

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

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

Client Company Name / Parent Company: Koperasi Serba Usaha Karya Indah
Client Company / Parent Company Address: Jalan Gagak RT.003 Desa Wahau Baru, Kecamatan Muara Wahau, Kabupaten Kutai Timur, 75655 Kalimantan Timur, Indonesia
Certification Unit: Koperasi Serba Usaha Karya Indah
Location of Certification Unit: Jalan Gagak RT.003 Desa Wahau Baru, Kecamatan Muara Wahau, Kabupaten Kutai Timur, 75655 Kalimantan Timur, Indonesia
Date of Final Report: 30/01/2023

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Koperasi Serba Usaha Karya Indah		
RSPO Membership Number	1-0386-22-000-00	Membership Approval Date	22 June 2022
Address	Jalan Gagak RT.003 Desa Wahau Baru, Kecamatan Muara Wahau, Kabupaten Kutai Timur, 75655 Kalimantan Timur, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Koperasi Serba Usaha Karya Indah		
Location / Address	Jalan Gagak RT.003 Desa Wahau Baru, Kecamatan Muara Wahau, Kabupaten Kutai Timur, 75655 Kalimantan Timur, Indonesia		
Website	-		
Management Representative	Suyitno	E-mail	ksukaryaindah@gmail.com
Telephone	082251293463	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 777887	Certificate Start Date	30/01/2023
Date of First Certification	30/01/2023	Certificate Expiry Date	29/01/2028
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
Visit Objectives	To conduct a certification assessment to ensure the elements of the proposed scope of registration and the requirements of the RSPO Independent Smallholder Standard – Indonesia NI February 2022 are effectively addressed by the organisation’s management and to confirm the forward strategic plan.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019, Indonesia National Interpretation 2022 <input type="checkbox"/> Choose an item. National Interpretation Choose an item. for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	N/A
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
-	-	-	-

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Serba Usaha Karya Indah (195 smallholder members)	Jl. Gagak RT.003 Desa Wahau Baru, Kecamatan Muara Wahau, Kabupaten Kutai Timur, Kalimantan Timur, 75655	1° 4' 12.90" N	116° 53' 34.10" 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
Koperasi Serba Usaha Karya Indah	634.16	-	-	634.16	100%
Total	634.16	-	-	634.16	100%

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Koperasi Serba Usaha Karya Indah	0	189.55	444.61	0	634.16	0
Total (ha)	0	189.55	444.61	0	634.16	0

Note: Only Mature area is considered as production area

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (N/A)	Actual (N/A)		Forecast (Jan 2023-Dec 2023)
		Previous license period (N/A)	Current license period (N/A)	
Koperasi Serba Usaha Karya Indah	-	-	-	14,097
Total				14,097

Note: This is initial assessment, there is no estimated certified tonnage of FFB from previous license period and actual

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (N/A)	Actual (N/A)		Forecast (N/A)
		Previous license period (N/A)	Current license period (N/A)	
N/A		N/A	N/A	
Total		N/A		

Note: Not applicable for ISH

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (N/A)	Actual (N/A)		Forecast (N/A)
		Previous license period (N/A)	Current license period (N/A)	
N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A		N/A

Note: Not applicable for ISH

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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)
	N/A	N/A	N/A	N/A
TOTAL		N/A	N/A	N/A

Note: Not applicable for ISH

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (N/A)	Actual (N/A)		Forecast (N/A)
	Previous license period (N/A)	Current license period (N/A)	
FFB	FFB		FFB
NIL	NIL	NIL	NIL
	TOTAL	NIL	
CPO (OER: NIL %)	CPO (OER: NIL %)		CPO (OER: %)
NIL	NIL	NIL	NIL
	TOTAL	NIL	
PK (KER: NIL %)	PK (KER: NIL %)		PK (KER: %)
NIL	NIL	NIL	NIL
	TOTAL	NIL	

Note: Not applicable for ISH

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
	N/A	N/A	N/A
TOTAL		N/A	N/A

Note: Not applicable for ISH

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11. Summary of Actual Volume sold					
Current License period (N/A)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	-	-	-	-	-
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-
Previous License period (N/A)					
CPO (MT)	-	-	-	-	-
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-
Note: Not applicable for ISH					

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)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note: Not applicable for ISH				

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note: Not applicable for ISH				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
	N/A	N/A	N/A
TOTAL		N/A	N/A
Note: Not applicable for ISH			

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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
	N/A	N/A	N/A
TOTAL			N/A

Note: Not applicable for ISH

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (N/A)			Actual (N/A)			Forecast (Jan 2023-Dec 2023)		
	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			-			-			14,097
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit						
No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
	-	-	-	-	-	-
TOTAL		-	-	-	-	-

Note: 1 mt = 1 credit
This is initial assessment, there is no records of certified CPO and PK from last audit

13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (N/A)							
Credits				-	-	-	-
Physical	-	-	-				
Previous License period (N/A)							
Credits				-	-	-	-
Physical	-	-	-				

Note: This is initial assessment, there is no records of certified CPO and sold from last audit

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13A. Records of Certified FFB, CPO, PK & PKE (including credits) sold since the last audit							
No.	Buyers Name	PalmTrace Trading License Number	FFB Sold (MT)	Certified CPO Sold (MT/credit)	Certified PK Sold (MT/credit)	Certified PKO Sold (MT/credit)	Certified PKE Sold (MT/credit)
-		-	-	-	-	-	-
TOTAL			-	-	-	-	-

Note: This is initial assessment, there is no records of certified CPO and sold from last audit

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: Dr. Chaiyaporn Seekao (Chaiyaporn.Seekao@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 **08 and 10-11/10/2022**. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on **27/08/2022** ([https://www.rspo.org/uploads/default/pnc/3_RSPO_ISH_Public_Notification_IAV_Koperasi_Serba_Usaha_Karya_I ndah_MSB_English_\(1\).pdf](https://www.rspo.org/uploads/default/pnc/3_RSPO_ISH_Public_Notification_IAV_Koperasi_Serba_Usaha_Karya_I ndah_MSB_English_(1).pdf))

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

The Critical NC close out on-site assessment was conducted on **29/12/2022**. 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. Independent Smallholder Standard 2019 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.

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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.

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)
Koperasi Serba Usaha Karya Indah	X	X	X	X	X

Tentative Date of Next Visit: November 8, 2013 - November 12, 2013

Total Number of Mandays: 10 mandays

2.2 BSI Assessment Team

Name	Role	Competency
Nanang Rusmana (NR)	Team Leader	<p>Education: Holds a Bachelor Degree of Forestry, Bogor Agricultural University (IPB)</p> <p>Work Experience: 5 years working experience in palm oil industry as SHE Assistant at PT. Astra Agro Lestari Tbk. 3 years working experience in mining industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 6 years working experience as RSPO/ISPO auditor</p> <p>Training attended: Completed ISO 9001:2015 Lead Auditor Course, ISPO Auditor Course, ISO 14001:2015 Lead Auditor Course, ISO 45001:2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO Supply Chain Certification Lead Auditor Course, SMK3 Auditor Course, HCV Assessor Course, General OHS Expert Course, SMETA Requirements training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: In this assessment, he assessed on aspects of Optimize Productivity, Efficiency, Positive Impacts and Resilience; C – ICS: Group Business Planning; D – ICS: Group Trading System for Certified Volumes.</p>
Mujinius Jalaraya (MJ)	Team Member	<p>Education: Holds a Bachelor Degree majoring in Forest Resources Conservation and Ecotourism, Bogor Agricultural University (IPB).</p> <p>Work Experience: 6 years working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk and Sustainability Supervisor at Teladan Prima Group. 8 years working experience as RSPO Auditor / Lead Auditor.</p>

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		<p>Training attended: Completed ISO 9001 Lead Auditor course, ISPO Lead Auditor course, Endorsed RSPO P&C Lead Auditor course, Endorsed RSPO SCCS Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 14001 Internal Auditor Training, ISO 45001 Lead Auditor course, OHS Expert Training, SMETA Requirements Training</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: In this audit, he assessed on aspect of Protect, Conserve and Enhance Ecosystems and the Environment; OHS; A – ICS: Group Entity and Group Management Requirements.</p>
Edy Widodo (EWD)	Team Member	<p>Education: Holds a Bachelor Degree majoring Agricultural Technology from University of Padjadjaran, Bandung.</p> <p>Work Experience: 8 years working experience in palm oil industry as Agronomist and Assistant Manager in various companies. 9 year working experience as RSPO/ISPO auditor.</p> <p>Training attended: Completed ISO 9001 Lead Auditor Course, ISPO endorsed auditor course, Understanding ISO 14001 training, Auditing ISO 14001: 2004 training, Endorsed RSPO Supply Chain Certification Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, SMETA Requirements Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: In this audit, he assessed the aspects of Human Rights, Including Workers Rights and Conditions. Also, conducting public consultation to related stakeholder.</p>
Eko Prastio Ramadhan (EPR)	Team Member	<p>Education: Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p>Work Experience: Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&C Certification Program Manager and auditor covering standard such as RSPO P&C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p>Training attended: Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: In this assessment, he assessed on aspects of Ensure Legality, Respect for Land Rights and Community Wellbeing; A – ICS: Group Entity and Group Management Requirements; B – ICS: Policies and Management.</p>
Dr. Suhaili Bin Sahari	Peer Reviewer	<p>Education: Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration</p>

		<p>(General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p>Work Experience:</p> <p>Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. Occupation Health & Safety 3. ISO 14001:2015 Standard 4. RSPO Standards: RSPO P&C 2018 MY-NI 2019 5. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4 6. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS 7. HACCP MS 1480:2019 8. GAP Standard: Global GAP, Euro GAP 9. ASI Peer Reviewer training
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Accompanying Persons:

Name	Role
None	None

2.3 Assessment Plan

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

Date	Time	Subjects	NR	MJ	EWD	EPR
Saturday / 08/10/2022	08.00 – 08.30	<p>Opening Meeting</p> <ul style="list-style-type: none"> - Presentation by Lead Auditor - Confirmation audit scope, requirements, document access permission and clarifying audit plan 	√	√	√	√
	08.30 – 12.00	<p>Document and records verification; Interview with Group Manager and ICS</p> <ul style="list-style-type: none"> • A-ICS: Group entity and group management requirements. 	√	√	√	√

Date	Time	Subjects	NR	MJ	EWD	EPR
		<ul style="list-style-type: none"> B – ICS: Policies and management. C– ICS: Group Business planning. D – ICS: Group trading system for certified volumes. 				
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 17.00	Document and records verification; Interview with Group Manager and ICS continued	√	√	√	√
Sunday/ 09/10/2022		Break	√	√	√	√
Monday / 10/10/2022	08.00 – 12.00	Onsite visit: Field observation to sample plots. Sample of farmers (28 farmers).	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 17.00	Onsite visit continued Field observation to sample plots	√	√	√	√
Tuesday / 11/10/2022	08.00 – 12.00	Document and records verification: <ul style="list-style-type: none"> Principle 1. Optimise productivity, efficiency, positive impacts and resilience Principle 2. Ensure Legality, Respect for Land Rights and Community Wellbeing Principle 3. Respect human rights, including workers’ rights and conditions Principle 4. Protect, conserve and enhance ecosystems and the environment 	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 15.00	Document and records verification; Interview with Group Manager and ICS continued	√	√	√	√
	15.00 – 16.00	Report Preparation	√	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√	√

NCR Close Out Assessment Plan

Date	Time	Subjects	NR
Thursday / 29/12/2022	08.00 – 08.30	Opening Meeting	√
	08.30 – 12.00	Verifying of correction, root-cause and corrective action (interview, document review and field observation)	√

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Date	Time	Subjects	NR
	12.00 – 14.00	Break	√
	14.00 – 15.30	Verifying of correction, root-cause and corrective action (interview, document review and field observation)	√
	15.30 – 16.00	Report Preparation	
	16.00 – 17.00	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?	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	Not applicable as this is group certification for independent smallholders.	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	Not applicable as this is group certification for independent smallholders.	Not Applicable
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.	Not applicable as this is group certification for independent smallholders.	Not Applicable
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Not applicable as this is group certification for independent smallholders.	Not Applicable
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.	Not applicable as this is group certification for independent smallholders.	Not Applicable

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Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Not applicable as this is group certification for independent smallholders.	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not applicable as this is group certification for independent smallholders.	Not Applicable
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.	Not applicable as this is group certification for independent smallholders.	Not Applicable
Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?	Not applicable as this is group certification for independent smallholders.	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not applicable as this is group certification for independent smallholders.	Not Applicable

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.	Koperasi Serba Usaha Karya Indah is an independent smallholder, and does not receive FFB from outgrower.	Not Applicable

Approved Time Bound Plan

This is Independent Smallholder Certification, time bound plan is Not Applicable

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 Initial Assessment there were five (5) Critical or Major nonconformities raised. The Koperasi Serba Usaha Karya Indah 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 #	2259576-202210-M1	Issued Date	11/10/2022
Due Date	10/10/2023	Closure Date	29/12/2022
Indicator & Category (Critical / Minor)	1.3-MSB - Critical		
Statement of Nonconformity:	Not all smallholder members have adopted the Good Agriculture Practice (GAP) procedure properly in their farms, particularly in upkeep procedure.		
Requirement Reference:	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		
Objective Evidence:	During the field visit to sample farmer plots, several plots were found that were not in accordance with the GAP procedure, namely: <ul style="list-style-type: none"> • Weed conditions are out of control, such as in the Umar Faruq KI-094, Sunarto KI-158, Lilis Tego Wati KI-047, Abdul Hamid KI-001 plots. • The condition of dry fronds is not maintained (not pruned) at the Yajir KI-024, and the over-pruned fronds are in the Sukarman plot KI-142. • During field visits to farmer's plots a.n Sudarmaji KI-133, Arifin KI-006, and Saripudin KI.115, blanket spraying was found, this is not according to the GAP Procedures which stated the spraying is done selectively. 		
Corrections:	1. Plots that are not in accordance with the GAP procedure are treated by farmers 2. The ICS team and the cooperative conducted training again for farmers about GAP and socialization of SOPs for maintenance and care of oil palm plants		
Root Cause Analysis:	1. There is no monitoring of plots maintenance by the organization. 2. Not all smallholders understand about of GAP Procedure. 3. Not all planters understand regarding prohibited of blanket spraying.		
Corrective Actions:	1. The ICS team monitors the implementation of GAP regularly every 6 months 2. The ICS team conducts retraining (refresh training) regarding GAP & SOP maintenance and maintenance of oil palm every 6 months. 3. Members make commitments related to carrying out plots maintenance in accordance with GAP SOPs.		
Assessment Conclusion:	Verified evidence, namely: Corrections:		

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	<ul style="list-style-type: none"> There is documented evidence of repair of farmer's plots that are not in accordance with the GAP procedure, namely maintenance has been carried out by farmers in accordance with the Minutes of Work from each farmer's plot, for example: Umar Faruq KI-094 on 8 November 2022, Sunarto KI-158 on 12 November 2022, Lilis Tego Wati KI-047 on 15 November 2022 and Abdul Hamid KI-001 on 9 November 2022. Documentation in the form of Minutes/Work Minutes and photos. There is documentation of the Minutes of Activity of the ICS Team and the cooperative conducting refresh training for all member farmers on GAP and SOP, namely on 15 November 2022 attended by 45 members, 16 November 2022 attended by 47 members and 17,18 November 2022 attended by 120 members. <p>Corrective Actions:</p> <ul style="list-style-type: none"> There is evidence that the ICS Team and the Cooperative have been monitored the implementation of the GAP, the documents have been verified namely the monitoring of GAP implementation that was carried out on 30 November 2022, the monitoring results show that the farmers members have followed the GAP procedures. There is evidence of commitment from member farmers to maintain the plot in accordance with the SOP GAP listed in point 6 "Conduct maintenance of the garden in accordance with the SOP" that has been set by the ICS team and the Cooperative, verified documents for example: Abdul Hamid on 26 November 2022, H Yajir on 26 November 2022, Lilis Tegowati on 15 November 2022, Umar Faruq on 15 November 2022, Sudarmaji on 15 November 2022 and Saripudin on 15 November 2022. <p>Field verification has been carried out on the Umar Faruq KI-094 plot, the conditions in the block have been verified that maintenance has been carried out according to the GAP procedure, field verification has also been carried out on other plots, namely the Muhammad Jaenuri plot No 031 and found that it has been implemented according to the GAP procedure.</p> <p>Koperasi Serba Usaha Karya Indah has implemented CAP effectively. Critical/Major NC closed.</p>
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Non-conformity			
NCR Ref #	2259576-202210-M2	Issued Date	11/10/2022
Due Date	10/10/2023	Closure Date	29/12/2022
Indicator & Category (Critical / Minor)	3.5 – MSB - Critical		
Statement of Nonconformity:	During field visit and interview with smallholder member confirmed that there are workers whose not using PPE according to Procedure determined by Koperasi Serba Usaha Karya Indah.		
Requirement Reference:	Workers, including smallholder family members, have access to safe working conditions and amenities that include:		

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	<ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets
Objective Evidence:	<p>During visits and interviews with sample plots of farmers, namely Katiran KI-039, Suyanto KI-170, Mulyono KI - 073, Paito KI052, Sunarto KI-158, Arifin KI-006 it was confirmed that the spraying activities carried out by the farmers were not equipped with PPE aprons, it is not in accordance with the procedures set out in the SOP for Risk Control and Work Accident Mitigation No. 020/SOP.ICS/KSU-KI/V/2021 dated 3 June 2021. The SOP for Spraying No: 041/SOP.ICS/KSU-KI/VI/2021 also states that spraying pesticides must use PPE: Helmet, face shield, mask, gloves, long sleeves/cuffs, apron, boots/safety.</p> <p>Furthermore, based on the results of the interviews, it was confirmed that not all farmer members have adequate PPE for spraying (apron) or harvesting activities (helmet).</p>
Corrections:	<ol style="list-style-type: none"> 1. The Koperasi Serba Usaha Karya Indah procures PPE (helm) and distributes it to farmers & workers, for PPE aprons the cooperative provides a number of aprons (5 pcs) to be loaned to farmers if there is a spray activity. 2. The Koperasi Serba Usaha Karya Indah makes a commitment to provide PPE for farmers/workers.
Root Cause Analysis:	Not all farmer members and workers understand the importance of using PPE
Corrective Actions:	<ol style="list-style-type: none"> 1. The ICS team and Koperasi socialize the SOP No. 20 for Risk Control and Occupational Accident Mitigation & SOP for Spraying to farmers members & workers 2. The ICS team monitors and evaluates the application of SOP No 20 (Risk Control and Work Accident Mitigation) & SOP No 41 Spraying on members (farmers/workers) every 6 months. 3. Farmers members/workers are committed to using PPE in accordance with applicable SOPs.
Assessment Conclusion:	<p>Verified evidence, namely:</p> <p>Corrections:</p> <ul style="list-style-type: none"> • There is evidence of PPE procurement by the Koperasi on 15 November 2022, namely helmets and aprons. • There is evidence of the distribution of PPE for farmers members & workers on 17-30 November 2022, the PPE that was distributed was helmets and aprons. <p>Corrective Actions:</p> <ol style="list-style-type: none"> 1. There has been monitoring of the use of PPE carried out by the ICS Team in accordance with SOP No 20 (Risk Control and Mitigation of Occupational Accidents) & SOP No 41 Spraying. Documents that were verified were Monitoring the use of PPE during harvest activities for the period 3 - 29 November 2022 and 5 - 7 December 2022 by the Unit K3 (Umar Faruq and Anwar) with the results that all harvest activities had used complete PPE, and

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	<p>for spraying activities on the 18 November 2022, 3 December 2022 and 5 December 2022 carried out by the Unit K3 (Ahmad Fathoni) as a result of monitoring workers using complete PPE when conduct the spraying.</p> <p>2. There is a commitment from farmer members/workers regarding the use of PPE in accordance with the applicable SOP.</p> <p>Koperasi Serba Usaha Karya Indah has implemented CAP effectively. Critical/Major NC closed.</p>
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Non-conformity			
NCR Ref #	2259576-202210-M3	Issued Date	11/10/2022
Due Date	10/10/2023	Closure Date	29/12/2022
Indicator & Category (Critical / Minor)	4.8-Eligibility - Critical		
Statement of Nonconformity:	Based on field visit and interview to smallholder plots, it was confirmed that there are weeds control activity using Gramoxone (paraquat).		
Requirement Reference:	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> Immediately stopping purchasing of these pesticides Phasing out use of remaining stock by MS A Providing information for the group manager to keep record of pesticide purchase and use. (refer to indicator 1.1E / Appendix 1) 		
Objective Evidence:	During field visit and interview with smallholder member it was confirmed that there is a spraying activity for weeds control using gramoxone (paraquat) at plots Sudarmaji KI-133 and Sukarman KI-142. Gramaxone has the active ingredient paraquat as pesticides categorized as WHO Class 1A.		
Corrections:	<ol style="list-style-type: none"> The ICS Team and the Koperasi socialize SOP No. 41 "Spraying" and socialization regarding the use of paraquat to all member farmers. Member farmers make a commitment to carry out plot/kapling maintenance in accordance with the SOP. 		
Root Cause Analysis:	There has been no routine monitoring carried out by the ICS team regarding spraying activities by members.		
Corrective Actions:	The ICS team and the Koperasi monitor the implementation of SOP No 41 "Spraying" regularly every 6 months.		
Assessment Conclusion:	<p>Verified evidence, namely:</p> <p>Corrections:</p> <ul style="list-style-type: none"> There is evidence that the ICS Team and the Koperasi socialized SOP 41 "Spraying" regarding spraying and the use of paraquat to all member farmers, the document verified for example on 15 November 2022 attended by 45 farmers, 16 November 2022 attended by 47 farmers and 17 November 2022 attended by 120 farmers. 		

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	<ul style="list-style-type: none"> There is evidence of commitment from member farmers to maintain the plots according to the SOP that stated in point 5. <p>Corrective Actions:</p> <p>Monitoring documents are available by the ICS Team and Koperasi in implementing SOP No 41 "Spraying" periodically every 6 months, the documents show that in November 2022 and December 2022 there were no farmer members spraying using pesticides with the active ingredient paraquat.</p> <p>Koperasi Serba Usaha Karya Indah has implemented CAP effectively. Critical/Major NC closed.</p>
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Non-conformity			
NCR Ref #	2259576-202210-M4	Issued Date	11/10/2022
Due Date	10/10/2023	Closure Date	29/12/2022
Indicator & Category (Critical / Minor)	A.1.3 MS B - Critical		
Statement of Nonconformity:	SOP for Member Registration/Acceptance Requirements is not implemented consistently.		
Requirement Reference:	Eligibility - The group has membership requirements. Milestone A - The group has membership requirements. Milestone B - The group has membership requirements.		
Objective Evidence:	Based on document review, Approval of Membership Registration Form was carried out first compared to ICS management meeting to determine whether the prospective member is eligible to become a member of the Certification. Samples was seen: <ul style="list-style-type: none"> a) Sunarto, <ul style="list-style-type: none"> "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 4 May 2021 b) Umar Faruq <ul style="list-style-type: none"> "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 6 April 2021 c) Mulyono <ul style="list-style-type: none"> "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 		

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	<ul style="list-style-type: none"> • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 29 March 2021 <p>d) Walijah</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 18 April 2021 <p>e) Gogok Sugito</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 30 March 2021
Corrections:	Revise the approval date on the member form according to the date of the minutes of determining the eligibility of prospective members to become members of the certification.
Root Cause Analysis:	Lack of understanding of the ICS team regarding the SOP flow "Criteria and Requirements to Become a Member of Certification" in determining the date filling in the member form with the minutes of determining the eligibility of prospective members of certification
Corrective Actions:	<ol style="list-style-type: none"> 1. The ICS Manager and Team conducts socialization again regarding the determination of filling in the date on the member form with the minutes of determining the eligibility of prospective Certification members according to SOP 001 (criteria and requirements for becoming a member) 2. The ICS Manager monitors and evaluates the Komite Persetujuan regarding the suitability of the SOP and its implementation.
Assessment Conclusion:	<p>Verified evidence, namely:</p> <p>Corrections:</p> <p>There has been a revision of the "Formulir persetujuan anggota" according to the date of the minute of determining the eligibility of prospective members to become members of the certification.</p> <p>Corrective Actions:</p> <ul style="list-style-type: none"> • There was socialization again on 25 October 2022 conducted by the ICS Manager/ICS Team regarding the determination of filling in the date on the member form with the minutes of determining the eligibility of prospective certification members according to SOP 001 (criteria and requirements for becoming a member), documents in the form of attendance, and minutes activity. • Monitoring Minutes of Compliance with SOP and its Implementation by the ICS Manager for the Komite Persetujuan have been made available with monitoring results "in compliance" with SOP 001 criteria and requirements for membership. <p>Koperasi Serba Usaha Karya Indah has implemented CAP effectively. Critical/Major NC closed.</p>

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Non-conformity			
NCR Ref #	2259576-202210-M5	Issued Date	11/10/2022
Due Date	10/10/2023	Closure Date	29/12/2022
Indicator & Category (Critical / Minor)	B.1.1 MS B - Critical		
Statement of Nonconformity:	SOP for Internal audits not implemented consistently.		
Requirement Reference:	<p>The group Internal Control System contains documented policies and procedures for operational management.</p> <p>MS B:</p> <p>The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved</p>		
Objective Evidence:	<p>Koperasi Serba Usaha Karya Indah has conducted internal audit in December 2021 - February 2022. Internal audit reports was informed to members in several date, the last one was in February 2022. However, based on document verification and interviews with ICS, the Cooperative has not yet determined the criteria for finding in the internal audit process.</p> <p>Also, it was found that the internal audit records were not in accordance with the procedures, for example:</p> <ul style="list-style-type: none"> a) Member name : Sukarman, Auditor : Winardi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal": 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 December 2021. Evidences of corrective action and date of follow up were not available. b) Member name : Riwan, Auditor : Saut, Date : 12 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 18 January 2022. Evidences of corrective action and date of follow up were not available. c) Member name : Lasiman, Auditor : Andrik, Date : 13 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded only 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 21 January 2022. Evidences of corrective action and date of follow up were not available. d) Member name : Sumar, Auditor : Wasiadi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 December 2021. Evidences of corrective action and date of follow up were not available. e) Member name : Walijah, Auditor : Muhammad Jainuri ; Date : 14 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 15 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima 		

	<p>Berkas Laporan Hasil Audit Internal” dated 15 January 2022. Evidences of corrective action and date of follow up were not available.</p> <p>As per “Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No : 007/SOP.ICS/KSU-KI/V/2021” dated 24 May 2021 and “Standar Operasional Prosedur tentang Perbaikan Hasil Audit No : 009/SOP.ICS/KSU-KI/V/2021” dated 24 May 2021, stated that findings in internal audit shall be corrected max. 90 days after audit result communicated. But, the evidences of corrective action and date of follow up were not available as mentions in samples above.</p>
<p>Corrections:</p>	<p>Revise the result form/number of internal audit findings according to the Internal Audit Question Form and add follow-up evidence.</p>
<p>Root Cause Analysis:</p>	<p>The internal audit team does not understand all internal audit procedures and the organization has not included the score of each question in the “Internal Audit Question Form” and clarified the criteria for findings.</p>
<p>Corrective Actions:</p>	<ol style="list-style-type: none"> 1. The facilitator conducts internal audit refresh training for the ICS Team (internal audit unit team). 2. The ICS team monitors and evaluates related actions to improve internal audit results every 6 months. 3. ICS made changes to the question form to determine compliance by adding the score of each internal audit assessment question, each question has a score of 0.94% with a total of 106 questions (100%), if the weight of the internal audit results is <50% internal audit carried out 2x / year, if ≥ 50% internal audit carried out 1x / year (referring to SOP No. 007 "Implementation of Internal Audit). Then clarify the criteria for findings in the question form, namely findings of conformity in the answer to the question "yes" and findings of non-conformity clarified in the answer to the question "no".
<p>Assessment Conclusion:</p>	<p>Verified evidence, namely:</p> <p>Corrections:</p> <p>Documents available for revision of internal audit results/number of findings form, conforming to the Internal Audit Question Form and adding follow-up evidence, verified documents, for example:</p> <ul style="list-style-type: none"> • Sukarman audit date 22 December 2021, number of findings 9, findings, closed on 21 March 2022. • Risk of internal audit date 12 January 2022, number of findings 9, findings closed on 10 April 2022. • Lasiman date of internal audit 13 January 2022, number of findings 11, findings closed on 12 February 2022. • Sumar internal audit date 22 December 2021, number of findings 10, findings closed on 21 March 2022. • Walijah internal audit date 14 January 2022, number of findings 12, findings closed on 13 February 2022. <p>Corrective Actions:</p> <ul style="list-style-type: none"> • Internal audit training documents for the ICS Team/Unit Internal Audit) by GIZ facilitators on 4 November 2022 are available, verified documents are minutes of meeting, attendance and photos, the internal audit team who attended the training namely Wasiadi, Winardi, Andrik SW, M Zainuri and Nanang Biantoro. • There is monitoring and evaluation regarding corrective actions for internal audit results every 6 months for all member farmers which contains the name

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	<p>of the member, the date of the internal audit, the number of findings, due date, the internal auditor who conducts the audit, and the internal auditor who verifies the non-conformance, and information, document made on 30 November 2022. Documents have explained that all findings have been monitored and closed.</p> <ul style="list-style-type: none"> There is already an internal audit question form, namely revision 01 4 November 2022 which adds scoring for each question and clarifies the criteria for findings. <p>Koperasi Serba Usaha Karya Indah has implemented CAP effectively. Critical/Major NC closed.</p>
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Opportunity for Improvements	
OFI #	Description
OFI 1	-

Positive Findings	
PF #	Description
PF 1	-

3.3.1 Status of Nonconformities Previously Identified and Observations

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

Opportunity for Improvement	
OFI#	Description
OFI 1	OFI Statement: - Verification / Follow-up actions: -

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2259576-202210-M1	Critical	1.3-MSB	11/10/2022	Closed, 29/12/2022
2259576-202210-M2	Critical	3.5 – MSB	11/10/2022	Closed, 29/12/2022
2259576-202210-M3	Critical	4.8-Eligibility	11/10/2022	Closed, 29/12/2022
2259576-202210-M4	Critical	A.1.3 MS B	11/10/2022	Closed, 29/12/2022
2259576-202210-M5	Critical	B.1.3 MS B	11/10/2022	Closed, 29/12/2022

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 Koperasi Serba Usaha Karya Indah 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.

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)
Internal	Kepala Desa Wahau Baru; Camat Muara Wahau, TBS transporter in Koperasi Serba Usaha Karya Indah	face to face interview
Governmental Department	Dinas Tenaga Kerja Kabupaten Kutai Timur; Dinas Perkebunan Kabupaten Kutai Timur; Dinas Lingkungan Hidup	Phone interview

	(DLH) Kabupaten Kutai Timur; Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur; BPN Kabupaten Kutai Timur; UPT PPL (Penyuluh Petani Lapangan) Kecamatan Muara Wahau	
External	Manager Kemitraan PT Swakarsa Sinarsentosa	Phone interview
NGO	PESSAT	face to face interview

Stakeholders comment	
1	<p>Feedbacks: Kepala Dinas Tenaga Kerja Kabupaten Kutai Timur Mr. Sudirman Latief</p> <ul style="list-style-type: none"> • There are no issues related to employment between the Company and cooperatives • The Department of Manpower conducts monitoring of companies that partner with cooperatives • Koperasi Serba Usaha Karya Indah is an institution / business entity in the form of a cooperative, which has created employment opportunities, especially for communities of surrounding villages. • Until now, there are no issues related to industrial relations that have occurred between Koperasi Serba Usaha Karya Indah, PT Swakarsa Sinarsentosa, FFB Transporter and also its workers. • Koperasi Serba Usaha Karya Indah has a policy regarding the participation of its workers in the Jamsostek program (BPJS-Tenagakerja) <p>Audit Team verification and response: There is no negative issue to be followed up Verification of cooperation documents with other parties is carried out, including:</p> <ul style="list-style-type: none"> - Work Agreement - Naskah Kesepakatan Kerjasama No. 014/SWA/PKS1/2021 dated 28 June 2021 - Agreement between <i>UPT Penyuluhan Pertanian Peternakan & Perkebunan (PPPP) Kecamatan Muara Wahau dengan Koperasi Serba Usaha Karya Indah dan GIZ GmbH</i> regarding Implementation of cooperation to support sustainable smallholder oil palm plantations in Kongbeng district and Muara Wahau district. Signed on 13 April 2022 - Working Agreement between farmer namely Kusneli with worker (harvester) namely Supriono dated 30 June 2022 - Letter of Employment Agreement No. 013/KSR-MW-TBS/I/2020 dated 13 January 2020 regarding FFB transport on behalf of Muhsyam (transporter).
2	<p>Feedbacks: Kepala Dinas Perkebunan Kabupaten Kutai Timur Didik Prayitno (Kabid Perlindungan)</p> <ul style="list-style-type: none"> • The communication between officials and government is good; • The lands were initially came from Transmigration program set by government. Therefore since the beginning has had land title in the form of SHM (Sertifikat Hak Milik – personal land right), which is the highest personal land rights based on government regulation. All members of the organizations have been registered as a Letter of Plantation Cultivation List (STDB: Surat Tanda Daftar Perkebunan)

	<ul style="list-style-type: none"> • Farmer of the organizations is located in other areas of use Area/APL: <i>Area Penggunaan Lain</i> and there is no overlap in the production forest area and/or protected area. • The area owned by the farmers does not overlap with the area that has been under the rights of business/HGU and/or mining power. • There were no complaint report related to land and / or environmental pollution that occurred in the area of Koperasi Serba Usaha Karya Indah. • External issue that faced by cooperative is about fertilizer availability due to its high price. • There was no negative issue about the cooperative. • The seeds in farmers plot were from Dinas Perkebunan or government program • The sale of FFB was carried out by Koperasi Serba Usaha Karya Indah in collaboration with PT Swakarsa Sinar Sentosa. • Pricing of FFB using the decree of Governor of East Kalimantan every 2 weeks (2 times per month) through the Pricing Meeting for the Purchase of Fresh Fruit Bunches (RBS) palm oil produced by smallholders who partner in Prov. East Kalimantan. <p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up. Based on document review and interview with smallholders, all smallholders have had SHM since the beginning, where SPPL (<i>Surat Pernyataan Pengelolaan Lingkungan</i> – commitment letter of environmental management) and STDB (<i>Surat Tanda Daftar Budidaya</i> – farm permit) already set before RSPO Certification.</p> <p>Auditor Team has conducted document verification, for example:</p> <ul style="list-style-type: none"> - All of farmers members of Koperasi Serba Usaha Karya Indah has registered their plantation to the Dinas Perkebunan Kabupaten Kutai Timur and obtained certificate of STDB (Surat Tanda Daftar Perkebunan). STDB document-Cultivation Registration Certificate for each farmer has been verified. - Circular Letter (SE) of the Governor of East Kalimantan signed by Governor Isran Noor, dated 28 April 2022, numbered 065/3794/Disbun/2022 regarding the application of the price of FFB for oil palm produced by partnered planters. - Related to the FFB pricing, Koperasi Serba Usaha Karya Indah has refer to the Decree of Governor of East Kalimantan in every 2 weeks through the Meeting to Determine the Purchase Price of Fresh Fruit Bunches (RBS) of Oil Palm Production of Partnered Smallholders in Prov. East Kalimantan. Memorandum of Understanding for Sale and Purchase of FFB from the People's Palm Oil Plantation between PT Swakarsa Sinarsentosa and Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya. 014/SWA/PKS1/2021 dated June 1, 2021, valid until 30 June 2031. - Minutes - Berita Acara No. 525/4100/BU dated 15 July 2022 regarding Price Meeting on The Purchase of Fresh Fruit Bunches (RBS) for Palm Oil Produced by Smallholders Who Partnered in Prov. East Kalimantan period I (1 – 15 July 2022); planting year 3-9 years with FFB price IDR 1,614.20 – Rp 1,809.77 per Kg and for planting year ≥ 10 year IDR 1,831.16 per Kg. - Payment of FFB receipt of Koperasi Serba Usaha Karya Indah, on period dated 1 – 31 July 2022, Contract at PKS 1 No. 1144001230 and at PKS 7 No. 1044002291, FFB as much as 95.061 kg FFB price IDR 1.831,16 per kg, FFB as much as 164.847 kg with FFB price IDR 1.769,76 per kg, FFB as much as 1.433.179 kg with FFB price IDR 1.831,16 and FFB as much as 1.898.538 kg with FFB price IDR 1.769,76 per kg. - Payment of crops to farmers of Koperasi Serba Usaha Karya Indah for the period of March 2022 per farmer, for example: Farmers on behalf of P. Manulang with the amount of FFB 9,782 kg at a price of FFB of IDR 6,904 per kg., Farmers on behalf of Chaerul B. with the amount of FFB 1,321 kg with a price of FFB of IDR 6,904 per kg.
<p>3</p>	<p>Feedbacks: Kepala Dinas Lingkungan Hidup (DLH) Kabupaten Kutai Timur</p>

	<p>Mr. Anto</p> <ul style="list-style-type: none"> All of Members of cooperative have document of Environmental management and monitoring (SPPL: <i>Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan</i>) statements The organizations has supplementing the administrative requirements of land legality documents and other requirements (map of the farmer's plantation location, the coordinates of each Persil, plant description, planting year, etc.). Six monthly report (Environmental Management Report for Semester I/2022) environmental management to the Environmental Agency of East Kutai Regency: Koperasi Serba Usaha Karya Indah; has sent a report for the period SM II/2021 – SM II/2022. The Environment Department of Kutai Timur has reviewed the social and environmental impact aspects of the farmers. Environmental aspects such as erosion, water pollution, soil pollution, waste management, forest fires and land have been included in the statement letter. The Environment Agency never received reports of land related complaints and/or environmental pollution that occurred in the area of farmers members of the organizations The organizations have submit their quarterly report to the Agency There was no negative issue about the cooperative. <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> There is no negative issue to be followed up. Based on document review and interview with smallholders, all smallholders have had SHM since the beginning, where SPPL (Surat Pernyataan Pengelolaan Lingkungan – commitment letter of environmental management) and STDB (Surat Tanda Daftar Budidaya – farm permit) already set before RSPO Certification. Verification of environmental management reports (SPPL) for each Cooperative: Report on Implementation of SPPL for Independent Smallholders Koperasi Karya Indah for SM II/2021 and SM I/2022 Periods, Implementation of SPPL Report for Koperasi Serba Usaha Karya Indah for SM II/2021 Period. Koperasi Serba Usaha Karya Indah has a storage for chemicals and chemical waste, even though the Koperasi don't have a temporary storage for hazardous waste.
<p>4</p>	<p>Feedbacks:</p> <p>Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur</p> <p>Mr. Iskak (Kepala Bidang Usaha Koperasi)</p> <ul style="list-style-type: none"> All Cooperatives in Muara Wahau Sub-district have their own Anggaran Dasar Rumah Tangga-AD-ART and organizational structure. As well as the cooperative establishment deed which was ratified by the Minister of Law and Human Rights through the Director General of General Legal Administration All cooperatives have carried out their obligations, namely conducting RAT for the 2021 period In general, the oil palm farmers in the 5 cooperatives still need guidance and direction in the management of oil palm plantations. With the guidance from GIZ, it is hoped that the guidance/assistance for farmers will be optimal and the management of oil palm plantations will be better. The agency conducts monitoring activities once a year for each cooperative There are no significant problems between cooperatives, even if there are, they will be resolved through deliberation within the cooperative There was no negative issue about the cooperative. <p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up</p> <p>Several documents related to the Cooperative have been verified, including:</p>

	<ul style="list-style-type: none"> - AD-ART documents of each cooperative - Decree of the Ratification of Cooperatives from the Ministry of Law and Human Rights. Although there are still 2 cooperatives that have not yet received approval from the Ministry of Law and Human Rights. However, there are still 2 cooperatives that are still in the process of being approved by the Ministry of Law and Human Rights, namely Koperasi Sawit Usaha Karya Indah. - Document of the result of <i>Rapat Anggota Tahunan</i> for period 2021.
5	<p>Feedbacks: Kepala Kantor BPN Kabupaten Kutai Timur Could not be contacted even though already make appointment for 3 times</p> <p>Audit Team verification and response: Could not be contacted even though already make appointment for 3 times</p>
6	<p>Feedbacks: Manager Kemitraan PT Swakarsa Sinar Sentosa Bpk. Ali Setiawan</p> <ul style="list-style-type: none"> • The company has cooperated with the cooperative for the delivery of FFB to the factory and there has been an SPK between the cooperative and the company • FFB deliveries are made on the 1 -30/31 of every month, then invoices are issued by the company on the 4-7th of every month and invoice disbursement is on the 15th of every month • The company allocates a Partnership Assistant to help manage smallholders • If there are obstacles encountered, they will be resolved through deliberation, for example related to FFB sorting and requests for assistance for fertilizers. Regarding the sorting of FFB. PT Swakarsa has implemented of 3.5% flat. • The Company is applying FFB purchase price as per "Aturan Penetapan Harga Beli TBS Petani" from Plantation Agency that updated in monthly basis <p>Audit Team verification and response: There is no negative issue to be followed up. Contract, FFB delivery ticket and invoicing documents has been reviewed during audit. Several documents were verified, such as:</p> <ul style="list-style-type: none"> - Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi Serba Usaha Karya Indah and PT Swakarsa Sinarsentosa document No. 014/SWA/PKS1/2021 date 28 June 2021. - Maintenance of village roads that are passed by transportation is carried out continuously in collaboration with PT Swakarsa Sinar Sentosa through the Agreement on The Sale and Purchase of Farmer FFB Products between the Koperasi Serba Usaha Karya Indah and PT Swakarsa Sinarsentosa document No. 014/SWA/PKS1/2021 dated 28 June 2021 with a charge of 50:50 percent. - Circular Letter (SE) of the Governor of East Kalimantan signed by Governor Isran Noor, dated 28 April 2022, numbered 065/3794/Disbun/2022 regarding the application of the price of FFB for oil palm produced by partnered planters.
7	<p>Feedbacks: UPT P4 (UPT Penyuluh Pertanian, Peternakan dan Perkebunan) Kecamatan Muara Wahau Mr. Abu Naim</p> <ul style="list-style-type: none"> • UPT has been established since 1990 • Handling coaching, mentoring and counseling activities to increase farmers' production • PPL staff assist the mediation process if there are land problems

	<ul style="list-style-type: none"> • Relations with cooperatives are going well • In general, the oil palm farmers in the 5 cooperatives still need guidance and direction in the management of oil palm plantations. With the guidance from GIZ, it is hoped that the guidance/assistance for farmers will be optimal and the management of oil palm plantations will be better. • The agency conducts monitoring activities once a year for each cooperative • There are no significant problems between cooperatives, even if there are, they will be resolved through deliberation within the cooperative • In the Muara Wahau sub-district, there have been attacks by several pests and diseases, including: caterpillars in spots and attacks by ganoderma. However, control has been carried out and training for farmers on its control has been carried out
	<p>Audit Team verification and response: There is no negative issue to be followed up</p>
<p>8</p>	<p>Feedbacks: NGOs/ Yayasan Pendamping Sertifikasi Sawit Rakyat - PESSAT Bpk. Dharu Prasto</p> <ul style="list-style-type: none"> • Smallholder oil palm plantations in East Kutai Regency are still relatively new, starting in 2008-2009, so they still need attention, direction and assistance from related agencies. For this reason, the PESSAT Foundation strives to be able to take a place in assisting the community of oil palm farmers. • Several cooperatives in Muara Wahau sub-district have started oil palm plantation businesses that have taken into account environmental, social, cultural and occupational health and safety principles. Some cooperatives have even participated in oil palm plantation certification programs in the form of ISPO and RSPO. • The PESSAT Foundation will go directly to be able to provide assistance to the community of oil palm farmers who have participated in the certification program. • The community of oil palm farmers has also received assistance from the GIZ diary to be able to participate in RSPO and ISPO certification and there have been positive changes from the Cooperative. • Based on general observations that the area of oil palm farmers in Muara Wahau sub-district, there is no indication of overlap with the rights of other land users and is also not included in the forest area.
	<p>Audit Team verification and response: There is no negative issue to be followed up.</p>
<p>9</p>	<p>Feedbacks: FFB Transporter in Koperasi Serba Usaha Karya Indah Bpk. Sentot</p> <ul style="list-style-type: none"> • Have a cooperation document signed by the chairman of the cooperative and the coordinator • Payment is made after the invoice is issued every month and never late payment. FFB transport To PKS 11 or PKS 7 to PT Swakarsa Sinar Sentosa amount IDR 130,000 per tons. • Has attended training activities on technical loading of FFB and the use of PPE in collaboration with companies and cooperatives • If there are problems, they are discussed with the cooperative and resolved together. For example, there is damage to the fleet, transporters sometimes borrow funds from the cooperative for repairs or the purchase of spare parts and it is repaid by direct deduction at the end of the month at the time of payment.

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	<p>Audit Team verification and response:</p> <p>There is no negative issue to be followed up. The contractual has been made and describe the working condition including price. All organization’s procedures and policies have been disseminated such as no forced labour, no child labour, and the way to submit a grievance. The payments have been conducted on time and transparently.</p> <p>SPK: Work Agreement Letter No. 013/KSR-MW-TBS/I/2020 dated January 13, 2020 regarding the work agreement "<i>Borong Transport FFB</i>" between the Karya Indah Cooperative and Bakak Muhiyam (address: Jl. Medan Desa Karya Bhakti, Muara Wahau District) valid until December 31, 2023</p>
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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
Palianto	1996	2	Yes	Yes	Complied
Siswiyanto	2003	3.25	Yes	Yes	Complied

Previous land owner / user comment	
1#	<p>Feedbacks:</p> <ul style="list-style-type: none"> • In 1996 the land belonged to Bpk. Palianto of 2 ha located in Wahau Baru village has been sold to Bpk. Pairin (RSPO/ISPO Certification member of Koperasi Serba Usaha Karya Indah). • In 2003 the land belonged to Bpk. Siswiyanto with an area of 2 hectares located in Wahau baru village has been sold to Bpk. Yantik (RSPO/ISPO Certification member of Koperasi Serba Usaha Karya Indah). • The sale of land was witnessed by the village apparatus (Development Officer) of Wahau baru Village and from the village side issued a No Dispute Statement. • In the process of buying and selling land there was no coercion or intimidation and threats from any party, the sale was carried out voluntarily and agreed, and witnessed by several witnesses (area around the location, village officials and closest family). • Several documents at the time of the sale and purchase of land, including: sales and purchase receipts, ID cards and Family Cards. • Up to now there have been no conflicts in the process of buying and selling land. <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> • Certificate of Ownership (SHM) in the name of Palianto No. 24.05.02.02.00830 year 1995 for a 2 Ha land located in Wahau Baru Village. • Letter of Statement of No Dispute dated 10 February 2022 known by the Head of Wahau Baru Village on behalf of Pairin • Land Ownership Certificate No. 02.2008/566/Pemdes/III/2021 dated March 8, 2021 on behalf of Pairin. • Until now there has been no conflict related to land ownership.

3.5 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that **Koperasi Serba Usaha Karya Indah** has complied with the Indonesia National Interpretation 2022 of the Independent Smallholder Standard 2019 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 **Koperasi Serba Usaha Karya Indah** is certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Nanang Rusmana	Name: Suyitno
Company Name: on behalf BSI Malaysia Services Sdn Bhd.	Company Name: Koperasi Serba Usaha Karya Indah
Title: Lead Auditor	Title: ICS Manager
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 29 December 2022	Date: 31 December 2022

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p>Criteria 1.1: Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
<p>Eligibility</p>	<p>Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder Declaration from all smallholder members (Reference to Appendix 1). 	<p>Koperasi Serba Usaha Karya Indah already has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment No. 196/518.31/BH/TAR.3/VI/2000 dated June 29, 2000 which was ratified by the Head of the Office of Cooperatives and Small Business Development of Kutai Regency under the name of the Karya Indah Multipurpose Cooperative organization domiciled in Wahau Baru Village, Muara Wahau District, Kutai Regency East.</p> <p>The establishment of the Cooperative has been approved by the Minister of Forestry, based on Decree no. AHU-0002230.AH.01.27.Year 2021 dated May 4, 2021 concerning Ratification of Amendments to the Articles of Association of Karya Indah Marketing Cooperative</p> <p>Koperasi Serba Usaha Karya Indah has compiled the Bylaws and has been signed by the KPSR Management based on the Deliberation Meeting for the Establishment of the Cooperative on June 18, 2000.</p> <p>Koperasi Serba Usaha Karya Indah has obtained approval from the Deed of Establishment from the Office of Small and Medium Enterprises Cooperatives, Kutai - Tenggarong Regency No. 196/518.31/BH/TAR.3/VI/2000 dated June 29, 2000.</p> <p>Koperasi Serba Usaha Karya Indah has obtained a NIB or Risk-Based Business License with a Business Identification Number (NIB: 1256000560689) which was issued on May 8, 2021.</p>	<p>Complied</p>

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		<p>Koperasi Serba Usaha Karya Indah has 195 members, 463 plots of land and an area of 634.16 hectares.</p> <p>Koperasi Serba Usaha Karya Indah has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KSU-KI/XII/2020 Tentang Struktur Pengurus Internal Control System (ICS)" dated 17 December 2020 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KSU-KI/XII/2020 tentang Penunjukan Manager ICS (Internal Control System) " dated 14 December 2020.</p> <p>Fair and transparent decision making: "Rapat Anggota Tahunan Periode Tahun Buku 2019 - 2021" was conducted on 19 March 2022. Records was sighted an reviewed such as booklet of "Rapat Anggota Tahunan – Laporan Pertanggung Jawaban Pengurus dan Pengawas Tahun Buku 2021 Koperasi Serba Usaha Karya Indah", attendance list and documentation.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting "Rapat Anggota Tahunan" was held on 19 March 2022. The meeting reported financial statement for fiscal year 2019 - 2021, financial balance from loan business units; sales of agriculture, supplies, sales of FFB and prices of FFB.</p> <p>All member signed declaration form: Based on interview with sampled smallholder member, they confirmed signing the member declaration.</p>	
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder</p>	<p>Koperasi Serba Usaha Karya Indah has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KSU-KI/XII/2020 Tentang Struktur Pengurus Internal Control System (ICS)" dated 17 December 2020 and ICS Group</p>	<p>Complied</p>

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	<p>organisations as well as socialising the mechanism at which pricing is set for smallholder organisations.</p>	<p>Manager as per "Surat Keputusan No : 001/SK.ICS/KSU-KI/XII/2020 tentang Penunjukan Manager ICS (Internal Control System) " dated 14 December 2020.</p> <p>Training carried out related to oil palm pricing, financial management, BMP for the ICS team :</p> <ul style="list-style-type: none"> • Good Agriculture Practice of Palm Oil, attended by Indah Kurniasih on 10 – 15 February 2021. Training was conducted by Widya Erti Indonesia, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material are : <ul style="list-style-type: none"> ➤ <i>Analisa Ekosistem Kebun Sawit dan Morfologi Pertumbuhan</i> ➤ <i>Simulasi Perencanaan Pembangunan Kebun Sawit</i> ➤ <i>Fisiologi Pertumbuhan dan Teknis Pemeliharaan</i> ➤ <i>Diagnosa Tanaman Sawit</i> ➤ <i>Pencegahan Penyakit, Strategi Panen dan replanting</i> ➤ <i>Cara Penggunaan Modul Sekolah Lapang</i> • Training of Facilitator, attended by Indah Kurniasih on 2-3 February 2021. Training was conducted by FORTASBI, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material about ICS, Procedure and Internal Audit. • Training of Facilitator, attended by Indah Kurniasih on 8-9 February 2021. Training was conducted by FORTASBI, GIZ and UPT P4 Dinas Pertanian Kabupaten Kutai Timur. Training material about HCV, NDPE, Global Warming and Hazardous Waste Management • Training conducted by FORTASBI on 15 January 2021 – 5 March 2021 to all members of ICS team. Training materials about : <ul style="list-style-type: none"> ➤ <i>Master Trainer : Guntur Cahyo; Mengenal tentang RSPO, Standar, Prinsip dan Kriteria RISS 2019</i> 	
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		<ul style="list-style-type: none"> ➤ Master Trainer : Bagus Rahman (Kementrian Koperasi dan UMKM); Kelembagaan Koperasi ➤ Master Trainer : Rukaiyah Rafik; <i>Sertifikasi RSPO dan ISPO, Administrasi dan pencatatan aktifitas budidaya petani</i> ➤ Master trainer : Nanang Budiyanto; <i>Perencanaan Bisnis, Literasi Keuangan untuk Koperasi, Pengelolaan Keuangan Koperasi</i> ➤ Master trainer : Nanang Budiyanto; <i>Pengelolaan Kebun Tanpa Api, Peta untuk Analisa Perubahan Penggunaan Lahan (LUCA), Identifikasi dan Pengelolaan Area Bernilai Konservasi Tinggi</i> <p>All member trained before audit: See relevant criterion C-ICS C.2 Who provided training: See relevant criterion C-ICS C.2 Training attendance record: See relevant criterion C-ICS C.2</p>	
<p>Milestone B</p>	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> • Fair and transparent decision-making and governance • Sustainable financial management 	<p>Governance process set up: Cooperative has a set of statute in "Anggaran Dasar – Anggaran Rumah Tangga".</p> <p>Awareness about governance process: Based on interview with sampled smallholder, the cooperative has implemented a fair and transparent business, including the FFB sales process, deduction and management fee.</p> <p>Decision making process in smallholder as per AD/ART was through annual member meeting.</p> <p>Koperasi Serba Usaha Karya Indah has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan Nomor : 026/KOP-UTS/KB/VIII/2022 Tentang Rencana Anggaran Biaya Premi Sertifikasi RSPO" dated 20 August 2022. Details of the budget plan are:</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> • 16.90% for Surveillance Audit (RSPO and ISPO) • 0,56% for RSPO membership • 5.04% for BPJS Ketenagakerjaan • 6.78% for savings • 34.5% for ICS operational • 1.5% for office stationery • 1.25% for Smallholder training • 1.25% for medical check up • 1.25% for warning and information sign • 1.28% for ICS monthly meeting • 29.70% for smallholder <p>This budget plan has been disseminated to members on 4 – 6 July 2022 and attended by 195 members.</p> <p>Monitoring of financial performance: Monitoring and reporting of financial performance was during Annual member meeting “Rapat Anggota Tahunan” was held on 19 March 2022. The meeting reported financial statement for fiscal year 2019 - 2021, financial balance from loan business units; sales of agriculture, supplies, sales of FFB, prices of FFB and suggestion for improvement</p> <p>The report explains working plan including planning for social donation, and infrastructure development plan. This report has been reviewed by Governing body of the cooperative.</p>	
Criteria 1.2: Smallholders have the capacity to effectively manage their farm.			
Eligibility	Not Applicable	Not Applicable	Not Applicable

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<p>Milestone A</p>	<p>Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.</p>	<p>Koperasi Serba Usaha Karya Indah has showed the evidence of training related to RSPO implementation that held within 2021 such as best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record, sales and stock). Sighted the record of training as follows:</p> <p>Smallholders</p> <p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 22 March 2021 was attended by 55 members, 23 March 2021 was attended by 79 members, 24 March 2021 was attended by 25 members, 25 March 2021 was attended by 37 members. All members have attended training. • Material 2; Cooperative Institutions (Cooperative and ICS) on 8 April 2021 was attended by 39 members, 6 April 2021 was attended by 66 members, 7 April 2021 was attended by 37 members, 8 April 2021 was attended by 41 members. All members have attended training. • Material 3: Regulatory Compliance Training on 29 March 2021 was attended by 41 members, 31 March 2021 was attended by 61 members, 1 April 2021 was attended by 38 members. All members have attended training. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 12 April 2021 was attended by 40 members, 13 April 2021 was attended by 68 members, 14 April 2021 was attended by 39 members, 15 April 2021 was attended by 38 members. All members have attended training. 	<p>Complied</p>
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		<ul style="list-style-type: none"> • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 6 April 2021 was attended by 25 members, 19 April 2021 was attended by 39 members, 20 April 2021 was attended by 38 members, 21 April 2021 was attended by 38 members, 22 April 2021 was attended by 35 members. All members have attended training. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 26 April 2021 was attended by 40 members, 27 April 2021 was attended by 61 members, 28 April 2021 was attended by 38 members, 29 April 2021 was attended by 39 members. All members have attended training. • Material 7: Teknik of Oil Palm Maintenance Training on 2 May 2021 was attended by 40 members, 4 May 2021 was attended by 59 members, 5 May 2021 was attended by 37 members, 6 May 2021 was attended by 36 members. All members have attended training. • Material 8: Impact Analysis of Pesticides Use Training on 24 May 2021 was attended by 39 members, 25 May 2021 was attended by 58 members, 26 May 2021 was attended by 34 members, 27 May 2021 was attended by 38 members. All members have attended training. • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 31 May 2021 was attended by 38 members, 1 June 2021 was attended by 58 members, 2 June 2021 was attended by 38 members, 3 June 2021 was attended by 36 members. All members have attended training. • Material 10; Pest and Disease of Palm Oil dated 7 June 2021 was attended by 37 members, 8 June 2021 was attended by 69 members, 9 June 2021 was attended by 37 members, 8 April 2021 	
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		<p>was attended by 38 members. All members have attended training.</p> <ul style="list-style-type: none"> • Material 11; Harvesting Procedure Training on 14 June 2021 was attended by 39 members, 15 June 2021 was attended by 58 members, 16 June 2021 was attended by 38 members, 17 April 2021 was attended by 34 members. All members have attended training. • Material 12; Replanting Training on 21 June 2021 was attended by 37 members, 22 June 2021 was attended by 58 members, 23 June 2021 was attended by 37 members, 24 June 2021 was attended by 36 members. All members have attended training. • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 71 members, 14 July 2021 was attended by 45 members, 15 July 2021 was attended by 42 members. All members have attended training. • Material 17; Farmers Finance training on 26 July 2021 was attended by 41 members, 27 July 2021 was attended by 71 members, 28 July 2021 was attended by 45 members, 29 July August 2021 was attended by 42 members. All members have attended training. • Material 21; Internal Audit training on 23 August 2021 was attended by 41 members, 24 August 2021 was attended by 71 members, 25 August 2021 was attended by 45 members, 26 August 2021 was attended by 42 members. All members have attended training. • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 41 members, 7 September 2021 was attended by 71 members, 8 September 2021 was attended by 	
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		<p>45 members, 9 September 2021 was attended by 42 members. All members have attended training.</p> <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 7 June 2021 was attended by 41 members, 8 June 2021 was attended by 71 members, 21 July 2021 was attended by 45 members, 8 April 2021 was attended by 42 members. All members have attended training. • Material 19; Work Agreement, Work Insurances, and Wages Conversion on 9 August 2021 was attended by 41 members, 10 August 2021 was attended by 71 members, 11 August 2021 was attended by 45 members, 12 August 2021 was attended by 42 members. All members have attended training. <p>c. HCV and HCS Training</p> <ul style="list-style-type: none"> • Material 14; HCV, HCS Training on 5 July 2021 was attended by 41 members, 6 July 2021 was attended by 71 members, 7 July 2021 was attended by 45 members, 8 July 2021 was attended by 42 members. All members have attended training. • Limited Pesticides Use training, dated 16 June 2021 attended by 10 members (M. Zanuari, Awaludin, Agus Zubaedi, Jajik Siwahono, Boimin, Suyanto, Turasman, Zumari, Karsiman, Wagiman), by Komisi Pesticida Kabupaten Kutai Timur. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> • First Aid Training on behalf Suyitno, Anwar on 24 February 2022 by UPT Puskesmas Muara Wahau. 	
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		<ul style="list-style-type: none"> • Internal Audit ISPO attended by Andrik Setyo Wibowo, Suyitno, Wasiadi, dated 26-28 January 2022 by Kompasias Enviro. • Internal Audit RSPO (online by zoom), was attended by Wasiadi, Andrik SW, M Zainuri, Suyitno, Nanang Biantoro, Saut Juniar, on 15 November 2021 by TUV Rheinland, ICeBa (Indonesia Cerdas Berdaya) and RSPO Secretariat. • Internal Audit RSPO, was attended by Suyitno, Winardi, Slamet Rahayu, M Issana Awaludin, Palianto on 19-21 June 2021 by TUV Rheinland. • Basic Training / Lokalatih (Basic safety, occupational illness, venomous and dangerous animals, handling poisoning and first aid, emergency preparedness) attended by Suyitno, Widyo Anwar, M Issana Awaludin, Anwar, Palianto, Andri SW, MJ Nuri, Nanang Biantoro, Slamet Rahayu, Darmaji, Sulistiono, Wasyadi, Winardi, Purwadi, Rumiyaatun, Saut Juniar and Ahmad Fatoni dated 15 January 2021 – 5 March 2021 by FORTASBI. • Limited Pesticides Use training, dated 16 June 2021 attended by Purwadi, Anwar, M. Zanuari, Slamet Rahayu, M Issana Awaludin, Palianto, 14 members by Komisi Pestisida Kabupaten Kutai Timur. • Basic Safety / K3, Fire training dated 20 March 2021 attended by ICS Team for example: ICS Team, Bambang Sukarno, Sumitra Hidayat, Suharso and Lisyanto. <p>ICS Manager;</p> <ul style="list-style-type: none"> • Internal Audit RSPO, dated 19-21 June 2021 by TUV Rheinland. • Internal Audit ISPO attended by Suyitno, dated 26-28 January 2022 by Kompasias Enviro. • Basic Training / Lokalatih (RSPO ISPO standards, Cooperative Institutions, ICS, manage the land without fire, SEIA, SIA, LUCA), dated 15 January 2021 – 5 March 2021 by FORTASBI. 	
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<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales.</p>	<p>Koperasi Serba Usaha Karya Indah has conducted Good Agricultural Practices (GAP) training for all their member (see detail in indicator 1.2 milestone A). In addition, Koperasi also provide smallholder guidance in "Buku Aktifitas Kebun Sawit Swadaya" that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>Koperasi Serba Usaha Karya Indah has conducted soil sampling and leaf sampling facilitated by GIZ on 1 March 2020 has conduct soil and leaf sampling and sent the sample to PT Mitra Agro Servindo. The recommended types of fertilizers are N, P, K and Mg. Each smallholder has his own fertilizer recommendation. Verified document: Soil Analysis Certificate, No.1.051.1.1/03/20 dated 19 March 2020.</p> <p>Based on field observation and interview with smallholder sampling of obtained information that all member has following the fertilizer recommendation especially on right dosage. Previously the smallholder only uses the fertilizer based on other smallholder advice.</p> <p>Koperasi Serba Usaha Karya Indah has provided GAP Hand Book namely "Buku Aktifitas Kebun Sawit Swadaya". that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>Sample seen of transaction data of FFB sale: Period June 2022</p> <ul style="list-style-type: none"> • Transaction to Mill (PKS 7 and PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period June 2022 – Koperasi Serba Usaha Karya Indah, received by PKS-11 total FFB 2,105,049kg, received by PKS-7 total FFB 2,105,049kg. • Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit 	<p>Complied</p>
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		<p>Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order/DO to DSN Group) to Koperasi Serba Usaha Karya Indah, verified document: Kwitansi Pembayaran TBS Sawit Desa Wahau Baru period 01 – 30 June 2022 dated 20 July 2022: total bunches 118,557, total quantity 2,105,049kg, IDR 5,351,763,322.07.</p> <ul style="list-style-type: none"> • Payment Slip from Koperasi Serba Usaha Karya Indah to members, verified document: KI.099 on behalf of Repon, transfer via Bank BRI, dated 22 July 2022 IDR 12,512,719; KI.009 on behalf Boimin, transfer via Bank BRI, dated 22 July 2022 IDR 14,349,692; KI.071 on behalf M Rubangi, transfer via Bank BRI, dated 22 July 2022 IDR 10,015,000; KI.076 on behalf Mujayin, transfer via Bank BRI, dated 22 July 2022 IDR 2,836,388. <p>Period July 2022</p> <ul style="list-style-type: none"> • Transaction to Mill (PKS 7 and PKS 11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period July 2022 – Koperasi Serba Usaha Karya Indah received by PKS-7 total FFB 2,303,981kg. • Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order (DO) to DSN Group) to Koperasi Serba Usaha Karya Indah, verified document: Kwitansi Pembayaran TBS Sawit Desa Wahau Baru period 01 – 31 July 2022 dated 22 August 2022: Total bunches 133,237, total quantity 2,303,981kg, IDR 4,135,329,329. • Payment Slip from Koperasi Serba Usaha Karya Indah to members, verified document: KI.099 on behalf of Repon, transfer via Bank BRI, dated 22 August 2022 IDR 10,222,170; KI.009 on behalf Boimin, transfer via Bank BRI, dated 22 August 2022 IDR 14,349,692; KI.071 on behalf M Rubangi, transfer via Bank BRI, 	
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		<p>dated 22 August 2022 IDR 9,453,415; KI.076 on behalf Mujayin, transfer via Bank BRI, dated 22 August 2022 IDR 1,525,226.</p> <p>Period August 2022</p> <ul style="list-style-type: none"> • Transaction to Mill (PKS-1 and PKS-11 PT Dharma Intisawit Nugraha – DSN Group), verified document: Laporan Bulanan Penerimaan TBS DSN Group period August 2022 – Koperasi Serba Usaha Karya Indah received by PKS-1 total FFB 2,271,904 kg. • Payment Slip from Pusat Koperasi Perkebunan Semoga Sawit Wahau Jaya (as parent Cooperative in Wahau District that have Delivery Order/DO to DSN Group) to Koperasi Serba Usaha Karya Indah, verified document: Kwitansi Pembayaran TBS Sawit Desa Wahau Baru period 01 – 31 August 2022 dated 22 September 2022: Total bunches 129,411, total quantity 2,271,904 kg, IDR 4,071,922,182. • Payment Slip from Koperasi Serba Usaha Karya Indah to members, verified document: KI.099 on behalf of Repon, transfer via Bank BRI, dated 22 September 2022 IDR 11,634,570; KI.009 on behalf Boimin, transfer via Bank BRI, dated 22 September 2022 IDR 8,598,340; KI.071 on behalf M Rubangi, transfer via Bank BRI, dated 22 September 2022 IDR 5,123,422; KI.076 on behalf Mujayin, transfer via Bank BRI, dated 22 September 2022 IDR 1,367,236. <p>To monitor operational activity in each farmer plot, Koperasi Serba Usaha Karya Indah has been shared the personal information form where all farmer recorded their operational activity regarding the production record, fertilization record and upkeep schedule.</p>	
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		Each member can also access the FFB prices or records of production and transaction data of all FFB sale in Cooperative office.	
Criteria 1.3: Smallholders implement good agricultural practices (GAP) on their farms.			
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E / Appendix 1).	<p>Smallholder member of Koperasi Serba Usaha Karya Indah has signed the commitment to implementing good agricultural practices on their farms according to "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". Stated in point D:</p> <p>11. No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)</p> <p>13. No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion.</p> <p>14. Use of best management practices for oil palm on peat</p> <p>15. No burning for preparing land or pest control</p> <p>16. Minimizing and controlling erosion.</p> <p>Sample seen for Smallholder commitment declaration:</p> <ul style="list-style-type: none"> • RSPO Certification Commitment on behalf of Sukirman KI.142 dated 10 December 2020. • RSPO Certification Commitment on behalf of Sukirno KI.146 dated 10 December 2020. • RSPO Certification Commitment on behalf of Lilis Tego Wati KI047 dated 7 January 2021. • RSPO Certification Commitment on behalf of Sumar KI.150 dated 10 December 2020. • RSPO Certification Commitment on behalf of Ami Isnawati KI.040 dated 10 December 2020. • RSPO Certification Commitment on behalf of Arifin KI.006 dated 10 December 2020. • RSPO Certification Commitment on behalf of 	Complied

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		<p>Abdul Hamid KI.001 dated 10 December 2020.</p> <p>Group Manager of Koperasi Serba Usaha Karya Indah has prepared the procedure on BMP for agronomy under name "Standar Operasional Prosedur".</p> <p>The procedure covers:</p> <ul style="list-style-type: none"> • Oil Palm Planting and Land Clearing Procedure – SOP Pembukaan Lahan Tanpa Bakar No.044/SOP.ICS/KSU-KI/VII/2021 dated 01 July 2021. • Nursery Procedure – SOP Pembibitan Kelapa Sawit No.048/SOP.ICS/KSU-KI/VII/2021 dated 02 July 2021. • Pest and disease control Procedure - SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit No.028/SOP.ICS/KSU-KI/VII/2021 dated 14 Juni 2021 • Manuring/Fertilizing Procedure – SOP Pemupukan Tanaman Kelapa Sawit No.027/SOP.ICS/KSU-KI/VII/2021 dated 14 June 2021 • Harvesting practice Procedure – under name SOP Panen No.030/SOP.ICS/KSU-KI/VII/2021 dated 15 June 2021, described the harvesting practice, criteria of harvesting, FFB quality, frond pruning. • Pesticides Handling – SOP Penanganan Wadah Bekas Kimia No.018/SOP.ICS/KSU-KI/VII/2021 dated 02 June 2021, described the pesticide usage instruction, emergency procedure to avoid intoxication. <p>During this audit, the auditor teams has taken 28 smallholder sample from each farmer group. Based on field visit and interview with respective smallholder obtained information that the smallholders have following the smallholder's declaration above such us zero burning, using proper PPE during agrochemical.</p>	
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<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p>Koperasi Serba Usaha Karya Indah has showed the evidence of training related to RSPO implementation that held within 2021 such as best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record). Sighted the record of training as follows:</p> <p>Smallholders</p> <p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 22 March 2021 was attended by 55 members, 23 March 2021 was attended by 79 members, 24 March 2021 was attended by 25 members, 25 March 2021 was attended by 37 members. All members have attended training. • Material 2; Cooperative Institutions (Cooperative and ICS) on 8 April 2021 was attended by 39 members, 6 April 2021 was attended by 66 members, 7 April 2021 was attended by 37 members, 8 April 2021 was attended by 41 members. All members have attended training. • Material 3: Regulatory Compliance Training on 29 March 2021 was attended by 41 members, 31 March 2021 was attended by 61 members, 1 April 2021 was attended by 38 members. All members have attended training. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 12 April 2021 was attended by 40 members, 13 April 2021 was attended by 68 members, 14 April 2021 was attended 	<p>Complied</p>
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		<p>by 39 members, 15 April 2021 was attended by 38 members. All members have attended training.</p> <ul style="list-style-type: none"> • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 6 April 2021 was attended by 25 members, 19 April 2021 was attended by 39 members, 20 April 2021 was attended by 38 members, 21 April 2021 was attended by 38 members, 22 April 2021 was attended by 35 members. All members have attended training. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 26 April 2021 was attended by 40 members, 27 April 2021 was attended by 61 members, 28 April 2021 was attended by 38 members, 29 April 2021 was attended by 39 members. All members have attended training. • Material 7: Teknik of Oil Palm Maintenance Training on 2 May 2021 was attended by 40 members, 4 May 2021 was attended by 59 members, 5 May 2021 was attended by 37 members, 6 May 2021 was attended by 36 members. All members have attended training. • Material 8: Impact Analysis of Pesticides Use Training on 24 May 2021 was attended by 39 members, 25 May 2021 was attended by 58 members, 26 May 2021 was attended by 34 members, 27 May 2021 was attended by 38 members. All members have attended training. • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 31 May 2021 was attended by 38 members, 1 June 2021 was attended by 58 members, 2 June 2021 was attended by 38 members, 3 June 2021 was attended by 36 members. All members have attended training. • Material 10; Pest and Disease of Palm Oil dated 7 June 2021 was attended by 37 members, 8 June 2021 was attended by 69 	
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		<p>members, 9 June 2021 was attended by 37 members, 8 April 2021 was attended by 38 members. All members have attended training.</p> <ul style="list-style-type: none"> • Material 11; Harvesting Procedure Training on 14 June 2021 was attended by 39 members, 15 June 2021 was attended by 58 members, 16 June 2021 was attended by 38 members, 17 April 2021 was attended by 34 members. All members have attended training. • Material 12; Replanting Training on 21 June 2021 was attended by 37 members, 22 June 2021 was attended by 58 members, 23 June 2021 was attended by 37 members, 24 June 2021 was attended by 36 members. All members have attended training. • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 71 members, 14 July 2021 was attended by 45 members, 15 July 2021 was attended by 42 members. All members have attended training. • Material 17; Farmers Finance training on 26 July 2021 was attended by 41 members, 27 July 2021 was attended by 71 members, 28 July 2021 was attended by 45 members, 29 July August 2021 was attended by 42 members. All members have attended training. • Material 21; Internal Audit training on 23 August 2021 was attended by 41 members, 24 August 2021 was attended by 71 members, 25 August 2021 was attended by 45 members, 26 August 2021 was attended by 42 members. All members have attended training. • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 41 members, 7 September 2021 was attended by 71 members, 8 September 2021 was attended by 	
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		<p>45 members, 9 September 2021 was attended by 42 members. All members have attended training.</p> <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 7 June 2021 was attended by 41 members, 8 June 2021 was attended by 71 members, 21 July 2021 was attended by 45 members, 8 April 2021 was attended by 42 members. All members have attended training. • Material 19; Work Agreement, Work Insurances, and Wages Conversion on 9 August 2021 was attended by 41 members, 10 August 2021 was attended by 71 members, 11 August 2021 was attended by 45 members, 12 August 2021 was attended by 42 members. All members have attended training. • Limited Pesticides Use training, dated 16 June 2021 attended by 10 members (M. Zanuari, Awaludin, Agus Zubaedi, Jajik Siwahono, Boimin, Suyanto, Turasman, Zumari, Karsiman, Wagiman), by Komisi Pestisida Kabupaten Kutai Timur. 	
<p>Milestone B</p>	<p>Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.</p>	<p>Based on field observation to smallholder member area, it was observed that smallholders are managing their farm effectively and maintain records of production and transaction data.</p> <p>Sample seen:</p> <p>Sampled Harvest Notes: Supriho KI-161 (area 1ha):</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 8 June 2022, qty 614 Kg; 2nd rotation on 18 June 2022, qty 1,243 Kg. 	<p>Non-compliance</p>

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		<ul style="list-style-type: none"> • Period July 2022: 1st rotation on 8 July 2022, qty 647 kg, 2nd rotation on 18 July 2022, qty 565 kg. • Period August 2022: 1st rotation on 8 August 2022, qty 1,564 kg, 2nd rotation on 18 August 2022, qty 1,412 kg. <p>Jaitun KI.029 (area 2ha):</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 12 June 2022, qty 2,607 Kg; 2nd rotation on 24 June 2022, qty 1,686 Kg. • Period July 2022: 1st rotation on 12 July 2022, qty 1,570 kg, 2nd rotation on 24 July 2022, qty 12,028 kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1,623 kg, 2nd rotation on 17 August 2022, qty 1,912 kg. <p>Saripudin – KI.115 (area 2ha)</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,515 Kg; 2nd rotation on 18 June 2022, qty 1,311 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,252 Kg; 2nd rotation on 18 July 2022, qty 1,323 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,091 Kg; 2nd rotation on 18 August 2022, qty 1,362 Kg. <p>Giman – KI.019 (area 2ha)</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 3,024 Kg; 2nd rotation on 18 June 2022, qty 3,468 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 2,863 Kg; 2nd rotation on 18 July 2022, qty 2,776 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,704 Kg; 2nd rotation on 18 August 2022, qty 1,380 Kg. <p>Lasino – KI.138</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,833 Kg; 2nd rotation on 18 June 2022, qty 1,351 Kg 	
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		<ul style="list-style-type: none"> • Period July 2022: 1st rotation on 06 July 2022, qty 2,013 Kg; 2nd rotation on 18 July 2022, qty 2,088 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,500 Kg; 2nd rotation on 18 August 2022, qty 1,158 Kg. <p>Non-conformance: Not all smallholder members have adopted the Good Agriculture Practice (GAP) procedure properly in their farms, particularly in upkeep procedure.</p> <p>Objective Evidence: During the field visit to sample farmer plots, several plots were found that were not in accordance with the GAP procedure, namely:</p> <ul style="list-style-type: none"> • Weed conditions are out of control, such as in the Umar Faruq KI-094, Sunarto KI-158, Lilis Tego Wati KI-047, Abdul Hamid KI-001 plots. • The condition of dry fronds is not maintained (not pruned) at the Yajir KI-024, and the over-pruned fronds are in the Sukarman plot KI-142. • During field visits to farmer's plots a.n Sudarmaji KI-133, Arifin KI-006, and Saripudin KI.115, total spray was found. 	
<p>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Comply with the law and respect communities' rights</p>			
<p>Criteria 2.1: Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>			
<p>Eligibility</p>	<p>Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to indicator 1.1E / Appendix 1).</p>	<p>Koperasi Serba Usaha Karya Indah provides member list and the oil palm plantation blocks map, scale 1: 100,000. This map was prepared from legal ownership of land and satellite imagery. All the land under</p>	<p>Complied</p>

		<p>Koperasi Serba Usaha Karya Indah was originated from government’s transmigration program.</p> <p>Koperasi Serba Usaha Karya Indah also had conducted map overlapping between smallholder blocks map and “Peta Rencana Tata Ruang Wilayah Kabupaten Kutai Timur Tahun 2015-2035” scale 1:100,000. Areal where Koperasi Serba Usaha Karya Indah located classified as “Pertanian Tanaman Pangan”.</p> <p>Koperasi Serba Usaha Karya Indah listed and checked the smallholder member’s legal ownership of the land: 195 smallholder members with 463 land parcels consist of 444 land parcels demonstrates land certificates; 19 land parcels demonstrates “Surat Keterangan Tanah” or other form of legal ownership of land from village authorities.</p>																																																	
<p>Milestone A</p>	<p>Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.</p>	<p>All of smallholder have had land title in the form of Land Certificate (SHM – <i>Sertifikat Hak Milik</i>) which is issued by Agrarian Agency. During Initial Certification visit, smallholders can demonstrate these documents.</p> <p>The sample of smallholders at Initial Certification are:</p> <table border="1" data-bbox="1133 959 1962 1348"> <thead> <tr> <th>No</th> <th>Smallholder</th> <th>Smallholder ID</th> <th>Land Title</th> <th>Plots No</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Katiran</td> <td>KI-039</td> <td>515</td> <td>32</td> <td>2.00</td> </tr> <tr> <td>02</td> <td>Suyanto</td> <td>KI-170</td> <td>339</td> <td>154</td> <td>1.00</td> </tr> <tr> <td>03</td> <td>Mulyono</td> <td>KI-073</td> <td>575</td> <td>35</td> <td>2.00</td> </tr> <tr> <td>04</td> <td>Umar Faruq</td> <td>KI-094</td> <td>803</td> <td>144</td> <td>2.00</td> </tr> <tr> <td>05</td> <td>Paito</td> <td>KI-052</td> <td>5074</td> <td>107</td> <td>1.36</td> </tr> <tr> <td>06</td> <td>Sunarto</td> <td>KI-158</td> <td>801</td> <td>142</td> <td>2.00</td> </tr> <tr> <td>07</td> <td>Sudarmaji</td> <td>KI-133</td> <td>800</td> <td>143</td> <td>2.00</td> </tr> </tbody> </table>	No	Smallholder	Smallholder ID	Land Title	Plots No	Ha	01	Katiran	KI-039	515	32	2.00	02	Suyanto	KI-170	339	154	1.00	03	Mulyono	KI-073	575	35	2.00	04	Umar Faruq	KI-094	803	144	2.00	05	Paito	KI-052	5074	107	1.36	06	Sunarto	KI-158	801	142	2.00	07	Sudarmaji	KI-133	800	143	2.00	<p>Complied</p>
No	Smallholder	Smallholder ID	Land Title	Plots No	Ha																																														
01	Katiran	KI-039	515	32	2.00																																														
02	Suyanto	KI-170	339	154	1.00																																														
03	Mulyono	KI-073	575	35	2.00																																														
04	Umar Faruq	KI-094	803	144	2.00																																														
05	Paito	KI-052	5074	107	1.36																																														
06	Sunarto	KI-158	801	142	2.00																																														
07	Sudarmaji	KI-133	800	143	2.00																																														

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		08	Abdul Hamid	KI-001	143	82	2.00	
		09	Arifin	KI-006	159	100	2.00	
		10	Sukirno	KI-146	141	93	2.00	
		11	Ami Isnawati	KI-040	662	95	2.00	
		12	Sumar	KI-150	486	224	2.00	
		13	Lilis Tego Wati	KI-047	162	254	2.00	
		14	Sukarman	KI-142	491	256	2.00	
		15	Sutrasno	KI-168	817	479	2.00	
		16	Lasiman	KI-044	814	482	2.00	
		17	Yantik	KI-194	784	488	2.00	
		18	Riwan Pratama	KI-101	777	495	2.00	
		19	Saring	KI-114	780	477	2.00	
		20	Walijah	KI-185	819	499	2.00	
		21	Gagok Sugito	KI-018	782	509	2.00	
		22	Suprihno	KI-161	460	363	2.00	
		23	Jaitun	KI-029	097	375	2.00	
		24	Saripudin	KI-115	507	393	2.00	

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		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">25</td> <td>Yohanes Bambang Sasmoko</td> <td style="text-align: center;">KI-195</td> <td style="text-align: center;">451</td> <td style="text-align: center;">428</td> <td style="text-align: center;">2.00</td> </tr> <tr> <td style="text-align: center;">26</td> <td>Giman</td> <td style="text-align: center;">KI-019</td> <td style="text-align: center;">766</td> <td style="text-align: center;">433</td> <td style="text-align: center;">2.00</td> </tr> <tr> <td style="text-align: center;">27</td> <td>Sardi Kholidi</td> <td style="text-align: center;">KI-112</td> <td style="text-align: center;">842</td> <td style="text-align: center;">430</td> <td style="text-align: center;">2.00</td> </tr> <tr> <td style="text-align: center;">28</td> <td>Lasino</td> <td style="text-align: center;">KI-138</td> <td style="text-align: center;">506</td> <td style="text-align: center;">439</td> <td style="text-align: center;">2.00</td> </tr> </table> <p>Note: SHM: <i>Sertifikat Hak Milik</i> – individual land title signed by Agrarian Agency in Regency level. SHM is the highest individual land title in Indonesia.</p>	25	Yohanes Bambang Sasmoko	KI-195	451	428	2.00	26	Giman	KI-019	766	433	2.00	27	Sardi Kholidi	KI-112	842	430	2.00	28	Lasino	KI-138	506	439	2.00	
25	Yohanes Bambang Sasmoko	KI-195	451	428	2.00																						
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27	Sardi Kholidi	KI-112	842	430	2.00																						
28	Lasino	KI-138	506	439	2.00																						
<p>Milestone B</p>	<p>Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.</p>	<p>Koperasi Serba Usaha Karya Indah has a procedure regarding parcels boundary demarcation in "<i>Surat Keputusan Nomor 015/SK.ICS/KSU-KI/IV/2021 tentang Patok Batas Lahar</i>" dated 26 April 2021. In the procedure stated that "<i>Patok Batas bisa saja terbuat dari patok permanen, jajaran pohon seperti pinang atau parit batas dan lain-lain yang nampak dengan jelas</i>".</p> <p>Based on site visit to sampled smallholder, audit team sighted the land demarcation in form of red-white poles and/or red-white wood poles are clearly located on the ground. The planting of oil palm only within the boundary.</p> <p>Based on site visit to sampled smallholder and stakeholder consultation to interested parties, there is no boundary overlapping with other landowner.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">No</th> <th style="text-align: center;">Smallholder name</th> <th colspan="2" style="text-align: center;">GPS Coordinates Boundary Pole sampled #1</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">01</td> <td>Katiran</td> <td style="text-align: center;">1° 03' 32.80" N</td> <td style="text-align: center;">116° 53' 08.74" E</td> </tr> </tbody> </table>	No	Smallholder name	GPS Coordinates Boundary Pole sampled #1		01	Katiran	1° 03' 32.80" N	116° 53' 08.74" E	<p>Complied</p>																
No	Smallholder name	GPS Coordinates Boundary Pole sampled #1																									
01	Katiran	1° 03' 32.80" N	116° 53' 08.74" E																								

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		02	Suyanto	1° 03' 35.13" N	116° 53' 15.78" E
		03	Mulyono	1° 03' 34.54" N	116° 53' 04.74" E
		04	Umar Faruq	1° 03' 41.65" N	116° 52' 56.99" E
		05	Paito	1° 03' 44.04" N	116° 52' 50.85" E
		06	Sunarto	1° 03' 44.35" N	116° 52' 59.24" E
		07	Sudarmaji	1° 03' 47.56" N	116° 53' 05.62" E
		08	Abdul Hamid	1° 03' 44.28" N	116° 54' 16.53" E
		09	Arifin	1° 03' 58.63" N	116° 54' 36.27" E
		10	Sukirno	1° 03' 48.49" N	116° 54' 20.24 E
		11	Ami Isnawati	1° 04' 05.56" N	116° 54' 29.44" E
		12	Sumar	1° 04' 00.02" N	116° 54' 50.54" E
		13	Lilis Tego	1° 03' 56.72" N	116° 54' 28.49" E
		14	Sukarman	1° 03' 46.16" N	116° 54' 16.61" E
		15	Sutrasno	1° 05' 20.6" N	116° 53' 24.5" E
		16	Lasiman	1° 05' 20.1" N	116° 53' 20.6" E
		17	Yantik	1° 05' 21.5" N	116° 52' 55.2" E
		18	Riwan Pratama	1° 05' 27.7" N	116° 53' 01.5" E
		19	Saring	1° 05' 23.7" N	116° 53' 04.3" E
		20	Walijah	1° 05' 19.8" N	116° 53' 17.1" E
		21	Gagok Sugito	1° 05' 30.2" N	116° 52' 51.7" E

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		22	Suprihno	1° 04' 41.78" N	116° 52' 52.84" E	
		23	Jaitun	1° 04' 35.17" N	116° 52' 52.76" E	
		24	Saripudin	1° 04' 57.64" N	116° 52' 54.46" E	
		25	Yohanes Bambang Sasmoko	1° 05' 08.31" N	116° 52' 37.02" E	
		26	Giman	1° 04' 57.76" N	116° 52' 38.20" E	
		27	Sardi Kholidi	1° 05' 08.31" N	116° 52' 40.26" E	
		28	Lasino	1° 05' 01.39" N	116° 52' 52.78" E	
<p>Criteria 2.2: Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.</p>						
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without FPIC of indigenous peoples, local communities or other users (refer to indicator 1.1E / Appendix 1).	Koperasi Serba Usaha Karya Indah has a procedure related to FPIC as per "SOP FPIC Sebelum Menjalankan Program No: 014/SOP.ICS/KSU-KI/V/2021" dated 29 May 2021. In the procedure explain about :				Complied
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	1) Collect all information about palm oil land/plots management and impact to environment and indigenous rights				Complied
Milestone B	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	2) Conduct meeting with all stakeholder for Socialization about palm oil management				Complied
		3) Information shall be clear and well informed especially about positive and negative impact				
		4) Further socialization about assessment result and final mapping				
		5) Give time to everyone that effected to discuss				
		6) Negotiation (agree or not agree)				
		7) Finalization of Agreement				

		<p>8) Implementation of agreement</p> <p>This procedure has been disseminated to all smallholder (195 members) on 22 – 25 March 2021.</p> <p>Stakeholder consultation result with village authorities, smallholder members and Lands Office, information: the smallholder members of Koperasi Serba Usaha Karya Indah was originated from government project for transmigration. The initial crop was coconut.</p> <p>All the land under Koperasi Serba Usaha Karya Indah was originated from government’s transmigration program and no land acquired from indigenous people’s land.</p> <p>For existing plot under Koperasi Serba Usaha Karya Indah, transfer of ownership through land sales/purchases among smallholder member does occurred and recorded. These land sales/purchase being witnessed by village authorities to avoid any coercion, pressure and preventing double-claim (asking more compensation). Sampled land sales/purchases:</p> <ul style="list-style-type: none"> - Statement letter on behalf of Sumino and Sunarto dated 17 February 2021 for land transcation “Surat Perjanjian Jual Beli Nomor : 2008/115/TL.II/II/2021” area 2 Ha between Sumino and Sunarto. This transaction witnessed by Pejabat Sementara Kepala Desa Wahau Baru, Kepala Dusun and Ketua RT 009. - “Surat Keterangan Kepemilikan Tanah Nomor : 2008/642/Umum/IX/2021” dated 29 September 2021. Stated that land (2 Ha) owned by Mulyono was bought from Ngamin on 2007. 	
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		<ul style="list-style-type: none"> - "Surat Keterangan Kepemilikan Tanah Nomor : 2008/684/Umum/IX/2021" dated 29 September 2021. Stated that land (2 Ha) owned by Umar Faruq is inherited from his parents. - "Surat Keterangan Kepemilikan Tanah Nomor : 2008/763/Umum/IX/2021" dated 30 September 2021. Stated that land (2 Ha) owned by Saripudin was bought from Suyanto vin Wakidjo on 1992 - "Surat Keterangan Kepemilikan Tanah Nomor : 2008/642/Umum/IX/2021" dated 29 September 2021. Stated that land (2 Ha) owned by Mulyono was bought from Ngamin on 2007 - "Surat Keterangan Kepemilikan Tanah Nomor : 2008/714/Umum/IX/2021" dated 29 September 2021. Stated that land (2 Ha) owned by Walijah was bought from Arifin on 1992 	
Criteria 2.3: The right to use the land is not disputed by indigenous peoples, local communities or other users.			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to indicator 1.1E / Appendix 1).	Based on stakeholder consultation to village head Wahau Baru village, there was no land dispute over lands in smallholder member of Koperasi Serba Usaha Karya Indah.	Complied
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.	The smallholder members signed statement letter "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". The statement letter consists commitment of each member to:	Complied
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.	<ul style="list-style-type: none"> - Not clearing or acquiring land from indigenous people, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified FPIC approach; - Resolving any existing disputes; <p>Sample was seen for Annex 3 Form such as :</p>	Complied

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		<p>1) Sunarto,</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sunarto <ul style="list-style-type: none"> - Section 3 page 133 signed by Sunarto on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sunarto on 12 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>2) Umar Faruq</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Umar Faruq on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Umar Faruq on 12 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>3) Mulyono</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Mulyono on 8 September 2022 stated that information in Section 2 of this form are correct and 	
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		<p>all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights</p> <ul style="list-style-type: none"> - Section 6 page 135 signed by Mulyono on 8 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>4) Walijah</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Walijah - Section 3 page 133 signed by Walijah on 10 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Walijah on 10 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 September 2022 <p>5) Gogok Sugito</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Gogok Sugito - Section 3 page 133 signed by Gogok Sugito on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights 	
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		<ul style="list-style-type: none"> - Section 6 page 135 signed by Gogok Sugito on 12 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>6) Saring</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Saring - Section 3 page 133 signed by Saring on 7 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Saring on 7 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>7) Riwan Pratama</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Riwan Pratama - Section 3 page 133 signed by Riwan Pratama on 15 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Riwan Pratama on 15 September 2022 stated that no land conflict as stated in Section 4 in this form 	
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		<ul style="list-style-type: none"> - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 15 September 2022 <p>8) Yantik</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Yantik - Section 3 page 133 signed by Yantik on 5 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Yantik on 5 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 5 September 2022 <p>9) Lasiman</p> <ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Lasiman - Section 3 page 133 signed by Lasiman on 17 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Lasiman on 17 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 17 September 2022 <p>10) Sutrasno</p>	
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		<ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sutrasno <ul style="list-style-type: none"> - Section 3 page 133 signed by Sutrasno on 6 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sutrasno on 6 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 6September 2022 <p>Documents for others sampled smallholder has been reviewed and complied to the standard.</p> <p>No annex 4 form to be filled because based on Annex 3 Form concludes there are no land conflict.</p> <p>The sampled smallholder understands there was no past dispute over their land. This was supported by the statement letter from village authorities "Surat Pernyataan Tidak Sengketa Nomor : 2008/250/PEMDES/VI/2022" dated 6 June 2022. In this letter stated that there are no land conflict or land dispute for smallholder who join in RSPO and ISPO Certification - Koperasi Serba Usaha Karya Indah.</p>	
<p>Criteria 2.4: Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.</p>			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	Koperasi Serba Usaha Karya Indah also had conducted map overlapping between smallholder blocks map and "Peta Rencana Tata Ruang Wilayah Kabupaten Kutai Timur Tahun 2015-2035" scale	Complied

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Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	1:100,000. Areal where Koperasi Serba Usaha Karya Indah located classified as "Pertanian Tanaman Pangan". Koperasi Serba Usaha Karya Indah listed and checked the smallholder member's legal ownership of the land: 195 smallholder members with 463 land parcels consist of 444 land parcels demonstrates land certificates; 19 land parcels demonstrates "Surat Keterangan Tanah" or other form of legal ownership of land from village authorities.	Complied
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	Koperasi Serba Usaha Karya Indah demonstrate plantation map overlaid with Kutai Timur Regency spatial planning map; forest area map; and river map; Scale of map 1 : 200,000. The source of map indicating the forest area, water body, peat area, spatial planning designation as per: <ul style="list-style-type: none"> - Decree on moratorium for permit issuance in forest area "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No.SK.7099/MENLHK-PKTL/IPSDH/PLA.1/8/2019 tentang Penetapan Peta Indikatif Penghentian Pemberian Izin Baru Hutan Alam Primer dan Lahan Gambut tahun 2019". - Decree on moratorium for permit issuance in forest area "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No.SK.666/MENLHK-PKTL/IPSDH/PLA. 1/2/2021 tentang Penetapan Peta Indikatif Penghentian Pemberian Perizinan Berusaha, Persetujuan Penggunaan Kawasan Hutan, atau Persetujuan Perubahan Peruntukan Kawasan Hutan Baru pada Hutan Alam Primer dan Lahan Gambut Tahun 2021, Periode I". - Decree on forest area in Kalimantan Timur province "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No. SK.8109/MENLHK-PKTL/KUH/PLA.2/11/2018 tentang Peta Perkembangan Pengukuhan Kawasan Hutan Provinsi Kalimantan Timur". 	Complied

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		<ul style="list-style-type: none"> - Decree on spatial planning “Peraturan Daerah Provinsi Kalimantan Timur No.1 Tahun 2016 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Timur Tahun 2016-2036”. <p>From the overlaid plantation map it was understood that the smallholder member’s oil palm plantation located outside national park or forest area or other area not designated for plantation development.</p>	
<p>Criteria 2.5: For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.</p> <p>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP.</p>			
Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their FPIC, based on a simplified FPIC approach (refer to indicator 1.1E / Appendix 1).	<p>The oil palm planting year based on disclosure to RSPO was 2001, 2002, 2004, 2007, 2008, 2009, 2010. 2011, 2014 and 2017. Based on interview with Koperasi Serba Usaha Karya Indah, the cooperative manager and group manager stated that they does not have planning for new planting, this is because the farmers have received land from the transmigration program which is limited in area and designates the location where they live.</p> <p>There is new planting in Koperasi area, however the Koperasi has conducted LUCA as stated in indicator 4.2.</p> <p>Koperasi Serba Usaha Karya Indah demonstrate plantation map overlaid with Kutai Timur Regency spatial planning map; forest area map; and river map; Scale of map 1 : 200,000. From the overlaid plantation map it was understood that the smallholder member’s oil palm plantation cannot be expanded. Because expansion of oil palm plantation will invade other village territories.</p> <p>No new planting.</p>	Complied
Milestone A	Smallholders complete training on how to conduct a simplified FPIC approach.	The oil palm planting year based on disclosure to RSPO was 2001, 2002, 2004, 2007, 2008, 2009, 2010. 2011, 2014 and 2017. Based on interview with Koperasi Serba Usaha Karya Indah, the cooperative	Complied

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		<p>manager and group manager stated they does not have planning for new planting, this is because the farmers have received land from the transmigration program which is limited in area and designates the location where they live.</p> <p>Koperasi Serba Usaha Karya Indah has a training activity delivered for smallholder member 22 – 25 March 2021 covering principles of FPIC.</p> <p>No new planting.</p>	
Milestone B	Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.	<p>The oil palm planting year based on disclosure to RSPO was 2001, 2002, 2004, 2007, 2008, 2009, 2010, 2011, 2014 and 2017. Based on interview with Koperasi Serba Usaha Karya Indah, the cooperative manager and group manager stated they does not have planning for new planting, this is because the farmers have received land from the transmigration program which is limited in area and designates the location where they live.</p> <p>There is new planting in Koperasi area, however the Koperasi has conducted LUCA as stated in indicator 4.2.</p> <p>No new planting.</p>	Complied
<p>Principle 3: Respect human rights, including workers’ rights and conditions Safeguard human rights and protect workers’ rights, ensuring safe and decent working conditions.</p>			
<p>Criteria 3.1: There is no use of forced labour.</p>			
Eligibility	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility.</p> <p>They provide information on the source of labour, including family members, working on the farm and hired labour including contract workers (refer to indicator 1.1E / Appendix 1).</p>	<p>Head of Koperasi Serba Usaha Karya Indah has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number 005/SK.ICS/KSU-KI/III/2021 dated 9 March 2021, stated :</p> <ul style="list-style-type: none"> a. Every cooperative members prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation) b. Prohibited to do or conduct forced labour to workers or someone else in every situation. 	Complied

		<p>c. Prohibited to do human trafficking in every form and also no using illegal worker.</p> <p>Regarding employment, farmers who are members of the Koperasi Serba Usaha Karya Indah have received training held by the ICS Team and GIZ cooperation with the title compliance to the regulation including employment regulation:</p> <p>Point 15: Ketenagakerjaan - Employment</p> <ul style="list-style-type: none"> - Child labor; UU no. 13/2003: employers are prohibited from employing children - Pregnant and breastfeeding women; UU no. 13/2003: Employers are prohibited from employing pregnant women workers/laborers who, according to a doctor's statement, are dangerous to the health and safety of their wombs and themselves if they work between 23.00 – 07.00 hours. - Employment contract; UU no. 13/2003: The employment relationship occurs because of the existence of a work agreement between the entrepreneur and the worker/labor or there is no forced labor. <p>Training related to the employment particularly force labor, child labor, pregnant and breastfeeding women and discrimination was carried out on:</p> <ul style="list-style-type: none"> - On March 29, 2021 with 41 farmers participants (Class code: KI 1; 33 male and 8 female) - On March 31, 2021 with 38 farmers participants (Class code: KI 2; 34 male and 4 female) - On April 1, 2021 with 38 farmers participants (Class code: KI 3; 32 male and 6 female) 	
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		<ul style="list-style-type: none"> - On April 1, 2021 with 32 farmers participants (Class code: KI 4; 29 male and 3 female) - On March 31, 2021 with 23 farmers participants (Class code: KI 5; 21 male and 2 female) <p>The total number of farmers who took part in the field school training was 172 participants.</p> <p>This training also explains related to employment which includes:</p> <ul style="list-style-type: none"> - Wages is based on local regulation per year (UMK Kutai Timur Regency) - Prohibition of employing children with the exception of children aged between 13 years to 15 years to do light work as long as it does not interfere with physical, mental and social development and health or must be under supervision. - Working pregnant and lactating women - Work contract - Labor social security - Occupational safety and health (K3) aspects, including the use of PPE <p>This statement is also stated in the RSPO Certification Commitment in the form of "Formulir Pernyataan Komitmen" of members on number D.3; that "Ensure that there are no forced labour in operational and stop forced labour practice if they are still existing". Samples was seen for:</p> <ol style="list-style-type: none"> 1. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gimán dated 10 December 2020. 	
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		<ol style="list-style-type: none"> 2. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Jaitun dated 10 December 2020 3. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Lasino dated 10 December 2020. 4. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Sardi Holidi dated 10 December 2020. 5. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Yohanes Bambang Sasmoko dated 10 December 2020. 6. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saripudin dated 10 December 2020. 7. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Suprihno dated 10 December 2020. <p>Based on interview with the farmer’s sample and with the workers that hired by farmer member it was revealed that the workers for harvesting, manuring and spraying are hired directly by the members. Most of the workers used are the Wahau Baru Village community and some of the workers are farmers' families. So basically there are no contract workers and there is no use of forced labour. However, there is also work to transport FFB from the site to the factory/Mill using a work contract.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; 	<p>Please refer to 3.1 Eligibility for training records</p> <p>Regarding employment, farmers who are members of the Koperasi Jasa Usaha Tani Sejahtera have received training held by the ICS Team and GIZ cooperation with the title Contract worker, BPJS-Ketenagakerjaan (Social Security of Workers) and wages:</p> <ul style="list-style-type: none"> - On August 9, 2021 with 41 farmers participants (Class code: KI 1) 	<p>Complied</p>

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	<ul style="list-style-type: none"> • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages 	<ul style="list-style-type: none"> - On August 10, 2021 with 47 farmers participants (Class code: KI 2) - On August 11, 2021 with 45 farmers participants (Class code: KI 3) - On August 12, 2021 with 42 farmers participants (Class code: KI 4) - On August 10, 2021 with 24 farmers participants (Class code: KI 5) <p>The total number of farmers who took part in the field school training was 195 participants.</p> <p>The material provided at the training includes:</p> <ol style="list-style-type: none"> a. Fair employment practices: <ul style="list-style-type: none"> • There is no identity holder (KTP-Identity Card) • No recruitment fees • Voluntary overtime • Members' freedom to resign • There are no penalties for resigning • No bonded work • There is no withholding wages b. Compliance with the minimum age of workers as regulated by regional, provincial or national regulations (Law No. 13 of 2003) c. Not placing children in hazardous work d. Placing adult supervision of child laborers working in the field e. Ensure that children's rights to education are respected and are not restricted. f. Jaminan Sosial Tenaga Kerja - Social Security of Workers g. Employment contract h. Pregnant and lactating mothers 	
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		<p>Based on interviews with sample smallholders, the ICS has given training concerning the principal of anti-force labor and there is no evidence in the field of forced labor.</p> <p>Providers of the training materials was ICS of Koperasi Serba Usaha karya Indah, namely: Bpk. Suyitno, and facilitator form GIZ namely Indah Kurniasih, Victorius Bartinus Dango and Adrianus Nong Eman), where they have the competence and experience, including:</p> <ul style="list-style-type: none"> • Training of Facilitators of ISPO Certification on 2022 about Internal Audit for independent smallholder. • Training of ISPO Facilitator of ISPO Certification by TUV Rheinland on 2021. • Training of Facilitator: Good Agriculture Practice of Palm Oil by Widya Erti Indonesia on 2021. • Training of Facilitator: HCV& HCS, NDPE, Environment & Global Warming, Erosion, Eutrophication and Hazardous Waste management by Fortasbi on 2021. • Training of Facilitator: ICS, Develop Work Program & Cooperative's SOP, Internal Audit by Fortasbi on 2021 • Training of Facilitator: Compliance with Regulation Standards for Independent Smallholder Certification, Leadership & Group Dynamic, FPIC & Conflict Resolution by Fortasbi on 2021. <p>Koperasi have a work agreement template explaining type of work, working conditions, wages, right and obligation and compliance to national/local regulations, for example:</p> <p>Surat Perjanjian Kerja No. 003/SPK/KSU.KI/WB/2022 dated January 10, 2022 regarding FFB Transportation on behalf of Gogok Sugito</p>	
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		(Community Villager) is located at Jl. Kutilang Desa Wahau baru, Muara Wahau district.	
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	<p>Koperasi already has procedures related to Work in Oil Palm Plantations – Pekerjaan di Kebun Kelapa Sawit No. 040/SOP.ICS/KSU-KI/VI/2021 dated June 16, 2021, explaining the guidelines for work in related independent oil palm plantations, payment of wages and administrative processes that must be carried out.</p> <p>The workers for harvesting, manuring and spraying are hired directly by the members. The organizations have a work agreement template explaining type of work, working conditions, wages, right and obligation and compliance to national/local regulations.</p> <p>Based on the document of the Letter of Employment Agreement between workers and planters, it explains related to: type of work, location of work, workers' wages, Labor Social Security, means and means of work and prohibitions in the form of: discrimination, violence, employment of children (minors), pregnant women and abuse.</p> <p>Based on interviews with workers (Harvester namely: Bpk. Tentrem, Mr. Jelwah and Mr. Mardianto) in the plot of Pak Gimam (Plot No. 433 and 434). They can freely follow the harvest and resign or there is no compulsion to work. There is also no withholding of their documents by cooperatives or farmers (including ID cards and salary/wage slips).</p>	Complied
<p>Criteria 3.2: Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.</p>			
Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> 1. Compliance with the minimum age of workers at 18 years old. 2. Not exposing children to hazardous work. 	<p>Koperasi Serba Usaha karya Indah has a policy regarding prohibition of child labour set under Decree No. 008/SK.ICS/KOP-UTS/I/2021, dated 30 January 2021 stating:</p> <ul style="list-style-type: none"> - For Cooperative members not to employ children under 18 years of age. 	Complied

	<p>3. Providing adult supervision of children working on the farm.</p> <p>4. Ensuring the practice of children’s rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1).</p>	<p>- And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs.</p> <p>This policy refers to the existing laws and regulations in Indonesia and international such as :</p> <ul style="list-style-type: none"> a. Law No. 13 of 2013 concerning the prohibition of using child labour b. Law No.1 of 2000 <i>Ratifikasi Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak</i> c. Law No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja</i> <p>Please refer to 3.1 Eligibility for training records</p> <p>All smallholder members have signed statements/declarations that the farmers are committed to not use of child labour. This statement is stated in the "RSPO Certification Commitment" on number D.8; that "Ensure that there are no child labour practices in plantation operations and stop the practice of child labour that is still running". Samples was seen for :</p> <ul style="list-style-type: none"> 1. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gimán dated 10 December 2020. 2. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Jaitun dated 10 December 2020 3. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Lasino dated 10 December 2020. 	
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		<p>4. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Sardi Holidi dated 10 December 2020.</p> <p>5. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Yohanes Bambang Sasmoko dated 10 December 2020.</p> <p>6. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saripudin dated 10 December 2020.</p> <p>7. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Suprihno dated 10 December 2020.</p>	
<p>Milestone A</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or mentally harmful and that may intervene with the educational activities at school. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia). 	<p>Koperasi Serba Usaha Karya Indah has a policy regarding prohibition of child labour set under Decree No. 008/SK.ICS/KOP-KI/III/2021, dated 24 march 2021 to protect children, stating:</p> <ul style="list-style-type: none"> - For Cooperative members not to employ children under 18 years of age. - And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia and international such as :</p> <ol style="list-style-type: none"> a. Law No. 13 of 2013 concerning the prohibition of using child labour b. Law No.1 of 2000 <i>Ratifikasi Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak</i> c. Law No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja</i> 	<p>Complied</p>

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		<p>Related to the training, Please refer to 3.1 Eligibility for training records</p> <p>The topics covered :</p> <ul style="list-style-type: none"> a. Compliance with the minimum age of workers and as defined by local, state, or national law, b. Not exposing children to hazardous work. c. Providing adult supervision of young people working on the farm. d. Ensuring the practice of children’s rights to education is unrestricted and respected <p>During field visit and interview with sample members, harvester workers and stakeholders, there is no child labor at Koperasi Serba Usaha Karya Indah.</p>	
<p>Milestone B</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ul style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or mentally harmful and that may intervene with the educational activities at school. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia). 	<p>Please refer to 3.2 MSA above related to organization policy and refer to 3.1 Eligibility for training records. The policy has stated that the organization has protect the children under the age of 18 not to employ at Koperasi Serba Usaha Karya Indah. And then for the implementation, Krani Produksi/Checker has observed at the field every day when FFB weighing to make sure that there is no child labor.</p> <p>Based on field visit and interview with members, harvester workers, and stakeholders obtained information that there was no children workers and the smallholder members can explain that child labour is prohibited. In addition to that, interview was conducted also to ICS team, ICS Group Manager and Head of Koperasi regarding child protection.</p>	<p>Complied</p>
<p>Criteria 3.3: Workers’ pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p> <p>Are there workers on the farm? If no, SKIP</p>			

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<p>Eligibility</p>	<p>Smallholders commit to pay workers according to at least equal to the Minimum Wage based on the smallholder’s location as applicable by law (refer to indicator 1.1E / Appendix 1).</p>	<p>Koperasi Serba Usaha Karya Indah has committed to pay workers with a minimum wage in accordance with regulation, set in Group Manager Decree No. 024/SK.ICS/KOP-KI/VI/2021 dated 7 June 2021 concerning Wage Payments, mentioned that Koperasi Serba Usaha Karya Indah will pay worker’s wages referring to applicable government regulation. If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation.</p> <p>Related to the training, Please refer to 3.1 Eligibility for training records In the training, it is also explained related to the calculation of the conversion of salaries derived from the District Minimum Wage.</p> <p>Based on SK Governor of East Kalimantan No. KEP. Gub. East Kalimantan No. 561/k.599/2021, November 30, 2021 about the determination of the minimum wage Kabupaten/Kota of East Kalimantan Province of IDR 3,175,427.</p> <p>The cooperative has carried out wage conversion based on the Decree of the Governor of East Kalimantan No. 561/k.599/2021 dated November 30, 2021, as follows:</p> <p>Minimum Wage of Kutai Timur Regency on period 2022</p> <table border="1" data-bbox="1133 1074 1955 1254"> <thead> <tr> <th>Minimum wage</th> <th>Monthly (IDR)</th> <th>Rate per Day (IDR) *</th> <th>Rate per Hours (IDR) **)</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>IDR 3.175.427</td> <td>IDR 127.017</td> <td>IDR 18.145</td> </tr> </tbody> </table> <p>*) Total 6 days per week (Monday - Saturday) **) 7 Hours Worked per day</p>	Minimum wage	Monthly (IDR)	Rate per Day (IDR) *	Rate per Hours (IDR) **)	2022	IDR 3.175.427	IDR 127.017	IDR 18.145	<p>Complied</p>
Minimum wage	Monthly (IDR)	Rate per Day (IDR) *	Rate per Hours (IDR) **)								
2022	IDR 3.175.427	IDR 127.017	IDR 18.145								

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		<p>All workers are hired directly by the smallholder and their wages follow the rules set by the organization in Procedure No: 040/SOP.ICS/KSU-KI/VI/2021 dated 28 June 2021 about Pekerjaan di Kebun Kelapa Sawit.</p> <p>Payment rate for workers :</p> <table border="1" data-bbox="1131 539 1955 1061"> <thead> <tr> <th>Workers</th> <th>Wages (IDR)</th> <th>Indicator</th> </tr> </thead> <tbody> <tr> <td>Harvester</td> <td>250,000</td> <td>per ton FFB</td> </tr> <tr> <td>Pruning</td> <td>750,000</td> <td>per ha</td> </tr> <tr> <td>Spraying</td> <td>150,000</td> <td>per day</td> </tr> <tr> <td>Fertilizer</td> <td>20,000</td> <td>per sack/bag</td> </tr> <tr> <td>IPM</td> <td>150,000</td> <td>per day</td> </tr> <tr> <td>Krani wages</td> <td>70,000</td> <td>Per ton</td> </tr> <tr> <td>FFB lansir</td> <td>200,000 100,000</td> <td>Per Rit Per Ton</td> </tr> <tr> <td>Transport FFB to PKS 11 Swakarsa</td> <td>130,000</td> <td>per ton FFB</td> </tr> </tbody> </table> <p>Payment of wages to workers (harvesters, sprayers, pruning etc.) is made using payment receipts that are directly paid by farmers to workers. Sample receipts for payment of workers' wages are taken:-</p> <ul style="list-style-type: none"> - Krani wages for the period August 2022; on behalf of Anwar with a tonnage of 665,091 tons (@ IDR 7 per ton), wages of IDR 4,655,635. 	Workers	Wages (IDR)	Indicator	Harvester	250,000	per ton FFB	Pruning	750,000	per ha	Spraying	150,000	per day	Fertilizer	20,000	per sack/bag	IPM	150,000	per day	Krani wages	70,000	Per ton	FFB lansir	200,000 100,000	Per Rit Per Ton	Transport FFB to PKS 11 Swakarsa	130,000	per ton FFB	
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		<ul style="list-style-type: none"> - Receipt of Payment of Krani wages for the period August 2022; on behalf of Umar with a tonnage of 97,511 tons (@ IDR 7 per ton), wages of IDR 682,577. - Receipt of Payment of pruning wages on behalf of Arisman plotted by Mariman (ID: KI.056) for the period July 2022 amounting to IDR 1,500,000. - Receipt of Payment of fertilizer/manuring (urea) wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimam (ID: KI.019) on 2 July 2022 amounting to IDR 600,000. - Receipt of Payment of harvesting wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimam (ID: KI.019) on 28 May 2022 of 14,410 kg FFB (@ IDR 250,000) amounting to IDR 3,602,500. - Receipt of Payment of Spraying wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimam (ID: KI.019) on 24-25 June 2022 (@ IDR 150,000 per day) amounting to IDR 1,200,000. <p>Based on the verification of salary script documents and interviews with several workers, that the wages given are still above the 2022 MSE that has been determined by the Governor of East Kalimantan.</p>	
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>During field observation and interview with the smallholder, they paid the workers follow the rules set by the organization (refer to 3.3 E), example:</p> <ul style="list-style-type: none"> - Krani wages for the period August 2022; on behalf of Anwar with a tonnage of 665,091 tons (@ IDR 7 per ton), wages of IDR 4,655,635. - Receipt of Payment of Krani wages for the period August 2022; on behalf of Umar with a tonnage of 97,511 tons (@ IDR 7 per ton), wages of IDR 682,577. 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Receipt of Payment of pruning wages on behalf of Arisman plotted by Mariman (ID: KI.056) for the period July 2022 amounting to IDR 1,500,000. - Receipt of Payment of fertilizer/manuring (urea) wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimán (ID: KI.019) on 2 July 2022 amounting to IDR 600,000. - Receipt of Payment of harvesting wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimán (ID: KI.019) on 28 May 2022 of 14,410 kg FFB (@ IDR 250,000) amounting to IDR 3,602,500. - Receipt of Payment of Spraying wages on behalf of Andri, Tentrem, Jelma and Mardianto plotted by Gimán (ID: KI.019) on 24-25 June 2022 (@ IDR 150,000 per day) amounting to IDR 1,200,000. <p>The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employed female worker.</p>	
<p>Milestone B</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.</p>	<p>During field observation and interview with the smallholder, they paid the workers follow the rules set by the organization (refer to 3.3 E), example:</p> <ul style="list-style-type: none"> - Krani wages for the period August 2022; on behalf of Anwar with a tonnage of 665,091 tons (@ IDR 7 per ton), wages of IDR 4,655,635. - Receipt of Payment of Krani wages for the period August 2022; on behalf of Umar with a tonnage of 97,511 tons (@ IDR 7 per ton), wages of IDR 682,577. - Receipt of Payment of pruning wages on behalf of Arisman plotted by Mariman (ID: KI.056) for the period July 2022 amounting to IDR 1,500,000. 	<p>Complied</p>

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<p>Criteria 3.4: Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO. Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (refer to indicator 1.1E / Appendix 1).	<p>All smallholder members has signed statements/declarations commitment that the smallholder member are committed to respect the rights of workers to file a complaint/grievance. This statement is stated in the "RSPO Certification Commitment" on number D.5; that "Respect the rights of workers to file a complaint/grievance". Samples was seen for :</p> <ul style="list-style-type: none"> a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gimán dated 10 December 2020. b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Jaitun dated 10 December 2020 c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Lasino dated 10 December 2020. 	Complied

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		<p>d. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Sardi Holidi dated 10 December 2020.</p> <p>e. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Yohanes Bambang Sasmoko dated 10 December 2020.</p> <p>f. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saripudin dated 10 December 2020.</p> <p>g. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Suprihno dated 10 December 2020.</p> <p>Koperasi Serba Usaha Karya Indah has a procedure for Grievance Submission of Smallholder No. 004/SOP.ICS/KSU-KI/V/2021 dated 22 February 2021, explaining that:</p> <ol style="list-style-type: none"> 1. Members can submit their suggestions or complaints (public) to the complaint box or directly to the Cooperative Management 2. If the complaint goes through the Group Leader (<i>Ketua KT</i>), then the group leader must submit it to the Cooperative Management, then the officer appointed by the cooperative management will record the complaint in the Member's Suggestion/Complaints Book. 3. If the complaint is an important matter and needs to be kept confidential, then the report or complaint from the member will be recorded in the Unpublished Member's Important Complaints Book, where the issues are cover about : <ul style="list-style-type: none"> • Everything that concern about race, tribe, religion • Domestic violence • Sexual harassment • Human Rights Violation 	
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		<ul style="list-style-type: none"> • The identity of the Whistleblower/complainant will be kept confidential. Cooperative management or appointed officers are prohibited from revealing the identity of the whistleblower/complainant to the public or other parties, except to the authorized party (Police) • Complaints from members will be discussed in the Cooperative Management meeting and will be responded to at least within 2 weeks. • For complaints that are suggestions, complaints and criticisms, if a decision is obtained, the reporting party will be explained about the meeting and the results of the decision, the explanation can be done verbally or in writing. • If there are things that are considered unsatisfactory, a deliberations will be carried out again • Complaints as mentioned in point number 3, will be identified and investigated by the Cooperative Management. If the problem can be resolved amicably and through deliberation, the management will hold a meeting inviting the reported party. And, if the problem is still not resolved, the Cooperative Management will submit the problem to the competent authorities for follow-up. <p>Complaints from members or from stakeholders can be submitted that are general in nature or can be published biased directly to the ICS management.</p> <p>The confidentiality of the Reporting Person is guaranteed as mentions in point 4 above. The subject of the complaints which is confidential, if it cannot be resolved internally in the Koperasi Serba Usaha karya Indah, the Management of Koperasi will submit the matter to the competent authority for further action.</p> <p>Please refer to 3.1 Eligibility for training records</p>	
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		Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Serba Usaha karya Indah secretariat, has been sighted the Logbook of Grievance, Grievance box located in Koperasi office and form of grievance submission. During audit confirmed that there is no official complaint submitted to Koperasi Serba Usaha Karya Indah official based on interview and logbook review.	
Milestone A	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	<p>Koperasi Serba Usaha karya Indah has a procedure for Grievance Submission of Smallholder No. 004/SOP.ICS/KSU-KI/V/2021 dated 22 February 2021.</p> <p>Please refer to 3.1 Eligibility for training records</p> <p>Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Serba Usaha karya Indah secretariat, has been sighted the Logbook of Grievance, Grievance box located in koperasi office and form of grievance submission. During audit confirmed that there is no official complaint submitted to Koperasi Serba Usaha Karya Indah official based on interview and logbook review.</p>	Complied
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the Koperasi Serba Usaha karya Indah secretariat, has been sighted the Logbook of Grievance, Grievance box located in koperasi office and form of grievance submission. During audit confirmed that	Complied

		there is no official complaint submitted to Koperasi Serba Usaha Karya Indah official based on interview and logbook review.	
Criteria 3.5: Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (refer to indicator 1.1E / Appendix 1).	<p>The smallholder members have signed statements/declarations that the farmers are committed to provide safe working condition and facilities. This statement is stated in the "Formulir Pernyataan Komitmen – Commitment Statement Form" on number D.6; that "Providing a safe working condition and facilities". Sample was seen for:</p> <ul style="list-style-type: none"> a. Commitment Statement of Umar Faruq (ID No. KI-094) dated 10 December 2020 b. Commitment Statement of Mulyono (ID No. KI-073) dated 10 December 2020 c. Commitment Statement of Katiran (ID No. KI-039) dated 10 December 2020 d. Commitment Statement of Suyanto (ID No. KI-170) dated 10 December 2020 e. Commitment Statement of Paito (ID No. KI-052) dated 10 December 2020 f. Commitment Statement of Sunarto (ID No. KI-158) dated 10 December 2020 g. Commitment Statement of Sudarmaji (ID No. KI-133) dated 10 December 2020 	Complied
Milestone A	Smallholders, workers, and family members who work at the farm complete training and are aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them.	Koperasi Serba Usaha Karya Indah has identify the OHS risk and analysis as per "Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja" No:020/SOP.ICS/KSU-KI/V/2021 dated 3 June 2021. OHS risk analysis covering office activity, fertilizer and agrochemical warehouse, harvesting, pruning, FFB transportation, manuring and	Complied

		<p>upkeeping, hazardous waste handling, waste management. OHS risk analysis planning for evaluation annually by ICS.</p> <p>Training for OHS and safety risk associated with farm work (including that of pesticide use) and how to mitigate them has been conducted regularly by ICS KSU Karya Indah, training has been conducted on 5 series of training on 8 April, 7 – 8 June and 21 July 2021, training attend by 195 members. Evidence of training were available as per "Laporan Kegiatan pelatihan Penanganan Konflik Satwa, Kebakaran dan K3". Minutes of training and attendance list are available.</p> <p>Training for pesticide use was conducted on 24 – 27 May 2021 cooperated with GIZ and Sygenta. Records was reviewed such as "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida". Training attend by 195 members.</p> <p>OHS and First Aid training for ICS has been conducted on 23 February by Puskesmas Muara Wahau (Supriyadi) as per "Manajemen Keselamatan dan Kesehatan Kerja". Training material and attendance list including certificate are available. Training attend by Unit K3, Darurat Api dan PHT.</p> <p>Fire mitigation and handling training has been conducted on 8 April, 7 – 8 June and 21 July 2021. Training conducted in 5 series of training in 5 location and attend by 195 smallholder members. Evidence of training can be shown as per "Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3".</p> <p>During interview with smallholder confirmed that smallholder member are aware with health and safety risk in their activity of farm work.</p> <p>KSU Karya Indah has provide PPE for smallholder members including workers:</p> <ul style="list-style-type: none"> • Harvester: Safety helmet, Safety boots 	
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		<ul style="list-style-type: none"> • Spraying workers: Apron, Masker, Rubber Handgloves, Safety glasses • APAR is available in Koperasi office as an emergency tool in case of fire. • First aid kit are available in office and field. <p>First aid equipment was provide by KSU Karya Indah to field supervisor (Kerani) and at office (1 unit first aid kit). There are 5 field supervisor/kerana and ICS including member has receive first aid kit as per "Berita Acara Serah terima APAR dan Kotak P3K" dated 21 July 2022. Total 20 first aid kit was provided by KSU Karya Indah.</p> <p>Guidance for first aid handling stated in "SOP Penggunaan dan Monitoring Kotak P3K" No. 012/SOP.ICS/KSU-KI/V/2021 dated 25 May 2021.</p>	
<p>Milestone B</p>	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	<p>Workers including smallholder family member have access to safe working conditions and amenities. Each workers and smallholder has their own housing.</p> <p>During field visit to smallholder housing shown that the housing condition is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place. Adequate drinking water and access to toilet are available in their own housing based on field visit to smallholder and workers housing.</p> <p>First aid equipment was provide by KSU Karya Indah to field supervisor (Kerani) and at office (1 unit first aid kit). There are 5 field supervisor/kerana and ICS including member has receive first aid kit as per "Berita Acara Serah terima APAR dan Kotak P3K" dated 21 July 2022. Total 20 first aid kit was provided by KSU Karya Indah.</p>	<p>Non-compliance</p>

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		<p>Guidance for first aid handling stated in "SOP Penggunaan dan Monitoring Kotak P3K" No. 012/SOP.ICS/KSU-KI/V/2021 dated 25 May 2021.</p> <p>KSU Karya Indah have received PPE equipment assistance from GIZ (facilitator) as per "Berita Acara Serah Terima Alat Pelindung Diri (APD) dated 23 June 2021. PPE is provide for smallholder member, including:</p> <ul style="list-style-type: none"> - Safety helmet: 16 pcs - Safety glasses: 8 pcs - Masker: 8 pcs - Apron: 16 pcs - Rubber hand gloves: 8 pcs - Sickle cover: 16 pcs - Boots shoes: 8 pairs <p>Non conformity:</p> <p>During field visit and interview with smallholder member confirmed that there are workers whose not using PPE according to Procedure determined by Koperasi Serba Usaha Karya Indah.</p> <p>Objective Evidence:</p> <p>During visits and interviews with sample plots of farmers, namely Katiran KI-039, Suyanto KI-170, Mulyono KI - 073, Paito KI052, Sunarto KI-158, Arifin KI-006 it was confirmed that the spraying activities carried out by the farmers were not equipped with PPE aprons, it is not in accordance with the procedures set out in the SOP for Risk Control and Work Accident Mitigation No. 020/SOP.ICS/KSU-KI/V/2021 dated 3 June 2021. The SOP for Spraying No: 041/SOP.ICS/KSU-KI/VI/2021 also states that spraying pesticides</p>	
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		<p>must use PPE: Helmet, face shield, mask, gloves, long sleeves/cuffs, apron, boots/safety.</p> <p>Furthermore, based on the results of the interviews, it was confirmed that not all farmer members have adequate PPE for spraying or harvesting activities.</p>	
<p>Criteria 3.6: There is no discrimination, harassment, or abuse on the farm. Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (refer to indicator 1.1E / Appendix 1).	<p>Head of Koperasi Serba Usaha Karya Indah has established Policy/Decree concerning <i>Larangan Pelecehan dan Kekerasan Seksual</i> in Decree Number 007/SK.ICS/KSU-KI/III/2021 dated 9 March 2021, stated :</p> <ul style="list-style-type: none"> a. Every cooperative members prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation) b. Prohibited to do or conduct forced labour to workers or someone else in every situation. c. Prohibited to do human trafficking in every form and also no using illegal worker. <p>Policies/Rules related to human rights are contained in the Decree ICS no. 004/SK.ICS/KOP-KI/III/2021 date 3 March 2021, state that:</p> <p><i>Bahwa Setiap Anggota Koperasi Serba Usaha Karya Indah dilarang melakukan tindakan yang melanggar Hak Asasi Manusia, beberapa di antaranya yang termasuk Hak Asasi Manusia Adalah</i></p> <ul style="list-style-type: none"> • <i>Hak untuk Hidup, mempertahankan hidup dan meningkatkan taraf kehidupan.</i> • <i>Hak untuk berkeluarga dan melanjutkan keturunan sesuai undang-undang yang berlaku.</i> 	Complied

		<ul style="list-style-type: none"> • <i>Hak untuk Tidak di Siksa, diperbudak dan di Lecehkan</i> • <i>Hak untuk mendapatkan perlakuan yang sama dihadapan hukum tanpa diskriminasi</i> <p>The policies has covered "no discrimination, harassment, or abuse on the farm".</p> <p>Please refer to 3.1 Eligibility for training records</p> <p>All smallholder members have signed statements/declarations that the farmers are committed to not using child labour. This statement is stated in the "RSPO Certification Commitment" on number D.3 and D.7; that "No discrimination, harassment or violence in plantation". Samples was seen for:</p> <ol style="list-style-type: none"> a. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Gimán dated 10 December 2020. b. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Jaitun dated 10 December 2020 c. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Lasino dated 10 December 2020. d. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Sardi Holidi dated 10 December 2020. e. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Yohanes Bambang Sasmoko dated 10 December 2020. f. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Saripudin dated 10 December 2020. g. RSPO Certification Commitment - Formulir Pernyataan Komitmen on behalf of Suprihno dated 10 December 2020. 	
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		<p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to Koperasi based on applicable procedure.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on workplace discrimination, harassment and abuse and are aware of the need for a safe workspace.</p>	<p>Head of Koperasi Serba Usaha Karya Indah has established Policy/Decree concerning Forced Labour, Discrimination and Human Trafficking in Decree Number No. 005/SK.ICS/KOP-KI/III/2021 related Forced Labour, Discrimination and Human Trafficking dated 18 March 2021. Policies/Rules related to human rights are contained in the Decree ICS no. 004/SK.ICS/KOP-KI/III/2021 date 3 March 2021.</p> <p>The smallholders has conducted the training on workplace discrimination, harassment and abuse and are aware of the need for a safe workspace. The training was conducted on 29 March – 1 April 2021 and it was attended by all members.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti-discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti-discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to Koperasi based on applicable procedure.</p>	<p>Complied</p>

<p>Milestone B</p>	<p>Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.</p>	<p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti-discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti-discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to Koperasi based on applicable procedure</p>	<p>Complied</p>
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Principle 4: Protect, conserve and enhance ecosystems and the environment
 Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

Preamble

High Conservation Value (HCVs) and High Carbon Stock (HCS) forests

This ISH Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices that also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting.

Aligned with the new HCS requirements in the RSPO P&C 2018, the RSPO, in consultation with the HCSA Steering Group, intends to develop a simplified combined HCV-HCS approach to identify and protect HCS forests. The simplified and combined HCV-HCS approach for independent smallholders will be open to public consultation and will be published no later than November 2020.

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

Remediation and Compensation Procedure (RaCP)

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

The requirements as outlined in the RaCP (2015) is not fully applicable for independent smallholders. For independent smallholders, this RSPO ISH Standard is focused on developing an appropriate RaCP mechanism such as on-site remediation (with funding mechanisms to be determined) as this is contextually appropriate to the scale of

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independent smallholder production and enables independent smallholders to maximise positive environmental impact on-site. The requirement means that quantified liability is disclosed and assessed through a land use change analysis (LUCA) fully supported and funded by the RSPO Secretariat.

Procedural Note: The RaCP mechanism for independent smallholder will not be an obstacle to the independent smallholder certification process since it is not yet available.

Criteria 4.1: High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach, are managed to ensure that they are maintained and/or enhanced.

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (refer to indicator 1.1E / Appendix 1).	<p>KSU Karya Indah and all smallholder members have committed to protect HCV area and maintain HCV area as present in "Formulir Pernyataan Komitmen – Commitment Statement Form" Point D.12 "Melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian – Protect HCV and HCS through the precautionary practices approach", signed and witnessed by Group Manager KSU Karya Indah. Sample seen for smallholder commitment:</p> <ul style="list-style-type: none"> a. Commitment Statement of Umar Faruq (ID No. KI-094) dated 10 December 2020 b. Commitment Statement of Mulyono (ID No. KI-073) dated 10 December 2020 c. Commitment Statement of Katiran (ID No. KI-039) dated 10 December 2020 d. Commitment Statement of Suyanto (ID No. KI-170) dated 10 December 2020 e. Commitment Statement of Paito (ID No. KI-052) dated 10 December 2020 f. Commitment Statement of Sunarto (ID No. KI-158) dated 10 December 2020 g. Commitment Statement of Sudarmaji (ID No. KI-133) dated 10 December 2020 	Complied
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		<p>HCV assessment has been conducted in December 2021 by internal assessor from ICS KSU Karya Indah and Facilitator GIZ. Internal assessor has been trained by facilitator from GIZ.</p> <p>The HCV assessment report “Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya” dated 20 December 2021. According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wahau Baru, Kec. Muara Wahau categorized as HCV 6: public cemetery. Potential RTE species that might be in Wahau Baru Village according to history before palm oil plantation also noted in HCV assessment report, such as: <i>Prionailurus bengalensis</i>, <i>Pongo pygmaeus</i>, <i>Manis javanica</i>, <i>Gallus sp</i>, <i>Spilornis cheela</i>, <i>Dogania subplana</i>, <i>Buceros rhinoceros</i>, <i>Tragulus sp</i>, <i>Muntiacus muntjak</i>. However in current condition mostly in palm oil plantation there is very rare to found the RTE species.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • The importance of maintaining and conserving HCVs and HCS forests • Human-wildlife conflict and mitigation efforts; • Rare, threatened and endangered species and important ecosystems. 	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted by Penyuluh lapangan (fasilitator from GIZ) on 5 – 8 July 2021. The training delivered in 5 series of training in 5 in 5 location, attend by all smallholder member (195 members).</p> <p>Evidence of training can be demonstrated during audit as per “Laporan Sekolah Lapang Materi Mengenal Nilai Konservasi Tinggi” containing training material, minutes training and attendance list. Training deliver by ICS team and facilitator from GIZ.</p> <p>Another training to manage and maintain rare, threatened and endangered species has been conducted by ICS and facilitator GIZ in 5 series of training on 8 April, 7 – 8 June and 21 July 2021, training</p>	<p>Complied</p>

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		<p>attend by 195 members. Evidence of training were available as per "Laporan Kegiatan pelatihan Penanganan Konflik Satwa, Kebakaran dan K3". Minutes of training and attendance list are available.</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and facilitator and they have aware the importance of maintaining HCV, RTE species and mitigation conflict between human and animal.</p>	
<p>Milestone B</p>	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable.</p>	<p>Based on interview with smallholder member during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibit by the policy of KSU Karya Indah according to "SK No: 022/SK.ICS/KSU-KI/V/2021 Tentang Larangan berburu, menangkap, memelihara ataupun memperdagangkan satwa dilindungi" and also regulation.</p> <p>KSU Karya Indah has establish the procedure for animal protection and conflict prevention between human and animal as per "Prosedur Penanganan Konflik Satwa No: 017/SOP.ICS/KSU-KI/V/2021" Dated 31 May 2021 and "Prosedur Perlindungan Satwa dan Tumbuhan Dilindungi No: 016/SOP.ICS/KSU-KI/V/2021" Dated 31 May 2021.</p> <p>According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wahau Baru, Kec. Muara Wahau categorized as HCV 6: public cemetery.</p> <p>Potential RTE species that might be in Wahau Baru Village according to history before palm oil plantation also noted in HCV assessment report, such as: <i>Prionailurus bengalensis</i>, <i>Pongo pygmaeus</i>, <i>Manis javanica</i>, <i>Gallus sp</i>, <i>Spilornis cheela</i>, <i>Dogania subplana</i>, <i>Buceros rhinoceros</i>, <i>Tragulus sp</i>, <i>Muntiacus muntjak</i>. However in current condition mostly in palm oil plantation there is very rare to found the RTE species.</p>	<p>Complied</p>

		Smallholders implemented precautionary practices and manage and maintain rare, threatened and endangered species. KSU Karya Indah has a policy to prohibit animal hunting in area of smallholder plantation and surrounding area. Warning sign to campaign the animal protection and HCV conservation has been installed in the strategic place.	
Criteria 4.2: Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).			
Eligibility	Smallholders provide information on all smallholder plots converted and planted with oil palm after November 2005, through use of the simplified combined HCV-HCS approach for Smallholders (refer to indicator 1.1E / Appendix 1).	<p>Simplified HCV-HCS approach for smallholder member has been conducted to identify the HCV area in smallholder plots. Focus Group Discussion with smallholder member conducted on 6 – 9 December 2021 by ICS and supervised by GIZ (Facilitator) to identify the potential HCV areas and RTE species found in smallholder plots.</p> <p>According to data of smallholder palm oil year planting, there are 187 plots of smallholder with total area 199.35 ha planting after November 2005 (2006 – 2017). KSU Karya Indah has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Serba Usaha karya Indah" dated 31 May 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 4.08 ha - Total number of smallholder: 195 - Total area to be certified: 634.16 ha - Total area of separate landholding with non compliant land clearing: 201.63 ha - Date of HCV assessment completed: 20 December 2021 	Complied

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		<ul style="list-style-type: none"> - Date when report was prepared: 31 May 2022 <p>Remediation analysis was carried out within the riparian buffer area, analyst found that 6 smallholder area planted in their oil palm within riparian buffer areas with total area 4.08 ha. Smallholder area planted with oil palm within riparian areas:</p> <ul style="list-style-type: none"> - Nanang Biantoro : 0.969 ha - Nurul Huda a. : 0.524 ha - Sugiarto a.: 0.842 ha - Walijah f.: 0.087 ha - Walijah g.: 1.272 ha - Wongso b.: 0.386 ha <p>It was also confirmed by email from RSPO dated 31 May 2022 which stated that "LUCA status is Pass, with final conservation liability 0 ha and environmental remediation area 4.08 ha".</p>	
<p>Milestone A</p>	<p>Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since November 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.</p>	<p>According to data of smallholder palm oil year planting, there are 187 plots of smallholder with total area 199.35 ha planting after November 2005 (2006 – 2017). KSU Karya Indah has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Serba Usaha karya Indah" dated 31 May 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 4.08 ha - Total number of smallholder: 195 - Total area to be certified: 634.16 ha 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Total area of separate landholding with non compliant land clearing: 201.63 ha - Date of HCV assessment completed: 20 December 2021 - Date when report was prepared: 31 May 2022 <p>Remediation analysis was carried out within the riparian buffer area, analyst found that 6 smallholder area planted in their oil palm within riparian buffer areas with total area 4.08 ha. Smallholder area planted with oil palm within riparian areas:</p> <ul style="list-style-type: none"> - Nanang Biantoro : 0.969 ha - Nurul Huda a. : 0.524 ha - Sugiarto a.: 0.842 ha - Walijah f.: 0.087 ha - Walijah g.: 1.272 ha - Wongso b.: 0.386 ha <p>It was also confirmed by email from RSPO dated 31 May 2022 which stated that "LUCA status is Pass, with final conservation liability 0 ha and environmental remediation area 4.08 ha".</p> <p>Remediation plan has been develop by KSU Karya Indah as per "Surat keputusan No: 027/SK.ICS/KSU-KI/X/2022" dated 8 October 2022. Remediation plan are as below:</p> <ul style="list-style-type: none"> - Boundary marking in riparian buffer zone - Prohibiting the chemical spraying application and fertilizer - Not replanting the oil palm in riparian buffer zone <p>Riparian buffer zone areas conserve and protect the by marking the boundary of riparian 20 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per "SOP Menjaga Nilai NKT No: 015/SOP.ICS/KSU-KI/V/2021"</p>	
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		dated 31 May 2021 and "SOP Pengelolaan Areal Tepian Sungai No: 032/SOP.ICS/KSU-KI/VI/2021" dated 15 June 2021.	
Milestone B	An RSPO-approved plan to remediate for HCVs lost since November 2005 and HCS forests lost since November 2019 is implemented.	<p>According to data of smallholder palm oil year planting, there are 187 plots of smallholder with total area 199.35 ha planting after November 2005 (2006 – 2017). KSU Karya Indah has reported the disclosure form to RSPO, Land Use Change Analysis has been conducted and review by RSPO. Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Serba Usaha karya Indah" dated 31 May 2022. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> - Result of LUC Analysis Methodology Review: Satisfactory - Final conservation liability: 0.00 ha - Environmental remediation areas: 4.08 ha - Total number of smallholder: 195 - Total area to be certified: 634.16 ha - Total area of separate landholding with non compliant land clearing: 201.63 ha - Date of HCV assessment completed: 20 December 2021 - Date when report was prepared: 31 May 2022 <p>Remediation analysis was carried out within the riparian buffer area, analyst found that 6 smallholder area planted in their oil palm within riparian buffer areas with total area 4.08 ha. Smallholder area planted with oil palm within riparian areas:</p> <ul style="list-style-type: none"> - Nanang Biantoro : 0.969 ha - Nurul Huda a. : 0.524 ha - Sugiarto a.: 0.842 ha - Walijah f.: 0.087 ha 	Complied

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		<ul style="list-style-type: none"> - Walijah g.: 1.272 ha - Wongso b.: 0.386 ha <p>It was also confirmed by email from RSPO dated 31 May 2022 which stated that "LUCA status is Pass, with final conservation liability 0 ha and environmental remediation area 4.08 ha".</p> <p>For the remediation plans, the KSU Karya Indah has communicated to the RSPO Secretariat as per email on 31 May 2022 and 23 January 2023. The email has stated that KSU Karya Indah already took several action for this riparian remediation area. As a note that the RaCP for ISH has not been enforced as stated in the page 4 of RaCP Procedure November 2015 – Approved by Consensus of Compensation Task Force on 12 November 2015.</p> <p>Remediation plan has been develop by KSU Karya Indah as per "Surat keputusan No: 027/SK.ICS/KSU-KI/X/2022" dated 8 October 2022. Remediation plan are as below:</p> <ul style="list-style-type: none"> - Boundary marking in riparian buffer zone - Prohibiting the chemical spraying application and fertilizer - Not replanting the oil palm in riparian buffer zone <p>Riparian buffer zone areas conserve and protect the by marking the boundary of riparian 20 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per "SOP Menjaga Nilai NKT No: 015/SOP.ICS/KSU-KI/V/2021" dated 31 May 2021 and "SOP Pengelolaan Areal Tepian Sungai No: 032/SOP.ICS/KSU-KI/VI/2021" dated 15 June 2021.</p>	
<p>Criteria 4.3: New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> • Do not replace any HCVs • Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach 			

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<ul style="list-style-type: none"> • Are not on steep slopes (more than 22 degrees or as in the National Interpretation) in reference to Indonesian regulations (Minister of Agriculture No. 47/2006 on Guide to Agriculture on Mountainous Areas). Slope must not be more than or equal to 40%. • Are not on peat areas of any depth - In reference to the definition of peat in Government Regulation No. 57/206 on Peat Ecosystem Protection and Management. <p>Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP</p>			
Eligibility	Smallholders provide information on all planned new planting and commit to no new planting are on HCVs or HCS forests, on steep slopes (more than 22 degrees or as in the National Interpretation) or on peat (refer to indicator 1.1E / Appendix 1).	<p>Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation. All member plantation are existing palm oil plantation.</p> <p>Smallholder member has signed the commitment in "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p> <p>Smallholder also commit to provide information to group manager among others:</p> <ul style="list-style-type: none"> - Location (coordinates) of all plots currently planted with oil palm - Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders) - Any plots located on steep slopes <p>Details on plans for replanting and expansion of oil palm</p>	Complied
Milestone A	Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV-HCS approach, before any land preparation commences.	<p>Based on data of palm oil planting KSU Karya Indah, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2000 – 2017. This also confirmed with liability disclosure form submit to RSPO.</p> <p>The organization has a system in place to deal when the group members or new members conducting new planting, the system was</p>	Complied

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		<p>stated in the SK Group Manager No.028/SK.ICS/KSU-KI/IX/2022 dated 9 September 2022.</p> <p>Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation.</p>	
Milestone B	<p>Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.</p>	<p>Based on data of palm oil planting KSU Karya Indah, there is no palm oil planted after November 2019. Mostly smallholder plots has been planted since 2000 – 2017. This also confirmed with liability disclosure form submit to RSPO.</p> <p>The organization has a system in place to deal when the group members or new members conducting new planting, the system was stated in the SK Group Manager No.028/SK.ICS/KSU-KI/IX/2022 dated 9 September 2022.</p> <p>Based on interview with smallholder members, ICS and cooperatives it was confirmed that there is no planned for new plantings for their plantation.</p>	Complied
<p>Criteria 4.4: Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.</p> <p>Do any smallholders within the group have existing plots on peat? If no, SKIP</p>			
Eligibility	<p>Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (refer to indicator 1.1E / Appendix 1).</p>	<p>KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p>	Complied

Milestone A	Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.	<p>KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan Muara Wahau” with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p> <p>Fire mitigation and handling training has been conducted on 8 April, 7 – 8 June and 21 July 2021. Training conducted in 5 series of training in 5 location and attend by 195 smallholder members. Evidence of training can be shown as per “Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3”.</p>	Complied
Milestone B	Smallholders implement the group’s action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.	<p>No peat soil in area of KSU Karya Indah. Soil type in plantation of KSU Karya Indah categorized as <i>Typic hapludults</i>.</p> <p>KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to sil maps overlay indicated that there is no peat soil in. Soil maps available in “Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan Muara Wahau” with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p>	Complied
<p>Criteria 4.5: Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment. Do any smallholders within the group have plans for replanting plots that are located on peat? If no, SKIP</p>			
Eligibility	Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (refer to indicator 1.1E / Appendix 1).	KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. Soil maps available in “Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan	Complied

		<p>Muara Wahau” with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p> <p>Based on Soil map and river map shown that generally plantation of KSU Karya Indah was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KSU Karya Indah.</p> <p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.13 that “No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion”.</p>	
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	<p>No peat soil in area of KSU Karya Indah. Soil type in plantation of KSU Karya Indah categorized as <i>Typic hapludults</i>.</p> <p>KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to sil maps overlay indicated that there is no peat soil in. Soil maps available in “Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan Muara Wahau” with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p> <p>Based on Soil map and river map shown that generally plantation of KSU Karya Indah was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KSU Karya Indah.</p> <p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.13 that “No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion”.</p>	Complied
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk,	No peat soil in area of KSU Karya Indah. Soil type in plantation of KSU Karya Indah categorized as <i>Typic hapludults</i> .	Complied

	<p>present a plan that includes alternate land development strategies, referencing alternative livelihood planning.</p>	<p>KSU Karya Indah has overlay all smallholder plot with soil maps of Kutai Timur Regency, Kalimantan Timur Province. According to sil maps overlay indicated that there is no peat soil in. Soil maps available in "Peta Overlay Kebun Kelapa Sawit Koperasi Serba Usaha Karya Indah dengan Peta Jenis Tanah di Desa Wahau Baru, Kecamatan Muara Wahau" with scale 1:100,000 year 2022. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Karya Indah consist of <i>Typic hapludults</i>.</p> <p>Based on Soil map and river map shown that generally plantation of KSU Karya Indah was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KSU Karya Indah.</p> <p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p>	
<p>Criteria 4.6: Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (refer to indicator 1.1E / Appendix 1).</p>	<p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control". Based on interview with head of KSU Karya Indah, there is no land preparing by burning on 2000 – 2017. Land preparation conducted mechanically with method "zero burning".</p>	<p>Complied</p>
<p>Milestone A</p>	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • Alternatives to fire for land preparation and farm waste management (where appropriate possible). • Alternatives to fire for pest control. • Fire prevention and how to respond to and manage fires in their community and village. 	<p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control". Based on interview with head of KSU Karya Indah, there is no land preparing by burning on 2000 – 2017. Land preparation conducted mechanically without burning. This also confirmed with smallholder member sampled (28 members) during field visit and interview.</p>	<p>Complied</p>

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		<p>KSU Karya Indah has a procedure for land preparation as per "SOP Pembukaan Lahan Tanpa Bakar No: 044/SOP.ICS/KSU-KI/VII/2021 dated 1 July 2021. According to procedure, the land preparation conducted mechanically (with heavy equipment bulldozer and excavator) without burning and implementing method "Zero burning". This also in accordance with PP No. 28 Tahun 1995.</p> <p>Training for Fire handling on palm oil plantation has been conducted by facilitator dan ICS to smallholder member. Sample seen: Fire mitigation and handling training has been conducted on 8 April, 7 – 8 June and 21 July 2021. Training conducted in 5 series of training in 5 location and attend by 195 smallholder members. Evidence of training can be shown as per "Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3".</p>	
<p>Milestone B</p>	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authorities.</p>	<p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.15 that "No burning for preparing land or pest control". Based on interview with head of KSU Karya Indah, there is no land preparing by burning on 2000 – 2017. Land preparation conducted mechanically with method "zero burning".</p> <p>KSU Karya Indah has a procedure for land preparation as per "SOP Pembukaan Lahan Tanpa Bakar No: 044/SOP.ICS/KSU-KI/VII/2021 dated 1 July 2021. According to procedure, the land preparation conducted mechanically (with heavy equipment bulldozer and excavator) without burning and implementing method "Zero burning". This also in accordance with PP No. 28 Tahun 1995.</p> <p>For waste management KSU Karya Indah also has a procedure for waste management as per "SOP Pengendalian Limbah Rumah Tangga No: 033/SOP.ICS/KSU-KI/VI/2021" dated 16 June 2021 and "Prosedur Penanganan Wadah Bekas Kimia No: 018/SOP.ICS/KSU-KI/V/2021" dated 2 June 2021. Based on procedure stated that domestic waste and ex chemical container (pesticide) are prohibit to burning.</p>	<p>Complied</p>

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		<p>Training for Fire handling on palm oil plantation has been conducted by facilitator dan ICS to smallholder member. Sample seen: Fire mitigation and handling training has been conducted on 8 April, 7 – 8 June and 21 July 2021. Training conducted in 5 series of training in 5 location and attend by 195 smallholder members. Evidence of training can be shown as per “Laporan Kegiatan Pelatihan Penanganan Konflik Satwa, Kebakaran dan K3”.</p> <p>During interview with smallholder member (28 member) confirmed that they have aware regarding the prohibition of use fire or practice burning for land preparation, waste management or pest control on their farm.</p>	
Criteria 4.7: Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			
Eligibility	Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (refer to indicator 1.1E / Appendix 1).	<p>Group manager has identified the riparian buffer zone through HCV Assessment, confirmed that there were riparian buffer zone identified in KSU Karya Indah. HCV assessment has been conducted since 6 – 8 December 2021 by ICS KSU Karya Indah under supervise GIZ.</p> <p>The HCV assessment report “Laporan Kegiatan Focus Group Discussion Tentang Pengelolaan Nilai Konservasi Tinggi (NKT) untuk Petani Swadaya” dated 15 January 2022. According to HCV assessment conclusion noted that there were no HCV areas identified at smallholder plot, however there are HCV areas identified in surrounding of smallholder plots in area of Desa Wahau Baru, Kec. Muara Wahau categorized as HCV 6: public cemetery.</p> <p>KSU Karya Indah has a policy and mechanism to conserve and protect the waterways/water source by marking the boundary of riparian 20 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per “SOP Menjaga Nilai NKT No: 015/SOP.ICS/KSU-KI/V/2021” dated 31 May 2021 and “SOP Pengelolaan Areal Tepian Sungai No: 032/SOP.ICS/KSU-KI/VI/2021” dated 15 June 2021.</p>	Complied

		<p>KSU Karya Indah also has overlay the plantation maps of all smallholder member with river maps of Kutai Timur Regency, Kalimantan Province. According to maps overlay with scale 1:100,000 confirmed that there is no river near to KSU Karya Indah area, the nearest river is telen River with distance > 5 km from the plantation. There is only watercourse/waterpond in surrounding of smallholder plots, Desa Wanasari.</p> <p>All smallholder member has signed the commitment letter which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.</p>	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted by Penyuluh lapangan (fasilitator from GIZ) on 5 – 8 July 2022. The training delivered in 5 series of training in 5 in 5 location, attend by all smallholder member (195 members).</p> <p>Evidence of training can be demonstrated during audit as per "Laporan Sekolah Lapang Materi Mengenal Nilai Konservasi Tinggi" containing training material, minutes training and attendance list. Training deliver by ICS team and fasilitator from GIZ.</p> <p>Another training to manage and maintain rare, threatened and endangered species has been conducted by ICS and fasilitator GIZ in 5 series of training on 8 April, 7 – 8 June and 21 July 2021, training attend by 195 members. Evidence of training were available as per "Laporan Kegiatan pelatihan Penanganan Konflik Satwa, Kebakaran dan K3". Minutes of training and attendance list are available.</p> <p>During interview with smallholder member (28 member) confirmed that they have aware the riparian buffer zone management by not apply pesticide/herbicide in 20 m from river.</p>	<p>Complied</p>

<p>Milestone B</p>	<p>Smallholders maintain and/or enhance riparian buffer zone areas.</p>	<p>Koperasi has overlay the plantation maps of all smallholder member with river maps of Kutai Timur Regency, Kalimantan Province. According to maps overlay with scale 1:100,000 confirmed that there is no river near to KSU Karya Indah area, the nearest river is Telen River and Wahau River with distance > 5 km from the plantation.</p> <p>Riparian buffer zone areas conserve and protect the by marking the boundary of riparian 20 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river as per "SOP Menjaga Nilai NKT No: 015/SOP.ICS/KSU-KI/V/2021" dated 31 May 2021 and "SOP Pengelolaan Areal Tepian Sungai No: 032/SOP.ICS/KSU-KI/VI/2021" dated 15 June 2021.</p> <p>All smallholder member of KSU Karya Indah has signed the commitment letter which stated in point D.11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	<p>Complied</p>
<p>Criteria 4.8: Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> • Immediately stopping purchasing of these pesticides • Phasing out use of remaining stock by MS A • Providing information for the group manager to keep record of pesticide purchase and use. <p>(refer to indicator 1.1E / Appendix 1)</p>	<p>Smallholder member has a commitment to not use the paraquat paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions.</p> <p>KSU Karya Indah has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No: 041/SOP.ICS/KSU-KI/VI/2021" dated 28 June 2021.</p> <p>Smallholder member also has follow the training of pesticide, deliver by KSU Karya Indah cooperated with GIZ and Sygenta 24 – 27 May 2021. Records was reviewed such as "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida". Training attend by 195 members. Training material are available, the training also cover the list of pesticide which</p>	<p>Non-compliance</p>

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		<p>is prohibit to use including paraquat and pesticide class 1A and 1B WHO.</p> <p>During interview with smallholder member (28 member) confirmed that they have aware regarding the prohibition of use of pesticide paraquat and categorized as Class 1A and 1B WHO.</p> <p>KSU Karya Indah has a policy to prohibit paraquat usage for all smallholder members. The policy present in procedure "SOP Penyemprotan No: 041/SOP.ICS/KSU-KI/VI/2021" dated 28 June 2021. During interview and field visit to smallholder plots sampled (28 members) confirmed that smallholder member did not using/apply paraquat for weeds control.</p> <p>Non conformity:</p> <p>Based on field visit and interview to smallholder plots, it was confirmed that there are weeds control activity using Gramoxone (paraquat).</p> <p>Objective Evidence:</p> <p>During field visit and interview with smallholder member it was confirmed that there is a spraying activity for weeds control using gramoxone (paraquat) at plots Sudarmaji KI-133 and Sukarman KI-142.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>	<p>Smallholder has complete the training on BMP for pesticide on 24 – 27 May 2021 (attend by all members). Training conducted in 5 series of training in 5 location. Evidence of training can be shown as per "Laporan Sekolah Lapang Materi Dampak Analisa Pestisida".</p> <p>During field visit and interview with smallholder member confirmed that they have aware regarding the pesticide handling and best management practices.</p> <p>KSU Karya Indah has a policy to prohibit pregnant and breastfeeding woman and young workers for pesticide handling as per "Surat</p>	<p>Complied</p>

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		Keputusan Nomor: 017/SK.ICS/KSU-KI/V/2021 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui” dated 3 May 2021. The policy has been disseminated to all smallholder member on 16 – 19 December 2021.	
Milestone B	Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	Smallholder member implement BMP for all pesticide use: using PPE during pesticide spraying (handgloves, masker, apron and face shield). 24 – 27 May 2021has a policy to prohibit pregnant and breastfeeding woman and young workers for pesticide handling as per “Surat Keputusan Nomor: 017/SK.ICS/KSU-KI/V/2021 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui” dated 3 May 2021. The policy has been disseminated to all smallholder member on 16 – 19 December 2021, evidence of training and socialization present in “Laporan Kegiatan Pelatihan Sosialisasi SOP dan Surat Keputusan Koperasi Serba Usaha Karya Indah”.	Complied
Criteria 4.9: The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable	Not applicable.	Not Applicable
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on 24 – 27 May 2021 cooperated with GIZ and Sygenta. Records was reviewed such as “Laporan Sekolah Lapang Materi Dampak Analisa Pestisida”. Training IPM also has been conducted on 7 – 9 June 2021. Training conducted in 5 series of training in 5 location and attend by 195 smallholder members. Evidence of training can be shown as per “Laporan Sekolah Lapang Materi Hama dan Penyakit Tanaman Kelapa Sawit”. Training deliver by Facilitator GIZ (deutsce Gesselschaft fur Internationale Zusammenarbeit).	Complied

		<p>During field visit and interview with smallholder member confirmed that they of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.</p>	
<p>Milestone B</p>	<p>The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.</p>	<p>KSU Karya Indah has establish "SOP Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit No: 028/SOP.ICS/KSU-KI/VI/2021, dated 14 June 2021.</p> <p>Integrated pest management has been developed by KSU Karya Indah as per Procedure. According to procedure, type of pest and disease in plantation consist of:</p> <ul style="list-style-type: none"> - Caterpillar (ulat api, ulat bulu, ulat kantong) - Oryctes rhinoceros - Coptotermes curvignathus - Rats - Ganodermaboninense <p>Hierarchy of control to prevent and mitigate the pest and disease attack using method:</p> <ul style="list-style-type: none"> - Physical control - Biological control - Chemical control <p>KSU Karya Indah maximize the physical and biological control to minimize the pesticide/herbicide usage for pest and disease control.</p> <p>Pest and disease monitoring has been programmed by ICS as per "Rencana Kerja Tahun 2022 Koperasi Serba Usaha Karya Indah". Pest and disease monitoring are programmed Monthly.</p> <p>Record of pest and disease monitoring can be shown during audit in document "Laporan Hasil Monitoring Serangan Hama & Penyakit Tanaman Kelapa Sawit Koperasi Serba Usaha Karya Indah". Pest and disease monitor including rats, Oryctes, Catterpillar, termite,</p>	<p>Complied</p>

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		<p>Ganoderma (fungi). According to census result on period 2021, confirmed that there is no significant pest attack that need to control by chemical application. Details of pest and disease monitoring also available in "Formulir Monitoring Hama dan Penyakit di Kebun Kelapa Sawit Petani Sertifikasi KSU Karya Indah".</p> <p>Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. To prevent the caterpillar attack, KSU Karya Indah also planting the beneficial plant <i>Turnera subulate</i> along of the main road (500 plant) and <i>Antigonon leptopus</i> as per "Berita Acara Penanaman Turnera Koperasi Serba Usaha Karya Indah" dated 25 January 2022.</p> <p>To reduce herbicide usage smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p>	
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	Koperasi Serba Usaha Karya Indah has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KSU-KI/XII/2020 Tentang Struktur Pengurus Internal Control System (ICS)" dated 17 December 2020 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KSU-KI/XII/2020 tentang Penunjukan Manager ICS (Internal Control System) " dated 14 December 2020. ICS Structure are :	Complied
Milestone A	The Group has appointed a group manager		Complied
Milestone B	The Group has appointed a group manager		Complied

		<p>c. Counseling and Registration Unit :</p> <ul style="list-style-type: none"> - Saut Juniar, Wahyudi, Sulistiono and Wahono <p>d. Internal Audit Unit :</p> <ul style="list-style-type: none"> - Winardi, Wasiadi, Andrik Setyo Wibowo, M. Zainuri and Nanang Biantoro <p>e. Data, Documentation and Sales Unit</p> <ul style="list-style-type: none"> - Sudarmaji, Slamet Rahayu and Rumiatur <p>f. OHS, HCV, Fire Response and IPM Unit</p> <ul style="list-style-type: none"> - Anwar, Ahmad Fatoni and Umar Faruq <p>ICS job descriptions as per "Job Desc Pengurus ICS & Pengurus Koperasi", such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Registration for RSPO membership - Palmtrace registration - Responsible for RSPO palmtrace transaction - Issue Warning Letter (<i>Surat Peringatan</i>) to member - Checking the internal audit process and result - Responsible for STDB and SPPL issuance by governance - Socialization about RSPO to member - Make workplan for each unit in ICS <p><u>Approval Committee (Komite persetujuan)</u></p> <ul style="list-style-type: none"> - Help the ICS Group Manager - Establish a procedures about membership requirements - Conduct verification of member data and their land 	
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		<ul style="list-style-type: none"> - Make a verification and recommendation letter - Ensure the internal audit conducted in accordance to procedure - Accept appeal from members if there are member who not agree with internal audit result <p><u>Internal Audit Unit</u></p> <ul style="list-style-type: none"> - Coordinator for conducting internal audit - Prepare and establish Annual Internal program - Prepare and establish internal audit plan - Prepare question/checklist for internal audit in designated format. - Ensure follow up upon internal audit findings prior to external audits. - Monitoring of GAP <p><u>Counseling and Registration Unit (<i>Unit Penyuluhan dan Pendaftaran</i>)</u></p> <ul style="list-style-type: none"> - Make training report and training evidences - Training about RSPO and ISPO also everything related to ICS - Training about all regulation and procedure to member - Prepare the training materials - Establish the procedures related to GAP - Conduct membership selection and registration <p><u>Data, Documentation and Sales Unit</u></p> <ul style="list-style-type: none"> - Prepare membership database - Prepare for ICS Committee meeting agenda 	
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		<ul style="list-style-type: none"> - Make a member card for each smallholder - Conduct recapitulation of FFB production, fertilizer and pesticides - Documentation of ICS activities <p><u>OHS, HCV, Fire Response and IPM Unit</u></p> <ul style="list-style-type: none"> - As PIC for HCV, OHS and IPM operational management - Conduct first aid kit monitoring - Communication and consultation with related stakeholder - Conduct training to smallholder about HCV, OHS, Emergency Responses and IPM - Make and install warning board about HCV, OHS and IPM - Conduct soil and leaves sampling <p>Confirmation with cooperative manager and group manager, its confirmed that no changes in the group manager organization to date.</p>	
A.1.2			
Eligibility	The group manager has evidence of legal identity.	Koperasi Serba Usaha Karya Indah already has an institutional form in the form of a Cooperative which was established based on the Deed of Establishment No. 196/518.31/BH/TAR.3/VI/2000 dated June 29, 2000 which was ratified by the Head of the Office of Cooperatives and Small Business Development of Kutai Regency under the name of the Karya Indah Multipurpose Cooperative organization domiciled in Wahau Baru Village, Muara Wahau District, Kutai Regency East.	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied
		The establishment of the Cooperative has been approved by the Minister of Forestry, based on Decree no. AHU-0002230.AH.01.27.Year 2021 dated May 4, 2021 concerning	

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		<p>Ratification of Amendments to the Articles of Association of Karya Indah Marketing Cooperative</p> <p>Koperasi Serba Usaha Karya Indah has compiled the Bylaws and has been signed by the KPSR Management based on the Deliberation Meeting for the Establishment of the Cooperative on June 18, 2000.</p> <p>Koperasi Serba Usaha Karya Indah has obtained approval from the Deed of Establishment from the Office of Small and Medium Enterprises Cooperatives, Kutai - Tenggarong Regency No. 196/518.31/BH/TAR.3/VI/2000 dated June 29, 2000.</p> <p>Koperasi Serba Usaha Karya Indah has obtained a NIB or Risk-Based Business License with a Business Identification Number (NIB: 1256000560689) which was issued on May 8, 2021.</p> <p>The office and land of Koperasi Serba Usaha Karya Indah was "hibah"/grant from the village authority as per letter from Wahau Baru village "Surat Hibah Tanah" dated 2 March 2012. The letter stated Wahau Baru village Head grant the land of 1,848 m².</p>	
A.1.3			
Eligibility	The group has membership requirements.	<p>Koperasi Serba Usaha Karya Indah established membership requirement as documented in "Standar Operasional Prosedur tentang Kriteria dan Syarat Menjadi Anggota Sertifikasi No : 001/SOP.ICS/KSU-KI/II/2021" dated 22 February 2021. The membership requirement are :</p> <p>Criteria to become RSPO certification member</p> <ul style="list-style-type: none"> • Have an oil palm plantation of at least 0.25 Ha and a maximum of 25 Ha located in the area of Wahau Baru Village, Muara Wahau District, East Kutai Regency • Have clear land legality as evidenced by land ownership certificate 	Complied
Milestone A	The group has membership requirements.		Complied
Milestone B	The group has membership requirements.		Non-compliance

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		<ul style="list-style-type: none"> • Land may not be in the area of protected area, production forest, company HGU, rest area (land R), peat moratorium area and not in dispute • Signing a letter of commitment • Register with ICS and filled registration form • Complete all document requirements <ul style="list-style-type: none"> • Copy of ID card • Copy of KK • Passport 3x4 • Copy of land certificate • Attach a photocopy of NPWP and proof of payment of PBB, BPJS Health and Employment if you already have one • ICS will check the suitability of the data and land suitability or carry out a preliminary assessment to see conformity to the RSPO standard • Initial assessment • The approval committee conducts an initial gap assessment for prospective members, including seeing the location of the plantations of prospective Certification members, verifying the legality of the land, conducting interviews with prospective members regarding RSPO and ISPO Certification commitments and mapping the plantations of prospective Certification members. • After data and location verification is complete, the approval committee issues a letter of recommendation to become a member of Certification • The results of the assessment will be discussed in the management meeting to determine whether the prospective member is eligible to become a member of the Certification 	
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		<ul style="list-style-type: none"> • If the member does not meet the requirements to become a member of the Certification, then 2 months are given to fulfill • If the prospective member is not eligible then the file will be returned • Prospective members will become members if approved by the Cooperative Chair and ICS Manager with the signing of the member form and the name of the member in the Membership Decree. • If the prospective member is declared eligible to become a member of the Certification, then the next step is to take care of the STDB and SPPL files to the relevant office <p>Koperasi also have a procedure regarding in and out of member and Sanctions :</p> <ul style="list-style-type: none"> • "SOP Keluar Masuk Anggota No : 002/SOP.ICS/KSU-KI/II/2021" dated 22 February 2021. There are three (3) ways members can resign from membership which is : <ul style="list-style-type: none"> ○ Voluntary resignation ○ Resignation due to the land has been sold (<i>Keluar karena proses jual beli atau pengalihan hak</i>) ○ Resignation due to sanctions or violations • "SOP Peringatan dan Sanksi No : 003/SOP.ICS/KSU-KI/II/2021" dated 22 February 2021. <p>Records of membership registration was reviewed for sampled smallholder, such as :</p> <p>a) Sunarto,</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" 	
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		<ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 1 May 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 3 May 2021; • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 4 May 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/161/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sunarto <ul style="list-style-type: none"> - Section 3 page 133 signed by Sunarto on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sunarto on 12 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 	
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		<p>b) Umar Faruq</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 1 land parcels dated 1 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 5 April 2021; • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 6 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/096/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Umar Faruq on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Umar Faruq on 12 September 2022 stated that no land conflict as stated in Section 4 in this form 	
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		<ul style="list-style-type: none"> - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>c) Mulyono</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 5 land parcels dated 26 March 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 28 March 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 29 March 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/075/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO <ul style="list-style-type: none"> - Section 3 page 133 signed by Mulyono on 8 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights 	
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		<ul style="list-style-type: none"> - Section 6 page 135 signed by Mulyono on 8 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>d) Walijah</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 9 land parcels dated 15 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 24 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 18 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/188/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Walijah - Section 3 page 133 signed by Walijah on 10 September 2022 stated that information in Section 2 of this form are 	
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		<p>correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights</p> <ul style="list-style-type: none"> - Section 6 page 135 signed by Walijah on 10 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 10 September 2022 <p>e) Gogok Sugito</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 1 land parcels dated 24 March 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 29 March 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 30 March 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/019/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 	
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		<ul style="list-style-type: none"> • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Gogok Sugito <ul style="list-style-type: none"> - Section 3 page 133 signed by Gogok Sugito on 12 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Gogok Sugito on 12 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>f) Saring</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 4 land parcels dated 8 May 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 10 May 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 11 May 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 	
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		<ul style="list-style-type: none"> • "STDB Nomor 525/116/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Saring <ul style="list-style-type: none"> - Section 3 page 133 signed by Saring on 7 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Saring on 7 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 12 September 2022 <p>g) Riwan Pratama</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 7 land parcels dated 24 March 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 26 March 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 	
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		<ul style="list-style-type: none"> • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 27 March 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/103/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Riwan Pratama <ul style="list-style-type: none"> - Section 3 page 133 signed by Riwan Pratama on 15 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Riwan Pratama on 15 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 15 September 2022 <p>h) Yantik</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 16 April 2021 	
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		<ul style="list-style-type: none"> • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 19 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 19 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/197/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Yantik <ul style="list-style-type: none"> - Section 3 page 133 signed by Yantik on 5 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Yantik on 5 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 5 September 2022 <p>i) Lasiman</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" 	
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		<ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 2 land parcels dated 16 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 18 April 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 19 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/045/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Lasiman <ul style="list-style-type: none"> - Section 3 page 133 signed by Lasiman on 17 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Lasiman on 17 September 2022 stated that no land conflict as stated in Section 4 in this form - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 17 September 2022 	
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		<p>j) Sutrasno</p> <ul style="list-style-type: none"> • "Kartu Anggota Koperasi Serba Usaha Karya Indah" • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 1 land parcels dated 23 April 2021 • "Berita Acara Verifikasi Lahan dan Dokumen Pekebun Sertifikasi" dated 26 March 2021 • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 26 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 • "STDB Nomor 525/103/DISBUN-KT/STD-B/WB-MW/X/2021" dated 25 October 2021 • "Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)" dated 16 July 2021 • Annex 3 Pekebun Swadaya Anggota RSPO on behalf of Sutrasno <ul style="list-style-type: none"> - Section 3 page 133 signed by Sutrasno on 6 September 2022 stated that information in Section 2 of this form are correct and all my land that participate in RSPO Certification have a clear land use history and not come from deprivation of people's rights - Section 6 page 135 signed by Sutrasno on 6 September 2022 stated that no land conflict as stated in Section 4 in this form 	
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		<ul style="list-style-type: none"> - Section 7 Pernyataan Manager Kelompok signed by ICS Group Manager, Ketua Koperasi and Kepala Desa dated 6 September 2022 <p>Documents for others sampled smallholder has been reviewed.</p> <p>Non-conformances : SOP for Member Registration/Acceptance Requirements is not implemented consistently</p> <p>Objectives evidences : Based on document review, Approval of Membership Registration Form was carried out first compared to ICS management meeting to determine whether the prospective member is eligible to become a member of the Certification. Samples was seen :</p> <p>a) Sunarto,</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 4 May 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 <p>b) Umar Faruq</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 6 April 2021 	
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		<ul style="list-style-type: none"> • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 <p>c) Mulyono</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 29 March 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 <p>d) Walijah</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 18 April 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 <p>e) Gogok Sugito</p> <ul style="list-style-type: none"> • "Berita Acara Penentuan Kelayakan Calon Anggota Sertifikasi Koperasi Serba Usaha Karya Indah" dated 25 May 2021 • "Formulir anggota sertifikasi" approved by ICS Group Manager and Ketua Koperasi dated 30 March 2021 • "Surat Keputusan No : 021/SK.ICS/KSU-KI/V/2021 Tentang Daftar Anggota Sertifikasi" dated 25 May 2021 	
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A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	<p>Details of membership requirements can be seen on indicator A.1.3</p> <p>Verification of all smallholder member upon registration carried out by ICS team, approved by "Komite Persetujuan"/Approval Committee. Recorded under minute/"Berita Acara Verifikasi Lahan Pekebun Sertifikasi".</p> <p>Upon successful verification, the smallholder member signed statement letter "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan". The statement letter consists commitment of each member to:</p> <ul style="list-style-type: none"> a. Committed to the importance sustainable production b. To follow RSPO principle, criteria and indicator c. Committed to provide all information to ICS Group Manager : <ul style="list-style-type: none"> 1) All land holdings 2) Location (coordinates) of all plots currently planted with oil palm 3) Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders) 4) Any plots located on steep slopes 5) Any plots located on peat 6) Details on plans for replanting and expansion of oil palm 7) Any existing land disputes 8) Ownership and land use status 9) Source of farm labour. d. Committed to: 	Complied

		<ol style="list-style-type: none"> 1) Continue to progress along the standard and meet required milestones for progress; 2) Participate in trainings as required and actively participate in the group; 3) Ensuring no forced labour on farm operations and ending any existing forced labour; 4) Pay of national level minimum wage; 5) Respecting the rights of workers to file a complaint; 6) Providing safe working conditions and facilities; 7) No discrimination, harassment or abuse on the farm; 8) Ensuring no child labour on farm operations and ending any existing child labour; 9) Not clearing or acquiring land from indigenous people, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified FPIC approach; 10) Resolving any existing disputes; 11) No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation); 12) Protect HCVs and HCS forests through the precautionary practices approach; 13) No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion; 14) Use of best management practices for oil palm on peat; 15) No burning for preparing land or pest control; 16) Minimising and controlling erosion; 	
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		<p>Sampled smallholder commitment:</p> <ol style="list-style-type: none"> 1) Sunarto, <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 1 May 2021 2) Umar Faruq <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 1 land parcels dated 1 April 2021 3) Mulyono <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 5 land parcels dated 26 March 2021 4) Walijah <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 9 land parcels dated 15 April 2021 5) Gogok Sugito <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 8 December 2020. • "Formulir Anggota", 1 land parcels dated 24 March 2021 	
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		<p>6) Saring</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 4 land parcels dated 8 May 2021 <p>7) Riwan Pratama</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 7 land parcels dated 24 March 2021 <p>8) Yantik</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 10 December 2020. • "Formulir Anggota", 2 land parcels dated 16 April 2021 <p>9) Lasiman</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 2 land parcels dated 16 April 2021 <p>10) Sutrasno</p> <ul style="list-style-type: none"> • "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 12 December 2020. • "Formulir Anggota", 1 land parcels dated 23 April 2021 <p>Documents for others sampled smallholder was reviewed and complied to the procedure and RSPO ISH Standard.</p>	
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Milestone A	All members can demonstrate understanding of membership requirements.	There is no new member joined the cooperative since Group Manager and ICS Team established. Based on interview with sampled smallholder, they understood the rights and obligation lined out in membership requirement.	Complied
Milestone B	All members can demonstrate understanding of membership requirements.	There is no new member joined the cooperative since Group Manager and ICS Team established. Based on interview with sampled smallholder, they understood the rights and obligation lined out in membership requirement.	Complied
A.2 The Group Manager is responsible for managing the Group for certification.			
A.2.1			
Eligibility	The group manager has planned for the implementation of the ICS.	The Group Manager have established plan for the implementation of ICS in the form of "Work Plan 2021/2022". The implementation of work plan can be shown in "Realisasi Kerja Tahun 2021/2022 Koperasi Serba Usaha Karya Indah". Evidence of implementation program among others: <ul style="list-style-type: none"> - ICS Regular meeting: once a month in week 4. - ICS training: January – March 2021 - SHP and Polygon maps development: February - April 2021 - Maps overlay (10 maps): June 2021 - Soil and Leaf analysis/sampling unit: January 2021 - Member admission: January - May 2021 - STDB and SPPL process: July - August 2021 - Training (Field School) for all members, consist of; <ul style="list-style-type: none"> ✓ Module 1 –ISPO and RSPO certification introduction ✓ Module 2 – Regulation compliance ✓ Module 3 – ICS and Smallholder Institutional 	Complied

		<ul style="list-style-type: none"> ✓ Module 4 – Ecosystem analysis, morphology, fisiology palm oil plantation ✓ Module 5 – FFB anatomy & diagnosis of healthy and abnormal seedlings ✓ Module 6 - Oil palm plantation planning simulation ✓ Module 7 - Plant maintenance techniques ✓ Module 8 – Pesticide Impact Analysis ✓ Module 9 - Soil physical analysis and fertilization techniques ✓ Module 10 – Oil palm pest and disease ✓ Module 11 – Harvesting procedure ✓ Module 12 – Replanting techniques ✓ Module 13 - Environmental degradation and recognize the phenomenon of global warming ✓ Module 14 – Introduction of high conservation value ✓ Module 15 - Simulation of erosion, eutrophication and hazardous waste ✓ Module 16 - Handling animal conflicts, fires and OHS ✓ Module 17 - Entrepreneurship and household finance ✓ Module 18 - Farmer financial management ✓ Module 19 - Employment contracts, BPJS employment and minimum wage conversion ✓ Module 20 – SOP and Decree ✓ Module 21 – Internal audit and Filling system ✓ Module 22 - Mechanism for selling rspo certificates and distribution of premiums <p>Evidence of training: attendance list, minutes of training, training material and picture documentation.</p>	
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		<ul style="list-style-type: none"> - ICS team socialization, December 2021 - SOP development & socialization : April – July 2021 - FGD for HCV and SEIA: December 2021 - HCV reporting: December 2021 - SEI reporting: December 2021 - Internal Audit, December 2021 – February 2022 	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>Available documentary evidence to demonstrate that group members have formally joined the group under “Formulir Anggota Sertifikasi RSPO”. Individual members can demonstrate the copy of agreement with group manager. Group manager kept the original Contract agreement letter at the office. Contract agreement are covering agreement of smallholder member to comply with RSPO Independent Smallholder certification standard and fulfil the requirement of KSu Karya Indah term and condition. Smallholder member also signed the statement of commitment to implement the sustainable plantation as per “Formulir Pernyataan Komitmen”.</p> <p>Compliance of the ICS by smallholder member are assess through annual internal inspection. Latest annual inspection conducted in December 2021 – February 2022. Evidence of internal audit are available, such as internal audit checklist and NCR report. Compliance status against requirement of RSPO Independent Smallholder Standard are available. Any findings in the report have been followed up. The group manager can demonstrate compliance of the ICS by individual members.</p>	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied
A.2.2			
Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	Group manager could demonstrate understanding of the ISH standard, group certification and related topics of RSPO certification. It was confirmed during interview with Group Manager. Relevant training for RSPO certification has been followed on 15 January – 5 march 2021:	Complied

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		<p>Internal auditor training of RSPO for Independent smallholder, RSPO P&C for smallholder, ISPO P & C, Cooperative institutional/organisation, Good agriculture practices for palm oil plantation, HCV assessment management and monitoring, Environmental management and monitoring, hazardous waste handling, OHS, Social impact management and monitoring.</p> <p>Group manager ICS have managed sufficient resources to manage Koperasi Jasa Usaha Tani Sejahtera. The Group Manager and Internal Control System has been established as per "Surat keputusan Nomor: 022/SK.ICS/KSU-KI/XII/2022 Tentang Struktur Pengurus Internal Control System (ICS) KSU Karya Indah Desa Wahau Baru" dated 17 December 2020. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> - Group Manager: Suyitno - <i>Komite Persetujuan</i> – Approval Committee: M. Issana Awaluddin, Purwadi - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Saut Juniar, Wahyudi, Sulistiono, Wahono - <i>Unit Penilaian Internal</i> – Internal Assessment Unit: Winardi, Wasiadi, Andrik Setyo Wiboeo, M. Zainuri, Nanang Biantoro - <i>Unit Data, Dokumentasi dan Penjualan</i> – Data, Documentation and Marketing Unit: Sudarmaji, Slamet Rahayu, Rumiatur - <i>Unit K3, Darurat Api dan PHT</i> – OHS, Fire emergency and IPM Unit: Anwar, Ahmad Fatoni, Umar Faruq <p>Furthermore, KSU Karya Indah are divided into 5 area management unit of farmer groups and assigned 5 field supervisor (kerani) to control and manage the smallholder members.</p> <p>To manage programs and activities KSU Karya Indah also establish Job description for each function in ICS structure as per "Jobdesc Pengurus ICS & Pengurus Koperasi" dated 10 May 2021.</p>	
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Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	Group manager have managed sufficient resources to manage KSU Karya Indah.	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	<p>Group manager ICS have managed sufficient resources to manage KSU Karya Indah. The Group Manager and Internal Control System has been established as per "Surat keputusan Nomor: 022/SK.ICS/KSU-KI/XII/2022 Tentang Struktur Pengurus Internal Control System (ICS) KSU Karya Indah Desa Wahau Baru" dated 17 December 2020. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> - <i>Manager Grup</i> - Group Manager: Suyitno - <i>Komite Persetujuan</i> – Approval Committee: M. Issana Awaludinn, Purwadi - <i>Unit Penyuluh dan Pendaftaran</i> – Counseling and Registration Unit: Saut Juniar, Wahyudi, Sulistiono, Wahono - <i>Unit Penilaian Internal</i> – Internal Assessment Unit: Winardi, Wasiadi, Andrik Setyo Wiboeo, M. Zainuri, Nanang Biantoro - <i>Unit Data, Dokumentasi dan Penjualan</i> – Data, Documentation and Marketing Unit: Sudarmaji, Slamet Rahayu, Rumiatur - <i>Unit K3, Darurat Api dan PHT</i> – OHS, Fire emergency and IPM Unit: Anwar, Ahmad Fatoni, Umar Faruq <p>Furthermore, KSU Karya Indah are divided into 5 area management unit of farmer groups and assigned 5 field supervisor (kerani) to control and manage the smallholder members.</p> <p>The Group Manager of the KSU Karya Indah has the competence and experience in managing an organization as evidenced by several trainings that have been followed and the experience he has.</p> <p>Some certificates from training ever followed by the group manager - Mr. Suyitno has competence and experience, including:</p> <ul style="list-style-type: none"> - Training Lokalatih terbaik dated 15 January – 5 March 2021. The training are covering: RSPO P&C for smallholder, ISPO P & C, 	Complied

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		<p>Cooperative institutional/organisation, Good agriculture practices for palm oil plantation, HCV assessment management and monitoring, Environmental management and monitoring, hazardous waste handling, OHS, Social impact management and monitoring. Training delivered in series of training by Fortasbi, Ministry of Agriculture, RSPO Indonesia (RILO), SNV trainer, Social and legal expert.</p> <ul style="list-style-type: none"> - Introduction of RSPO Internal Audit Training by Tuv Rheinland on 15 November 2021. - Internal auditor Training of RSPO For Independent Smallholder by Tuv Rheinland on 19 – 21 June 2021. - Basic OHS, Fire emergency plan and response by Posko Damkar Kec. Kongbeng & GIZ on 20 March 2021. - First Aid Training & OHS by UPT Puskesmas Muara Wahau, dated 24 February 2022. <p>Based on interview with Group manager, observation to the field and group office, demonstrated sufficient resources in term of human capital, financial, buildings and other infrastructure such as working tools, PPE, emergency response equipment, hazardous waste storage.</p>	
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>KSU Karya Indah has develop annual training plan as documented in "Work Plan 2021/2022". Training plan are covering RSPO ISH Standard, among others:</p> <ul style="list-style-type: none"> ✓ Module 1 –ISPO and RSPO certification introduction ✓ Module 2 – Regulation compliance ✓ Module 3 – ICS and Smallholder Institutional ✓ Module 4 – Ecosystem analysis, morphology, fisiology palm oil plantation 	Complied

		<ul style="list-style-type: none"> ✓ Module 5 – FFB anatomy & diagnosis of healthy and abnormal seedlings ✓ Module 6 - Oil palm plantation planning simulation ✓ Module 7 - Plant maintenance techniques ✓ Module 8 – Pesticide Impact Analysis ✓ Module 9 - Soil physical analysis and fertilization techniques ✓ Module 10 – Oil palm pest and disease ✓ Module 11 – Harvesting procedure ✓ Module 12 – Replanting techniques ✓ Module 13 - Environmental degradation and recognize the phenomenon of global warming ✓ Module 14 – Introduction of high conservation value ✓ Module 15 - Simulation of erosion, eutrophication and hazardous waste ✓ Module 16 - Handling animal conflicts, fires and hazardous waste ✓ Module 17 - Entrepreneurship and household finance ✓ Module 18 - Farmer financial management ✓ Module 19 - Employment contracts, BPJS employment and minimum wage conversion ✓ Module 20 – SOP and Decree ✓ Module 21 – Internal audit and Filling system ✓ Module 22 - Mechanism for selling RSPO certificates and distribution of premiums <p>Evidence of training: attendance list, minutes of training, training material and picture documentation.</p> <p>The training plan 2021 has been implemented accordingly.</p>	
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<p>Milestone A</p>	<p>The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.</p>	<p>Group Manager has implement a phased approach to ensure members have progressively attended training on the ISH Standard.</p> <p>Group Manager has develop field school class in 5 location to ensure all smallholkder member are easy to access the field school:</p> <ul style="list-style-type: none"> - KI 1 Class – located in Persil Bapak Sukaryanto - KI 2 Class – located in Persil Bapak Watino - KI 3 Class – located in Persil Bapak Mubakir - KI 4 Class – located in Persil Bapak Tarmi - KI 5 Class – located in Persil Bapak Muhamad Zaenuri <p>Each field school class has WhatsApp group for communication and coordination between members and ICS.</p> <p>Group Manager and ICS ensure that all members shall be attend the training accordingly. The person who can't attend the training, Koperasi provide the follow up training and training material to share with the smallholder member. All module training are shared to all members as well.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>Smallholder member has attend the training and has understanding of the ISH standard group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations. Evidence of training attendance can be shown in "Laporan Sekolah Lapang" for each module training, there are 21 module/topics of training covering all aspect of RSPO ISH standard. It was confirmed during field visit to smallholder plots and interview with smallholder member sampled (28 members).</p> <p>Below are the evidence of training that has been conducted:</p> <p>Smallholders</p>	<p>Complied</p>

		<p>a. Training about BMP procedure, internal memorandum and policy conducted per farmers group:</p> <ul style="list-style-type: none"> • Material 1; RSPO and ISPO Training (Training Material No.1) on 22 March 2021 was attended by 55 members, 23 March 2021 was attended by 79 members, 24 March 2021 was attended by 25 members, 25 March 2021 was attended by 37 members. All members have attended training. • Material 2; Cooperative Institutions (Cooperative and ICS) on 8 April 2021 was attended by 39 members, 6 April 2021 was attended by 66 members, 7 April 2021 was attended by 37 members, 8 April 2021 was attended by 41 members. All members have attended training. • Material 3: Regulatory Compliance Training on 29 March 2021 was attended by 41 members, 31 March 2021 was attended by 61 members, 1 April 2021 was attended by 38 members. All members have attended training. • Material 4: Analysis of Oil Palm Ecosystems, Morphology and Physiology of Oil Palm Growth, Water Cycle in Oil Palm Plantation Ecosystem on 12 April 2021 was attended by 40 members, 13 April 2021 was attended by 68 members, 14 April 2021 was attended by 39 members, 15 April 2021 was attended by 38 members. All members have attended training. • Material 5: Anatomy of Oil Palm Fruit, Diagnosis of Healthy Seeds and Abnormal Seeds on 6 April 2021 was attended by 25 members, 19 April 2021 was attended by 39 members, 20 April 2021 was attended by 38 members, 21 April 2021 was attended by 38 members, 22 April 2021 was attended by 35 members. All members have attended training. • Material 6; Simulation of Oil Palm Plantation Planning and Simulation of Spacing and Planting on 26 April 2021 was attended by 40 	
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		<p>members, 27 April 2021 was attended by 61 members, 28 April 2021 was attended by 38 members, 29 April 2021 was attended by 39 members. All members have attended training.</p> <ul style="list-style-type: none"> • Material 7: Teknik of Oil Palm Maintenance Training on 2 May 2021 was attended by 40 members, 4 May 2021 was attended by 59 members, 5 May 2021 was attended by 37 members, 6 May 2021 was attended by 36 members. All members have attended training. • Material 8: Impact Analysis of Pesticides Use Training on 24 May 2021 was attended by 39 members, 25 May 2021 was attended by 58 members, 26 May 2021 was attended by 34 members, 27 May 2021 was attended by 38 members. All members have attended training. • Material 9: Analysis of Soil Physical Condition and Manuring Procedures on 31 May 2021 was attended by 38 members, 1 June 2021 was attended by 58 members, 2 June 2021 was attended by 38 members, 3 June 2021 was attended by 36 members. All members have attended training. • Material 10; Pest and Disease of Palm Oil dated 7 June 2021 was attended by 37 members, 8 June 2021 was attended by 69 members, 9 June 2021 was attended by 37 members, 8 April 2021 was attended by 38 members. All members have attended training. • Material 11; Harvesting Procedure Training on 14 June 2021 was attended by 39 members, 15 June 2021 was attended by 58 members, 16 June 2021 was attended by 38 members, 17 April 2021 was attended by 34 members. All members have attended training. • Material 12; Replanting Training on 21 June 2021 was attended by 37 members, 22 June 2021 was attended by 58 members, 23 June 2021 was attended by 37 members, 24 June 2021 was attended by 36 members. All members have attended training. 	
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		<ul style="list-style-type: none"> • Material 15: Hazardous waste training on 12 July 2021 was attended by 41 members, 13 July 2021 was attended by 71 members, 14 July 2021 was attended by 45 members, 15 July 2021 was attended by 42 members. All members have attended training. • Material 17; Farmers Finance training on 26 July 2021 was attended by 41 members, 27 July 2021 was attended by 71 members, 28 July 2021 was attended by 45 members, 29 July August 2021 was attended by 42 members. All members have attended training. • Material 21; Internal Audit training on 23 August 2021 was attended by 41 members, 24 August 2021 was attended by 71 members, 25 August 2021 was attended by 45 members, 26 August 2021 was attended by 42 members. All members have attended training. • Material 22; Certification Sales Mechanism of ISPO and RSPO on 6 September 2021 was attended by 41 members, 7 September 2021 was attended by 71 members, 8 September 2021 was attended by 45 members, 9 September 2021 was attended by 42 members. All members have attended training. <p>b. Firefighting and alternative for using fire conducted per farmers group.</p> <ul style="list-style-type: none"> • Material 16; Fire Management and Fire Emergency, OHS and animal conflict training on 7 June 2021 was attended by 41 members, 8 June 2021 was attended by 71 members, 21 July 2021 was attended by 45 members, 8 April 2021 was attended by 42 members. All members have attended training. • Material 19; Work Agreement, Work Insurances, and Wages Conversion on 9 August 2021 was attended by 41 members, 10 August 2021 was attended by 71 members, 11 August 2021 was attended by 45 members, 12 August 2021 was attended by 42 members. All members have attended training. <p>c. HCV and HCS Training</p>	
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		<ul style="list-style-type: none"> • Material 14; HCV, HCS Training on 5 July 2021 was attended by 41 members, 6 July 2021 was attended by 71 members, 7 July 2021 was attended by 45 members, 8 July 2021 was attended by 42 members. All members have attended training. • Limited Pesticides Use training, dated 16 June 2021 attended by 10 members (M. Zanuari, Awaludin, Agus Zubaedi, Jajik Siwahono, Boimin, Suyanto, Turasman, Zumari, Karsiman, Wagiman), by Komisi Pestisida Kabupaten Kutai Timur. <p>Capacity Building for Board of ICS</p> <ul style="list-style-type: none"> • First Aid Training on behalf Suyitno, Anwar on 24 February 2022 by UPT Puskesmas Muara Wahau. • Internal Audit ISPO attended by Andrik Setyo Wibowo, Suyitno, Wasiadi, dated 26-28 January 2022 by Kompasnia Enviro. • Internal Audit RSPO (online by zoom), was attended by Wasiadi, Andrik SW, M Zainuri, Suyitno, Nanang Biantoro, Saut Juniar, on 15 November 2021 by TUV Rheinland, ICeBa (Indonesia Cerdas Berdaya) and RSPO Secretariat. • Internal Audit RSPO, was attended by Suyitno, Winardi, Slamet Rahayu, M Issana Awaludin, Paliano on 19-21 June 2021 by TUV Rheinland. • Basic Training / Lokalatih (Basic safety, occupational illness, venomous and dangerous animals, handling poisoning and first aid, emergency preparedness) attended by Suyitno, Widy Anwar, M Issana Awaludin, Anwar, Paliano, Andri SW, MJ Nuri, Nanang Biantoro, Slamet Rahayu, Darmaji, Sulistiono, Wasyadi, Winardi, Purwadi, Rumiyatun, Saut Juniar and Ahmad Fatoni dated 15 January 2021 – 5 March 2021 by FORTASBI. 	
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		<ul style="list-style-type: none"> • Limited Pesticides Use training, dated 16 June 2021 attended by Purwadi, Anwar, M. Zanuari, Slamet Rahyu, M Issana Awaludin, Paliano, 14 members by Komisi Pestisida Kabupaten Kutai Timur. • Basic Safety / K3, Fire training dated 20 March 2021 attended by ICS Team for example: ICS Team, Bambang Sukarno, Sumitra Hidayat, Suharso and Lisyanto. <p>ICS Manager;</p> <ul style="list-style-type: none"> • Internal Audit RSPO, dated 19-21 June 2021 by TUV Rheinland. • Internal Audit ISPO attended by Suyitno, dated 26-28 January 2022 by Kompas Enviro. • Basic Training / Loklatih (RSPO ISPO standards, Cooperative Institutions, ICS, manage the land without fire, SEIA, SIA, LUCA), dated 15 January 2021 – 5 March 2021 by FORTASBI 	
B – ICS: Policies and management			
B.1 The group Internal Control System contains documented policies and procedures for operational management.			
B.1.1			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	Koperasi Serba Usaha Karya Indah has appointed the Internal Control System (ICS) Committee as per "Surat Keputusan No : 002/SK.ICS/KSU-KI/XII/2020 Tentang Struktur Pengurus Internal Control System (ICS)" dated 17 December 2020 and ICS Group Manager as per "Surat Keputusan No : 001/SK.ICS/KSU-KI/XII/2020 tentang Penunjukan Manager ICS (Internal Control System) " dated 14 December 2020. ICS Structure are : <ul style="list-style-type: none"> a. Group Manager : Suyitno b. Approval Committee : M. Issana Awaludin and Purwadi c. Counselling and Registration Unit : <ul style="list-style-type: none"> - Saut Juniar, Wahyudi, Sulistiono and Wahono 	Complied

		<p>d. Internal Audit Unit :</p> <ul style="list-style-type: none"> - Winardi, Wasiadi, Andrik Setyo Wibowo, M. Zainuri and Nanang Biantoro <p>e. Data, Documentation and Sales Unit</p> <ul style="list-style-type: none"> - Sudarmaji, Slamet Rahayu and Rumiatur <p>f. OHS, HCV, Fire Response and IPM Unit</p> <ul style="list-style-type: none"> - Anwar, Ahmad Fatoni and Umar Faruq <p>ICS job descriptions as per "Job Desc Pengurus ICS & Pengurus Koperasi", such as :</p> <p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Registration for RSPO membership - Palmtrace registration - Responsible for RSPO palmtrace transaction - Issue Warning Letter (<i>Surat Peringatan</i>) to member - Checking the internal audit process and result - Responsible for STDB and SPPL issuance by governance - Socialization about RSPO to member - Make workplan for each unit in ICS <p><u>Approval Committee (Komite persetujuan)</u></p> <ul style="list-style-type: none"> - Help the ICS Group Manager - Establish a procedures about membership requirements - Conduct verification of member data and their land - Make a verification and recommendation letter - Ensure the internal audit conducted in accordance to procedure 	
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		<ul style="list-style-type: none"> - Accept appeal from members if there are member who not agree with internal audit result <p>Internal Audit Unit</p> <ul style="list-style-type: none"> - Coordinator for conducting internal audit - Prepare and establish Annual Internal program - Prepare and establish internal audit plan - Prepare question/checklist for internal audit in designated format. - Ensure follow up upon internal audit findings prior to external audits. - Monitoring of GAP <p>Koperasi Serba Usaha Karya Indah has "Standar Operasional Prosedur tentang Peringatan dan Sanksi Anggota No. 003/SOP.ICS/KSU-KI/II/2021" dated 22 February 2021, this procedures related to expulsion and sanctions for members who fail to comply with the established procedure.</p> <p>Based on interview with ICS manager, sample farmers and data verification, there is no change of the number of groups members since group has been established, this is because the ICS team is active in accompanying complaints from farmers to eliminate member dissatisfaction which will lead to violations, so member farmers also state that they have been fostered in the operational process of their plantations by the ICS team.</p> <p>Koperasi Serba Usaha Karya Indah has "Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No : 007/SOP.ICS/KSU-KI/V/2021" dated 24 May 2021. In the procedure stated about :</p>	
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		<ul style="list-style-type: none"> Section IV.A.3 "Metodologi – Frekuensi Audit Internal dilakukan paling sedikit 1 kali dalam 1 tahun untuk setiap petani, sesuai dengan rencana kerja tahunan" – Internal audit frequency carried out minimum once in 1 year for each smallholder farmer, in accordance to yearly work plan. Methodology: <ul style="list-style-type: none"> - Internal audit conducted before External Audit - Evaluation point: audit based on individual smallholder member (not based on land), all cooperative committee shall be audited by internal audit; Internal auditor will audit smallholder member doing replanting; Internal auditor will audit smallholder member doing oil palm plantation expansion; Internal auditor will audit new smallholder member; Internal auditor will audit smallholder with history of non-conformity; Section IV.B explains the competence requirement in "Kompetensi Internal Audit – tidak memiliki konflik kepentingan, harus memiliki sumber daya yang profesional, berkapasitas, bisa bersikap objektif, mempunyai keinginan memperbaiki serta loyalitas yang tinggi, dapat bekerjasama dengan semua pihak" – Internal Auditor competence; does not have conflict of interest, has professional resources, have the capacity for internal audit, objective, continuous improvement and loyalty, cooperate with all parties. Section C explain the internal audit risk management – There are 12 point in internal auditor evaluation, 112 point in checklist to be verified; if the result below 50%, the internal auditor will re-conduct internal audit with time of compliance within 3 months. If this condition applied, then the internal audit will be conducted 2 times in a year; If the results above 50% then the audit only one time per year. 	
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		<ul style="list-style-type: none"> • Section F explains the finding report "Penulisan dan Pelaporan Hasil Audit – Auditor melaporkan hasil temuannya ke dalam "Formulir Laporan Ketidaksesuaian" dan diberikan kepada Auditee dan Kepala Audit Internal. Mereka hasil temuan dan perbaikan di form yang sudah tersedia dan dilaporkan kepada Kepala Audit Internal selambatnya 30 hari pasca audit" – Internal Audit Report Writing – Auditor reporting the finding into "Formulir Laporan Ketidaksesuaian" and reported to Auditee and Internal Audit Manager, the findings and report submitted within 30 days post audit. • Section G explains the sanction "Tindak Lanjut Audit – Unit Audit Internal bersama auditee menentukan kapan rencana perbaikan dilakukan. Masa perbaikan dilakukan selambatnya 90 hari setelah disampaikan hasil audit. Tindak lanjut bisa dilakukan saat audit berikutnya sesuai program audit atau adanya audit tambahan di luar program audit" – Audit Follow Up – Internal Audit Unit with auditee will determine when the follow up audit/NC verification audit carried out. Timeframe for NC verification audit max. 90 days after audit result communicated. Follow up carried out on subsequent audit or additional audit outside audit program. <p>Koperasi Serba Usaha Karya Indah also has "Standar Operasional Prosedur tentang Perbaikan Hasil Audit No : 009/SOP.ICS/KSU-KI/V/2021" dated 24 May 2021. Sanction if findings not followed up :</p> <ul style="list-style-type: none"> • In point 3 stated that internal audit shall informed internal audit result to member and its correction time (finding within 90 days after internal audit). • In point 5 stated that ICS Group Manager have rights to issued warning (verbal) if members do not correct the finding 	
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		<ul style="list-style-type: none"> • In point 6 stated that ICS Group Manager have rights to give Surat Peringatan 1 dan Surat Peringatan 2, also dismissed the member membership if they not make a correction of finding. <p>ICS has an internal auditor who has been trained by TUV Rheinland and FORTASBI :</p> <ol style="list-style-type: none"> a. Suyitno, Certificate Registration No. ZID1/246118867/32 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. b. Winardi, Certificate Registration No. ZID1/246118867/34 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. c. Slamet Rahayu, Certificate Registration No. ZID1/246118867/28 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. d. M. Issana Awaludin, Certificate Registration No. ZID1/246118867/17 dated 30 July 2021. Training was conducted on 19 – 21 June 2021. e. Paliano, Certificate Registration No. ZID1/246118867/21 dated 31 July 2021. Training was conducted on 19 – 21 June 2021. f. Wasiadi, Training Certificate from Tuv Rheinlad and ICEBA dated 15 November 2021 about Audit Internal g. Andrik Setyo Wibowo, Training Certificate from Tuv Rheinlad and ICEBA dated 15 November 2021 about Audit Internal h. Muhammad Jaenuri, Training Certificate from Tuv Rheinlad and ICEBA dated 15 November 2021 about Audit Internal i. Suyitno, Training Certificate from Tuv Rheinlad and ICEBA dated 15 November 2021 about Audit Internal j. Nanang Biantoro, Training Certificate from Tuv Rheinlad and ICEBA dated 15 November 2021 about Audit Internal 	
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		Koperasi also have an appeal procedure "SOP Banding Anggota No : 008/SOP.ICS/KSU-KI/V/2021" dated 24 May 2021. In procedure explain that member can appeal the internal audit in written to Approval Committee attached with internal audit result. Approval Committee will verified within 7 days.	
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	Procedure related to Internal audit and its follow up can be seen in B.1.1 Eligibility above.	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	<p>Internal audit was conducted to 195 members (total 195 members) on December 2021 – February 2022. Records was seen and reviewed, such as :</p> <ul style="list-style-type: none"> • "Program Kerja Tahunan Unit Penilaian Internal KSU Karya Indah tahun 2021-2022" • "Jadwal Kesiediaan Audit Internal", consist of name of smallholder and when they can be audited by internal auditor, example : Abdul Hamid willing to be audited on 21 December 2021; Bejo Widarto willing to be audited on 23 December 2021; Gogok Sugito willing to be audited on 12 January 2022; and, Giran willing to be audited on 16 February 2022. • Records : <ul style="list-style-type: none"> ➤ Member name : Sukarman, Auditor : Winardi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal": 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 December 2021. Evidences of corrective action and date of follow up were not available ➤ Member name : Riwan, Auditor : Saut, Date : 12 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit 	Non-compliance

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		<p>Internal" dated 18 January 2022. Evidences of corrective action and date of follow up were not available</p> <ul style="list-style-type: none"> ➤ Member name : Lasiman, Auditor : Andrik, Date : 13 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded only 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 21 January 2022. Evidences of corrective action and date of follow up were not available ➤ Member name : Sumar, Auditor : Wasiadi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 December 2021. Evidences of corrective action and date of follow up were not available ➤ Member name : Walijah, Auditor : Muhammad Jainuri ; Date : 14 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 15 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 15 January 2022. Evidences of corrective action and date of follow up were not available <p>"Absensi Audit Internal Koperasi Serba Usaha Karya Indah", attended by 195 members (total 195 members)</p> <p>Non-conformance: SOP for Internal audits not implemented consistently</p> <p>Objective Evidence: Koperasi Serba Usaha Karya Indah has conducted internal audit in December 2021 - February 2022. Internal audit reports was informed to members in several date, the last one was in February 2022.</p>	
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		<p>However, based on document verification and interviews with ICS, the Cooperative has not yet determined the criteria for finding in the internal audit process. Also, it was found that the internal audit records were not in accordance with the procedures, for example:</p> <ul style="list-style-type: none"> f) Member name : Sukarman, Auditor : Winardi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal": 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 December 2021. Evidences of corrective action and date of follow up were not available. g) Member name : Riwan, Auditor : Saut, Date : 12 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 18 January 2022. Evidences of corrective action and date of follow up were not available. h) Member name : Lasiman, Auditor : Andrik, Date : 13 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 10 findings; "Form laporan hasil audit internal" recorded only 7 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 21 January 2022. Evidences of corrective action and date of follow up were not available. i) Member name : Sumar, Auditor : Wasiadi, Date : 22 December 2021. Findings based on "Form Pertanyaan Audit Internal" : 9 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 25 	
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		<p>December 2021. Evidences of corrective action and date of follow up were not available.</p> <p>j) Member name : Walijah, Auditor : Muhammad Jainuri ; Date : 14 January 2022. Findings based on "Form Pertanyaan Audit Internal" : 15 findings; "Form laporan hasil audit internal" recorded 9 findings. "Bukti Serah Terima Berkas Laporan Hasil Audit Internal" dated 15 January 2022. Evidences of corrective action and date of follow up were not available.</p> <p>As per "Standar Operasional Prosedur tentang Pelaksanaan Audit Internal No : 007/SOP.ICS/KSU-KI/V/2021" dated 24 May 2021 and "Standar Operasional Prosedur tentang Perbaikan Hasil Audit No : 009/SOP.ICS/KSU-KI/V/2021" dated 24 May 2021, stated that findings in internal audit shall be corrected max. 90 days after audit result communicated. But, the evidences of corrective action and date of follow up were not available as mentions in samples above.</p>	
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>The basic information, farm information, legal documentation for land hectarage was found consistent.</p> <p>1) Legal documentation of group member see Criterion 2.1</p> <p>2) Production data see Indicator D.1.1 and D.2.1</p> <p>3) Signed smallholder declarations see Indicator A.1.4</p>	Complied
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Complied
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Complied
C – ICS: Group Business planning			

C.1 The group has a Business Plan prepared with the participation and contributions of all group members			
C.1.1			
Eligibility	An annual group business plan is available, which includes <ul style="list-style-type: none"> • Production and income forecasting based on historical records • Plans for expansion 	Koperasi Serba Usaha Karya Indah has set the annual business plan. That document informed of estimate of FFB production, replanting area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next year ahead.	Complied
Milestone A	The group business plan is implemented and reviewed at least annually.	Koperasi Serba Usaha Karya Indah has established the annual group business plan year 2022-2025 and has reviewed at least annually, the last review has conducted on 13 March 2022.	Complied
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	Koperasi Serba Usaha Karya Indah has demonstrated financial stability and growth, and is able to support itself financially, for examples: Continuity of ICS program, e.g.: Install of signboard sampling at kavling's member, install of owl cage, OHS socialization, drainage maintenance, training for ICS and members, road maintenance and Temporary Storage for Hazardous Waste.	Complied
C.2 The ICS of the group is integrated with the group's management plan.			
C.2.1			
Eligibility	A group management plan is available which includes: <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	<p>Koperasi Serba Usaha Karya Indah has prepared a group management plan to improve productivity of group members, a management plans have included training/capacity building plans and an approach to strengthen links within supply chain.</p> <p>Training/capacity building plans to improve productivity of group members.</p> <p>Training:</p> <p>Organization has showed the relevant training program to improve productivity of group members as mentioned in "Rencana Pelatihan</p>	Complied

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		<p>Koperasi Serba Usaha Karya Indah” including best management practices training, zero burning, integrated pest management, occupational safety and health, management of cooperation, FFB pricing mechanism, supply chain (FFB/CPO/PK production record). The training record refers to indicator A.2.3.</p> <p>For the capacity building plans, the organization plans to coordinate with the Pupuk Kaltim (PKT) in providing fertilizer for members, because the supply of fertilizer from the main cooperative is limited for certain months.</p> <p>An approach to strengthen links within the supply chain.</p> <p>Organization has an approach to strengthen links within the supply chain, the approach is to coordinate continuously with PT Dharma Satya Nusantara (DSN Group) PKS 11 in further improving the quality of the FFB of groups members as mentioned in the Agreement Letter regarding “Pelaksanaan Kerjasama Mendukung Perkebunan Sawit Rakyat Berkelanjutan Kecamatan Muara Wahau” dated 13 April 2022 regarding the quality of FFB grading has mentioned in the Agreement at point D – “Metode Panen Terkendali Grading Rendah”.</p> <p>Plan for continuous improvement projects</p> <p>The organization has a continuous improvement project for Pest Control with Integrated Pest Management, the organization has planted Turnera subulate (<i>Bunga pukul sembilan</i>) at member’s parcels, for Y2021 the organization planted 300 trees of Turnera subulata, and Y2022 (until September) planted 700 trees of Turnera subulata.</p>	
Milestone A	The group management plan is implemented and reviewed at least annually.	Koperasi Serba Usaha Karya Indah has appointed 5 internal ICS auditors on behalf of Wasiadi, Winardi, Andrik SW, M Zainuri and	Complied

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		<p>Nanang Biantoro as mentioned in the Surat Keputusan No. 002/SK.ICS/KSU-KI/XII/2020 "Struktur Pengurus ICS KSU Karya Indah Desa Wahau Baru". The internal auditor has been appointed to check the implementation of the group management plan through internal audit, internal auditors also coordinate to the Supervisory Agency/<i>Badan Pengawas</i>. This internal audit team has participated in RSPO Smallholder Training which was facilitated by the TUV Rheinland and ICEBA, for example certificate registration for Winardi Certificate No. ZID1/246118867/34 on 19-21 June 2021, Nanang Biantoro on 15 November 2021, M Janinuri on 15 November 2021. Audit activities are carried out by Internal Auditor within 3 months until all members are audited. Based on the records of the results of the audit in 2021 and 2022 (December 2021 – February 2022), there are records of audit findings as follows no boundary for pesticides application and the implementation of BMP has not been maximal (delay in weeding, pruning and so on).</p> <p>Koperasi Serba Usaha Karya Indah has held an annual review meeting/Rapat Anggota Tahunan schedule to review the group management plan on 19 March 2022. Annual Review Meeting has discussed the following:</p> <ul style="list-style-type: none"> • Develop Koperasi Serba Usaha Karya Indah Production in 2022. • Plan of Certification of RSPO and ISPO standards. • Installing of warning board related HCV, and zero burning. <p>Koperasi Serba Usaha Karya Indah also has a Supervisory Agency/<i>Badan Pengawas</i> (Kamari, Wahono, Sumardi) which functions to supervise the operational and financial activities of cooperatives.</p>	
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Milestone B	The group manager demonstrates the group’s compliance with this ISH Standard.	<p>Koperasi Serba Usaha Karya Indah has appointed Saut Juniar, Wahyudi, Sulistiono, and Wahono (Unit Penyuluhan dan Pendaftaran) as the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards as mentioned in the job desk of ICS Structure.</p> <p>Based on interview with person in charge of ICS Manager stated that group has the program for Internal Inspection to ensure compliance with ISH standard. Also, Koperasi Serba Usaha Karya Indah has prepared the annual training program to refresh the understanding of ISH requirement. The ICS Manager demonstrates compliance of Koperasi Serba Usaha Karya Indah with this Independent Smallholder Standard.</p>	Complied												
D – ICS: Group trading system for certified volumes															
D.1 The group has a procedure and system in place for the tracking of FFB.															
D.1.1															
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not sold RSPO certified FFB or claim credit.</p> <p>Data of Production in 2021</p> <table border="1" data-bbox="1133 1086 1597 1382"> <thead> <tr> <th>Month</th> <th>MT*</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1,252.80</td> </tr> <tr> <td>February</td> <td>1,212.19</td> </tr> <tr> <td>March</td> <td>1,173.32</td> </tr> <tr> <td>April</td> <td>1,144.10</td> </tr> <tr> <td>May</td> <td>1,108.40</td> </tr> </tbody> </table>	Month	MT*	January	1,252.80	February	1,212.19	March	1,173.32	April	1,144.10	May	1,108.40	Complied
Month	MT*														
January	1,252.80														
February	1,212.19														
March	1,173.32														
April	1,144.10														
May	1,108.40														

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June	1,154.20
July	1,092.68
August	1,080.80
September	1,006.90
October	1,146.42
November	975.71
December	913.69
Total	13,261.21

Data of Production in 2022 (until August 2022)

Month	MT*
January	836.13
February	818.51
March	1,008.68
April	1,252.79
May	1,380.29
June	1,549.40
July	1,668.63
August	1,437.13
Total	9,951.57

**) sold as non-certified*

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<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>Koperasi Serba Usaha Karya Indah has established document related to roles and responsibilities of "Group Manager" as per 002/SK.ICS/KSU-KI/XII/2020 dated 17 December 2020, point k stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Karya Indah RSPO_PO1000014561.</p> <p>ICS manager and Unit Penjualan maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>Group Manager maintains annual production records and sales of certified volumes of all FFB sources.</p>	<p>The organization Koperasi Serba Usaha Karya Indah using record FFB production per smallholder member per month. This monthly FFB production data collected by "Krani". The monthly FFB production data from Krani summarized by Group Manager team.</p> <p>Sampled Harvest Notes:</p> <p>Supriho KI-161 (area 1ha):</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 8 June 2022, qty 614 Kg; 2nd rotation on 18 June 2022, qty 1,243 Kg. • Period July 2022: 1st rotation on 8 July 2022, qty 647 kg, 2nd rotation on 18 July 2022, qty 565 kg. • Period August 2022: 1st rotation on 8 August 2022, qty 1,564 kg, 2nd rotation on 18 August 2022, qty 1,412 kg. <p>Jaitun KI.029 (area 2ha):</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> • Period June 2022: 1st rotation on 12 June 2022, qty 2,607 Kg; 2nd rotation on 24 June 2022, qty 1,686 Kg. • Period July 2022: 1st rotation on 12 July 2022, qty 1,570 kg, 2nd rotation on 24 July 2022, qty 12,028 kg. • Period August 2022: 1st rotation on 6 August 2022, qty 1,623 kg, 2nd rotation on 17 August 2022, qty 1,912 kg. <p>Saripudin – KI.115 (area 2ha)</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,515 Kg; 2nd rotation on 18 June 2022, qty 1,311 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 1,252 Kg; 2nd rotation on 18 July 2022, qty 1,323 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,091 Kg; 2nd rotation on 18 August 2022, qty 1,362 Kg. <p>Giman – KI.019 (area 2ha)</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 3,024 Kg; 2nd rotation on 18 June 2022, qty 3,468 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 2,863 Kg; 2nd rotation on 18 July 2022, qty 2,776 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,704 Kg; 2nd rotation on 18 August 2022, qty 1,380 Kg. <p>Lasino – KI.138</p> <ul style="list-style-type: none"> • Period June 2022: 1st rotation on 2 June 2022, qty 1,833 Kg; 2nd rotation on 18 June 2022, qty 1,351 Kg • Period July 2022: 1st rotation on 06 July 2022, qty 2,013 Kg; 2nd rotation on 18 July 2022, qty 2,088 Kg. • Period August 2022: 1st rotation on 2 August 2022, qty 1,500 Kg; 2nd rotation on 18 August 2022, qty 1,158 Kg. 	
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		<p>Koperasi Serba Usaha Karya Indah was prepared a record of FFB production from some group member selling their FFB to PT. Dharma Satya Nusantara – DSN Group, the organization has input the form of delivery through program” DSN WB Transport”, in the program must input the time, plat no, name of driver, quantity of bunches and block. The program installed in the handphone of operator/driver, the organization also input the Delivery Order, samples seen as follows:</p> <ul style="list-style-type: none"> • Delivery Order No. SP.TBS: 7220019089 dated 23 June 2022 qty 365 bunches, Block 1 – KI (Karya Indah), and weighbridge ticket No. 0011052 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 6,842kg, Driver Sunarto, Plat No. KT8932DC. • Delivery Order No. SP.TBS:7210011815 dated 25 June 2022 qty 300 bunches, Block I – KI (Karya Indah), and weighbridge ticket No. 0021672 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 4,593kg, Driver Pendi, Plat No. KT8221XY. • Delivery Order No. SP.TBS:7210011816 dated 25 June 2022 qty 380 bunches, Block I – KI (Karya Indah), and weighbridge ticket No. 0021698 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,122kg, Driver Akhmadi, Plat No. AG9478UV. • Delivery Order No. SP.TBS: 7210006733 dated 14 July 2022 qty 350 bunches, Block II – UTS (Usaha Tani Sejahtera), and weighbridge ticket No. 0446467 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,660kg, Driver Ahmad, Plat No. AG9478UV. • Delivery Order No. SP.TBS: 7220019100 dated 22 July 2022 qty 358 bunches, Block I – KI (Karya Indah), and weighbridge ticket No. 0009135 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 6,861kg, Driver Sunarto, Plat No. KT8932DC. • Delivery Order No. SP.TBS:7220005849 dated 31 August 2022 qty 431 bunches, Block I – KI (Karya Indah), and weighbridge 	
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		<p>ticket No. 0016286 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 7,400kg, Driver Slamet, Plat No. KT8141PC.</p> <ul style="list-style-type: none"> • Delivery Order No. SP.TBS:7220006612 dated 03 August 2022 qty 430 bunches, Block I – KI (Karya Indah), and weighbridge ticket No. 0009518 – PKS 11 PT Dharma Inti Sawit – DSN Group, qty 4,526kg, Driver Kodim, Plat No. KT8216RM. <p>The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	
D.2 The group documents and implements a system for the tracking of FFB			
D.2.1			
Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	<p>Koperasi Serba Usaha Karya Indah has established document related to roles and responsibilities of “Group Manager” as per 002/SK.ICS/KSU-KI/XII/2020 dated 17 December 2020, point k stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Karya Indah RSPO_PO1000014561.</p> <p>ICS manager and “Unit Penjualan” maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	Complied

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Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	<p>Koperasi Serba Usaha Karya Indah has established document related to roles and responsibilities of "Group Manager" as per 002/SK.ICS/KSU-KI/XII/2020 dated 17 December 2020, point k stated ICS Manager and Unit Penjualan will carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Karya Indah RSPO_PO1000014561.</p> <p>ICS manager and "Unit Penjualan" maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. There is no sale of certified volumes through Book and Claims – because the organization is not yet certified.</p> <p>The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not sold RSPO certified FFB or claim credit.</p>	Complied
D.3 The group has a procedure and system for premium distribution.			
D.3.1			
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	<p>Koperasi Serba Usaha Karya Indah has established a budget plan for the use of premiums as mentioned in the "Surat Keputusan No. 026/SK.ICS/KSU.KI/2022 "Kesepakatan Pembagian Premi" dated 22 June 2022, distribution of premium as follows:</p> <ul style="list-style-type: none"> • 16.90% for Surveillance audit (RSPO). • 0.56% for membership. • 6.78% reserved fund "laba disisihkan". • 30% for ICS • 4.50% internal audit and comparative study • 5.04% BPJS program (work accident insurance) • 1.25% training for members 	Complied

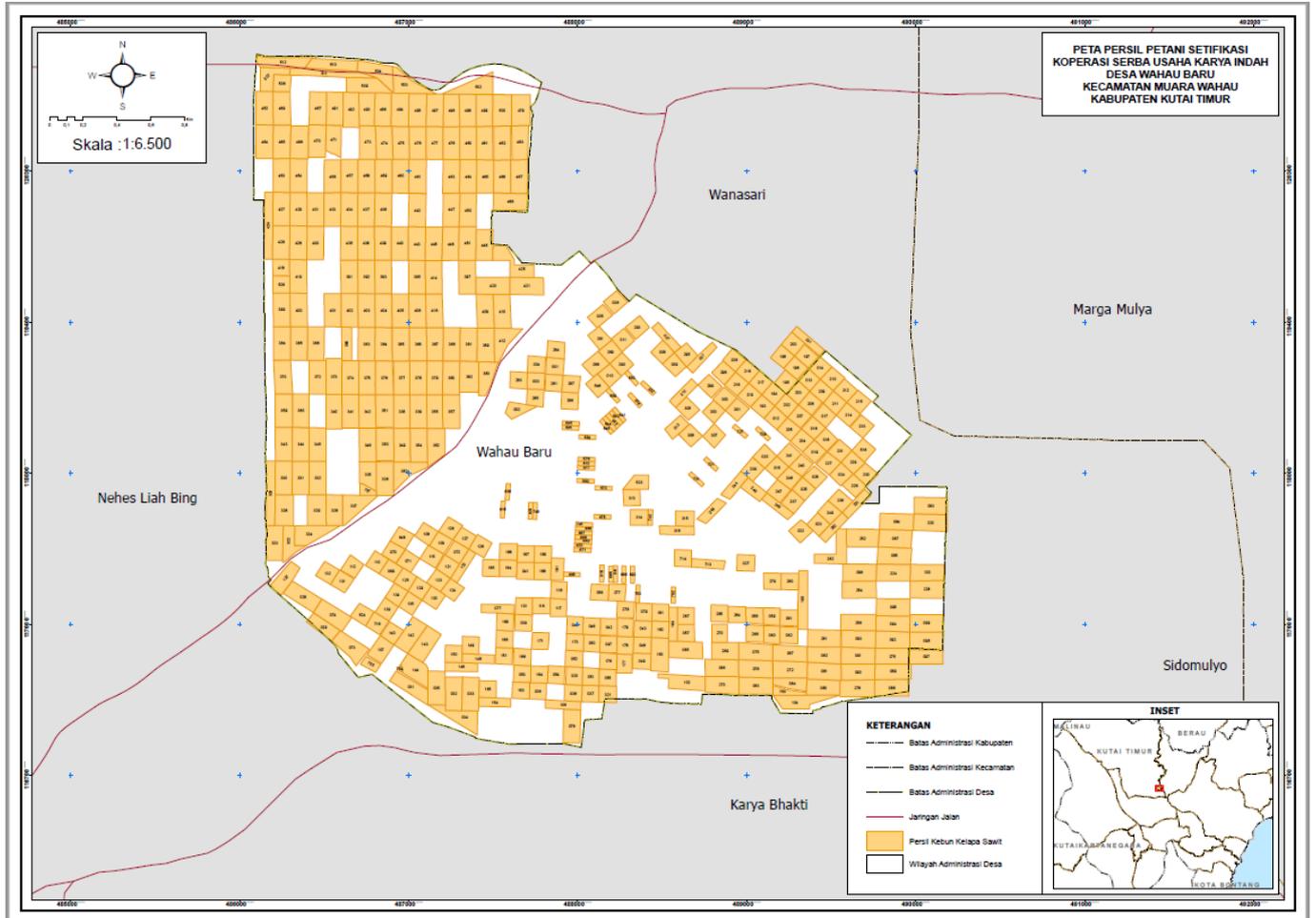
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		<ul style="list-style-type: none"> • 1.25% medical check up for members. • 1.50% operational of certification, stationery, sign board, routine meeting". • 1.25% sign of board for awareness • 1.28% monthly meeting • 29.70% members. <p>The plan of distribution of premium has socialization to the members on 4 July 2022 was attended by 43 members, 5 July 2022 was attended by 42 members, 6 July 2022 was attended by 67 members, 7 July 2022 was attended by 43 members and 4 October 2022 was attended by 14 members.</p>	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	The organization Koperasi Serba Usaha Karya Indah has not certified, hence has not received premiums.	Not Applicable
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Not applicable	Not Applicable

Appendix B: GHG Reporting Executive Summary

N/A (Not Applicable)

Appendix D: Estate Field Map



Appendix E: List of Smallholder Registered and/or sampled

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
1*	Abdul Hamid a	Desa Wahau Baru	1° 3' 44.30" N	116° 54' 18.98" E	2.00	2.00	42.00	25/05/2021	KI.001
	Abdul Hamid b	Desa Wahau Baru	1° 3' 59.96" N	116° 53' 40.54" E	0.25	0.25	5.20	25/05/2021	KI.001
2	Agung Prasetyo a	Desa Wahau Baru	1° 4' 38.02" N	116° 53' 42.06" E	0.25	0.25	4.79	25/05/2021	KI.002
	Agung Prasetyo b	Desa Wahau Baru	1° 4' 43.02" N	116° 53' 48.04" E	1.00	1.00	19.15	25/05/2021	KI.002
	Agung Prasetyo c	Desa Wahau Baru	1° 3' 30.49" N	116° 53' 30.57" E	2.00	2.00	38.29	25/05/2021	KI.002
3	Agus Suprpto a	Desa Wahau Baru	1° 4' 44.58" N	116° 52' 54.55" E	2.00	2.00	43.07	25/05/2021	KI.003
	Agus Suprpto b	Desa Wahau Baru	1° 4' 31.53" N	116° 53' 01.20" E	2.00	2.00	43.07	25/05/2021	KI.003
4	Ahmad Muda'I	Desa Wahau Baru	1° 4' 30.53" N	116° 54' 14.28" E	1.00	1.00	20.42	25/05/2021	KI.004
5	Andri a	Desa Wahau Baru	1° 4' 28.66" N	116° 54' 26.15" E	1.00	1.00	22.41	25/05/2021	KI.005
	Andri b	Desa Wahau Baru	1° 4' 37.91" N	116° 54' 20.54" E	1.00	1.00	22.41	25/05/2021	KI.005
6*	Arifin a	Desa Wahau Baru	1° 4' 00.27" N	116° 54' 38.58" E	2.00	2.00	51.32	25/05/2021	KI.006
	Arifin b	Desa Wahau Baru	1° 3' 51.67" N	116° 54' 12.14" E	1.00	1.00	26.66	25/05/2021	KI.006
7	Arsad a	Desa Wahau Baru	1° 3' 52.16" N	116° 52' 50.47" E	1.00	1.00	21.74	25/05/2021	KI.007
	Arsad b	Desa Wahau Baru	1° 3' 49.85" N	116° 52' 43.14" E	1.41	1.41	32.24	25/05/2021	KI.007
8	Bejo Widarto	Desa Wahau Baru	1° 4' 18.63" N	116° 52' 41.89" E	2.00	2.00	43.97	25/05/2021	KI.008
9	Boimin a	Desa Wahau Baru	1° 4' 35.28" N	116° 54' 13.84" E	1.00	1.00	26.68	25/05/2021	KI.009
	Boimin b	Desa Wahau Baru	1° 4' 45.35" N	116° 53' 18.05" E	1.80	1.80	46.20	25/05/2021	KI.009
10	Carli	Desa Wahau Baru	1° 5' 23.73" N	116° 52' 51.49" E	2.00	2.00	41.91	25/05/2021	KI.010
11	Choirul Anam	Desa Wahau Baru	1° 4' 57.59" N	116° 53' 10.56" E	2.00	2.00	51.49	25/05/2021	KI.011
12	Dalmarsi a	Desa Wahau Baru	1° 4' 18.50" N	116° 52' 54.80" E	2.00	2.00	37.80	25/05/2021	KI.012
	Dalmarsi b	Desa Wahau Baru	1° 4' 01.41" N	116° 52' 48.55" E	1.00	1.00	18.90	25/05/2021	KI.012
	Dalmarsi c	Desa Wahau Baru	1° 3' 58.56" N	116° 52' 46.61" E	1.00	1.00	18.90	25/05/2021	KI.012
13	Dymas Hery Susanto	Desa Wahau Baru	1° 3' 53.12" N	116° 53' 40.87" E	1.00	1.00	24.48	25/05/2021	KI.013
14	E. Waluyo S.Pd a	Desa Wahau Baru	1° 4' 31.94" N	116° 53' 20.19" E	1.00	1.00	20.33	25/05/2021	KI.014
	E. Waluyo S.Pd b	Desa Wahau Baru	1° 5' 04.19" N	116° 52' 51.18" E	2.00	2.00	40.66	25/05/2021	KI.014
15	Edi Nahromi	Desa Wahau Baru	1° 5' 17.44" N	116° 52' 44.77" E	2.00	2.00	41.54	25/05/2021	KI.015
16	Eko Adi Kustanto a	Desa Wahau Baru	1° 3' 58.93" N	116° 52' 58.71" E	1.00	1.00	23.22	25/05/2021	KI.016
	Eko Adi Kustanto b	Desa Wahau Baru	1° 4' 05.43" N	116° 53' 13.10" E	1.00	1.00	23.22	25/05/2021	KI.016
17	Essat	Desa Wahau Baru	1° 3' 48.76" N	116° 53' 58.89" E	1.00	1.00	24.55	25/05/2021	KI.017
18*	Gagok Sugito	Desa Wahau Baru	1° 5' 34.76" N	116° 52' 51.04" E	2.00	2.00	43.19	25/05/2021	KI.018
19*	Giman a	Desa Wahau Baru	1° 5' 10.76" N	116° 52' 47.97" E	2.00	2.00	48.29	25/05/2021	KI.019
	Giman b	Desa Wahau Baru	1° 3' 55.41" N	116° 53' 04.14" E	1.00	1.00	25.15	25/05/2021	KI.019
	Giman c	Desa Wahau Baru	1° 5' 10.77" N	116° 52' 44.74" E	2.00	2.00	48.29	25/05/2021	KI.019
20	Giran	Desa Wahau Baru	1° 5' 04.11" N	116° 53' 04.17" E	2.00	2.00	51.87	25/05/2021	KI.020
21	H. Marzuki a	Desa Wahau Baru	1° 3' 45.28" N	116° 52' 48.11" E	2.00	2.00	39.24	25/05/2021	KI.021
	H. Marzuki b	Desa Wahau Baru	1° 4' 1.59" N	116° 53' 09.78" E	1.00	1.00	19.62	25/05/2021	KI.021
	H. Marzuki c	Desa Wahau Baru	1° 3' 50.43" N	116° 52' 53.30" E	1.00	1.00	19.62	25/05/2021	KI.021
22	H. Suardi a	Desa Wahau Baru	1° 4' 25.18" N	116° 52' 38.68" E	2.00	2.00	47.11	25/05/2021	KI.022
	H. Suardi b	Desa Wahau Baru	1° 4' 31.53" N	116° 53' 04.34" E	2.00	2.00	47.11	25/05/2021	KI.022

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
23	H. Yajir a	Desa Wahau Baru	1° 3' 52.11" N	116° 52' 44.60" E	2.00	2.00	37.50	25/05/2021	KI.023
	H. Yajir b	Desa Wahau Baru	1° 4' 52.78" N	116° 53' 38.94" E	1.00	1.00	18.75	25/05/2021	KI.023
	H. Yajir c	Desa Wahau Baru	1° 4' 33.75" N	116° 53' 42.68" E	0.25	0.25	4.69	25/05/2021	KI.023
	H. Yajir d	Desa Wahau Baru	1° 3' 36.39" N	116° 53' 11.19" E	2.00	2.00	37.50	25/05/2021	KI.023
24	Hadar a	Desa Wahau Baru	1° 4' 37.46" N	116° 53' 23.69" E	1.00	1.00	19.10	25/05/2021	KI.024
	Hadar b	Desa Wahau Baru	1° 4' 40.67" N	116° 53' 23.78" E	1.00	1.00	19.10	25/05/2021	KI.024
	Hadar c	Desa Wahau Baru	1° 4' 37.09" N	116° 53' 27.16" E	1.00	1.00	19.10	25/05/2021	KI.024
	Hadar d	Desa Wahau Baru	1° 4' 40.32" N	116° 53' 27.35" E	1.00	1.00	19.10	25/05/2021	KI.024
25	Hamid R	Desa Wahau Baru	1° 4' 42.00" N	116° 53' 55.45" E	1.00	1.00	19.96	25/05/2021	KI.025
26	Hari a	Desa Wahau Baru	1° 4' 36.89" N	116° 54' 2.12" E	1.00	1.00	22.67	25/05/2021	KI.026
	Hari b	Desa Wahau Baru	1° 4' 57.71" N	116° 52' 47.97" E	2.00	2.00	45.34	25/05/2021	KI.026
27	Haris Fadillah	Desa Wahau Baru	1° 4' 30.76" N	116° 54' 18.97" E	1.00	1.00	20.49	25/05/2021	KI.027
28	I Made Suardika	Desa Wahau Baru	1° 4' 51.10" N	116° 52' 57.77" E	2.00	2.00	43.19	25/05/2021	KI.028
29	Jaitun	Desa Wahau Baru	1° 4' 38.10" N	116° 52' 51.39" E	2.00	2.00	44.99	25/05/2021	KI.029
30	Jajik Puswahono	Desa Wahau Baru	1° 4' 38.20" N	116° 52' 41.89" E	2.00	2.00	38.80	25/05/2021	KI.030
31	Jamino	Desa Wahau Baru	1° 4' 44.71" N	116° 52' 41.44" E	2.00	2.00	38.09	25/05/2021	KI.031
32	Jumari a	Desa Wahau Baru	1° 5' 12.15" N	116° 53' 18.79" E	2.00	2.00	44.18	25/05/2021	KI.032
	Jumari b	Desa Wahau Baru	1° 4' 00.62" N	116° 52' 55.96" E	1.00	1.00	22.09	25/05/2021	KI.032
33	Kamari a	Desa Wahau Baru	1° 3' 50.50" N	116° 53' 21.35" E	1.00	1.00	24.94	25/05/2021	KI.033
	Kamari b	Desa Wahau Baru	1° 3' 41.60" N	116° 54' 05.79" E	2.00	2.00	49.88	25/05/2021	KI.033
	Kamari c	Desa Wahau Baru	1° 3' 45.28" N	116° 53' 52.37" E	2.00	2.00	49.88	25/05/2021	KI.033
	Kamari d	Desa Wahau Baru	1° 3' 53.77" N	116° 53' 21.43" E	1.00	1.00	24.94	25/05/2021	KI.033
	Kamari e	Desa Wahau Baru	1° 4' 00.02" N	116° 53' 38.92" E	0.25	0.25	6.23	25/05/2021	KI.033
	Kamari f	Desa Wahau Baru	1° 4' 00.08" N	116° 53' 36.33" E	0.25	0.25	6.23	25/05/2021	KI.033
	Kamari g	Desa Wahau Baru	1° 3' 53.77" N	116° 53' 21.43" E	1.00	1.00	24.94	25/05/2021	KI.033
	Kamari h	Desa Wahau Baru	1° 3' 44.08" N	116° 54' 31.96" E	2.00	2.00	49.88	25/05/2021	KI.033
34	Kanifan a	Desa Wahau Baru	1° 4' 24.99" N	116° 53' 01.26" E	2.00	2.00	38.84	25/05/2021	KI.034
	Kanifan b	Desa Wahau Baru	1° 4' 24.96" N	116° 53' 04.31" E	2.00	2.00	38.84	25/05/2021	KI.034
	Kanifan c	Desa Wahau Baru	1° 4' 06.07" N	116° 53' 05.55" E	1.00	1.00	19.42	25/05/2021	KI.034
35	Karni	Desa Wahau Baru	1° 4' 36.48" N	116° 53' 57.13" E	1.00	1.00	25.44	25/05/2021	KI.035
36	Karsiman	Desa Wahau Baru	1° 3' 44.14" N	116° 54' 25.37" E	2.00	2.00	51.05	25/05/2021	KI.036
37	Karto Ikromo	Desa Wahau Baru	1° 4' 05.90" N	116° 52' 33.67" E	2.00	2.00	46.72	25/05/2021	KI.037
38	Kaswanto a	Desa Wahau Baru	1° 4' 28.09" N	116° 54' 12.18" E	1.00	1.00	24.54	25/05/2021	KI.038
	Kaswanto b	Desa Wahau Baru	1° 4' 11.96" N	116° 54' 19.92" E	1.00	1.00	24.54	25/05/2021	KI.038
	Kaswanto c	Desa Wahau Baru	1° 4' 33.04" N	116° 54' 16.38" E	1.00	1.00	24.54	25/05/2021	KI.038
39*	Katiran a	Desa Wahau Baru	1° 4' 50.05" N	116° 53' 35.98" E	1.00	1.00	20.17	25/05/2021	KI.039
	Katiran b	Desa Wahau Baru	1° 3' 36.49" N	116° 53' 07.97" E	2.00	2.00	40.34	25/05/2021	KI.039
40*	Ami Isnawati a	Desa Wahau Baru	1° 3' 51.87" N	116° 53' 52.42" E	1.00	1.00	22.60	25/05/2021	KI.040
	Ami Isnawati b	Desa Wahau Baru	1° 4' 6.87" N	116° 54' 32.60" E	2.00	2.00	45.20	25/05/2021	KI.040
	Ami Isnawati c	Desa Wahau Baru	1° 3' 53.62" N	116° 54' 32.12" E	2.00	2.00	45.20	25/05/2021	KI.040
41	Kusworo	Desa Wahau Baru	1° 5' 04.14" N	116° 53' 10.58" E	2.00	2.00	45.03	25/05/2021	KI.041

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
42	Kuwat	Desa Wahau Baru	1° 4' 16.15" N	116° 54' 10.11" E	1.00	1.00	20.33	25/05/2021	KI.042
43	Lamijo a	Desa Wahau Baru	1° 4' 45.44" N	116° 53' 40.37" E	1.00	1.00	19.67	25/05/2021	KI.043
	Lamijo b	Desa Wahau Baru	1° 3' 55.63" N	116° 52' 39.06" E	2.00	2.00	39.33	25/05/2021	KI.043
44*	Lasiman a	Desa Wahau Baru	1° 4' 11.00" N	116° 53' 45.57" E	0.25	0.25	5.96	25/05/2021	KI.044
	Lasiman b	Desa Wahau Baru	1° 5' 23.66" N	116° 53' 17.26" E	2.00	2.00	43.92	25/05/2021	KI.044
45	Latip a	Desa Wahau Baru	1° 4' 37.62" N	116° 53' 20.40" E	1.00	1.00	25.02	25/05/2021	KI.045
	Latip b	Desa Wahau Baru	1° 4' 31.57" N	116° 52' 51.43" E	2.00	2.00	51.03	25/05/2021	KI.045
46	Legiran a	Desa Wahau Baru	1° 4' 12.41" N	116° 52' 35.36" E	2.00	2.00	40.85	25/05/2021	KI.046
	Legiran b	Desa Wahau Baru	1° 4' 39.33" N	116° 54' 04.22" E	1.00	1.00	20.42	25/05/2021	KI.046
	Legiran c	Desa Wahau Baru	1° 4' 57.68" N	116° 52' 51.22" E	2.00	2.00	40.85	25/05/2021	KI.046
	Legiran d	Desa Wahau Baru	1° 4' 28.37" N	116° 53' 30.33" E	0.25	0.25	5.11	25/05/2021	KI.046
	Legiran e	Desa Wahau Baru	1° 4' 25.04" N	116° 52' 54.80" E	2.00	2.00	40.85	25/05/2021	KI.046
47*	Lilis Tego Wati a	Desa Wahau Baru	1° 3' 55.55" N	116° 54' 14.83" E	2.00	2.00	50.91	25/05/2021	KI.047
	Lilis Tego Wati b	Desa Wahau Baru	1° 3' 58.60" N	116° 54' 08.98" E	1.00	1.00	26.25	25/05/2021	KI.047
	Lilis Tego Wati c	Desa Wahau Baru	1° 3' 34.61" N	116° 53' 28.87" E	1.00	1.00	26.95	25/05/2021	KI.047
	Lilis Tego Wati d	Desa Wahau Baru	1° 3' 56.97" N	116° 54' 25.52" E	2.00	2.00	50.91	25/05/2021	KI.047
	Lilis Tego Wati e	Desa Wahau Baru	1° 3' 58.56" N	116° 54' 12.32" E	1.00	1.00	26.95	25/05/2021	KI.047
	Lilis Tego Wati	Desa Wahau Baru	1° 3' 36.92" N	116° 53' 30.76" E	1.00	1.00	26.95	25/05/2021	KI.047
48	M Said Muslim	Desa Wahau Baru	1° 5' 23.66" N	116° 53' 7.53" E	2.00	2.00	45.51	25/05/2021	KI.048
49	M. Muhtamil	Desa Wahau Baru	1° 5' 04.15" N	116° 52' 57.66" E	2.00	2.00	49.68	25/05/2021	KI.049
50	Madiono	Desa Wahau Baru	1° 5' 30.42" N	116° 52' 35.11" E	2.00	2.00	49.18	25/05/2021	KI.050
51	Mahmudi	Desa Wahau Baru	1° 3' 48.21" N	116° 54' 08.90" E	1.00	1.00	25.08	25/05/2021	KI.051
52*	Paito a	Desa Wahau Baru	1° 3' 45.35" N	116° 52' 53.97" E	1.36	1.36	26.56	25/05/2021	KI.052
	Paito b	Desa Wahau Baru	1° 3' 42.48" N	116° 52' 52.08" E	0.58	0.58	11.40	25/05/2021	KI.052
53	Mansur a	Desa Wahau Baru	1° 3' 46.35" N	116° 53' 37.60" E	1.00	1.00	25.05	25/05/2021	KI.053
	Mansur b	Desa Wahau Baru	1° 4' 10.15" N	116° 54' 32.79" E	2.00	2.00	50.11	25/05/2021	KI.053
	Mansur c	Desa Wahau Baru	1° 3' 36.78" N	116° 53' 34.16" E	1.00	1.00	25.05	25/05/2021	KI.053
	Mansur d	Desa Wahau Baru	1° 3' 40.07" N	116° 53' 34.20" E	1.00	1.00	25.05	25/05/2021	KI.053
54	Mardi a	Desa Wahau Baru	1° 3' 50.26" N	116° 53' 49.98" E	1.00	1.00	20.34	25/05/2021	KI.054
	Mardi b	Desa Wahau Baru	1° 3' 38.01" N	116° 54' 18.69" E	2.00	2.00	39.67	25/05/2021	KI.054
55	Mardiono a	Desa Wahau Baru	1° 5' 37.33" N	116° 52' 53.44" E	2.00	2.00	51.12	25/05/2021	KI.055
	Mardiono b	Desa Wahau Baru	1° 4' 9.65" N	116° 53' 32.93" E	0.25	0.25	6.39	25/05/2021	KI.055
56	Mariman a	Desa Wahau Baru	1° 4' 12.40" N	116° 52' 41.89" E	2.00	2.00	44.48	25/05/2021	KI.056
	Mariman b	Desa Wahau Baru	1° 4' 03.07" N	116° 53' 51.85" E	1.00	1.00	22.24	25/05/2021	KI.056
	Mariman c	Desa Wahau Baru	1° 4' 51.14" N	116° 52' 51.28" E	2.00	2.00	44.48	25/05/2021	KI.056
57	Marjito a	Desa Wahau Baru	1° 4' 15.97" N	116° 53' 18.31" E	0.25	0.25	5.26	25/05/2021	KI.057
	Marjito b	Desa Wahau Baru	1° 5' 10.68" N	116° 53' 07.51" E	2.00	2.00	42.13	25/05/2021	KI.057
58	Maryono a	Desa Wahau Baru	1° 5' 10.66" N	116° 53' 10.69" E	2.00	2.00	47.71	25/05/2021	KI.058
	Maryono b	Desa Wahau Baru	1° 4' 02.54" N	116° 52' 59.22" E	1.00	1.00	23.86	25/05/2021	KI.058
59	Misdin a	Desa Wahau Baru	1° 3' 52.52" N	116° 53' 47.55" E	1.00	1.00	25.19	25/05/2021	KI.059
	Misdin b	Desa Wahau Baru	1° 4' 14.31" N	116° 54' 22.15" E	1.00	1.00	25.19	25/05/2021	KI.059

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Misdin c	Desa Wahau Baru	1° 4' 13.91" N	116° 54' 25.35" E	1.00	1.00	25.19	25/05/2021	KI.059
	Misdin d	Desa Wahau Baru	1° 3' 37.96" N	116° 54' 25.27" E	2.00	2.00	49.37	25/05/2021	KI.059
	Misdin e	Desa Wahau Baru	1° 3' 48.04" N	116° 54' 12.15" E	1.00	1.00	25.19	25/05/2021	KI.059
	Misdin f	Desa Wahau Baru	1° 3' 44.33" N	116° 53' 47.43" E	2.00	2.00	50.37	25/05/2021	KI.059
	Misdin g	Desa Wahau Baru	1° 3' 52.07" N	116° 54' 02.20" E	1.00	1.00	25.69	25/05/2021	KI.059
	Misdin h	Desa Wahau Baru	1° 3' 49.24" N	116° 53' 47.51" E	1.00	1.00	25.19	25/05/2021	KI.059
	Misdin i	Desa Wahau Baru	1° 3' 57.01" N	116° 54' 38.57" E	2.00	2.00	48.37	25/05/2021	KI.059
60	Mistam a	Desa Wahau Baru	1° 4' 26.09" N	116° 54' 19.27" E	1.00	1.00	20.04	25/05/2021	KI.060
	Mistam b	Desa Wahau Baru	1° 4' 44.45" N	116° 53' 14.11" E	2.00	2.00	40.07	25/05/2021	KI.060
	Mistam c	Desa Wahau Baru	1° 4' 20.68" N	116° 54' 09.83" E	1.00	1.00	20.04	25/05/2021	KI.060
61	Misti	Desa Wahau Baru	1° 4' 09.65" N	116° 54' 17.81" E	1.00	1.00	25.37	25/05/2021	KI.061
62	Misto a	Desa Wahau Baru	1° 3' 44.11" N	116° 53' 17.59" E	1.00	1.00	22.34	25/05/2021	KI.062
	Misto b	Desa Wahau Baru	1° 4' 01.97" N	116° 53' 56.66" E	1.00	1.00	22.34	25/05/2021	KI.062
63	Moh Irva'I a	Desa Wahau Baru	1° 4' 12.40" N	116° 52' 45.12" E	2.00	2.00	39.25	25/05/2021	KI.063
	Moh Irva'I b	Desa Wahau Baru	1° 4' 26.95" N	116° 53' 53.31" E	1.00	1.00	19.83	25/05/2021	KI.063
	Moh Irva'I c	Desa Wahau Baru	1° 4' 26.60" N	116° 53' 33.55" E	0.25	0.25	4.88	25/05/2021	KI.063
64	Moh. Ali a	Desa Wahau Baru	1° 4' 37.74" N	116° 54' 15.96" E	1.00	1.00	18.95	25/05/2021	KI.064
	Moh. Ali b	Desa Wahau Baru	1° 4' 18.35" N	116° 53' 54.51" E	0.25	0.25	4.74	25/05/2021	KI.064
	Moh. Ali c	Desa Wahau Baru	1° 5' 17.19" N	116° 53' 07.51" E	2.00	2.00	37.89	25/05/2021	KI.064
65	Mubakir	Desa Wahau Baru	1° 4' 26.85" N	116° 53' 57.84" E	1.00	1.00	22.73	25/05/2021	KI.065
66	Muhammad Issana Awaludin	Desa Wahau Baru	1° 4' 40.09" N	116° 54' 18.10" E	1.00	1.00	18.13	25/05/2021	KI.066
67	Muhammad Jaenuri a	Desa Wahau Baru	1° 3' 41.63" N	116° 52' 57.76" E	0.06	0.06	1.53	25/05/2021	KI.067
	Muhammad Jaenuri b	Desa Wahau Baru	1° 3' 38.07" N	116° 52' 59.69" E	1.86	1.86	43.41	25/05/2021	KI.067
	Muhammad Jaenuri c	Desa Wahau Baru	1° 4' 40.55" N	116° 53' 50.29" E	1.00	1.00	22.13	25/05/2021	KI.067
68	Muhammad Jupri	Desa Wahau Baru	1° 4' 19.35" N	116° 54' 26.90" E	1.00	1.00	21.57	25/05/2021	KI.068
69	Muhammad Masroh a	Desa Wahau Baru	1° 5' 23.65" N	116° 53' 13.88" E	2.00	2.00	44.01	25/05/2021	KI.069
	Muhammad Masroh b	Desa Wahau Baru	1° 4' 40.01" N	116° 54' 13.48" E	1.00	1.00	22.00	25/05/2021	KI.069
70	Muhammad Nurdin	Desa Wahau Baru	1° 4' 4.30" N	116° 52' 56.39" E	1.00	1.00	24.00	25/05/2021	KI.070
71	Muhammad Rubangi a	Desa Wahau Baru	1° 4' 45.20" N	116° 54' 15.85" E	1.00	1.00	21.70	25/05/2021	KI.071
	Muhammad Rubangi b	Desa Wahau Baru	1° 4' 44.53" N	116° 53' 10.83" E	2.00	2.00	43.39	25/05/2021	KI.071
72	Mujiono	Desa Wahau Baru	1° 5' 17.36" N	116° 52' 35.00" E	2.00	2.00	50.57	25/05/2021	KI.072
73*	Mulyono a	Desa Wahau Baru	1° 4' 04.33" N	116° 53' 08.47" E	1.00	1.00	22.92	25/05/2021	KI.073
	Mulyono b	Desa Wahau Baru	1° 5' 10.81" N	116° 52' 38.24" E	2.00	2.00	43.87	25/05/2021	KI.073
	Mulyono c	Desa Wahau Baru	1° 3' 37.88" N	116° 53' 04.66" E	2.00	2.00	43.87	25/05/2021	KI.073
	Mulyono d	Desa Wahau Baru	1° 5' 30.27" N	116° 52' 51.32" E	2.00	2.00	43.87	25/05/2021	KI.073
	Mulyono e	Desa Wahau Baru	1° 4' 42.68" N	116° 53' 52.59" E	1.00	1.00	22.92	25/05/2021	KI.073
74	Mundjiyat a	Desa Wahau Baru	1° 3' 47.24" N	116° 54' 31.98" E	2.00	2.00	39.93	25/05/2021	KI.074
	Mundjiyat b	Desa Wahau Baru	1° 3' 39.90" N	116° 53' 37.45" E	1.00	1.00	19.96	25/05/2021	KI.074
75	Muyadi a	Desa Wahau Baru	1° 4' 03.88" N	116° 53' 21.77" E	1.00	1.00	21.89	25/05/2021	KI.075
	Muyadi b	Desa Wahau Baru	1° 4' 38.07" N	116° 52' 54.72" E	2.00	2.00	49.02	25/05/2021	KI.075

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Muyadi c	Desa Wahau Baru	1° 4' 08.49" N	116° 53' 50.68" E	1.00	1.00	21.89	25/05/2021	KI.075
76	Muzayin	Desa Wahau Baru	1° 4' 23.13" N	116° 54' 12.17" E	1.00	1.00	20.08	25/05/2021	KI.076
77	Nanang Biantoro	Desa Wahau Baru	1° 5' 37.22" N	116° 52' 43.82" E	1.93	1.93	43.40	25/05/2021	KI.077
78	Narsiyem	Desa Wahau Baru	1° 4' 27.72" N	116° 54' 02.80" E	0.25	0.25	5.65	25/05/2021	KI.078
79	Ngadimin a	Desa Wahau Baru	1° 5' 23.89" N	116° 52' 41.79" E	2.00	2.00	38.22	25/05/2021	KI.079
	Ngadimin b	Desa Wahau Baru	1° 5' 17.28" N	116° 52' 48.01" E	2.00	2.00	38.22	25/05/2021	KI.079
80	Ngadiran a	Desa Wahau Baru	1° 4' 33.41" N	116° 54' 25.64" E	1.00	1.00	19.28	25/05/2021	KI.080
	Ngadiran b	Desa Wahau Baru	1° 4' 38.06" N	116° 53' 07.49" E	2.00	2.00	38.60	25/05/2021	KI.080
	Ngadiran c	Desa Wahau Baru	1° 4' 42.37" N	116° 54' 15.57" E	1.00	1.00	19.28	25/05/2021	KI.080
81	Nur Fajeriah	Desa Wahau Baru	1° 5' 30.38" N	116° 52' 41.95" E	2.00	2.00	39.45	25/05/2021	KI.081
82	Nur Setiono	Desa Wahau Baru	1° 5' 17.35" N	116° 52' 38.25" E	2.00	2.00	48.35	25/05/2021	KI.082
83	Nurki	Desa Wahau Baru	1° 3' 56.00" N	116° 53' 50.06" E	0.23	0.23	5.11	25/05/2021	KI.083
84	Nurul Huda a	Desa Wahau Baru	1° 4' 40.74" N	116° 53' 40.15" E	1.00	1.00	21.72	25/05/2021	KI.084
	Nurul Huda b	Desa Wahau Baru	1° 4' 35.12" N	116° 53' 51.96" E	1.00	1.00	21.72	25/05/2021	KI.084
	Nurul Huda c	Desa Wahau Baru	1° 4' 45.83" N	116° 53' 35.90" E	1.00	1.00	21.72	25/05/2021	KI.084
	Nurul Huda d	Desa Wahau Baru	1° 4' 47.88" N	116° 53' 43.16" E	1.00	1.00	21.72	25/05/2021	KI.084
85	Padiyono a	Desa Wahau Baru	1° 4' 31.53" N	116° 52' 58.03" E	2.00	2.00	40.97	25/05/2021	KI.085
	Padiyono b	Desa Wahau Baru	1° 3' 37.28" N	116° 53' 24.08" E	1.00	1.00	20.49	25/05/2021	KI.085
86	Paijan a	Desa Wahau Baru	1° 4' 24.99" N	116° 52' 58.06" E	2.00	2.00	37.64	25/05/2021	KI.086
	Paijan b	Desa Wahau Baru	1° 4' 29.24" N	116° 53' 30.39" E	0.25	0.25	4.70	25/05/2021	KI.086
87	Pairan a	Desa Wahau Baru	1° 4' 31.58" N	116° 52' 54.75" E	2.00	2.00	52.72	25/05/2021	KI.087
	Pairan b	Desa Wahau Baru	1° 4' 01.12" N	116° 53' 27.83" E	1.00	1.00	25.86	25/05/2021	KI.087
	Pairan c	Desa Wahau Baru	1° 4' 16.69" N	116° 53' 36.64" E	0.25	0.25	6.96	25/05/2021	KI.087
	Pairan d	Desa Wahau Baru	1° 4' 17.71" N	116° 53' 43.32" E	1.00	1.00	25.86	25/05/2021	KI.087
	Pairan e	Desa Wahau Baru	1° 4' 28.54" N	116° 53' 50.68" E	1.00	1.00	25.86	25/05/2021	KI.087
	Pairan f	Desa Wahau Baru	1° 4' 31.92" N	116° 54' 02.26" E	1.00	1.00	25.86	25/05/2021	KI.087
88	Pairin a	Desa Wahau Baru	1° 4' 03.84" N	116° 53' 25.06" E	2.00	2.00	48.08	25/05/2021	KI.088
	Pairin b	Desa Wahau Baru	1° 4' 28.65" N	116° 53' 37.23" E	0.25	0.25	6.01	25/05/2021	KI.088
	Pairin c	Desa Wahau Baru	1° 4' 30.34" N	116° 53' 39.03" E	1.00	1.00	11.35	25/05/2021	KI.088
	Pairin d	Desa Wahau Baru	1° 4' 44.62" N	116° 53' 04.38" E	2.00	2.00	48.08	25/05/2021	KI.088
	Pairin e	Desa Wahau Baru	1° 4' 41.53" N	116° 54' 01.66" E	1.00	1.00	24.04	25/05/2021	KI.088
	Pairin f	Desa Wahau Baru	1° 4' 34.04" N	116° 53' 59.86" E	1.00	1.00	24.04	25/05/2021	KI.088
	Pairin g	Desa Wahau Baru	1° 4' 38.08" N	116° 53' 01.17" E	2.00	2.00	48.08	25/05/2021	KI.088
	Pairin h	Desa Wahau Baru	1° 4' 07.85" N	116° 52' 40.61" E	2.00	2.00	48.08	25/05/2021	KI.088
	Pairin i	Desa Wahau Baru	1° 4' 25.14" N	116° 52' 41.88" E	2.00	2.00	48.08	25/05/2021	KI.088
	Pairin j	Desa Wahau Baru	1° 4' 38.37" N	116° 53' 14.17" E	0.25	0.25	6.01	25/05/2021	KI.088
	Pairin k	Desa Wahau Baru	1° 4' 29.20" N	116° 53' 37.82" E	0.25	0.25	6.01	25/05/2021	KI.088
89	Palianto a	Desa Wahau Baru	1° 4' 28.34" N	116° 54' 16.86" E	1.00	1.00	21.61	25/05/2021	KI.089
	Palianto b	Desa Wahau Baru	1° 4' 08.46" N	116° 54' 14.33" E	1.00	1.00	21.61	25/05/2021	KI.089
	Palianto c	Desa Wahau Baru	1° 4' 51.10" N	116° 53' 01.02" E	2.00	2.00	43.21	25/05/2021	KI.089
	Palianto d	Desa Wahau Baru	1° 4' 23.76" N	116° 54' 17.05" E	1.00	1.00	21.61	25/05/2021	KI.089

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Palianto e	Desa Wahau Baru	1° 4' 44.78" N	116° 52' 35.09" E	2.00	2.00	43.21	25/05/2021	KI.089
90	Paridi a	Desa Wahau Baru	1° 4' 44.58" N	116° 53' 01.13" E	2.00	2.00	37.18	25/05/2021	KI.090
	Paridi b	Desa Wahau Baru	1° 4' 22.86" N	116° 54' 07.49" E	1.00	1.00	19.69	25/05/2021	KI.090
91	Parimin a	Desa Wahau Baru	1° 4' 35.50" N	116° 54' 18.42" E	1.00	1.00	23.11	25/05/2021	KI.091
	Parimin b	Desa Wahau Baru	1° 4' 27.25" N	116° 54' 07.18" E	0.25	0.25	4.91	25/05/2021	KI.091
92	Parmin	Desa Wahau Baru	1° 5' 23.92" N	116° 52' 35.06" E	2.00	2.00	42.24	25/05/2021	KI.092
93	Ponijo a	Desa Wahau Baru	1° 4' 34.67" N	116° 53' 38.47" E	0.25	0.25	6.01	25/05/2021	KI.093
	Ponijo b	Desa Wahau Baru	1° 4' 25.06" N	116° 52' 51.50" E	2.00	2.00	48.10	25/05/2021	KI.093
	Ponijo c	Desa Wahau Baru	1° 4' 36.55" N	116° 53' 35.50" E	1.00	1.00	23.99	25/05/2021	KI.093
94*	Umar Faruq	Desa Wahau Baru	1° 3' 41.38" N	116° 53' 00.65" E	2.00	2.00	37.15	25/05/2021	KI.094
95	Puasa	Desa Wahau Baru	1° 5' 23.64" N	116° 53' 10.72" E	2.00	2.00	37.51	25/05/2021	KI.095
96	Andrik Setyo Wibowo	Desa Wahau Baru	1° 5' 04.20" N	116° 52' 47.93" E	2.00	2.00	50.57	25/05/2021	KI.096
97	Ranu Pawiro a	Desa Wahau Baru	1° 4' 15.73" N	116° 52' 32.93" E	2.00	2.00	47.14	25/05/2021	KI.097
	Ranu Pawiro b	Desa Wahau Baru	1° 4' 30.91" N	116° 53' 39.60" E	0.25	0.25	5.52	25/05/2021	KI.097
98	Rasimin a	Desa Wahau Baru	1° 4' 21.36" N	116° 53' 57.23" E	0.25	0.25	4.99	25/05/2021	KI.098
	Rasimin b	Desa Wahau Baru	1° 4' 38.26" N	116° 52' 35.30" E	2.00	2.00	39.91	25/05/2021	KI.098
	Rasimin c	Desa Wahau Baru	1° 4' 18.60" N	116° 54' 12.26" E	1.00	1.00	19.96	25/05/2021	KI.098
	Rasimin d	Desa Wahau Baru	1° 4' 21.12" N	116° 54' 14.49" E	1.00	1.00	19.96	25/05/2021	KI.098
99	Repon a	Desa Wahau Baru	1° 3' 37.40" N	116° 53' 20.82" E	1.00	1.00	24.93	25/05/2021	KI.099
	Repon b	Desa Wahau Baru	1° 4' 51.27" N	116° 52' 38.29" E	2.00	2.00	49.85	25/05/2021	KI.099
	Repon c	Desa Wahau Baru	1° 4' 51.27" N	116° 52' 35.03" E	2.00	2.00	49.85	25/05/2021	KI.099
	Repon d	Desa Wahau Baru	1° 4' 57.78" N	116° 52' 38.20" E	2.00	2.00	49.85	25/05/2021	KI.099
	Repon e	Desa Wahau Baru	1° 4' 56.21" N	116° 52' 34.96" E	1.00	1.00	24.93	25/05/2021	KI.099
	Repon f	Desa Wahau Baru	1° 3' 48.46" N	116° 54' 05.64" E	1.00	1.00	24.93	25/05/2021	KI.099
100	Rico Darmawan a	Desa Wahau Baru	1° 3' 51.87" N	116° 53' 52.42" E	1.00	1.00	20.92	25/05/2021	KI.100
	Rico Darmawan b	Desa Wahau Baru	1° 4' 06.87" N	116° 54' 32.60" E	2.00	2.00	41.84	25/05/2021	KI.100
101*	Riwan Pratama a	Desa Wahau Baru	1° 4' 08.78" N	116° 53' 32.90" E	0.25	0.25	4.64	25/05/2021	KI.101
	Riwan Pratama b	Desa Wahau Baru	1° 4' 06.31" N	116° 53' 32.74" E	0.25	0.25	4.64	25/05/2021	KI.101
	Riwan Pratama c	Desa Wahau Baru	1° 5' 17.19" N	116° 53' 01.05" E	2.00	2.00	37.11	25/05/2021	KI.101
	Riwan Pratama d	Desa Wahau Baru	1° 3' 53.59" N	116° 53' 28.01" E	1.00	1.00	18.57	25/05/2021	KI.101
	Riwan Pratama e	Desa Wahau Baru	1° 5' 30.07" N	116° 53' 01.05" E	2.00	2.00	37.11	25/05/2021	KI.101
	Riwan Pratama f	Desa Wahau Baru	1° 4' 07.96" N	116° 53' 32.83" E	0.25	0.25	4.64	25/05/2021	KI.101
	Riwan Pratama g	Desa Wahau Baru	1° 3' 56.88" N	116° 53' 28.11" E	1.00	1.00	18.57	25/05/2021	KI.101
102	Ruslantono	Desa Wahau Baru	1° 4' 07.01" N	116° 54' 26.24" E	2.00	2.00	45.26	25/05/2021	KI.102
103	Sa'Di	Desa Wahau Baru	1° 3' 41.45" N	116° 54' 12.31" E	2.00	2.00	39.36	25/05/2021	KI.103
104	Saharudin a	Desa Wahau Baru	1° 3' 43.54" N	116° 53' 31.02" E	1.00	1.00	24.56	25/05/2021	KI.104
	Saharudin b	Desa Wahau Baru	1° 3' 37.10" N	116° 54' 11.54" E	0.65	0.65	16.65	25/05/2021	KI.104
	Saharudin c	Desa Wahau Baru	1° 3' 38.66" N	116° 54' 12.64" E	1.22	1.22	32.41	25/05/2021	KI.104
	Saharudin d	Desa Wahau Baru	1° 3' 41.78" N	116° 53' 59.31" E	2.00	2.00	49.13	25/05/2021	KI.104
	Saharudin e	Desa Wahau Baru	1° 3' 51.84" N	116° 54' 08.89" E	1.00	1.00	24.56	25/05/2021	KI.104
	Saharudin f	Desa Wahau Baru	1° 3' 42.95" N	116° 53' 43.98" E	1.00	1.00	24.56	25/05/2021	KI.104

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Saharudin g	Desa Wahau Baru	1° 3' 40.24" N	116° 53' 30.90" E	1.00	1.00	24.56	25/05/2021	KI.104
105	Saiful Rizal	Desa Wahau Baru	1° 4' 02.17" N	116° 54' 03.86" E	1.00	1.00	20.82	25/05/2021	KI.105
106	Saikan a	Desa Wahau Baru	1° 5' 23.83" N	116° 52' 44.94" E	1.56	1.56	38.21	25/05/2021	KI.106
	Saikan b	Desa Wahau Baru	1° 4' 01.17" N	116° 53' 15.10" E	1.00	1.00	25.71	25/05/2021	KI.106
	Saikan c	Desa Wahau Baru	1° 4' 31.76" N	116° 52' 35.41" E	2.00	2.00	50.02	25/05/2021	KI.106
	Saikan d	Desa Wahau Baru	1° 4' 11.07" N	116° 53' 43.72" E	1.00	1.00	26.01	25/05/2021	KI.106
107	Saimin	Desa Wahau Baru	1° 4' 16.42" N	116° 54' 05.44" E	1.00	1.00	19.08	25/05/2021	KI.107
108	Saino a	Desa Wahau Baru	1° 4' 55.89" N	116° 53' 21.96" E	2.00	2.00	48.80	25/05/2021	KI.108
	Saino b	Desa Wahau Baru	1° 4' 12.54" N	116° 53' 17.37" E	0.25	0.25	6.17	25/05/2021	KI.108
	Saino c	Desa Wahau Baru	1° 3' 57.20" N	116° 53' 01.44" E	1.00	1.00	24.90	25/05/2021	KI.108
109	Saliman a	Desa Wahau Baru	1° 4' 32.07" N	116° 53' 52.82" E	1.00	1.00	22.50	25/05/2021	KI.109
	Saliman b	Desa Wahau Baru	1° 4' 37.18" N	116° 54' 06.76" E	1.00	1.00	22.50	25/05/2021	KI.109
110	Sambang	Desa Wahau Baru	1° 3' 38.24" N	116° 54' 05.82" E	2.00	2.00	40.62	25/05/2021	KI.110
111	Sapar a	Desa Wahau Baru	1° 4' 31.72" N	116° 52' 38.69" E	1.96	1.96	43.78	25/05/2021	KI.111
	Sapar b	Desa Wahau Baru	1° 5' 17.24" N	116° 52' 54.53" E	1.99	1.99	43.81	25/05/2021	KI.111
	Sapar c	Desa Wahau Baru	1° 4' 34.98" N	116° 54' 09.25" E	1.00	1.00	21.91	25/05/2021	KI.111
112*	Sardi Kholidi a	Desa Wahau Baru	1° 4' 51.12" N	116° 52' 54.52" E	2.00	2.00	40.91	25/05/2021	KI.112
	Sardi Kholidi b	Desa Wahau Baru	1° 4' 57.59" N	116° 53' 00.93" E	2.00	2.00	40.91	25/05/2021	KI.112
	Sardi Kholidi c	Desa Wahau Baru	1° 4' 23.84" N	116° 54' 21.86" E	1.00	1.00	20.46	25/05/2021	KI.112
	Sardi Kholidi d	Desa Wahau Baru	1° 4' 44.67" N	116° 54' 12.96" E	1.00	1.00	20.46	25/05/2021	KI.112
	Sardi Kholidi e	Desa Wahau Baru	1° 5' 04.25" N	116° 52' 41.46" E	2.00	2.00	40.91	25/05/2021	KI.112
113	Sarimu	Desa Wahau Baru	1° 3' 41.06" N	116° 54' 31.87" E	2.00	2.00	41.22	25/05/2021	KI.113
114*	Saring a	Desa Wahau Baru	1° 5' 23.67" N	116° 53' 04.31" E	2.00	2.00	48.99	25/05/2021	KI.114
	Saring b	Desa Wahau Baru	1° 3' 40.62" N	116° 53' 20.99" E	1.00	1.00	24.50	25/05/2021	KI.114
	Saring c	Desa Wahau Baru	1° 4' 04.66" N	116° 53' 32.63" E	0.25	0.25	6.12	25/05/2021	KI.114
	Saring d	Desa Wahau Baru	1° 4' 16.52" N	116° 54' 15.00" E	1.00	1.00	24.50	25/05/2021	KI.114
115*	Saripudin a	Desa Wahau Baru	1° 4' 57.64" N	116° 52' 54.46" E	2.00	2.00	39.51	25/05/2021	KI.115
	Saripudin b	Desa Wahau Baru	1° 3' 46.20" N	116° 53' 11.22" E	1.00	1.00	19.76	25/05/2021	KI.115
	Saripudin c	Desa Wahau Baru	1° 3' 44.51" N	116° 53' 07.95" E	1.00	1.00	19.76	25/05/2021	KI.115
	Saripudin d	Desa Wahau Baru	1° 4' 12.24" N	116° 53' 23.52" E	0.25	0.25	4.94	25/05/2021	KI.115
	Saripudin e	Desa Wahau Baru	1° 3' 43.57" N	116° 53' 12.71" E	1.00	1.00	19.76	25/05/2021	KI.115
116	Sarmiyati a	Desa Wahau Baru	1° 3' 53.72" N	116° 53' 24.78" E	1.00	1.00	20.07	25/05/2021	KI.116
	Sarmiyati b	Desa Wahau Baru	1° 3' 59.92" N	116° 53' 42.20" E	0.25	0.25	4.87	25/05/2021	KI.116
	Sarmiyati c	Desa Wahau Baru	1° 3' 47.18" N	116° 54' 38.49" E	2.00	2.00	39.15	25/05/2021	KI.116
117	Satimun a	Desa Wahau Baru	1° 4' 37.52" N	116° 54' 11.37" E	1.00	1.00	24.82	25/05/2021	KI.117
	Satimun b	Desa Wahau Baru	1° 5' 30.00" N	116° 53' 17.23" E	2.00	2.00	50.64	25/05/2021	KI.117
118	Satuman a	Desa Wahau Baru	1° 3' 46.56" N	116° 53' 34.40" E	1.00	1.00	25.09	25/05/2021	KI.118
	Satuman b	Desa Wahau Baru	1° 3' 49.77" N	116° 53' 37.66" E	1.00	1.00	25.09	25/05/2021	KI.118
	Satuman c	Desa Wahau Baru	1° 3' 50.31" N	116° 54' 38.49" E	2.00	2.00	50.18	25/05/2021	KI.118
119	Sentot Sujarwo	Desa Wahau Baru	1° 5' 10.75" N	116° 52' 51.20" E	2.00	2.00	47.21	25/05/2021	KI.119
120	Siswanto a	Desa Wahau Baru	1° 5' 10.64" N	116° 53' 00.98" E	2.00	2.00	50.69	25/05/2021	KI.120

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Siswanto b	Desa Wahau Baru	1° 4' 00.62" N	116° 53' 21.70" E	1.00	1.00	25.35	25/05/2021	KI.120
	Siswanto c	Desa Wahau Baru	1° 5' 23.70" N	116° 53' 01.07" E	2.00	2.00	50.69	25/05/2021	KI.120
121	Siti Rahayu	Desa Wahau Baru	1° 5' 4.14" N	116° 53' 00.91" E	2.00	2.00	49.06	25/05/2021	KI.121
122	Slamet	Desa Wahau Baru	1° 5' 10.72" N	116° 52' 54.46" E	2.00	2.00	47.46	25/05/2021	KI.122
123	Slamet	Desa Wahau Baru	1° 4' 31.53" N	116° 53' 07.52" E	2.00	2.00	50.68	25/05/2021	KI.123
124	Slamet a	Desa Wahau Baru	1° 5' 23.73" N	116° 52' 54.66" E	2.00	2.00	39.13	25/05/2021	KI.124
	Slamet b	Desa Wahau Baru	1° 4' 07.78" N	116° 53' 02.76" E	1.00	1.00	19.57	25/05/2021	KI.124
	Slamet c	Desa Wahau Baru	1° 4' 39.13" N	116° 53' 59.59" E	1.00	1.00	19.57	25/05/2021	KI.124
	Slamet d	Desa Wahau Baru	1° 4' 18.68" N	116° 52' 35.41" E	2.00	2.00	39.13	25/05/2021	KI.124
125	Slamet	Desa Wahau Baru	1° 4' 38.07" N	116° 52' 58.00" E	2.00	2.00	48.42	25/05/2021	KI.125
126	Slamet Marihat a	Desa Wahau Baru	1° 3' 46.76" N	116° 53' 31.12" E	1.00	1.00	26.99	25/05/2021	KI.126
	Slamet Marihat b	Desa Wahau Baru	1° 3' 46.18" N	116° 53' 40.70" E	1.00	1.00	26.99	25/05/2021	KI.126
	Slamet Marihat c	Desa Wahau Baru	1° 3' 45.09" N	116° 53' 59.94" E	1.63	1.63	41.03	25/05/2021	KI.126
127	Soimun a	Desa Wahau Baru	1° 3' 56.20" N	116° 53' 43.17" E	0.25	0.25	5.06	25/05/2021	KI.127
	Soimun b	Desa Wahau Baru	1° 3' 52.65" N	116° 53' 44.27" E	1.00	1.00	21.01	25/05/2021	KI.127
	Soimun c	Desa Wahau Baru	1° 3' 50.08" N	116° 53' 31.12" E	1.00	1.00	21.01	25/05/2021	KI.127
	Soimun d	Desa Wahau Baru	1° 3' 41.12" N	116° 54' 18.89" E	2.00	2.00	42.01	25/05/2021	KI.127
128	Sriatun a	Desa Wahau Baru	1° 4' 09.04" N	116° 54' 20.71" E	1.00	1.00	21.60	25/05/2021	KI.128
	Sriatun b	Desa Wahau Baru	1° 4' 51.07" N	116° 53' 04.26" E	2.00	2.00	43.19	25/05/2021	KI.128
129	Sriyanti	Desa Wahau Baru	1° 4' 19.37" N	116° 54' 22.15" E	1.00	1.00	21.60	25/05/2021	KI.129
130	Subeno	Desa Wahau Baru	1° 4' 46.04" N	116° 53' 48.58" E	1.00	1.00	18.08	25/05/2021	KI.130
131	Sucipto	Desa Wahau Baru	1° 3' 47.37" N	116° 53' 17.70" E	1.00	1.00	23.67	25/05/2021	KI.131
132	Sudalmo a	Desa Wahau Baru	1° 3' 53.21" N	116° 52' 55.05" E	1.00	1.00	19.77	25/05/2021	KI.132
	Sudalmo b	Desa Wahau Baru	1° 5' 23.93" N	116° 52' 31.74" E	2.00	2.00	39.53	25/05/2021	KI.132
	Sudalmo c	Desa Wahau Baru	1° 5' 30.41" N	116° 52' 31.75" E	2.00	2.00	39.53	25/05/2021	KI.132
133*	Sudarmaji a	Desa Wahau Baru	1° 5' 04.14" N	116° 53' 13.83" E	1.87	1.87	42.14	25/05/2021	KI.133
	Sudarmaji b	Desa Wahau Baru	1° 3' 46.38" N	116° 53' 02.41" E	2.00	2.00	41.24	25/05/2021	KI.133
	Sudarmaji c	Desa Wahau Baru	1° 4' 31.60" N	116° 52' 48.20" E	2.00	2.00	41.24	25/05/2021	KI.133
	Sudarmaji d	Desa Wahau Baru	1° 4' 18.09" N	116° 53' 33.22" E	0.25	0.25	5.15	25/05/2021	KI.133
	Sudarmaji e	Desa Wahau Baru	1° 4' 00.55" N	116° 53' 24.98" E	1.00	1.00	20.62	25/05/2021	KI.133
134	Sugeng	Desa Wahau Baru	1° 4' 12.26" N	116° 53' 22.68" E	0.25	0.25	5.28	25/05/2021	KI.134
135	Sugiarto a	Desa Wahau Baru	1° 4' 13.27" N	116° 52' 48.99" E	2.00	2.00	42.12	25/05/2021	KI.135
	Sugiarto b	Desa Wahau Baru	1° 5' 30.24" N	116° 52' 48.32" E	1.94	1.94	41.01	25/05/2021	KI.135
136	Sugimin	Desa Wahau Baru	1° 4' 01.53" N	116° 53' 06.76" E	1.00	1.00	18.30	25/05/2021	KI.136
137	Sugiono a	Desa Wahau Baru	1° 3' 59.66" N	116° 52' 35.82" E	1.52	1.52	30.52	25/05/2021	KI.137
	Sugiono b	Desa Wahau Baru	1° 4' 36.10" N	116° 53' 45.18" E	0.25	0.25	5.02	25/05/2021	KI.137
	Sugiono c	Desa Wahau Baru	1° 3' 48.59" N	116° 52' 56.09" E	1.00	1.00	20.08	25/05/2021	KI.137
	Sugiono d	Desa Wahau Baru	1° 5' 30.17" N	116° 52' 45.19" E	2.00	2.00	40.17	25/05/2021	KI.137
138*	Lasino	Desa Wahau Baru	1° 5' 04.19" N	116° 52' 54.42" E	2.00	2.00	36.27	25/05/2021	KI.138
139	Suhari a	Desa Wahau Baru	1° 3' 44.89" N	116° 54' 05.74" E	2.00	2.00	44.45	25/05/2021	KI.139
	Suhari b	Desa Wahau Baru	1° 3' 44.57" N	116° 54' 12.34" E	2.00	2.00	44.45	25/05/2021	KI.139

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140	Sukadi	Desa Wahau Baru	1° 4' 00.24" N	116° 52' 43.80" E	1.00	1.00	25.39	25/05/2021	KI.140
141	Sukardi a	Desa Wahau Baru	1° 5' 17.21" N	116° 52' 57.78" E	2.00	2.00	50.85	25/05/2021	KI.141
	Sukardi b	Desa Wahau Baru	1° 4' 04.38" N	116° 53' 18.45" E	1.00	1.00	24.92	25/05/2021	KI.141
	Sukardi c	Desa Wahau Baru	1° 4' 02.34" N	116° 52' 53.18" E	1.00	1.00	24.92	25/05/2021	KI.141
	Sukardi d	Desa Wahau Baru	1° 4' 55.95" N	116° 53' 15.46" E	2.00	2.00	50.85	25/05/2021	KI.141
142*	Sukarman a	Desa Wahau Baru	1° 3' 47.08" N	116° 53' 24.58" E	1.00	1.00	18.96	25/05/2021	KI.142
	Sukarman b	Desa Wahau Baru	1° 3' 50.52" N	116° 54' 25.43" E	2.00	2.00	37.91	25/05/2021	KI.142
	Sukarman c	Desa Wahau Baru	1° 3' 49.64" N	116° 53' 40.80" E	1.00	1.00	18.96	25/05/2021	KI.142
	Sukarman d	Desa Wahau Baru	1° 3' 47.53" N	116° 54' 18.86" E	2.00	2.00	49.16	25/05/2021	KI.142
	Sukarman e	Desa Wahau Baru	1° 3' 43.08" N	116° 53' 37.57" E	1.00	1.00	18.96	25/05/2021	KI.142
143	Sukaryanto a	Desa Wahau Baru	1° 3' 52.37" N	116° 53' 58.84" E	1.00	1.00	20.79	25/05/2021	KI.143
	Sukaryanto b	Desa Wahau Baru	1° 4' 09.99" N	116° 54' 39.05" E	2.00	2.00	41.58	25/05/2021	KI.143
144	Sukijah	Desa Wahau Baru	1° 4' 38.17" N	116° 52' 45.03" E	2.00	2.00	50.20	25/05/2021	KI.144
145	Sukiran a	Desa Wahau Baru	1° 4' 11.11" N	116° 53' 36.42" E	0.25	0.25	5.00	25/05/2021	KI.145
	Sukiran b	Desa Wahau Baru	1° 4' 01.14" N	116° 53' 18.37" E	1.00	1.00	20.02	25/05/2021	KI.145
	Sukiran c	Desa Wahau Baru	1° 4' 31.61" N	116° 52' 45.04" E	2.00	2.00	40.04	25/05/2021	KI.145
	Sukiran d	Desa Wahau Baru	1° 5' 35.22" N	116° 52' 36.88" E	1.00	1.00	20.02	25/05/2021	KI.145
	Sukiran e	Desa Wahau Baru	1° 4' 11.11" N	116° 53' 36.42" E	0.25	0.25	5.00	25/05/2021	KI.145
146*	Sukirno a	Desa Wahau Baru	1° 3' 47.39" N	116° 54' 25.42" E	2.00	2.00	41.70	25/05/2021	KI.146
	Sukirno b	Desa Wahau Baru	1° 3' 49.93" N	116° 53' 34.40" E	1.00	1.00	20.85	25/05/2021	KI.146
147	Sulasmi	Desa Wahau Baru	1° 5' 23.71" N	116° 52' 57.85" E	2.00	2.00	40.39	25/05/2021	KI.147
148	Sulikh Fitriani a	Desa Wahau Baru	1° 3' 50.60" N	116° 53' 17.82" E	1.00	1.00	25.50	25/05/2021	KI.148
	Sulikh Fitriani b	Desa Wahau Baru	1° 4' 59.47" N	116° 52' 34.92" E	1.00	1.00	25.50	25/05/2021	KI.148
149	Sulistiono a	Desa Wahau Baru	1° 5' 04.12" N	116° 53' 07.37" E	2.00	2.00	43.86	25/05/2021	KI.149
	Sulistiono b	Desa Wahau Baru	1° 3' 54.24" N	116° 52' 59.66" E	1.00	1.00	21.93	25/05/2021	KI.149
150*	Sumar a	Desa Wahau Baru	1° 4' 00.25" N	116° 54' 32.14" E	2.00	2.00	49.02	25/05/2021	KI.150
	Sumar b	Desa Wahau Baru	1° 3' 48.55" N	116° 53' 52.45" E	1.00	1.00	24.01	25/05/2021	KI.150
151	Sumardi	Desa Wahau Baru	1° 4' 20.31" N	116° 54' 05.22" E	1.00	1.00	27.14	25/05/2021	KI.151
152	Sumardi a	Desa Wahau Baru	1° 4' 14.05" N	116° 54' 12.86" E	1.00	1.00	21.67	25/05/2021	KI.152
	Sumardi b	Desa Wahau Baru	1° 4' 13.15" N	116° 54' 09.97" E	1.00	1.00	21.67	25/05/2021	KI.152
	Sumardi c	Desa Wahau Baru	1° 4' 51.01" N	116° 53' 13.99" E	2.00	2.00	43.35	25/05/2021	KI.152
153	Sumarno	Desa Wahau Baru	1° 4' 43.52" N	116° 53' 27.54" E	1.00	1.00	24.19	25/05/2021	KI.153
154	Sumijo a	Desa Wahau Baru	1° 4' 29.76" N	116° 53' 38.43" E	0.25	0.25	4.58	25/05/2021	KI.154
	Sumijo b	Desa Wahau Baru	1° 4' 19.78" N	116° 52' 58.73" E	1.85	1.85	36.50	25/05/2021	KI.154
155	Sumiran	Desa Wahau Baru	1° 4' 34.73" N	116° 54' 04.63" E	1.00	1.00	24.80	25/05/2021	KI.155
156	Sumrah	Desa Wahau Baru	1° 5' 29.96" N	116° 53' 07.52" E	2.00	2.00	43.19	25/05/2021	KI.156
157	Sunardi a	Desa Wahau Baru	1° 3' 41.94" N	116° 53' 09.56" E	1.00	1.00	21.43	25/05/2021	KI.157
	Sunardi b	Desa Wahau Baru	1° 4' 38.08" N	116° 53' 03.34" E	2.00	2.00	42.86	25/05/2021	KI.157
158*	Sunarto a	Desa Wahau Baru	1° 3' 48.17" N	116° 52' 59.72" E	2.00	2.00	37.31	25/05/2021	KI.158
	Sunarto b	Desa Wahau Baru	1° 4' 44.59" N	116° 52' 57.84" E	2.00	2.00	37.31	25/05/2021	KI.158
159	Supardi a	Desa Wahau Baru	1° 4' 21.44" N	116° 53' 33.35" E	0.25	0.25	6.12	25/05/2021	KI.159

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Supardi b	Desa Wahau Baru	1° 4' 12.26" N	116° 53' 57.37" E	1.00	1.00	23.27	25/05/2021	KI.159
	Supardi c	Desa Wahau Baru	1° 4' 20.60" N	116° 53' 33.32" E	0.25	0.25	6.12	25/05/2021	KI.159
160	Suprihatin	Desa Wahau Baru	1° 4' 38.14" N	116° 52' 48.18" E	2.00	2.00	48.14	25/05/2021	KI.160
161*	Suprihno a	Desa Wahau Baru	1° 4' 21.49" N	116° 54' 19.72" E	1.00	1.00	20.78	25/05/2021	KI.161
	Suprihno b	Desa Wahau Baru	1° 4' 44.63" N	116° 52' 51.27" E	2.00	2.00	41.55	25/05/2021	KI.161
162	Surahman	Desa Wahau Baru	1° 4' 34.24" N	116° 53' 23.61" E	1.00	1.00	25.34	25/05/2021	KI.162
163	Suroko a	Desa Wahau Baru	1° 3' 41.00" N	116° 54' 25.36" E	2.00	2.00	45.20	25/05/2021	KI.163
	Suroko b	Desa Wahau Baru	1° 3' 42.91" N	116° 53' 40.62" E	1.00	1.00	22.60	25/05/2021	KI.163
164	Surti Kanti	Desa Wahau Baru	1° 3' 39.06" N	116° 53' 52.27" E	2.00	2.00	36.07	25/05/2021	KI.164
165	Suryono a	Desa Wahau Baru	1° 4' 16.18" N	116° 52' 51.25" E	0.47	0.47	9.32	25/05/2021	KI.165
	Suryono b	Desa Wahau Baru	1° 4' 19.33" N	116° 52' 51.62" E	1.46	1.46	29.47	25/05/2021	KI.165
	Suryono c	Desa Wahau Baru	1° 4' 31.64" N	116° 53' 57.67" E	0.95	0.95	18.84	25/05/2021	KI.165
166	Suta a	Desa Wahau Baru	1° 3' 56.04" N	116° 52' 56.92" E	1.00	1.00	24.78	25/05/2021	KI.166
	Suta b	Desa Wahau Baru	1° 4' 03.40" N	116° 53' 03.77" E	1.00	1.00	24.78	25/05/2021	KI.166
167	Sutadi	Desa Wahau Baru	1° 4' 35.69" N	116° 54' 23.06" E	1.00	1.00	24.23	25/05/2021	KI.167
168*	Sutrasno	Desa Wahau Baru	1° 5' 30.05" N	116° 53' 20.69" E	2.00	2.00	39.09	25/05/2021	KI.168
169	Suwarno	Desa Wahau Baru	1° 5' 30.01" N	116° 53' 10.67" E	2.00	2.00	46.97	25/05/2021	KI.169
170*	Suyanto a	Desa Wahau Baru	1° 3' 37.67" N	116° 53' 14.29" E	1.00	1.00	26.62	25/05/2021	KI.170
	Suyanto b	Desa Wahau Baru	1° 3' 35.13" N	116° 53' 15.79" E	1.00	1.00	26.62	25/05/2021	KI.170
	Suyanto c	Desa Wahau Baru	1° 4' 05.48" N	116° 53' 32.69" E	0.25	0.25	6.65	25/05/2021	KI.170
	Suyanto d	Desa Wahau Baru	1° 5' 36.42" N	116° 52' 32.97" E	1.50	1.50	36.92	25/05/2021	KI.170
171	Suyitno a	Desa Wahau Baru	1° 3' 51.84" N	116° 54' 05.60" E	1.00	1.00	23.95	25/05/2021	KI.171
	Suyitno b	Desa Wahau Baru	1° 4' 13.24" N	116° 54' 39.12" E	2.00	2.00	47.90	25/05/2021	KI.171
172	Suyud a	Desa Wahau Baru	1° 5' 30.02" N	116° 53' 04.36" E	2.00	2.00	48.72	25/05/2021	KI.172
	Suyud b	Desa Wahau Baru	1° 3' 40.51" N	116° 53' 24.34" E	1.00	1.00	24.86	25/05/2021	KI.172
173	Tarijo a	Desa Wahau Baru	1° 3' 38.02" N	116° 54' 31.88" E	2.00	2.00	36.92	25/05/2021	KI.173
	Tarijo b	Desa Wahau Baru	1° 3' 44.07" N	116° 54' 38.46" E	1.66	1.66	30.79	25/05/2021	KI.173
	Tarijo c	Desa Wahau Baru	1° 3' 49.34" N	116° 53' 44.19" E	1.00	1.00	19.04	25/05/2021	KI.173
174	Tarmi a	Desa Wahau Baru	1° 4' 30.31" N	116° 54' 09.65" E	1.00	1.00	23.53	25/05/2021	KI.174
	Tarmi b	Desa Wahau Baru	1° 4' 44.75" N	116° 52' 38.34" E	2.00	2.00	47.05	25/05/2021	KI.174
175	Tarsan a	Desa Wahau Baru	1° 4' 25.23" N	116° 52' 35.44" E	2.00	2.00	42.04	25/05/2021	KI.175
	Tarsan b	Desa Wahau Baru	1° 4' 33.63" N	116° 53' 30.20" E	1.00	1.00	21.02	25/05/2021	KI.175
176	Teguh Riyanto	Desa Wahau Baru	1° 4' 7.02" N	116° 52' 58.10" E	1.00	1.00	23.37	25/05/2021	KI.176
177	Tri Mardiono a	Desa Wahau Baru	1° 4' 21.68" N	116° 54' 24.42" E	1.00	1.00	20.51	25/05/2021	KI.177
	Tri Mardiono b	Desa Wahau Baru	1° 5' 23.76" N	116° 53' 20.65" E	2.00	2.00	41.02	25/05/2021	KI.177
178	Tri Marsudiono	Desa Wahau Baru	1° 3' 38.49" N	116° 53' 59.42" E	2.00	2.00	50.72	25/05/2021	KI.178
179	Tri Maryani a	Desa Wahau Baru	1° 3' 43.89" N	116° 53' 21.09" E	1.00	1.00	20.29	25/05/2021	KI.179
	Tri Maryani b	Desa Wahau Baru	1° 5' 39.31" N	116° 52' 35.14" E	1.84	1.84	37.79	25/05/2021	KI.179
180	Turasman a	Desa Wahau Baru	1° 4' 22.27" N	116° 53' 33.37" E	0.25	0.25	6.84	25/05/2021	KI.180
	Turasman b	Desa Wahau Baru	1° 4' 18.65" N	116° 52' 38.65" E	1.96	1.96	47.65	25/05/2021	KI.180
	Turasman c	Desa Wahau Baru	1° 4' 16.96" N	116° 54' 01.63" E	1.00	1.00	25.38	25/05/2021	KI.180

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
181	Wadji a	Desa Wahau Baru	1° 3' 59.94" N	116° 53' 30.58" E	0.25	0.25	6.41	25/05/2021	KI.181
	Wadji b	Desa Wahau Baru	1° 3' 56.45" N	116° 53' 35.90" E	1.00	1.00	25.63	25/05/2021	KI.181
	Wadji c	Desa Wahau Baru	1° 4' 00.00" N	116° 53' 38.06" E	0.25	0.25	6.41	25/05/2021	KI.181
	Wadji d	Desa Wahau Baru	1° 3' 50.38" N	116° 54' 32.09" E	2.00	2.00	51.25	25/05/2021	KI.181
182	Wagiman a	Desa Wahau Baru	1° 4' 30.96" N	116° 54' 23.52" E	1.00	1.00	23.04	25/05/2021	KI.182
	Wagiman b	Desa Wahau Baru	1° 4' 37.99" N	116° 53' 10.93" E	2.00	2.00	46.08	25/05/2021	KI.182
	Wagiman c	Desa Wahau Baru	1° 4' 32.73" N	116° 54' 11.73" E	1.00	1.00	23.04	25/05/2021	KI.182
183	Yulianto a	Desa Wahau Baru	1° 4' 44.70" N	116° 52' 48.66" E	1.19	1.19	26.03	25/05/2021	KI.183
	Yulianto b	Desa Wahau Baru	1° 4' 18.85" N	116° 54' 17.18" E	1.00	1.00	23.48	25/05/2021	KI.183
184	Wahono a	Desa Wahau Baru	1° 4' 36.90" N	116° 53' 30.43" E	1.00	1.00	25.38	25/05/2021	KI.184
	Wahono b	Desa Wahau Baru	1° 4' 06.02" N	116° 52' 36.52" E	1.51	1.51	40.11	25/05/2021	KI.184
	Wahono c	Desa Wahau Baru	1° 4' 51.19" N	116° 52' 48.05" E	2.00	2.00	49.16	25/05/2021	KI.184
	Wahono d	Desa Wahau Baru	1° 5' 17.26" N	116° 52' 51.25" E	2.00	2.00	50.16	25/05/2021	KI.184
185*	Walijah a	Desa Wahau Baru	1° 4' 14.86" N	116° 53' 42.06" E	1.00	1.00	22.84	25/05/2021	KI.185
	Walijah b	Desa Wahau Baru	1° 4' 10.82" N	116° 53' 52.40" E	1.00	1.00	22.84	25/05/2021	KI.185
	Walijah c	Desa Wahau Baru	1° 4' 25.94" N	116° 54' 14.68" E	1.00	1.00	22.84	25/05/2021	KI.185
	Walijah d	Desa Wahau Baru	1° 5' 17.14" N	116° 53' 20.50" E	2.00	2.00	45.67	25/05/2021	KI.185
	Walijah e	Desa Wahau Baru	1° 5' 17.15" N	116° 53' 17.25" E	2.00	2.00	45.67	25/05/2021	KI.185
	Walijah f	Desa Wahau Baru	1° 5' 30.01" N	116° 53' 13.85" E	2.00	2.00	45.67	25/05/2021	KI.185
	Walijah g	Desa Wahau Baru	1° 5' 34.68" N	116° 53' 11.93" E	2.00	2.00	45.67	25/05/2021	KI.185
	Walijah h	Desa Wahau Baru	1° 5' 38.97" N	116° 52' 44.85" E	1.75	1.75	39.96	25/05/2021	KI.185
	Walijah i	Desa Wahau Baru	1° 4' 24.01" N	116° 54' 26.53" E	1.00	1.00	22.84	25/05/2021	KI.185
186	Wasiadi a	Desa Wahau Baru	1° 5' 00.19" N	116° 53' 20.07" E	2.00	2.00	47.85	25/05/2021	KI.186
	Wasiadi b	Desa Wahau Baru	1° 3' 58.83" N	116° 53' 04.95" E	1.00	1.00	23.93	25/05/2021	KI.186
	Wasiadi c	Desa Wahau Baru	1° 3' 56.93" N	116° 53' 07.71" E	1.00	1.00	23.93	25/05/2021	KI.186
187	Wasiman a	Desa Wahau Baru	1° 4' 42.22" N	116° 54' 10.90" E	1.00	1.00	20.55	25/05/2021	KI.187
	Wasiman b	Desa Wahau Baru	1° 4' 50.98" N	116° 53' 17.24" E	2.00	2.00	41.10	25/05/2021	KI.187
	Wasiman c	Desa Wahau Baru	1° 4' 32.53" N	116° 54' 07.14" E	1.00	1.00	20.55	25/05/2021	KI.187
188	Watino a	Desa Wahau Baru	1° 4' 07.15" N	116° 53' 10.21" E	0.97	0.97	24.87	25/05/2021	KI.188
	Watino b	Desa Wahau Baru	1° 4' 08.87" N	116° 53' 07.37" E	1.00	1.00	24.90	25/05/2021	KI.188
189	Widarto	Desa Wahau Baru	1° 5' 23.88" N	116° 52' 38.41" E	2.00	2.00	50.80	25/05/2021	KI.189
190	Widyo Anwar a	Desa Wahau Baru	1° 4' 33.21" N	116° 54' 20.98" E	1.00	1.00	20.95	25/05/2021	KI.190
	Widyo Anwar b	Desa Wahau Baru	1° 4' 17.03" N	116° 54' 24.61" E	1.00	1.00	20.95	25/05/2021	KI.190
	Widyo Anwar c	Desa Wahau Baru	1° 5' 17.17" N	116° 53' 13.97" E	2.00	2.00	41.91	25/05/2021	KI.190
	Widyo Anwar d	Desa Wahau Baru	1° 5' 17.18" N	116° 53' 10.74" E	2.00	2.00	41.91	25/05/2021	KI.190
	Widyo Anwar e	Desa Wahau Baru	1° 4' 51.22" N	116° 52' 44.81" E	2.00	2.00	41.91	25/05/2021	KI.190
	Widyo Anwar f	Desa Wahau Baru	1° 4' 44.59" N	116° 53' 07.58" E	2.00	2.00	41.91	25/05/2021	KI.190
	Widyo Anwar g	Desa Wahau Baru	1° 4' 00.28" N	116° 54' 25.52" E	2.00	2.00	41.91	25/05/2021	KI.190
191	Winardi a	Desa Wahau Baru	1° 3' 35.23" N	116° 54' 14.19" E	2.00	2.00	50.40	25/05/2021	KI.191
	Winardi b	Desa Wahau Baru	1° 3' 46.16" N	116° 53' 44.08" E	1.00	1.00	25.70	25/05/2021	KI.191
	Winardi c	Desa Wahau Baru	1° 4' 03.52" N	116° 54' 32.30" E	2.00	2.00	50.40	25/05/2021	KI.191

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
	Winardi d	Desa Wahau Baru	1° 3' 36.68" N	116° 53' 37.46" E	1.00	1.00	25.70	25/05/2021	KI.191
	Winardi e	Desa Wahau Baru	1° 3' 40.44" N	116° 53' 27.58" E	1.00	1.00	25.70	25/05/2021	KI.191
192	Wiwin Nofi Fitriani	Desa Wahau Baru	1° 3' 31.90" N	116° 53' 09.44" E	2.00	2.00	38.35	25/05/2021	KI.192
193	Wongso a	Desa Wahau Baru	1° 4' 40.96" N	116° 53' 35.49" E	1.26	1.26	27.06	25/05/2021	KI.193
	Wongso b	Desa Wahau Baru	1° 4' 43.15" N	116° 53' 37.97" E	1.00	1.00	22.09	25/05/2021	KI.193
	Wongso c	Desa Wahau Baru	1° 4' 38.56" N	116° 53' 37.80" E	1.00	1.00	22.09	25/05/2021	KI.193
194*	Yantik a	Desa Wahau Baru	1° 5' 35.06" N	116° 52' 58.94" E	1.96	1.96	42.14	25/05/2021	KI.194
	Yantik b	Desa Wahau Baru	1° 5' 30.15" N	116° 52' 54.40" E	2.00	2.00	42.17	25/05/2021	KI.194
195*	Yohanes Sasmoko a	Bambang Desa Wahau Baru	1° 5' 30.13" N	116° 52' 57.68" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko b	Bambang Desa Wahau Baru	1° 5' 10.86" N	116° 52' 34.98" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko c	Bambang Desa Wahau Baru	1° 5' 04.31" N	116° 52' 38.20" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko d	Bambang Desa Wahau Baru	1° 5' 10.78" N	116° 52' 41.50" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko e	Bambang Desa Wahau Baru	1° 5' 7.60" N	116° 52' 32.51" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko f	Bambang Desa Wahau Baru	1° 4' 57.58" N	116° 53' 04.14" E	2.00	2.00	36.65	25/05/2021	KI.195
	Yohanes Sasmoko g	Bambang Desa Wahau Baru	1° 5' 04.36" N	116° 52' 34.93" E	2.00	2.00	36.65	25/05/2021	KI.195
Total					634.16	634.16	14,097		

Note: *) Sampled in IAV audit.

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