	<p>The mill processing water are obtained from the water catchment adjacent to the mill complex. The water usage monitoring is made on a monthly basis with the latest recording (water usage per mt in 2021 of fresh fruit bunches (FFB) below; Base line is 2.0 ratio.</p> <table border="1"> <thead> <tr> <th>2021</th> <th>Water m3</th> <th>FFB /mt</th> <th>Water /FFB</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>21110</td> <td>10160</td> <td>2.03</td> </tr> <tr> <td>Feb</td> <td>12880</td> <td>4730</td> <td>2.74</td> </tr> <tr> <td>Mac</td> <td>28630</td> <td>11710</td> <td>2.44</td> </tr> <tr> <td>Apr</td> <td>25380</td> <td>14000</td> <td>1.81</td> </tr> <tr> <td>May</td> <td>29340</td> <td>16170</td> <td>1.81</td> </tr> <tr> <td>June</td> <td>32710</td> <td>18300</td> <td>1.78</td> </tr> <tr> <td>July</td> <td>29580</td> <td>17700</td> <td>1.67</td> </tr> <tr> <td>Aug</td> <td>34720</td> <td>23960</td> <td>1.45</td> </tr> </tbody> </table>	2021	Water m3	FFB /mt	Water /FFB	Jan	21110	10160	2.03	Feb	12880	4730	2.74	Mac	28630	11710	2.44	Apr	25380	14000	1.81	May	29340	16170	1.81	June	32710	18300	1.78	July	29580	17700	1.67	Aug	34720	23960	1.45	Complied
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Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																							
7.9.1	<p>A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.</p> <p>- Minor compliance -</p>	<p>A plan for improving the efficiency of the use of fossil fuels is in place and has been incorporated into the Environmental Aspect and Impact activities report for 2022. The document was reviewed/updated on Jan 2022. The Environment Management Plan for efficiency of fossil fuel usage are detailed below:</p> <table border="1"> <thead> <tr> <th>Target</th> <th>Objective</th> <th>Action plan</th> </tr> </thead> <tbody> <tr> <td>Backhoe tractor/ Machines</td> <td>To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment</td> <td>To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel</td> </tr> </tbody> </table>	Target	Objective	Action plan	Backhoe tractor/ Machines	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel	Complied														
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		<p>Van / Supervisory vehicle</p>	<p>To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment</p>	<p>To record vehicle activity in order to eliminate waste activity which consume fuel. To turn off vehicle engine during idle time.</p>																																														
		<p>Electrical supply</p>	<p>To reduce reliance on gen-sets for power supply</p>	<p>Utilization of TNB sources</p>																																														
		<p>The utilization of fossil fuel in 2021 is being monitored with records shown below. The mill diesel utilization in 2021 is 132372 liters which tally with the GHG declared figures. Other records in the CU as recorded below calculated in diesel/FFB mt.</p>																																																
		<table border="1"> <thead> <tr> <th>2021</th> <th>LHM</th> <th>LH 05</th> <th>LH 06</th> <th>LH 07</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>1.40</td> <td>2.12</td> <td>2.96</td> <td>3.26</td> </tr> <tr> <td>Feb</td> <td>1.78</td> <td>2.68</td> <td>3.55</td> <td>4.06</td> </tr> <tr> <td>Mac</td> <td>1.40</td> <td>1.77</td> <td>3.52</td> <td>2.88</td> </tr> <tr> <td>Apr</td> <td>0.99</td> <td>1.63</td> <td>4.26</td> <td>2.28</td> </tr> <tr> <td>May</td> <td>0.96</td> <td>1.24</td> <td>4.03</td> <td>2.18</td> </tr> <tr> <td>June</td> <td>1.02</td> <td>1.09</td> <td>2.33</td> <td>1.57</td> </tr> <tr> <td>July</td> <td>0.61</td> <td>1.28</td> <td>2.15</td> <td>1.92</td> </tr> <tr> <td>Aug</td> <td>0.29</td> <td>1.01</td> <td>2.77</td> <td>1.39</td> </tr> </tbody> </table>			2021	LHM	LH 05	LH 06	LH 07	Jan	1.40	2.12	2.96	3.26	Feb	1.78	2.68	3.55	4.06	Mac	1.40	1.77	3.52	2.88	Apr	0.99	1.63	4.26	2.28	May	0.96	1.24	4.03	2.18	June	1.02	1.09	2.33	1.57	July	0.61	1.28	2.15	1.92	Aug	0.29	1.01	2.77	1.39	
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Sept	0.29	0.82	1.16	1.19
Oct	0.35	1.57	2.62	1.34
Nov	0.28	0.97	2.86	1.37
Dec	0.45	1.26	3.15	1.46

The estates and mill record and monitor the diesel utilization over the running hours of gen-set and other vehicles running.

Performance variation in view of several factors i.e.

- a) Infrastructure of estates,
- b) Community size / no of gen-sets,
- c) No. of vehicles / age of machine.
- d) Weather interference / crop production volume

There is no opportunity for the estate to capitalize the utilization of fibre/shell produced from the mill as part of their energy production in replacement of fossil fuel with the current technology limitation. The estate adopted the following practices in reducing diesel consumption in the daily operations.

Management Plan	Timeline	PIC
Monitoring of diesel usage in FFB transportation	On-going	AEM
Engine OFF when not in operations	On-going	AEM
Training session to PIC	Schedule	AEM

		<p>The Mill similarly had a reduction plan of fuel via the following initiative;</p> <table border="1" data-bbox="1153 475 1930 853"> <thead> <tr> <th>Management Plan</th> <th>Timeline</th> <th>PIC</th> </tr> </thead> <tbody> <tr> <td>Monitoring of diesel usage in internal transportation</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>Engine OFF when not in operations</td> <td>On-going</td> <td>AEM</td> </tr> <tr> <td>By maintenance of the boiler & machinery to ensure at optimum level to monitor diesel usage</td> <td>On-going</td> <td>AME</td> </tr> <tr> <td>provide training to workers regarding reduce fuel and diesel usage for boiler.</td> <td>On-going</td> <td>AME</td> </tr> </tbody> </table> <p>A plan for improving the efficiency of the use of fossil fuels is in place incorporated into the Environmental Aspect and Impact activities report for 2022 identified in the following</p> <ul style="list-style-type: none"> a) Environmental Aspect Identification Summary FY 2022 reviewed accordingly. b) Environmental Impact Evaluation Summary FY 2022 reviewed accordingly. c) Renewable energy usage & diesel consumption 2022 was established and monitored by monthly basis. 	Management Plan	Timeline	PIC	Monitoring of diesel usage in internal transportation	On-going	AEM	Engine OFF when not in operations	On-going	AEM	By maintenance of the boiler & machinery to ensure at optimum level to monitor diesel usage	On-going	AME	provide training to workers regarding reduce fuel and diesel usage for boiler.	On-going	AME	
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<p>Criterion 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>																		

7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>Both the mill and the estates had identified emission of greenhouse gas (GHG) from their operations such as emission from their farm tractor and gen set operation.</p> <p>a) The management from both estate and mill had planned to reduce emission by daily inspection and monitoring for their farm tractor and gen set to prevent any leakage and problem that could adverse impact the environment.</p> <p>b) Fuel Consumption, Peat Oxidation, POME and reported in the Palm GHG Summary Report.</p>	Complied				
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>The CU has calculated the GHG using RSPO Palm GHG calculator and the calculation option used is Option 1. The CU records NIL new development within the certified area. There is no new planting in There is no peat soil or soil categorized as marginal or fragile soil in all the estates visited nor there are no new planting within.</p>	Complied				
7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>An assessment of all polluting activities has been conducted and monitored. This included the gaseous emissions, particulate / soot emissions and effluent. The CU has continued to maintain its environmental aspects/impacts register associated with their activities. Environmental aspect and impact (EAI) records i.e. which covers estate (Latest 27/07/21) and mill activities / operation. 'Pollution Identification Environmental Improvement Action Plan' is used to identify the waste products and sources of pollution, was in place and is reviewed accordingly. Among others the significant environmental receptors for the estates and mill operations were:</p> <table border="1" data-bbox="1160 1289 1930 1362"> <thead> <tr> <th data-bbox="1160 1289 1424 1362">Environmental Receptors</th> <th data-bbox="1431 1289 1930 1362">Source</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Environmental Receptors	Source			Complied
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		<table border="1"> <tr> <td data-bbox="1160 368 1424 539">Air</td> <td data-bbox="1424 368 1933 539">Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).</td> </tr> <tr> <td data-bbox="1160 539 1424 719">Water</td> <td data-bbox="1424 539 1933 719">Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down</td> </tr> <tr> <td data-bbox="1160 719 1424 810">land</td> <td data-bbox="1424 719 1933 810">Land – Scheduled waste, domestic waste and industrial / process waste.</td> </tr> </table> <p>Lepar Hilir Palm Oil Mil has conducted boiler stack sampling for each of the boiler stack. Results were within the acceptable limit. The mill was also equipped with a Continuous Emission Monitoring System (CEMS). The audit team has verified the condition of the CEMS during the audit. The system was found to be in functional condition. Data from the stack is connected online to DOE office. Boiler smoke emission data are within the DOE limit. An assessment of identified polluting activities is being conducted and monitored, inclusive of gaseous emissions, particulate / soot emissions and effluent.</p> <p>The Pollution Prevention Plan and Waste Management Action Plan 2022” – is used to identify the waste products and sources of pollution – is in place and is being reviewed and implemented accordingly. Among others actions taken by the CU were:</p> <p>a) Scheduled wastes – disposed to Pentas Flora Sdn Bhd.</p>	Air	Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).	Water	Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down	land	Land – Scheduled waste, domestic waste and industrial / process waste.	
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		<p>b) Domestic wastes are disposed to MD Kuantan landfill and estate landfill.</p> <p>c) Full compliance to zero burning practices.</p> <p>d) Installation of Biogas Plant 2018.</p> <p>The environmental issues are discussed together in the quarterly ESH meeting 4x/year. The agenda discussed among others as follows;</p> <ul style="list-style-type: none"> a) matters arising b) performance of environment compliance c) report on environmental pollution d) self-compliance checklist performance e) effluent treatment /clean air / scheduled waste f) audit report on RSPO/MSPO g) Domestic waste issues h) Kejadian Pencemaran Alam Sekitar <p>Minutes of mill and estates meeting ESH on the following dates were sighted and verified. In addition, environmental issues were also discussed direct or indirectly during the management meeting the weekly muster. EPMC meeting discussed issues discussed the following issues.</p> <ul style="list-style-type: none"> a) Kualiti & Alam Sekitar b) Effluent performance c) Competent person CePSO / CePWaM /CePPOME 	
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		LH POM	LH 05	LH 06	LH 07	
		04/05/2021	29/9/21	23/12/21	04/03/21	
		12/12/2021	23/6/21	24/06/21	22/01/21	
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area						
7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -</p>	<p>There was no land preparation of existence or new planting in FGV Estates by burning ever since the management practiced zero burning as per the policy in:</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit LESTARI on reviewed 1/6/12 b) Sawit pra matang edisi II seksyen 3 c) Manual Ladang Sawit LESTARI reviewed on 1/6/12 d) Sawit matang edisi II seksyen 4 e) Manual Ladang Sawit LESTARI 1/6/12 f) Pembajaan sawit edisi II seksyen 5 g) Prosedur Kerja Selamat h) Manual Kelestarian (Sustainability) <p>As advocated, the estates practiced zero burning. In the replants visited during the audit in the estate, it was evident that all palms were felled, shredded, windrow-ed and left to decompose as per 'Manual Ladang Sawit Lestari'. Ref doc. No MLSL (Ed.2) – Sec.2 (6.0) dated 1/6/2012. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>				Complied

7.11.2	<p>The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification.</p> <p>- Minor compliance -</p>	<p>There was no land preparation in Estates by burning ever since FGV practiced zero burning as specified in Item 5.3.6 on NO OPEN BURNING/USE OF FIRE sign by Board of Directors dated 17/11/2020.</p> <p>The estate adhered to the policy of "Zero open burning" for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estate. The estate recorded replanting program for the forthcoming 5 years. There is a fire ERP team established by the estate and mill.</p>	Complied										
7.11.3	<p>The unit of certification engages with adjacent stakeholders on fire prevention and control measures.</p> <p>- Minor compliance -</p>	<p>FGV engaged smallholders on the fire prevention and control measures.</p> <table border="1" data-bbox="1144 759 1924 1093"> <thead> <tr> <th data-bbox="1144 759 1391 810">Estates/ unit</th> <th data-bbox="1397 759 1924 810">Date of consultation</th> </tr> </thead> <tbody> <tr> <td data-bbox="1144 815 1391 858">Lepar Hilir 06</td> <td data-bbox="1397 815 1924 858">Letter dated 06/01/2021 & 03/01/2022</td> </tr> <tr> <td data-bbox="1144 863 1391 906">Lepar Hilir 05</td> <td data-bbox="1397 863 1924 906">Memo dated 09/03/2021 ref RSPO/21</td> </tr> <tr> <td data-bbox="1144 911 1391 954">Lepar Hilir 07</td> <td data-bbox="1397 911 1924 954">Memo dated 23/10/2021 ref RSPO 1.4.2</td> </tr> <tr> <td data-bbox="1144 959 1391 1002">Lepar Hilir POM</td> <td data-bbox="1397 959 1924 1002">05/01/2022 - to extend to ext stakeholder</td> </tr> </tbody> </table> <p>The letter therein contain among others the following compliance</p> <ol style="list-style-type: none"> a. Safety Health and Environment b. Implementation of no open burning 	Estates/ unit	Date of consultation	Lepar Hilir 06	Letter dated 06/01/2021 & 03/01/2022	Lepar Hilir 05	Memo dated 09/03/2021 ref RSPO/21	Lepar Hilir 07	Memo dated 23/10/2021 ref RSPO 1.4.2	Lepar Hilir POM	05/01/2022 - to extend to ext stakeholder	Complied
Estates/ unit	Date of consultation												
Lepar Hilir 06	Letter dated 06/01/2021 & 03/01/2022												
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Lepar Hilir POM	05/01/2022 - to extend to ext stakeholder												

		<ul style="list-style-type: none"> - Pelan Pengurusan Kebakaran Ladang FGVP - Pihak berkepentingan boleh melaporkan kepada FGV - Jika berlaku kebakaran di persempadanan kawasan ladang/kilang. Pihak ladang/kilang /pekebun kecil berhampiran juga boleh mendapatkan bantuan daripada FGV jika berlaku di kawasan mereka. <p>c. Sustainability Policies d. Conflict of interest</p> <p>Prior meeting for Wilayah Kuantan was dated 24/08/2017 attended by 30 people having similar agenda of discussion. There were follow-up on the briefing and others commitment through stakeholder feedback in a form distributed by the mill/estate dated implemented during the MCO.</p>	
<p>Criterion 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p>			
<p>7.12.1</p>	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	<p>Complied</p>
<p>7.12.2</p>	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p>	<p>The latest assessment was conducted with details as follows; "Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Lebar Hilir Complex at the respective period by assigned IB Executive</p>	<p>Complied</p>

	<p>a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p> <p>b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p> <p>PROCEDURAL NOTE: Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019). - Critical (Major) compliance -</p>	<p>CDD/PSD Department FGVH. Thereafter being reviewed on annually.</p> <table border="1" data-bbox="1149 475 1921 839"> <thead> <tr> <th>Estate</th> <th>Assessment date</th> <th>Assessor</th> </tr> </thead> <tbody> <tr> <td>LH 07</td> <td>15/09/2016</td> <td>IB Executive CDD Department</td> </tr> <tr> <td>LH 06</td> <td>14/12/2016</td> <td>IB Executive PSD Department</td> </tr> <tr> <td>LH 05</td> <td>21/09/2016</td> <td>IB Executive CDD Department</td> </tr> </tbody> </table> <p>In summary there was no HCV present in the CU except for buffer zone for flowing in the external boundary of the LH 07 estate. Sungai Lepar adjacent to PM12P. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following;</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects 	Estate	Assessment date	Assessor	LH 07	15/09/2016	IB Executive CDD Department	LH 06	14/12/2016	IB Executive PSD Department	LH 05	21/09/2016	IB Executive CDD Department	
Estate	Assessment date	Assessor													
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LH 06	14/12/2016	IB Executive PSD Department													
LH 05	21/09/2016	IB Executive CDD Department													

		h) Immediate and long term effect.													
7.12.3	<i>Indicator is not applicable in Malaysia context</i>	-	Not Applicable												
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.	Complied												
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>The latest assessment was conducted with details as follows; "Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Lepar Hilir Complex at the respective period by assigned IB Executive CDD/PSD Department FGVH. Thereafter being reviewed on annually.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>Assessment date</th> <th>Assessor</th> </tr> </thead> <tbody> <tr> <td>LH 07</td> <td>15/9/2016</td> <td>IB Executive CDD Department</td> </tr> <tr> <td>LH 06</td> <td>14/12/2016</td> <td>IB Executive PSD Department</td> </tr> <tr> <td>LH 05</td> <td>21/09/2016</td> <td>IB Executive CDD Department</td> </tr> </tbody> </table>	Estate	Assessment date	Assessor	LH 07	15/9/2016	IB Executive CDD Department	LH 06	14/12/2016	IB Executive PSD Department	LH 05	21/09/2016	IB Executive CDD Department	Complied
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		<p>In summary there was no HCV present in the CU except for buffer zone for LH 07 Sungai Lepar flowing outside boundary of PM12P. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following;</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>The audit findings have confirmed that there is no new planting affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	Complied
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>There is no HCV declared in Lepar Hilir CU as per the HCV Assessment details as provided in 7.12.2. In summary there was no HCV present in the CU except for LH 07 Sungai Lepar flowing outside boundary of PM12P. The report details the findings of a rapid appraisal of the biodiversity in the estates and addresses the</p>	Complied

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		<p>RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following;</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new planting affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2021** for **FGVPISB Lepar Hilir POM** and supply base was calculated using the PalmGHG Calculator version 4.0. 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 **2021** for **FGVPISB Lepar Hilir** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.87
PKO	0.00

Extraction	%
OER	21.00
KER	4.11

Production	t/yr
FFB Process	198,480.00
CPO Produced	41,685.01
PKO Produced	8,163.51

Land Use	Ha
OP Planted Area	8306.72
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	0.00
Total	8306.72

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	54,526.00	0.72	0.00	0.00	0.00	0.00	54,526.00	0.00
CO ₂ Emission from fertilizer	3,191.83	0.04	0.00	0.00	0.00	0.00	3,191.83	0.00
NO ₂ Emission	2,492.00	0.03	0.00	0.00	0.00	0.00	2,492.00	0.00
Fuel Consumption	451.56	0.07	0.00	0.00	0.00	0.00	451.56	0.00
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-49,247.78	-0.65	0.00	0.00	0.00	0.00	-49,247.78	0.00
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	11,413.61	0.15	0.00	0.00	30,455.27	0.00	41,868.89	0.00

**Note: Includes both estates and smallholders*

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Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	0.00	0.00
Fuel Consumption	550.04	0.00
Grid Electricity Utilization	797.05	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	1,347.10	0.01

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	0
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

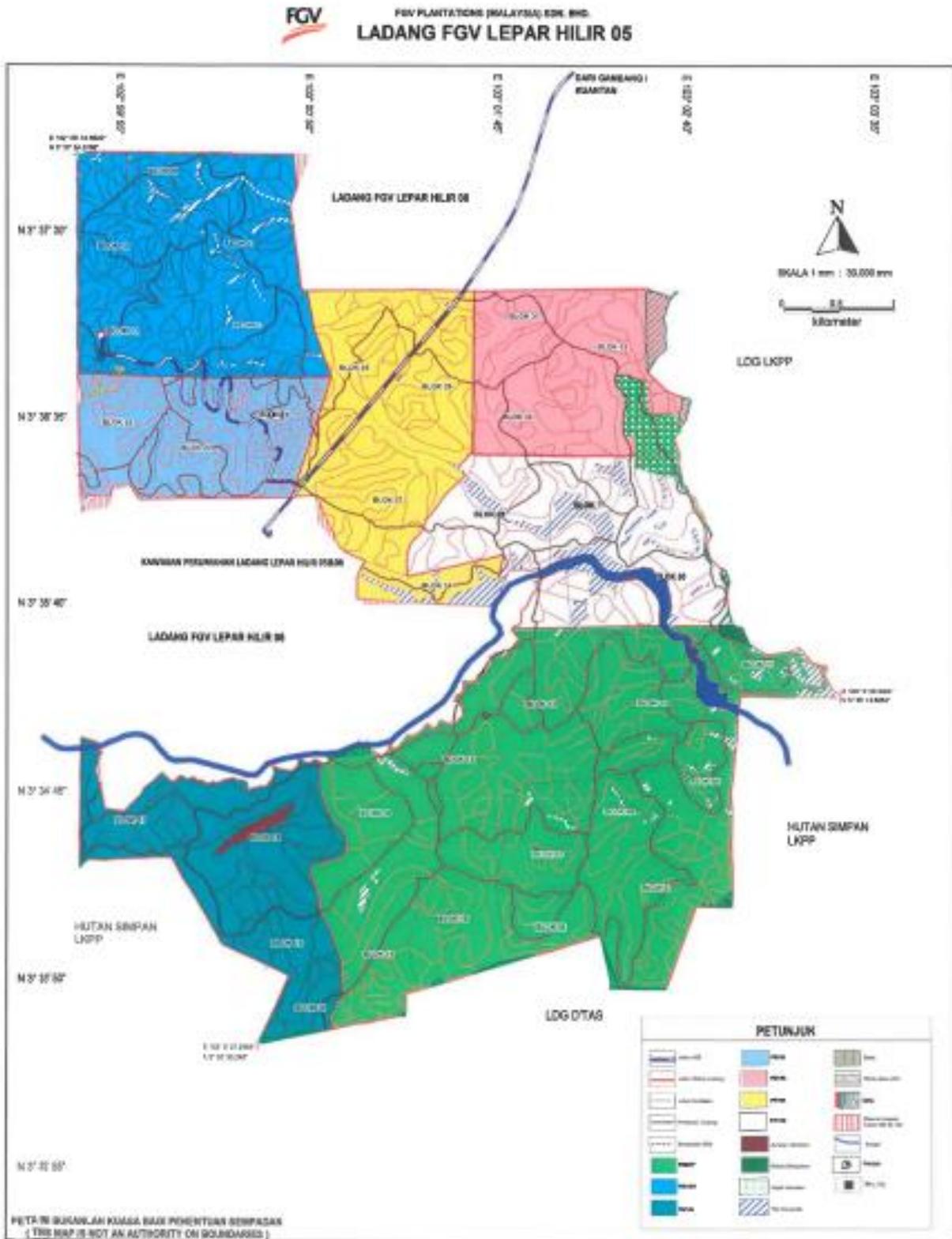
*This mill has no kernel crusher operation.

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

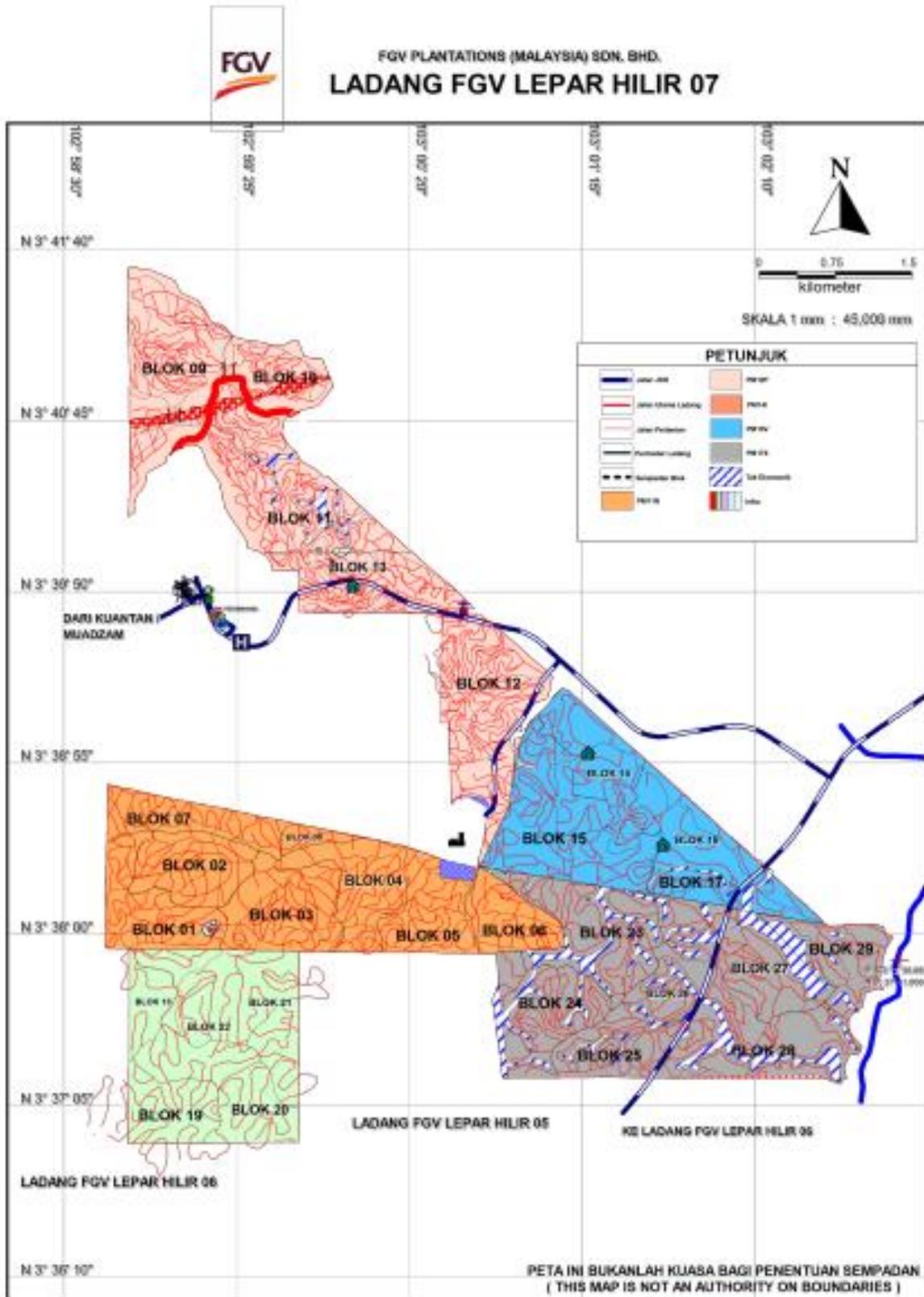
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix C: Location Map of Certification Unit and Supply bases

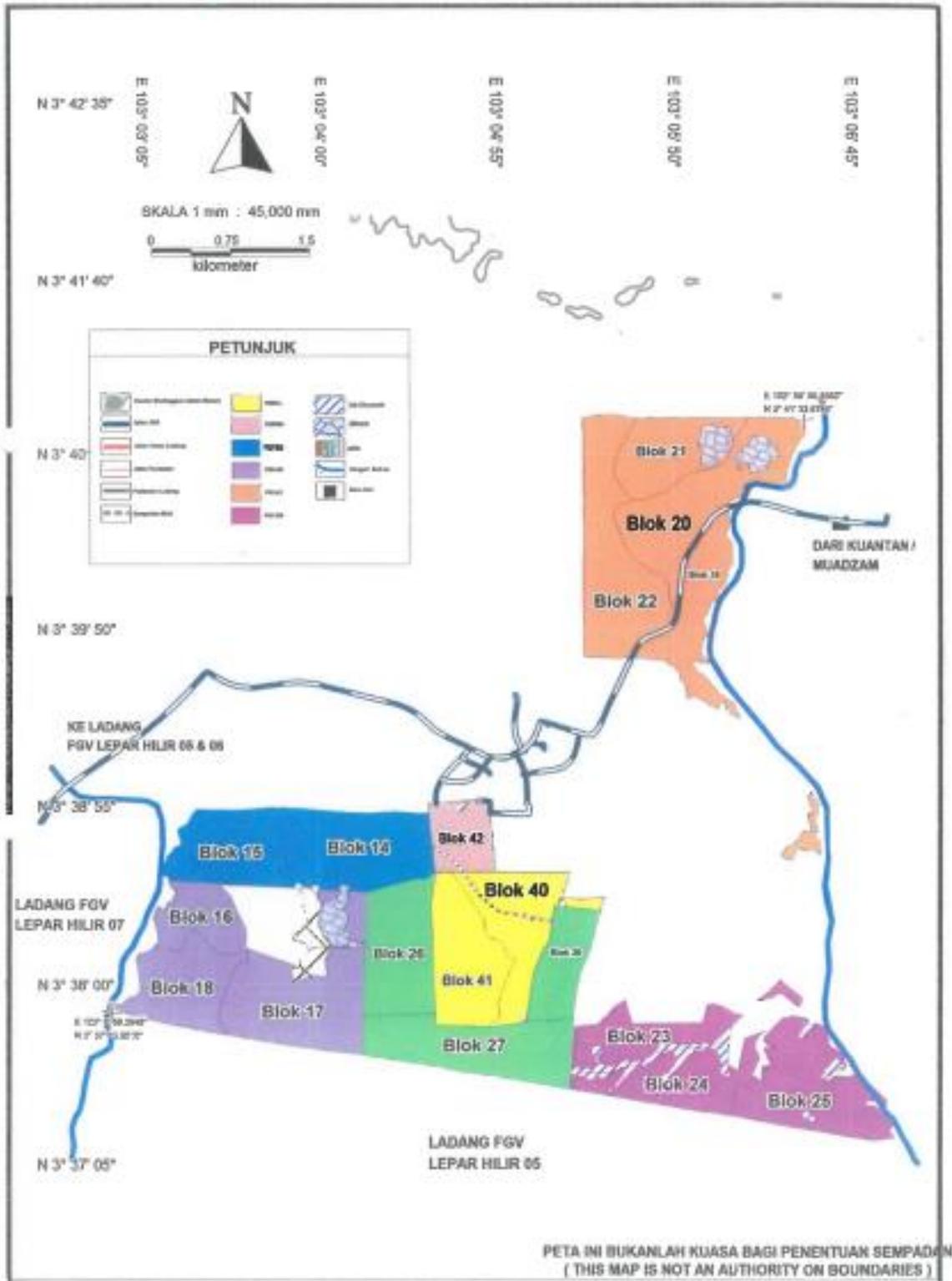




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FGV FGV PLANTATIONS (MALAYSIA) SDN. BHD.
LADANG FGV LEPAR HILIR 08



Appendix E: List of Smallholder Registered and sampled

Not Applicable

Appendix F: 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
ISS	Independent Smallholder Standard
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