

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (1)
- Recertification Assessment (Choose an item.)
- Extension of Scope

<b>Client Company Name / Parent Company:</b> <b>Koperasi Serba Usaha Pantun Sejahtera</b>
Client Company / Parent Company Address: Jl. Putih, Desa Sri Pantun, Kecamatan Kombeng, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75555, Indonesia
Certification Unit: <b>Koperasi Serba Usaha Pantun Sejahtera</b>
Location of Certification Unit: Jl. Putih, Desa Sri Pantun, Kecamatan Kombeng, Kabupaten Kutai Timur, Provinsi Kalimantan Timur 75555, Indonesia
Date of Final Report: 28/08/2023

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### Section 1: Scope of the Assessment

1. Company Details			
<b>Parent Company</b>	Koperasi Serba Usaha Pantun Sejahtera		
<b>RSPO Membership Number</b>	1-0336-21-000-00	<b>Membership Approval Date</b>	7 December 2021
<b>Address</b>	Jl. Putih, Desa Sri Pantun, Kecamatan Kombeng, Kutai Timur, Kalimantan Timur 75555, Indonesia		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	Koperasi Serba Usaha Pantun Sejahtera		
<b>Location / Address</b>	Jl. Putih, Desa Sri Pantun, Kecamatan Kombeng, Kutai Timur, Kalimantan Timur 75555, Indonesia		
<b>Website</b>	-		
<b>Management Representative</b>	Mr. Supandi	<b>E-mail</b>	<a href="mailto:sejahterapantun@gmail.com">sejahterapantun@gmail.com</a>
<b>Telephone</b>	+62 852 4860 6878	<b>Facsimile</b>	-

2. Certification Information			
<b>Certificate Number</b>	RSPO 760594	<b>Certificate Start Date</b>	07/06/2022
<b>Date of First Certification</b>	07/06/2022	<b>Certificate Expiry Date</b>	06/06/2027
<b>Scope of Certification</b>	Production of sustainable oil palm fresh fruits bunches from independent smallholders.		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
<b>Assessment Cycle</b>	<input type="checkbox"/> Pre-Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 1) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
<b>Applicable Standards / Normative Reference</b>	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		
<b>Supply Chain Module</b>	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	<b>Mill Capacity</b>	N/A
<b>ISH certification Phase</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		
<b>Is this a remote audit or on-site audit</b>	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ISPO 763134	Peraturan Menteri Pertanian No. 38 Tahun 2020, Lampiran II	BSI	02/06/2027

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Serba Usaha Pantun Sejahtera (131 smallholders)	Jl. Putih, Desa Sri Pantun, Kecamatan Kombeng, Kutai Timur, Kalimantan Timur 75555, Indonesia	1° 3' 32.54" N	116° 57' 32.53" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Serba Usaha Pantun Sejahtera (131 smallholders)	459.90	0	0	459.90	100%
<b>Total</b>	<b>459.90</b>	<b>0</b>	<b>0</b>	<b>459.90</b>	<b>100%</b>

**Note:** HCV area stated in the Criteria 4.1 are outside the smallholder plots.

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Koperasi Serba Usaha Pantun Sejahtera (131 smallholders)	0	142.40	317.50	0	459.90	0
<b>Total (ha)</b>	<b>0</b>	<b>142.40</b>	<b>317.50</b>	<b>0</b>	<b>459.90</b>	<b>0</b>

**Note:** Only Mature area is considered as production area

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<b>7. Summary of Certified Tonnage of FFB (Own Certified Scope)</b>				
<b>Estate / Smallholders</b>	<b>Tonnage (MT) / year</b>			
	<b>Estimated last year (June 2022 – May 2023)</b>	<b>Actual (April 2022 – March 2023)</b>		<b>Forecast (June 2023 – May 2024)</b>
		Previous license period (N/A)	Current license period (April 2022 – March 2023)	
Koperasi Serba Usaha Pantun Sejahtera (131 smallholders)	9,198.00	N/A	9,465.38	9,198.00
Volume Extension	274.00			
<b>Total</b>	<b>9,472.00</b>	<b>9,465.38</b>		<b>9,198.00</b>

**Note:** CH has made volume extension for 274 MT of FFB to accommodate overproduction. Consequent after the suspension lifted, the certified volume of FFB production is based on the prorate while the FFB produced during the suspension period will not be taken into account. Therefore, the certified volume of FFB production during August 2023 – June 2024 is 7,665 mt

<b>8. Summary of Certified Tonnage of FFB (from other certified unit(s))</b>				
<b>Estate / Smallholders</b>	<b>Tonnage (MT) / year</b>			
	<b>Estimated last year (Not Applicable)</b>	<b>Actual (Not Applicable)</b>		<b>Forecast (Not Applicable)</b>
		Previous license period (N/A)	Current license period (N/A)	
-		-	-	
<b>Total</b>		-		

**Note:** Not applicable for ISH.

<b>9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)</b>				
<b>Out growers / smallholders</b>	<b>Tonnage (MT) / year</b>			
	<b>Estimated last year (Not Applicable)</b>	<b>Actual (Not Applicable)</b>		<b>Forecast (Not Applicable)</b>
		Previous license period (N/A)	Current license period (N/A)	
-	-	-	-	-
<b>Total</b>	-	-		-

**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)
	-	-	-	-
<b>TOTAL</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

**Note:** Not applicable for ISH.

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

**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)
	-	-	-
<b>TOTAL</b>		<b>N/A</b>	<b>N/A</b>

**Note:** Not applicable for ISH.

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

<b>11A. Records of Certified CPO &amp; PK Sold under PalmTrace since the last audit (if any)</b>				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
-	-	-	-	-
<b>TOTAL</b>			<b>N/A</b>	<b>N/A</b>
<b>Note:</b> Not applicable for ISH.				

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

<b>11C. Records of CPO &amp; PK Sold as conventional since the last audit (if any)</b>			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
-	-	-	-
<b>TOTAL</b>		<b>N/A</b>	<b>N/A</b>
<b>Note:</b> 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
-	-	-	-
<b>TOTAL</b>			<b>N/A</b>

**Note:** Not applicable for ISH.

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (June 2022 – May 2023)			Actual (April 2022 – March 2023)			Forecast (June 2023 – May 2024)		
	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			9,472.00			9,465.38			9,198.00
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)
1	April 2022	787.99	157.60	39.40	17.73	21.67
2	May 2022	813.67	162.73	40.68	18.31	22.38
3	June 2022	800.79	160.16	40.04	18.02	22.02
4	July 2022	790.90	158.18	39.55	17.80	21.75
5	August 2022	820.84	164.17	41.04	18.47	22.57
6	September 2022	794.56	158.91	39.73	17.88	21.85
7	October 2022	784.23	156.85	39.21	17.65	21.57
8	November 2022	785.33	157.07	39.27	17.67	21.60
9	December 2022	780.72	156.14	39.04	17.57	21.47
10	January 2023	774.02	154.80	38.70	17.42	21.29
11	February 2023	767.84	153.57	38.39	17.28	21.12
12	March 2023	764.49	152.90	38.22	17.20	21.02
<b>TOTAL</b>		<b>9,465.38</b>	<b>1,893.08</b>	<b>473.27</b>	<b>212.97</b>	<b>260.30</b>

**Note:** 1 mt = 1 credit  
 \*CH has made volume extension for 274 MT of FFB to accommodates overproduction.

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13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
<b>Current License period (April 2022 – March 2023)</b>							
<b>Credits</b>				1,839	-	206	-
<b>Physical</b>	-	-	-				
<b>Previous License period (Not applicable)</b>							
<b>Credits</b>				-	-	-	-
<b>Physical</b>	-	-	-				

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)
1	Frito Lay (A Division of Pepsico)	RSPO_PO1000005411	-	1,839	-	-	-
2	Primart Marek Lukasiewicz	RSPO_PO1000010526	-	-	-	50	-
3	SC Johnson and Son	RSPO_PO1000005506	-	-	-	31	-
4	Royal Ahold Delhaize N.V.	RSPO_PO1000005536	-	-	-	125	-
<b>TOTAL</b>				<b>1,839</b>	<b>-</b>	<b>206</b>	<b>-</b>
<b>Note:</b>							

## 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](mailto:Chaiyaporn.Seekao@bsigroup.com))  
Website: [www.bsigroup.com](http://www.bsigroup.com)

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### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 29 May 2023 – 2 June 2023. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on 8 August 2023. The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Indonesia National Interpretation 2022 of the 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.

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.

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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**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Koperasi Serba Usaha Pantun Sejahtera	X	X	X	X	X
Group Manager/ICS	X	X	X	X	X
Smallholder Members	X	X	X	X	X

**Tentative Date of Next Visit: March 1, 2023 – March 3, 2024**

**Total Number of Mandays:**

**2.2 BSI Assessment Team**

<b>Name</b>	<b>Role</b>	<b>Competency</b>
Eko Purwanto (EP)	Team Leader	<p><b>Education:</b> Holds a Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Institute of Agriculture (IPB).</p> <p><b>Work Experience:</b> Over 9 year working expiring in oil palm plantation with last position as Estate Manager. He has experience in implementing good agricultural practice including integrated pest management and limited pesticides uses. 10 years working experience as auditor since 2012 covering ISO9001, RSPO and ISPO.</p> <p><b>Training attended:</b> Completed SMETA Requirements Training, ISPO Permentan 38/2020, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, CQI and IRCA Certified ISO 45001:2018 Lead Auditor Training Course, ISO 37001:2016 Anti-bribery Management System Implementing Training Course, RSPO P&amp;C 2018 Refresher Training, Sustainability Reporting Assurance Training, RSPO P&amp;C Lead Auditor Refresher Course, RSPO Supply Chain Certification Refresher Course, RSPO NEXT Training Course For Lead Auditor by RSPO Secretariat, Elaborating on the RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing, RABQSA accredited Lead Auditor Training of Environment Management System, Endorsed RSPO Green House Gas (GHG) Training for Trainer, Endorsed RSPO P&amp;C Lead Auditor Training, Understanding Environmental Management System (EMS), Indonesia Sustainable Palm Oil (ISPO) Lead Auditor Training, Endorsed RSPO Supply Chain Certification (SCC) Lead Auditor Training, RABQSA accredited Lead Auditor Training of Quality Management System and RSPO ISH Auditor Training by RSPO Secretariat.</p>

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		<p><b>Aspect covered in this audit:</b> During this audit, he assessed Group Business Planning; D – ICS: Group Trading System for Certified Volumes; Principle 1 Optimize Productivity, Efficiency, Positive Impacts and Resilience; Principle 3, Criteria 3.5: Working conditions and facilities are safe and meet minimum legal requirements.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>
Mujinius Jalaraya (MJ)	Team Member	<p><b>Education:</b> Holds a Bachelor Degree majoring in Forest Resources Conservation and Ecotourism, Bogor Agricultural University (IPB).</p> <p><b>Work Experience:</b> 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> <p><b>Training attended:</b> Completed ISO 9001 Lead Auditor course, ISPO Lead Auditor course, Endorsed RSPO P&amp;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, RSPO ISH Auditor Training by RSPO Secretariat and Endorsed RSPO Refresher course.</p> <p><b>Aspect covered in this audit:</b> In this audit, he assessed on A – ICS: Group Entity and Group Management Requirements; Principle 4 Protect, Conserve and Enhance Ecosystems and the Environment.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>
Yudwi Wisnu Rahmanto (YWR)	Team Member	<p><b>Education:</b> Holds a Bachelor of Forestry with Silviculture, Faculty of Forestry, University of Gadjah Mada</p> <p><b>Work Experience:</b> 7 months working experience in palm oil industry as Agronomy Field Assistant. 11 years working experience as sustainability auditor covering Sustainable Forest Management by FSC FM/COC Scheme, RSPO, ISPO, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p><b>Training attended:</b> Completed Endorsed RSPO P&amp;C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing Training, SMETA Requirements Training, ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme, High Conservation Value (HCV) Training, Sustainability Reporting Assurance Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, RSPO ISH Auditor Training by RSPO Secretariat, Endorsed RSPO Supply Chain Lead Auditor Training Course, and Endorsed RSPO Refresher course</p> <p><b>Aspect covered in this audit:</b> In this audit, he consulted stakeholder and assessed Principle 3 Respect Human Rights, Including Workers Rights and Conditions.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>
Eko Prastio Ramadhan (EPR)	Team Member	<p><b>Education:</b> Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p>

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		<p><b>Work Experience:</b> 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&amp;C Certification Program Manager and auditor covering standard such as RSPO P&amp;C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p><b>Training attended:</b> Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&amp;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, RSPO ISH Auditor Training by RSPO Secretariat and Endorsed RSPO Refresher course.</p> <p><b>Aspect covered in this audit:</b> During this audit, he assessed A – ICS: Group Entity and Group Management Requirements; B – ICS: Policies and Management; Principle 2 – Ensure Legality, Respect for Land Rights and Community Wellbeing.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p>
N/A	Peer Reviewer	<p><b>Education:</b></p> <p><b>Work Experience:</b></p> <p><b>Training attended:</b></p>

**Accompanying Persons:**

Name	Role
N/A	N/A

**2.3 Assessment Plan**

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

ASA 1 Assessment Plan:

Date	Time	Subjects	EP	EPR	MJ	YWR
Tuesday, 30/05/2023	08.00-09.00	Opening Meeting - Presentation by KSU Pantun Sejahtera - Presentation by BSI Indonesia	√	√	√	√
	09.00-12.00	Document and record verification - Principle 1: Optimize productivity, efficiency, positive impacts and resilience - Principle 2: Ensure legality, respect for land rights and community wellbeing - Principle 3: Respect human rights, including worker’s rights and conditions	√	√	√	-

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Date	Time	Subjects	EP	EPR	MJ	YWR
		<ul style="list-style-type: none"> <li>- Principle 4: Protect, conserve and enhance ecosystems and the environment</li> <li>- Internal Control System (ICS) requirements for Smallholder Groups</li> </ul>				
		Stakeholder consultation via telephone to: <ul style="list-style-type: none"> <li>- Regency government (Plantation Agency, Environmental Agency, Cooperative Agency if applicable, Agrarian/Land Agency)</li> <li>- Local community, Village Head, local NGO and previous land-owner (if any).</li> </ul>	-	-	-	√
	12.00-14.00	Break	√	√	√	√
	14.00-16.00	Document and record verification continued	√	√	√	√
	16.00-17.00	Reporting	√	√	√	√
Wednesday 31/05/2023	08.00-12.00	Field Observation to 23 farmers  Note (high risk): Total sample of smallholder: = $\sqrt{131 \times 2} = 11.44 \times 2 = 22.89 =$ rounded to 23 sample of farmer  Field observation and interview with farmers and workers concerning the role of Group Manager and ICS team, best management practices, occupational health and safety, worker welfare, HCV, environmental management, continual improvement, etc.	√	√	√	√
	12.00-14.00	Break	√	√	√	√
	14.00-16.00	Field Observation continued	√	√	√	√
	16.00-17.00	Reporting	√	√	√	√
	Thursday 01/06/2023	08.00-12.00	ISPO Audit	√	√	√
12.00-14.00		Break	√	√	√	√
14.00-17.00		ISPO Audit	√	√	√	√
Friday 02/06/2023	08.00-12.00	ISPO Audit	√	√	√	√
	12.00-14.00	Break	√	√	√	√
	14.00-16.00	Auditor discussion and Reporting	√	√	√	√
	16.00-17.00	Closing Meeting	√	√	√	√

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NCR Close Out Assessment Plan:

Date	Time	Subjects	PS	YW
Tuesday, 8/8/2023	08.00 – 08.30	<b>Opening Meeting</b> - Presentation by Lead Auditor Ensuring audit scope, correction & corrective action progress, requirements, document access permission and clarifying audit plan	√	√
	08.30 – 12.00	<b>Document and records verification; Interview with Group Manager and ICS</b> Koperasi Serba Usaha Pantun Sejahtera		√
		<b>Onsite visit:</b> Field observation to sample plots Sample of farmers	√	
	12.00 – 14.00	Break	√	√
	14.00 – 16.00	<b>Document and records verification; Interview with Group Manager and ICS continued</b> Koperasi Serba Usaha Pantun Sejahtera	√	√
	16.00 – 17.00	<b>Reporting and Closing Meeting</b>	√	√

### 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?	This is Independent Smallholder. Not applicable.	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	This is Independent Smallholder. Not applicable.	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.	This is Independent Smallholder. Not applicable.	Not applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	This is Independent Smallholder. Not applicable.	Not applicable
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	This is Independent Smallholder. Not applicable.	Not applicable
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	This is Independent Smallholder. Not applicable.	Not applicable
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised	This is Independent Smallholder. Not applicable.	Not applicable
<b>Un-Certified Units or Holdings</b>		
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.	This is Independent Smallholder. Not applicable.	Not applicable
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	This is Independent Smallholder. Not applicable.	Not applicable
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.	This is Independent Smallholder. Not applicable.	Not applicable
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO	This is Independent Smallholder. Not applicable.	Not applicable

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P&C criterion 4.2		
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	This is Independent Smallholder. Not applicable.	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.	This is Independent Smallholder. Not applicable.	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?	This is Independent Smallholder. Not applicable.	Not applicable
Have there been any stakeholder (including NGO) consultation conducted?	This is Independent Smallholder. Not applicable.	Not applicable

**3.2 Progress of scheme smallholders and/or outgrowers**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
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.	This is Independent Smallholder. Not applicable.	Not applicable

**Approved Time Bound Plan**

This is Independent Smallholder. 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 Assessment there were nine (9) Critical; zero (0) Minor nonconformities and zero (0) Opportunity For Improvement raised. The Koperasi Serba Usaha Pantun Sejahtera 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			
<b>NCR Ref #</b>	2351327-202305-M1	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	1.3 MS-B (Critical) – recurrent		
<b>Statement of Nonconformity:</b>	Not all smallholder members have consistently implemented the Good Agriculture Practice (GAP) procedures in their plantations, especially in harvesting, maintenance, and pest and disease control procedures.		
<b>Requirement Reference:</b>	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>- Based on field observations in the Smallholder's Plot (Imam Sopingi - Plot 197; Jaimin - Plot 173; and Isdi - Plot 245), it was found that blanket pesticide spraying was applied.</li> <li>- The 'Buku Kegiatan Pekebun Sawit Swadaya Koperasi Serba Usaha Pantun Sejahtera' is not yet available for the year 2023, therefore farmers have not recorded their FFB (Fresh Fruit Bunch) production in the book, including the usage of fertilizers and pesticides, which have also not been recorded for the year 2023.</li> </ul>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Organize training sessions for the smallholders in the affected plots, focus on integrated pest management techniques, identifying specific weeds, and using targeted pesticide application methods.</li> <li>2. Conduct training to educate smallholders about the significance of maintaining accurate records for FFB production and agrochemical usage. Explain how this information contributes to decision-making.</li> </ol>		
<b>Root Cause Analysis:</b>	<ol style="list-style-type: none"> <li>1. Some smallholder members still don't understand Good Agriculture Practice to avoid blanket spraying.</li> <li>2. ICS has not provided smallholder record book period 2023-2025</li> </ol>		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. ICS conducted training sessions for the smallholders, focus on integrated pest management techniques, identifying specific weeds, and using targeted pesticide application methods. Then ICS monitors the implementation of GAP by smallholders during internal audit.</li> <li>2. ICS provides smallholders record book and monitors the recording on quarterly basis.</li> </ol>		

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<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Dissemination of Good Agriculture Practice for pesticide use to smallholder has been conducted on 24 June 2023. Based on interview to smallholder named Imam Sopingi (Plot 197), Jaimin (Plot 173), Isdi (Plot 245) they admitted ICS/cooperative has made dissemination on how to use pesticide correctly as per Good Agriculture Practices. Dissemination invitation and Attendance list sighted.</li> <li>- ICS KSU Pantun Sejahtera has provides smallholder record book. Verified evidence: "Buku Kegiatan Pekebun Sawit Swadaya Koperasi Serba Usaha Pantun Sejahtera" under name Hj. Norma, Mudakir, Komari, Kadir, Jaimin, Isdi.</li> <li>- Based on interview to the related smallholders, confirmed that Smallholders committed to implement Good Agriculture Practice to avoid blanket spraying. Based on field visit to plots of Imam Sopingi (Plot 197), Jaimin (Plot 173), Isdi (Plot 245), Mudakir (Plot 21), Partono (Plot 41), Komari (Plot 118) and Hj. Norma (Plot 118) confirmed that there are no more blanket spraying.</li> </ul> <p>The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M2	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	2.1 MS-A (Critical)		
<b>Statement of Nonconformity:</b>	The smallholders are unable to provide proof of legal land ownership for the plots registered under the certification membership.		
<b>Requirement Reference:</b>	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.		
<b>Objective Evidence:</b>	<p>The land ownership documents for the sample smallholder named Samingan, covering an area of 20,000 m<sup>2</sup> (2 Ha), are not available at the KSU Pantun Sejahtera.</p> <p>The available legal documents at the Group Manager's office include:</p> <ul style="list-style-type: none"> <li>- Certificate of Ownership with Number: 2005/0208/SPN/XI/2021, dated 9 November 2021. The certificate states that Mr. Samingan owns a land area of 20,000 m<sup>2</sup> according to the Land Certificate (SHM) registered under the name of Saprin No. 16.03.24.04.1.000418.</li> <li>- Copy of the Land Certificate (SHM) No. 418 with NIB: 16.03.24.04.1.000418, dated 20 July 1992, registered under the name of Saprin, covering an area of 10,000 m<sup>2</sup>.</li> <li>- STDB Number: 525/034/DISBUN-KT/STD-B/SP-KBG/XII/2020, dated 2 December 2020. The document indicates a land area of 1 Ha with Oil Palm as the crop type.</li> <li>- SPPL Number: 313.31, approved on 4 May 2021, determining the scale of activity/area as 1 Ha.</li> </ul>		

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<b>Corrections:</b>	Smallholder completing the documents demonstrating legal ownership of the land.		
<b>Root Cause Analysis:</b>	ICS Unit Verification made mistake during smallholder legality check.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Provide comprehensive training to the ICS Unit involved in legality verification, this training covers the legal requirements for land ownership and rights, as well as the proper methods for assessing and verifying documentation.</li> <li>- ICS conducts monitoring on smallholder member data completeness once per annum.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Based on interview to verification unit of the ICS, confirmed that they have completed training regarding legal requirements for land ownership and rights, as well as the proper methods for assessing and verifying documentation. Awareness have been rose among the verification team about the potential consequences of errors in the verification process.</li> <li>- Monitoring record available under "<i>Monitoring Data Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera Periode I tahun 2023/2024</i>" whereby cooperative check and monitor the completeness of membership data: name, number of land parcel, land hectarage, copy of ID, copy of family card, copy of registration form, copy of certification form, copy of plantation business letter, copy of environmental and monitoring commitment, land verification form, land history and land use disclosure form.</li> <li>- Based on review to the sample of legal ownership documentation: Verified evidence:               <ul style="list-style-type: none"> <li>✓ Family registration card "<i>Kartu Keluarga</i>" under name Samingan available;</li> <li>✓ ID card "<i>Kartu Tanda Penduduk</i>" under name Samingan available;</li> <li>✓ Land ownership statement letter "<i>Surat Keterangan Kepemilikan Desa Sri Pantun No.2005/0364/SPN/VI/2023</i>" dated 23 June 2023 stating Samingan owns a land of 20,000 m2 based on "<i>Surat Transmigrasi No.SP-15/w.19-E-UPT.P.IV/II/1993</i>" dated 23 February 1993;</li> <li>✓ Environmental Management and Monitoring commitment "<i>Surat Pernyataan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)</i>" under name Samingan dated 15 April 2021 for land of 2 Ha;</li> <li>✓ Plantation Business Letter "<i>Surat Tanda Daftar Usaha Perkebunan untuk Budidaya (STD-B) No.525/031/DISBUN-KT/STD-B/SP-KBG/XII/2020</i>" dated 2 December 2020; indicating Samingan has right to use the land of 2 Ha in Sri pantun Village;</li> </ul> </li> </ul> <p>The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M3	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	2.3 E (Critical)		
<b>Statement of Nonconformity:</b>	Not all smallholder members fill out and complete the History of Land Ownership and Land Conflict Disclosure Form in accordance with Annex 3 of the National Interpretation of RISS Indonesia, 2022.		

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<b>Requirement Reference:</b>	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).		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>- Komari (PS.072.03.128): The form is not filled out, not signed, and lacks a date.</li> <li>- Mariyo (PS.084.03.119): The form is incomplete, not signed, and lacks a date.</li> <li>- Raji (PS.124.03.027): The form is incomplete, signed, but lacks a date.</li> <li>- Tamun (PS.186.03.091): The form is incomplete, signed, but lacks a date.</li> <li>- Hendra (PS.047.03.015): The form is incomplete, signed, but lacks a date.</li> </ul>		
<b>Corrections:</b>	ICS provided guidance to smallholder member to fill in " <i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i> ".		
<b>Root Cause Analysis:</b>	Some smallholder member has not understood how to fill form " <i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i> ".		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- ICS conducted training sessions for smallholders to guide them through the process of filling out the form.</li> <li>- ICS monitors the completeness of form "<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i>" once per annum.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Dissemination/training session regarding the filling out the form "<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i>" on 24 June 2023. Based on interview to smallholder named Komari (Plot 128), Mariyo (Plot 119), Raji (Plot 027), Tamun (Plot 091), and Hendra (Plot 015) they admitted ICS/cooperative has made dissemination on how to fill out the form "<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i>".</li> <li>- Based on review to document "<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan</i>" for Komari, Mariyo, Tamun, Raji and Hendra, confirmed that the smallholders have filled the History of Land Ownership and Land Conflict Disclosure Form in accordance with Annex 3 of the National Interpretation of RISS Indonesia, 2022.</li> </ul> <p>The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M4	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	3.5 MS-B (Critical) – recurrent		
<b>Statement of Nonconformity:</b>	Based on the field visit, the condition and safety facilities at the workplace do not meet the requirements according to the "Risk Control Procedure and Workplace Accident Mitigation" SOP/KSU-PS/03/019.		

<b>Requirement Reference:</b>	Working conditions and facilities are safe and meet minimum legal requirements.		
<b>Objective Evidence:</b>	Koperasi Serba Usaha Pantun Sejahtera has identified the OHS risk and analysis per "Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja" SOP/KSU-PS/03/019 dated 27 February 2021. In the document stated that for spraying activities, the PPEs are mask, rubber hand gloves, apron and safety boot. During interview with sampled smallholder, it was informed for spraying activities they were only use mask and safety shoes without apron and hand gloves. This not complied to organization procedure as mentioned above.		
<b>Corrections:</b>	Dissemination to smallholder members on health and safety aspect for spraying. Verified evidence: Based on interview with Isdi, Partono, Komari, Mariyo, Tamun, Raji, Hendra, they admitted ICS/cooperative has made dissemination on health and safety when spraying dated 24 June 2023.		
<b>Root Cause Analysis:</b>	Some smallholder member does not have spraying PPE and some smallholder member does not accustomed to use PPE for spraying.		
<b>Corrective Actions:</b>	ICS conduct monitoring on smallholder compliance related to health and safety aspect and smallholder member's PPE availability/readiness. Verified evidence: Based on interview with Isdi, Partono, Komari, Mariyo, Tamun, Raji, Hendra, they admitted have provided with spraying PPE and use it when carrying out spraying activity on the field.		
<b>Assessment Conclusion:</b>	ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M5	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.6 MS-A (Critical)		
<b>Statement of Nonconformity:</b>	KSU Pantun Sejahtera is inconsistent in managing waste from used chemical container according to the established procedures.		
<b>Requirement Reference:</b>	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. MSA: 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: <ul style="list-style-type: none"> <li>• Alternatives to fire for land preparation and farm waste management (where appropriate possible).</li> <li>• Alternatives to fire for pest control.</li> </ul> Fire prevention and how to respond to and manage fires in their community and village.		
<b>Objective Evidence:</b>	- Based on the field visit and interviews with sample of smallholders such as Mudakir from plot 21, Partono from plot 41, Komari from plot 118, Petrus from plot 172, Venita from plot 96, and Hendra from plot 453, it has been confirmed that the waste from used chemical (herbicide) container is managed by the		

	<p>smallholder themselves and not handed over to the Hazardous Waste Collection Point (TPS Limbah B3) available at the KSU Pantun Sejahtera office. Some farmers buried or burned the waste when it accumulates. This is not in accordance with the Handling Procedure for Chemical Container Waste No. SOP/KSU-PS/03/026 dated 11 March 2021. Point 2 states, "Used containers should not be buried, burned, or disposed of improperly, especially not in rivers/ponds to avoid polluting the environment," and Point 6 states, "Chemical waste should be collected in a temporary storage facility (B3 Waste Warehouse of the Cooperative)."</p> <ul style="list-style-type: none"> <li>- Additionally, some sample of smallholders such as Tiwi from plot 329, Bejan from plot 333, Irawanto from plot 244, Hj. Norma from plot 188, and Zaini from plot 334 also does not understand that waste from herbicide container should be handed over to the Hazardous Waste Collection Point (TPS Limbah B3) at KSU Pantun Sejahtera office.</li> <li>- Based on the field observation of the Hazardous Waste Collection Point (TPS Limbah B3) and interviews with the Group Manager, it is also known that most farmers did not hand over the used chemical container to the Cooperative but manage it independently and reuse it.</li> </ul>
<p><b>Corrections:</b></p>	<ol style="list-style-type: none"> <li>1. ICS revised the SOP for hazardous waste management. Verified evidence: Revised "<i>SOP Penanganan Wadah Bekas Limbah Bahan Berbahaya dan Beracun (B3) No.SOP-KSU-PS/03/2017</i>" dated 22 June 2023.</li> <li>2. ICS communicates the SOP for hazardous waste management to smallholder member. Verified evidence: Based on interview with Irawanto 244, Partono 41, Komari 118, Petrus 172, Venita 96, and Hendra 453 they confirmed cooperative has communicating the SOP for hazardous waste management on 24 June 2023. In the dissemination, the sampled smallholder attended and confirmed receiving update on SOP for hazardous waste management. Sighted invitation letter "<i>Undangan Sosialisasi Standar RSPO-ISPO Koperasi Serba Usaha Pantun Sejahtera</i>" dated 23 June 2023, venue in Tribun Desa Sri Pantun.</li> <li>3. Smallholder members collect hazardous waste to cooperative office. Verified evidence: Based on interview with Mudakir 21, Irawanto 244, Partono 41, Komari 118, Petrus 172, Venita 96, and Hendra 453 they confirmed cooperative has communicating the SOP for hazardous waste management and now handed over the hazardous waste from their oil palm block to cooperative. Sighted "<i>Monitoring Limbah B3 Koperasi</i>" period start June-August 2023; Zaeni handed over 1 empty chemical 5 liters jerry can on 29 June 2023, Petrus and his daughter Venita handed over 1 empty chemical 20 liters jerry can on 18 July 2023, Hendra/Tiwi Zaeni handed over 1 empty chemical 20 liters jerry can on 18 July 2023.</li> </ol>
<p><b>Root Cause Analysis:</b></p>	<ol style="list-style-type: none"> <li>1. Some smallholder members do not understand hazardous waste management.</li> <li>2. Some smallholder member feels the SOP for hazardous waste management is too hard and ask for review; adjusted to smallholder capacity in compliance with RSPO standard.</li> </ol>
<p><b>Corrective Actions:</b></p>	<p>ICS conducts monitoring on hazardous waste control by smallholder member and cooperative.</p> <p>Verified evidence:</p>

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	<p>To ensure that corrective action is implemented by the sampled member, auditor re-visit to sample plots and interview with farmers of:</p> <ol style="list-style-type: none"> <li>1. Imam Sopingi (197)</li> <li>2. Jaimin (173)</li> <li>3. Isdi (245)</li> <li>4. Mudakir (21)</li> <li>5. Partono (41)</li> <li>6. Komari (118)</li> </ol> <p>During an interview with sampled smallholders, it is clearly explained that the member has obtained re-dissemination information regarding the procedure of chemical waste management.</p> <p>In accordance with domestic waste management, auditor conducting field visit to H. Norma plot (188) there are two (2) workers that assigned to manage the plot are live on location/plot, sighted that domestic wastes (plastics, snack packs, etc.) is buried on the farm. The workers attended the dissemination of waste management procedure conducted on 6 August 2023. The dissemination is attended by four (4) workers and two (2) farmers and attendant list is verified by auditor team.</p> <p>Therefore, the corrective action made, and the correction is CLOSED effectively.</p>		
<b>Assessment Conclusion:</b>	<p>ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M6	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	4.8 MS-B (Critical) – recurrent		
<b>Statement of Nonconformity:</b>	<p>There is no evidence that all the smallholders of KSU Pantun Sejahtera are committed to discontinuing the use of paraquat and implementing best practices for pesticide use.</p>		
<b>Requirement Reference:</b>	<p>Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p> <p>Eligibility: 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"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>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</p>		

	Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>- Based on field visits and interviews with sample of smallholders, namely Mudakir, Partono and Komari, it was confirmed that these farmers were still using paraquat to control certain types of weeds such as ferns and saplings.</li> <li>- During field visit to the plot of Mudakir it was also discovered that the farmer's plot of KSU Pantun Sejahtera members who was next to it had been spraying saplings using Paraquat.</li> </ul>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Smallholder members committed to reduce use of paraquat in phase. Verified evidence: "<i>Komitmen Berkelanjutan Anggota Sertifikasi ISPO dan RSPO</i>" under name Isdi signed 24 June 2023; under name Kadir signed 24 June 2023; under name Jaimin signed 24 June 2023; under name Partono signed 24 June 2023; under name Komari signed 24 June 2023; under name Mudakir signed 24 June 2023.</li> <li>2. Install signboard to prohibit use of paraquat in the scope of certification. Verified evidence: Koperasi Serba Usaha Pantun Sejahtera install the warning signboards to stop the use of paraquat and stop blanket spraying in the oil palm plantation blocks dated 30 July 2023; 5 signboards installed on 5 different locations: in smallholder blocks No. 172, 185, 212, 297 and 299. Sighted map of warning signboard location and minutes of installation.</li> </ol>
<b>Root Cause Analysis:</b>	Smallholder member is still using paraquat to control certain type of weed and has not found effective chemical to control these weeds.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- Organize training sessions for smallholder members to educate them about the dangers of paraquat and the importance of transitioning to safer alternatives. The training is also to raise awareness about the potential health and environmental risks associated with paraquat use.</li> <li>- Encourage knowledge-sharing among smallholders. Most smallholders have successfully transitioned away from paraquat, have them share their experiences and the alternatives they have found effective.</li> <li>- ICS monitors the use of pesticide by smallholders every 6 months.</li> </ul>
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Dissemination and knowledge-sharing among smallholders regarding the dangers of paraquat and the importance of transitioning to safer alternatives has been conducted on 24 June 2023. Based on interviews to smallholder named Mudakir, Partono, Komari and other smallholders verified that paraquat has no longer used.</li> <li>- Available record of monitoring "<i>Monitoring GAP Koperasi Serba Usaha Pantun Sejahtera Periode I tahun 2023/2024</i>" indicating the smallholder member plantation condition (upkeep maintained, no upkeep), spraying regime implemented (selective, blanket spraying, no spraying), use of paraquat herbicide, fertilizer application, pruning regime, payment of worker. Verified that paraquat has no longer used by smallholders.</li> </ul> <p>ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>

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Non-conformity			
<b>NCR Ref #</b>	2351327-202305-M7	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	A.2.2 E (Critical)		
<b>Statement of Nonconformity:</b>	The Group Manager is unable to demonstrate that the ICS (Internal Control System) of KSU Pantun Sejahtera has sufficient resources to manage the Independent Smallholder Group effectively.		
<b>Requirement Reference:</b>	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.		
<b>Objective Evidence:</b>	Based on the interview with the Group Manager and verification of documents, it is known that the structure of the ICS has been established through Decree Number: 003/KSU-PS/I/2021 dated 11 January 2021. However, there are inactive members in the ICS team, such as Ryan Antono, Anang Maruf (Registration and Extension Unit), Lia (Hazardous Waste Unit), Agus Ibnu Husain (Occupational Health and Safety & Emergency Fire and PHT Unit), Reni Ayu Nurdita (Secretary). However, there has been no evaluation or replacement of the ICS team to ensure the proper functioning of the ICS operations.		
<b>Corrections:</b>	ICS conducts review the decree on ICS structure and communicating again the job description, main job and function for each ICS Unit.		
<b>Root Cause Analysis:</b>	ICS Manager has not understood the job description, main job and function of each ICS Unit.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- ICS Manager conducted a comprehensive discussion with personel of PESSAT (Pendamping Sertifikasi Sawit Rakyat) regarding RSPO ISH requirements, job description, main job and function of each ICS Unit.</li> <li>- Training to the ICS Unit involved in legality verification, this training covers the legal requirements for land ownership and rights, as well as the proper methods for assessing and verifying documentation.</li> <li>- Schedule individual meetings with each ICS Unit to discuss their respective roles, functions, and responsibilities to clarify any misunderstandings. Then ICS Manager and Cooperative Chairman will monitor and evaluate ICS team on each quarter.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- ICS Manager has conducted comprehensive discussion with certification guide personel, PESSAT (Pendamping Sertifikasi Sawit Rakyat) regarding RSPO ISH requirements, job description, main job and function of each ICS Unit, and ensure that they are clear, updated, and accurately reflect the main roles and responsibilities of each unit.</li> <li>- ICS Manager has issued ICS decree of the new ICS Organisation Structure "<i>Surat Keputusan No.005/KSU-PS/VI/2023 tentang Daftar Pengurus ICS (internal Control System)</i>"; dated 22 June 2023:               <ul style="list-style-type: none"> <li>✓ Supandi: Group Manager</li> <li>✓ Andriyanto: Approval Committee;</li> <li>✓ Dewi Maimunah, Asrianto: Secretary;</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>✓ Imam Rokani, Ribut Eko Prasetyo: Internal Audit Unit;</li> <li>✓ Ahmad Yusuf, Imam Rofi'i: OHS &amp; HCV Unit, Fire Fighting Unit, IPM Unit, Hazardous waste Unit</li> </ul> <p>- Revised Job Description has been available under document "<i>SOP Tugas Pokok dan Fungsi ICS (Internal Control System) No.SOP/KSU-PS/03/000</i>" dated 22 June 2023.</p> <p>- Monitoring of ICS Team evaluation regarding respective roles, functions, and responsibilities has been available under <i>Evaluasi Rencana Kerja ICS (Internal Control System) Koperasi Serba Usaha Pantun Sejahtera</i>, dated 14 July 2023.</p> <p>ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M8	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	B.1.1 MS-A, MS-B (Critical) – recurrent		
<b>Statement of Nonconformity:</b>	The Internal Audit procedures are not effectively implemented by the ICS (Internal Control System).		
<b>Requirement Reference:</b>	<p>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</p> <p>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>		
<b>Objective Evidence:</b>	Based on the review of internal audit records, interviews with the ICS team, and sample of farmers, it has been found that the internal audit assessment activities conducted by the ICS team does not cover the complete implementation of RSPO principles and criteria, as outlined in the SOP "Internal Audit Implementation" (Section IV.D), particularly regarding the traceability of certified FFB production.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. ICS and Internal Audit team revised the internal audit form and including the point related to FFB production traceability from smallholder member joining certification process. Verified evidence: revised internal audit checklist "<i>Form Pertanyaan Audit Internal Pantun ICS 2023</i>" sighted.</li> <li>2. ICS and Internal audit team determines the internal audit form period 2023. Verified evidence: revised internal audit checklist "<i>Form Pertanyaan Audit Internal Pantun ICS 2023</i>" – Section D highlight the information on procedure and system to check FFB traceability, FFB production/harvesting and FFB sales including premium sharing.</li> <li>3. Internal audit carried out to cover FFB traceability aspects with revised checklist.</li> </ol>		
<b>Root Cause Analysis:</b>	ICS and Internal Audit Team has not fully understood the importance of FFB production traceability in the internal audit form.		
<b>Corrective Actions:</b>	- Schedule periodic knowledge updates and refreshers to keep the ICS and Internal Audit Team informed about evolving traceability practices and regulations.		

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	<ul style="list-style-type: none"> <li>- Ensure that all documentation, including guidelines and manuals, clearly explains the importance of FFB production traceability and its role in quality control.</li> <li>- Monitors the activity and performance of Internal Audit Unit each year by all ICS and cooperative team.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Based on interview to ICS and Internal Audit team, confirmed that they have completed training regarding updates and refreshers about evolving traceability practices and regulations, as well as ensuring that all documentation, including guidelines and manuals, clearly explains the importance of FFB production traceability and its role in quality control.</li> <li>- Monitoring of internal audit team available under:               <ul style="list-style-type: none"> <li>✓ Evaluation of Internal Audit team "<i>Evaluasi dan Monitoring Kegiatan TIM Audit Internal</i>" period June - July 2023; carried out 24 July 2023.</li> <li>✓ Evaluation of ICS activity, "<i>Evaluasi Rencana Kerja ICS Koperasi Serba Usaha Pantun Sejahtera Tahun 2023</i>" carried out 24 July 2023.</li> </ul> </li> </ul> <p>ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2351327-202305-M9	<b>Issued Date</b>	2 June 2023
<b>Due Date</b>	1 September 2023	<b>Closure Date</b>	8 August 2023
<b>Indicator &amp; Category (Critical / Minor)</b>	B.1.2 E, MS-A, MS-B (Critical)		
<b>Statement of Nonconformity:</b>	The Basic Information, Land Information, Production Data, and Legal Documentation from the members are not in line with the actual and accurate information.		
<b>Requirement Reference:</b>	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		
<b>Objective Evidence:</b>	<p>The documentation for land legality and basic information of the independent smallholder members of RSPO KSU Pantun Sejahtera is incomplete. The following samples have been verified:</p> <ol style="list-style-type: none"> <li>1. The History of Land Ownership and Land Conflict Disclosure Form for Komari is not completely filled out according to Annex 3 of the RSPO Independent Smallholder Standard - Indonesia National Interpretation for Sustainable Palm Oil Production 2020.</li> <li>2. The smallholder named Samingan has one plot of land within the scope of certification with an area of 2 Ha. The available basic information and legal documentation at the Group Manager's office covers:           <ul style="list-style-type: none"> <li>- Certificate of Ownership with Number: 2005/0208/SPN/XI/2021, dated 9 November 2021. The certificate states that Mr. Samingan owns a land area of 20,000 m<sup>2</sup> according to the Land Certificate (SHM) registered under the name of Saprin No. 16.03.24.04.1.000418.</li> </ul> </li> </ol>		

	<ul style="list-style-type: none"> <li>- Copy of the Land Certificate (SHM) No. 418 with NIB: 16.03.24.04.1.000418, dated 20 July 1992, registered under the name of Saprin, covering an area of 10,000 m2.</li> <li>- STDB Number: 525/034/DISBUN-KT/STD-B/SP-KBG/XII/2020, dated 2 December 2020. The document indicates a land area of 1 Ha with Oil Palm as the crop type.</li> <li>- SPPL Number: 313.31, approved on 4 May 2021, determining the scale of activity/area as 1 Ha.</li> </ul> <p>However, during field visit to the smallholder's plot, the actual certified area was found to be 2 Ha according to the information on the land identity at the location. The basic information and legal documentation for the 2 Ha land are not available at the Group Manager's office.</p>
<p><b>Corrections:</b></p>	<ol style="list-style-type: none"> <li>1. ICS guide smallholder member in filling in land disclosure form. Verified evidence: <ul style="list-style-type: none"> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Bejan dated 16 January 2023;</li> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Hendra dated 16 January 2023;</li> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Komari dated 16 January 2023;</li> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Mariyo dated 16 January 2023;</li> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Raji dated 16 January 2023;</li> <li>- <i>"Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan"</i> named Tamun dated 16 January 2023;</li> </ul> </li> <li>2. ICS guide smallholder member to complete the documents for legal ownership of the land upon registered land for certification scope. Verified evidence: monitoring record under <i>"Monitoring Data Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera Periode I tahun 2023/2024"</i> whereby cooperative check and monitor the completeness of membership data: name, number of land parcel, land hectarage, copy of ID, copy of family card, copy of registration form, copy of certification form, copy of plantation business letter, copy of environmental and monitoring commitment, land verification form, land history and land use disclosure form.</li> </ol>
<p><b>Root Cause Analysis:</b></p>	<ol style="list-style-type: none"> <li>1. Some smallholder members have not understood how to fill in the History of Land Ownership and Land Conflict Disclosure Form from RSPO.</li> <li>2. ICS Verification Unit made mistake during document verification for legal ownership of the land.</li> </ol>
<p><b>Corrective Actions:</b></p>	<ol style="list-style-type: none"> <li>1. ICS conducted training sessions for smallholders to guide them through the process of filling out the History of Land Ownership and Land Conflict Disclosure Form from RSPO.</li> <li>2. Provide comprehensive training to the ICS Unit involved in legality verification, this training covers the legal requirements for land ownership and rights, as well as the proper methods for assessing and verifying documentation.</li> </ol>

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	<p>3. ICS monitors the completeness of smallholder members documentation for certification minimum once per annum.</p> <p>4.</p>
<b>Assessment Conclusion:</b>	<p>During NCR close out audit, auditor team verified that:</p> <ul style="list-style-type: none"> <li>- Dissemination/training session regarding the filling out the form “<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i>” on 24 June 2023. Based on interview to smallholder named Komari (Plot 128), Mariyo (Plot 119), Raji (Plot 027), Tamun (Plot 091), and Hendra (Plot 015) they admitted ICS/cooperative has made dissemination on how to fill out the form “<i>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan sesuai Lampiran 3 RISS Indonesia Nasional Interpretasi, 2022</i>”.</li> <li>- Based on interview to verification unit of the ICS, confirmed that they have completed training regarding legal requirements for land ownership and rights, as well as the proper methods for assessing and verifying documentation. Awareness have been rose among the verification team about the potential consequences of errors in the verification process.</li> <li>- ICS has monitors the completeness of smallholder members for certification according to documentation “<i>Monitoring Data Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera Periode I tahun 2023/2024</i>” whereby cooperative check and monitor the completeness of membership data: name, number of land parcel, land hectarage, copy of ID, copy of family card, copy of registration form, copy of certification form, copy of plantation business letter, copy of environmental and monitoring commitment, land verification form, land history and land use disclosure form.</li> </ul> <p>ISH organization has identified the root cause; prepare correction plan and corrective action plan. The ISH can demonstrate consistent correction and corrective action planned. NC Critical closed satisfactory.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Good hospitality during onsite audit

**3.3.1 Status of Nonconformities Previously Identified and Observations**

Non-conformity			
NCR Ref #	2171166-202202-M1	Date Issued	22 February 2022

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<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 1.3-MSB Major		
<b>Statement of Nonconformity:</b>	Not all smallholder members have adopted the Good Agriculture Practice (GAP) procedure properly in their farms, particularly in upkeep and plant disease pest procedure.		
<b>Requirement Reference:</b>	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		
<b>Objective Evidence:</b>	<p>Koperasi Serba Usaha Pantun Sejahtera has had upkeep procedure SOP/KSU-PS/03/030 dated 20 March 2021. However, during field visit to smallholder plots sampled it was found in the several plots that the weed condition is out of control, such as Alimin 331, Amiruddin 298, Kasudi 307, Kusni 242 and it was found total spraying at Muhamad Ali 158, Lani 407, Lamirah 351.</p> <p>Furthermore, the organization has not carried out monitoring of plant pests and diseases, the last monitoring has carried out on 15 December 2020, so the organization has not obtained the latest data regarding to the level of pest and diseases attack including their control.</p>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>Control the weed in smallholder blocks Alimin 331, Amiruddin 298, Kasudi 307, Kusni 242. Confirmed through field visit Amiruddin 298, Kasudi 307, Kusni 242 and additional sampled Saing 129; the weed has been controlled either with spraying herbicide and/or manual cutting. Spraying using Glyphosate 4 liters per 2 Ha.</li> <li>Stop blanket spraying for smallholder blocks Muhammad Ali 158, Lani 407 and Lamirah 351. Confirmed through field visit to Lani 407, Lamirah 351, and additional sample Sodikin 70. The smallholder already implement selective weeding, using Glyphosate 4 liters per 2 Ha and the target species <i>Clidemia hirta</i>, <i>Mikania crenata</i>.</li> </ol> <p>Conducted pest and disease monitoring for smallholder plot. Record verified "Berita Acara Monitoring Pengelolaan Kebun Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera", dated 11 April 2022. The monitoring criterion include weed condition, spraying method (selective/blanket), use of paraquat, fertilizer regime, pruning, worker payment record.</p>		
<b>Root Cause Analysis:</b>	Some smallholder members has not understand the procedure for oil palm upkeep in cooperative.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>Provides socialization to smallholder member regarding oil palm upkeep procedure. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.</li> <li>Conducted oil palm upkeep monitoring every 6 months; conducted pest and disease monitoring based on report from smallholder member or workers. Summarized through monitoring report by ICS. Record verified "Buku Monitoring Keluhan Tanaman Versi Anggota Sertifikasi ISPO &amp; RSPO". 1 inquiry reported from Pikir Pujjarso on April 2022.</li> </ol>		

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<b>Assessment Conclusion:</b>	<p>The cooperative, ICS and smallholder implement the correction and corrective action effectively. Confirmation on correction through field visit check weed control. Corrective action verified through information on oil palm upkeep procedure and record of pest and disease monitoring. Critical/Major NC closed out effectively.</p>		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>During this ASA-1 found that:</p> <ul style="list-style-type: none"> <li>- Based on field observations in the Farmer's Plot (Imam Sopingi - Plot 197; Jaimin - Plot 173; and Isdi - Plot 245), it was found that blanket pesticide spraying was applied.</li> <li>- The 'Buku Kegiatan Pekebun Sawit Swadaya Koperasi Serba Usaha Pantun Sejahtera' is not yet available for the year 2023, therefore farmers have not recorded their FFB (Fresh Fruit Bunch) production in the book, including the usage of fertilizers and pesticides, which have also not been recorded for the year 2023.</li> </ul> <p>Critical/Major NC recurrent.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M2	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	<p>RSPO ISH Standard 2019 3.1 MS B Major</p>		
<b>Statement of Nonconformity:</b>	<p>The organization does not have a systems to ensure the workers recruitment process in accordance to RSPO ISH Standard.</p>		
<b>Requirement Reference:</b>	<p>There is no use of forced labour</p>		
<b>Objective Evidence:</b>	<p>a. Based on document review and interview with ICS, obtained information all workers for spraying, harvesting and fertilizer are hired by the smallholder without monitoring from the organization. (E)</p> <p>b. Based on document review and interview with ICS, it was found that there are no working agreement between the land owner (members) and workers (harvester, sprayer, fertilizer). (MS B)</p> <p>c. During field observation in Kamsi 325's plot, obtained information from the harvester, they do not have a work agreement document with the land owner. (MS B)</p>		
<b>Corrections:</b>	<p>Cooperative and ICS assist work agreement between smallholder and worker, acknowledged by Cooperative, through:</p> <ol style="list-style-type: none"> <li>1. Inventory smallholder use the worker and prepare database. Record verified "Daftar Petani" dated 22 March 2022 - listed 123 smallholder members using worker; record verified "Daftar Tenaga Kerja" dated 22 March 2022 - listed 36 registered worker for harvest, pruning, fertilizing.</li> <li>2. Prepare the work agreement and maintain the record in cooperative office. <ul style="list-style-type: none"> <li>- Document verified "Surat Keputusan No.004/KSU-PS/III/2022 tentang Persyaratan Calon Pekerja" dated 15 March 2022 - listed the requirement for potential worker.</li> </ul> </li> </ol>		

	<ul style="list-style-type: none"> <li>- Document verified "Surat Keputusan No.003/KSU-PS/III/2022 tentang Penunjukan Perwakilan Pekebun Sawit Swadaya" dated 15 March 2022 - stating the smallholders appointed their representative to talk to worker.</li> <li>- Document verified "Surat Keputusan No.002/KSU-PS/III/2022 tentang Penunjukan Koordinator Pekerja" dated 15 March 2022 - stating the workers appointed their representative to talk to smallholder member/landowners.</li> <li>- Document verified "Surat Perjanjian Kerja" dated 22 March 2022 - stating the smallholder representative and smallholder representative agreed to bond in employment, for scope of work: harvesting, fertilizing, pruning, spraying and weighing.</li> </ul>		
<b>Root Cause Analysis:</b>	Smallholder member has not prepare work agreement with the workers. The smallholder has not understand the requirement for work agreement with worker.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. ICS provided socialization and understanding on work agreement to smallholder members. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.</li> <li>2. ICS conducted monitoring on worker recruitment and review of work agreement on 6 monthly basis. Record verified "Monitoring Surat Perjanjian Kerja Koperasi Serba Usaha Pantun Sejahtera".</li> </ol>		
<b>Assessment Conclusion:</b>	The cooperative, ICS and smallholder implement the correction and corrective action. Verification on correction through documented work agreement between representative of smallholder and representative of worker. Corrective action verified through information provision and monitoring.		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M3	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 3.3 MSA – MSB Major		
<b>Statement of Nonconformity:</b>	Members of organization has paid their workers in accordance to minimum wage but not supported with records of payment (payslip).		
<b>Requirement Reference:</b>	Workers’ pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>a. Based on document review and interview with ICS, it was observed that there are no pay slip as evidence of payment that given to the workers. (MS - A and MS – B)</li> <li>b. During field observation in farmers plot (Pak Kamsi and Pak Ujud), obtained information that the harvester paid per tonnage FFB and their wage paid in monthly basis. But, there were no payment receipt or pay slip received by the harvester. (MS - A and MS – B)</li> </ol>		

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<b>Corrections:</b>	ICS assist in documenting and recording worker pays. Record verified: payment receipt Kamsi 325 made payment period February 2022 for IDR 5,4**,*** for harvest 27.4 MT at IDR 200,000/MT to Heri Nur Yamin; and Ujud Efendi 262 made payment period February 2022 for IDR 1,7**,*** for harvest 8.7 MT at IDR 200,000/MT to Heri Nur Yamin.		
<b>Root Cause Analysis:</b>	Lack of understanding in some smallholder member related to requirement to record worker payment.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Cooperative and ICS provided understanding to smallholder member related to standard requirement on recording worker pays. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident. Interview with Kamsi 325 he stated now understood the requirement to record payment to worker.</li> <li>2. Cooperative monitored the smallholder payment to worker to demonstrate compliance. Record verified "Berita Acara Monitoring Pengelolaan Kebun Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera", dated 11 April 2022. The monitoring criterion include weed condition, spraying method (selective/blanket), use of paraquat, fertilizer regime, pruning, worker payment record.</li> <li>3. Cooperative summarize the smallholder payment to worker, as recorded in sampled document "Dokumentasi Pembayaran Upah Pekerja Februari 2022".</li> </ol>		
<b>Assessment Conclusion:</b>	The cooperative, ICS and smallholder implement the correction and corrective action. Verification on correction through interview with smallholder member and payment receipt from smallholder to worker. Corrective action verified through information information provision and monitoring/summary of payment from smallholder to worker.		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M4	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 3.5 MS B Major		
<b>Statement of Nonconformity:</b>	Based on document review and interview with ICS, it was found that the organization does not have a mechanism or system to monitor all members have access to first aid kit supplies and PPEs.		
<b>Requirement Reference:</b>	Working conditions and facilities are safe and meet minimum legal requirements.		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>a. Based on document first aid kit delivery, it was observed each farmers group only get 1 first aid kit box and there was no system to ensure all members have access to the first aid kit. (MS - B).</li> <li>b. During interview with sampled smallholder (Ujud 325, Moumi 330, Slamet Taat 446, Lani 407), it was informed for spraying activities they were not using the</li> </ol>		

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	<p>proper PPE. For spraying only use mask and safety shoes without apron and hand gloves. (MS – B).</p> <p>During field observation in Sukadi 152’s plot, it was observed that his family help him to harvesting without proper PPE. His son (23 years) only using sandals and without helm and his wife was without helm. (MS – B).</p>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Cooperative and ICS prepare mechanism for use of first aid kit and supplement more first aid kit, and to made available on the field. Onsite verification sighted first aid kit made available. Record verified "Berita Acara Penyerahan Alat Pelindung Diri dan Kotak P3K" dated 24 March 2022. Document verified flowchart worksite accident handling "Diagram Alur Penanganan Kecelakaan Kerja 24 March 2022".</li> <li>2. Smallholder member now use PPE during work on oil palm plantation. Onsite verification sighted Sukadi 152 now using PPE for harvest operation: helmet, hand glove, sickle cover, shoes.</li> </ol>
<b>Root Cause Analysis:</b>	<ol style="list-style-type: none"> <li>1. ICS has not fully understand the importance of first aid for oil palm plantation operations.</li> <li>2. Some smallholder member has not understand the importance of PPE in oil palm plantation operations.</li> </ol>
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. ICS provides socialiation on the use of first aid kit and distribution of first aid kit. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.</li> <li>2. Establish health and safety unit and appoint PIC for the use of first aid kit. Document verified "Surat Keputusan No.01/KSU-PS/III/2022 tentang Penunjukan Penanggungjawab P3K", dated 15 March 2022. Confirmed through interview with Mr. Asrianto confirming he understood the role as first aider.</li> <li>3. ICS monitored the availability of first aid kit and use of PPE by smallholder/worker. Record verified: "Form Monitoring Alat Pelindung Diri Koperasi dan Kotak P3K, period April 2022. Verified and interviewed smallholder member Ujud Efendi 262, Mouri 330, Slamet Taat 446, Lani 407 confirmed that they now understood who to contact in case of emergency and how to access first aid kit, or to get help in caring the wounded.</li> </ol>
<b>Assessment Conclusion:</b>	<p>The cooperative, ICS and smallholder implement the correction and corrective action. Verification on correction through interview with smallholder member, record of first aid kit distribution and flowchart document. Corrective action verified through information information provision and monitoring first aid kit readiness.</p>
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>During this ASA-1 found that:</p> <p>Koperasi Serba Usaha Pantun Sejahtera has identified the OHS risk and analysis per "Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja" SOP/KSU-PS/03/019 dated 27 February 2021. In the document stated that for spraying activities, the PPEs are mask, rubber hand gloves, apron and safety boot.</p> <p>During interview with sampled smallholder, it was informed for spraying activities they were only use mask and safety shoes without apron and hand gloves. This not complied to organization procedure as mentioned above.</p> <p>Critical/Major NC recurrent.</p>

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Non-conformity			
<b>NCR Ref #</b>	2171166-202202-M5	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 4.8 MS B Major		
<b>Statement of Nonconformity:</b>	There is no evidence that smallholder member committed to phase out paraquat usage and implementing BMPs for all pesticide use.		
<b>Requirement Reference:</b>	<p>Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p> <p>Eligibility: 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"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>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.</p>		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>1. There is no evidence that smallholder member committed to stop purchase and use paraquat and prepare pesticide use to group manager.</li> <li>2. Based on field visit and interview with smallholder member Ujud Efendi 262, confirmed he still use Gramoxone (a.i. Paraquat) for weed control.</li> <li>3. Based on record "rekapitulasi penggunaan pestisida tahun 2021" confirmed the use of Gramoxone (a.i. Paraquat) of 4.5 liters in August 2021.</li> </ol>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Smallholder signed commitment to stop use of pesticide with a.i. paraquat. Record verified "Komitmen Tidak Menggunakan Pestisida Paraquat" signed by all smallholder member on 26 March 2022. Sample signed by Lamirah 351, Kamsi 325, Bahrodi 1.</li> <li>2. Smallholder member stop using paraquat. Sampled smallholder being interviewed Ujud Efendi 262 and Lani 407 confirmed they no longer use pesticide with a.i. paraquat. They only spraying using herbicide with a.i. Glyphosate.</li> </ol>		
<b>Root Cause Analysis:</b>	Smallholder has not fully understand the standard requirement related to a.i. paraquat use.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. ICS conducted socialization commitment to prohibit use of pesticide with a.i. paraquat to smallholder members. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.</li> <li>2. ICS conducted any use of paraquat on 6 monthly basis. Record verified "Berita Acara Monitoring Pengelolaan Kebun Anggota Sertifikasi Koperasi Serba Usaha</li> </ol>		

	Pantun Sejahtera", dated 11 April 2022. The monitoring criterion include weed condition, spraying method (selective/blanket), use of paraquat, fertilizer regime, pruning, handover hazardous waste, worker payment record.		
<b>Assessment Conclusion:</b>	The cooperative committee and ICS implement the correction and corrective action. Correction verified through interview with smallholder commitment to stop paraquat use. Corrective action verified through information provision and monitoring on field condition.		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>During this ASA-1 found that:</p> <ul style="list-style-type: none"> <li>- Based on field visits and interviews with sample of smallholders, namely Mudakir, Partono and Komari, it was confirmed that these farmers were still using the paraquat to control certain types of weeds such as ferns and saplings.</li> <li>- During a field visit to the plot of a.n Mudakir it was also discovered that the farmer's plot of KSU Pantun Sejahtera members who was next to it had been spraying saplings using Paraquat.</li> </ul> <p>Critical/Major NC recurrent.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M6	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 4.6 MS B Major		
<b>Statement of Nonconformity:</b>	KSU Pantun Sejahtera not consistent in waste management without fire as per procedure.		
<b>Requirement Reference:</b>	<p>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>MSB: Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>		
<b>Objective Evidence:</b>	<p>Based on field visit and interview with smallholder; Slamet Taat 446, Lamirah 351, Ahmad Asran 438, known that smallholder member manages the empty pesticide container and fertilizer bag using fire. This is not compliance with hazardous waste handling procedure "SOP Penanganan Wadah Bekas Limbah Bahan Berbahaya dan Beracun (B3) No.SOP/KSU-PS/03/017" dated 20 February 2021.</p> <p>Cooperative has hazardous waste handling procedure "SOP Penanganan Wadah Bekas Limbah Bahan Berbahaya dan Beracun (B3) No.SOP/KSU-PS/03/017" dated 20 February 2021 and build temporary hazardous waste storage, however the hazardous waste still manages individually by smallholder member.</p>		
<b>Corrections:</b>	Hazardous waste found onsite during audit collected and stored/disposed of to hazardous waste in cooperative. Onsite verification to oil palm block of Lamirah 351 and Slamet Taat 446 no empty pesticide container disposed off in the block. Record verified "Buku Monitoring Keluar dan Masuk Barang Gudang Limbah B3 KSU Pantun Sejahtera" - sampled Slamet Taat 446 hand over fertilizer plastic 6 units to cooperative hazardous waste store.		

<b>Root Cause Analysis:</b>	Some smallholder has not understand standard requirement on hazardous waste management.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>ICS provided socialization on hazardous waste handling to smallholder member. Interview with smallholder member Slamet Taat 446, Lamirah 351, Pikir Pujiarso 204 found now understood the disposal of hazardous waste is to collected to cooperative warehouse. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.</li> <li>ICS conducted monitoring on hazardous waste handling on 6 monthly basis. Record verified "Berita Acara Monitoring Pengelolaan Kebun Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera", dated 11 April 2022. The monitoring criterion include weed condition, spraying method (selective/blanket), use of paraquat, fertilizer regime, pruning, handover hazardous waste, worker payment record.</li> </ol>		
<b>Assessment Conclusion:</b>	The cooperative, ICS and smallholder implement the correction and corrective action. Correction verified through interview with smallholder member, record of hazardous waste handover to cooperative store. Corrective action verified through information provision and monitoring smallholder's oil palm plantation condition.		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M7	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 - A1.3 E, MS A, MS B Major		
<b>Statement of Nonconformity:</b>	<p>SOP for member registration/acceptance was not consistently implemented</p> <ul style="list-style-type: none"> <li>SOP has not regulated member acceptance whose giving power of attorney to other party to manages the oil palm block.</li> <li>The acceptance process by Approval Committee not yet considering conflict of interest.</li> <li>The acceptance process by Approval committee found not in procedural sequence.</li> </ul>		
<b>Requirement Reference:</b>	<p>Eligibility - The group has membership requirements.</p> <p>Milestone A - The group has membership requirements.</p> <p>Milestone B - The group has membership requirements.</p>		
<b>Objective Evidence:</b>	Koperasi Serba Usaha Pantun Sejahtera has SOP member acceptance "Standar Operasional Prosedur tentang Kriteria dan Syarat Menjadi Anggota Sertifikasi Koperasi No.SOP/MI/2004" dated 30 January 2021 including registration form "Formulir Anggota Sertifikasi"; and field verification/gap analysis form "Berita Acara Verifikasi Lahan Pekebun Sertifikasi".		

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	<p>The said SOP has not regulates member acceptance whose giving power of attorney to other party to manages the oil palm block, sampled: Asdar for land parcel 50 and 97.</p> <p>Applicant and Approval committee signed by same person:          - "Berita Acara Verifikasi Lahan Pekebun Sertifikasi"; "Formulir Anggota Sertifikasi"; "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" all signed by and for Muhammad Anwar Aras.</p> <p>Member acceptance process documentation was not in sequence and completed, but still accepted.</p> <ul style="list-style-type: none"> <li>• Registration form Nurdin "Formulir Anggota Sertifikasi", 4 land parcels date 10 February 2021;</li> <li>• Field verification "Berita Acara Verifikasi Lahan Pekebun Sertifikasi" for Nurdin dated 12 November 2020;</li> <li>• Smallholder statement "Formulir Pernyataan Komitmen Petani Swadaya dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" dated 3 April 2021 not signed by Nurdin.</li> <li>• Later on found the land owned by smallholder only 2 land parcels of 3 Ha. The other land parcel owned by other smallholder, Muhammad Nurdin – no revision on the registration document.</li> </ul>
<p><b>Corrections:</b></p>	<ol style="list-style-type: none"> <li>1. Cooperative revise the SOP for member acceptance. Document verified "SOP Kriteria dan Syarat Menjadi Anggota Sertifikasi Koperasi Serba Usaha Pantun Sejahtera No.SOP/KSU-PS/03/001", dated 17 April 2022.             <ul style="list-style-type: none"> <li>- Section V.1 stipulating for landowner not living in Sri Pantun Village, shall prepare power of attorney letter, signed by all parties and acknowledge by Cooperative Committee.</li> <li>- Section V.10 stipulating for potential member whose part of ICS or Cooperative Committee or relative to ICS/Cooperative Committee/Approval Committee/Chairman - the signing by other Committee member.</li> </ul> </li> <li>2. Cooperative committee signed commitment to avoid no conflict of interest. Document verified "Surat Pernyataan Tidak Memiliki Konflik Internal, Tidak Verifikasi Data Anggota Keluarga Sendiri, Tidak Audit Internal Anggota Keluarga Sendiri, Tidak Membeda-bedakan Perlakuan ke Anggota, Patuh pada Prosedur", signed by all ICS and Cooperative Committee on 15 March 2022.</li> <li>3. Cooperative committee and ICS revised the registration documents. Record verified "Formulir Anggota Sertifikasi" under name Nurdin, 2 parcels of land, dated 10 November 2020 - signed by Andriyanto (Approval Committee), Supandi (ICS Manager) and Muhammad Anwar Aras (Cooperative Chairman); and "Berita Acara Verifikasi Lahan Pekebun" by name Nurdin on 17 November 2020, signed by Supandi (ICS Manager).</li> <li>4. Cooperative committee and ICS revised the document "Formulir Anggota Sertifikasi" under name Muhammad Anwar Aras, 4 parcels of land, dated 10 November 2020 - signed by Andriyanto (Approval Committee), Supandi (ICS Manager) and Secretary; "Berita Acara Verifikasi Lahan Pekebun" by name Muhammad Anwar Aras.</li> </ol>
<p><b>Root Cause Analysis:</b></p>	<p>ICS and cooperative has not understand standard and principle of no conflict of interest and impartiality in accepting new member for certification.</p>

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<b>Corrective Actions:</b>	<p>1. ICS get capacity building by facilitator/GIZ. Record verified "Berita Acara Sosialisasi SOP Audit &amp; Ketidaksesuaian Audit; SOP Penerimaan Anggota Sertifikasi", dated 17 April 2022. Attendance list with name: all ICS.</p> <p>2. Cooperative and ICS conducted monitoring on member acceptance once per annum. Record prepared (format) "Monitoring Penerimaan Anggota Sertifikasi". From Stage 2 to NCR Close Out date, CH has not received new member. Audit team decided format is sufficient.</p>		
<b>Assessment Conclusion:</b>	<p>The cooperative committee and ICS implement the correction and corrective action. Correction verified through interview with ICS, revised document and signed commitment to prohibit conflict of interest. Corrective action verified through information provision and monitoring on certification member acceptance.</p>		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M8	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	<p>RSPO ISH Standard 2019 - B1.1 E, MS A, MS B Major</p>		
<b>Statement of Nonconformity:</b>	<p>SOP for internal audit was not consistently implemented.</p>		
<b>Requirement Reference:</b>	<p>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</p>		
<b>Objective Evidence:</b>	<p>Organization has SOP internal audit "Standar Operasional Prosedur tentang Prosedur Pelaksanaan Audit Internal No.SOP/KSU-PS/03/007" dated 21 January 2021. The finding in the checklist different with non-conformity in internal audit report.</p>		
<b>Corrections:</b>	<p>Cooperative committee and ICS revise the SOP Internal Audit and revise the Internal Audit form. Document verified "SOP Pelaksanaan Audit Internal No.SOP/KSU-PS/03/007" dated 17 April 2022. Revision on point C. The internal audit on scoring, less than 60% means cannot recommended. The SOP adds in Internal Audit checklist document.</p>		
<b>Root Cause Analysis:</b>	<p>Cooperative committee and ICS has not understand how to determines internal audit non-conformities.</p>		
<b>Corrective Actions:</b>	<p>1. ICS get capacity building by facilitator/GIZ. Record verified "Berita Acara Sosialisasi SOP Audit &amp; Ketidaksesuaian Audit; SOP Penerimaan Anggota Sertifikasi", dated 17 April 2022. Attendance list with name: all ICS.</p> <p>2. Cooperative and ICS conducted monitoring on internal audit process once per annum. Record verified "Monitoring dan Evaluasi Audit Koperasi Serba Usaha Pantun Sejahtera", dated 21 April 2022.</p>		
<b>Assessment Conclusion:</b>	<p>The cooperative committee and ICS implement the correction and corrective action. Correction verified through interview with ICS on internal audit finding, revised</p>		

	internal audit procedure and checklist. Corrective action verified through information provision and monitoring on internal audit performance.		
<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	<p>During this ASA-1 found that:</p> <p>Based on the review of internal audit records, interviews with the ICS team, and sample of farmers, it has been found that the internal audit assessment activities conducted by the ICS team does not cover the complete implementation of RSPO principles and criteria, as outlined in the SOP "Internal Audit Implementation" (Section IV.D), particularly regarding the traceability of certified FFB production. Critical/Major NC recurrent.</p>		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M9	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 C.1.1-MS A Major		
<b>Statement of Nonconformity:</b>	Annual group business plan did not reviewed at least annually.		
<b>Requirement Reference:</b>	The group business plan is implemented and reviewed at least annually.		
<b>Objective Evidence:</b>	Organization has established an Annual Group Business Plan as stated in the document "Data Proyeksi Produksi TBS Koperasi Serba Usaha Pantun Sejahtera" dated 28 February 2021, however there is no evidence that this Annual Group Business Plan has reviewed at least annually.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>Cooperative and ICS establish FFB production estimate for certification. Document verified "Berita Acara Penetapan Data Proyeksi Produksi Koperasi Serba Usaha Pantun Sejahtera", dated 15 March 2022. In the document, annual production budget sets: 2021 at 9,538.9 MT FFB; 2022 at 9,451.0 MT FFB; 2023 at 9,044.1 MT FFB; 2024 at 8,781.4 MT FFB; 2025 at 8436.8 MT FFB</li> <li>Cooperative and ICS review the FFB production estimate. Record verified "Berita Acara Penetapan Data Proyeksi Produksi Koperasi Serba Usaha Pantun Sejahtera", dated 15 March 2022. Attended by 12 Cooperative Committee and ICS team.</li> </ol>		
<b>Root Cause Analysis:</b>	Cooperative committee and ICS has not understand requirement to establish production estimate and review.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>Cooperative and ICS communicated the FFB production estimate to farmer group. Record verified "Sosialisasi Penetapan Proyeksi Produksi - Tinjauan dan Evaluasi Data Produksi Koperasi Serba Usaha Pantun Sejahtera" dated 24 March 2022. Attended by 12 Cooperative Committee and ICS team.</li> <li>Cooperative and ICS review and evaluate FFB production estimate compared to actual FFB production. Record verified "Evaluasi Data Produksi Proyeksi Vs Aktual" dated 24 March 2022 - FFB projection 2021 Vs FFB Actual Production 2021: 9,538.9 MT FFB Vs 9,532 MT FFB (deficit 7.2 MT FFB)</li> </ol>		
<b>Assessment Conclusion:</b>	The cooperative committee and ICS implement the correction and corrective action. Correction verified through interview with ICS on FFB production projection and evaluation, FFB projection for next 5 years. Corrective action verified through information provision and monitoring on FFB production performance.		

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<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.		
<b>Non-conformity</b>			
<b>NCR Ref #</b>	2171166-202202-M10	<b>Date Issued</b>	22 February 2022
<b>Due Date</b>	21 February 2023	<b>Closure Date</b>	21 April 2022
<b>Indicator &amp; Category (Critical / Minor)</b>	RSPO ISH Standard 2019 D.3.1-E Major		
<b>Statement of Nonconformity:</b>	Prices, premiums, and timing of premium payment are not clearly communicated and transparent to all group members.		
<b>Requirement Reference:</b>	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.		
<b>Objective Evidence:</b>	Koperasi Serba Usaha Pantun Sejahtera has established a plan for the distribution of RSPO premiums on 5 January 2021 as stated to the "Rencana Kerja Berkelanjutan Unit ICS KSU Pantun Sejahtera Tahun 2020 - 2025". However, based on interview at sampling plots it was known that the smallholders are not fully aware the distribution and timing of the premium.		
<b>Corrections:</b>	Provides socialization to smallholder member regarding RSPO premium and sharing mechanism. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident.		
<b>Root Cause Analysis:</b>	Some smallholder members has not fully understand the RSPO premium sharing mechanism.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Provides socialization to smallholder member regarding RSPO premium and sharing mechanism. Record verified "Berita Acara Sosialisasi dan Komitmen SOP Pemeliharaan Tanaman, SOP Rekrutmen Pekerja, Persyaratan Surat Perjanjian Kerja, Standar Penggunaan APD dan P3K, Larangan Penggunaan Paraquat, Standar Pengelolaan Limbah B3, Premi RSPO", dated 26 March 2022. Socialization material evident, premium distribution: "Cadangan 30%, Anggota Sertifikasi 35%, Operasional Sertifikasi 25%, Lingkungan dan Sosial 10%.</li> <li>2. Prepare monitoring plan once per annum in conjunction with reporting premium utilization during general assembly of cooperative. Monitoring plan verified "Rencana Kerja ICS Tahun 2022" dated 24 March 2022 during "Rapat Anggota Tahunan".</li> </ol>		
<b>Assessment Conclusion:</b>	The cooperative, ICS and smallholder implement the correction and corrective action effectively. Confirmation on correction through premium distribution information and confirmation understanding from sampled smallholder. Corrective action verified through information on distribution method and monitoring through general assembly.		

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<b>Effectiveness Closure (for previous audit closed Critical NC):</b>	Based on field observation, interview and document review during this ASA-1, this Critical/Major NC remain closed.
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Opportunity for Improvement	
OFI#	Description
<b>OFI 1</b>	<p><b>OFI Statement:</b> Koperasi Serba Usaha Pantun Sejahtera shows the map of oil palm plantation blocks overlaid against the spatial planning map for Kutai Timur Regency, Forest area map, and River map; additional benefit from inclusion of the source of map data in form of "Surat Keputusan Peta Kawasan Hutan dan Perairan Provinsi", "Surat Keputusan Peta Indikatif Penundaan Izin Baru".</p> <p><b>Verification / Follow-up actions:</b> Source of map data in form of "Surat Keputusan Peta Kawasan Hutan dan Perairan Provinsi", "Surat Keputusan Peta Indikatif Penundaan Izin Baru" have been included in the map of oil palm plantation blocks overlaid against the spatial planning map for Kutai Timur Regency, Forest area map, and River map</p>

**3.3.2 Summary of the Nonconformities and Status**

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2171166-202202-M1	Critical	RSPO ISH Standard 2019 1.3-MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M2	Critical	RSPO ISH Standard 2019 3.1 MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M3	Critical	RSPO ISH Standard 2019 3.3 MS A – MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M4	Critical	RSPO ISH Standard 2019 3.5 MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M5	Critical	RSPO ISH Standard 2019 4.8 MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M6	Critical	RSPO ISH Standard 2019 4.6 MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M7	Critical	RSPO ISH Standard 2019 - A1.3 E, MS A, MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M8	Critical	RSPO ISH Standard 2019 - B1.1 E, MS A, MS B	22/02/2022	Closed 21/04/2022
2171166-202202-M9	Critical	RSPO ISH Standard 2019 C.1.1-MS A	22/02/2022	Closed 21/04/2022
2171166-202202-M10	Critical	RSPO ISH Standard 2019 D.3.1-E	22/02/2022	Closed 21/04/2022

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2351327-202305-M1	Critical	RISS 2019, Indonesia NI 2022 1.3 MS-B (recurrent)	02/06/2023	Closed 08/08/2023
2351327-202305-M2	Critical	RISS 2019, Indonesia NI 2022 2.1 MS-A	02/06/2023	Closed 08/08/2023
2351327-202305-M3	Critical	RISS 2019, Indonesia NI 2022 2.3 E	02/06/2023	Closed 08/08/2023
2351327-202305-M4	Critical	RISS 2019, Indonesia NI 2022 3.5 MS-B (recurrent)	02/06/2023	Closed 08/08/2023
2351327-202305-M5	Critical	RISS 2019, Indonesia NI 2022 4.6 MS-A	02/06/2023	Closed 08/08/2023
2351327-202305-M6	Critical	RISS 2019, Indonesia NI 2022 4.8 MS-B (recurrent)	02/06/2023	Closed 08/08/2023
2351327-202305-M7	Critical	RISS 2019, Indonesia NI 2022 A.2.2 E	02/06/2023	Closed 08/08/2023
2351327-202305-M8	Critical	RISS 2019, Indonesia NI 2022 B.1.1 MS-A, MS-B (recurrent)	02/06/2023	Closed 08/08/2023
2351327-202305-M9	Critical	RISS 2019, Indonesia NI 2022 B.1.2 E, MS-A, MS-B	02/06/2023	Closed 08/08/2023

### 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 Pantun Sejahtera 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.

<b>Stakeholders contacted</b>		
<b>Type of Stakeholder</b> (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	<b>Stakeholder name / organization</b>	<b>Means of communication</b> (e.g. face to face interview, email, phone interview, comment from public notice)
Local Government	Village Head of Sri Pantun	Face to face interview
Government Department	Manpower Service Head Kutai Timur Regency;	Phone interview

	Kutai Timur Regency Head of Bidang Usaha Koperasi Cooperative Service Kutai Timur Regency, <i>Unit Pelaksana Teknis Penyuluh Petani Lapangan</i>	
	Plantation Service Kutai Timur Regency Head of Environmental Service	Face to face interview
Company/Palm Oil Mill	PT Kresna Duta Agroindo (partnering mill)	Phone interview
NGO (Local)	PESSAT	Face to face interview

Stakeholders comment	
<b>1</b>	<p><b>Feedbacks:</b></p> <p><b>Village Head of Sri Pantun (Mr. G***)</b></p> <ul style="list-style-type: none"> <li>• Originally a transmigration village in 1989 consisting of Javanese (Central and East Java) and Sundanese (Banten, Pandeglang).</li> <li>• Placement of transmigration is given land LU1 (Yard) and LU2 (Productive land).</li> <li>• LU1 with an area of 1 Ha, 0.25 ha allocated for the house and 0.75 ha for the yard. Whereas for LU2 an area of 2 Ha was used as a coconut plantation which was later turned into an oil palm plantation in 1999.</li> <li>• LU2 was originally still a forest but in terms of status and location it has been reserved or designated as an area for transmigration.</li> <li>• Land for transmigration is determined by the government so that there are no conflicts or land disputes between residents.</li> <li>• The history agricultural commodity in Sri Pantun Village is coconut, that changed into cocoa, then changed into oil palm plantations.</li> <li>• In 1999, there was a plan for a KKPA partnership pattern, but it was cancelled.</li> <li>• The initial entry of oil palm came from the local government aid program (Kutai Timur Regent) in 2001 in the form of 50 hectares per village for oil palm development.</li> <li>• Almost all residents who own oil palm, are already members of the cooperative.</li> <li>• By becoming a member of a cooperative, it is easier for the community to sell FFB and get better prices.</li> <li>• Smallholders employ harvesters/sprayers/fertilizers who are villagers so they can help each other with people who need jobs.</li> <li>• There has never been a land dispute in KSU Pantun Sejahtera.</li> <li>• Residents who carry out land buying and selling transactions generally report to the village to be registered or request a land certificate.</li> <li>• The cooperative has synergized with the village government.</li> <li>• Many farmers want to join the KSU Pantun Sejahtera and take part in the RSPO Certification of Independent Smallholders after seeing the results or income earned from the RSPO premium.</li> <li>• The cooperative has budgeted RSPO premiums for social aid activities.</li> </ul> <p><b>Audit Team verification and response:</b></p>

	<p>There are no negative issues that need to be followed up. Documents of land legality, commodity change and others have been reviewed during the audit.</p>
<p><b>2</b></p>	<p><b>Feedbacks:</b>  <b>Plantation Service of Kutai Timur Regency (Kepala Dinas Perkebunan Kabupaten Kutai Timur; Mr. D**** - Kabid Perlindungan)</b></p> <ul style="list-style-type: none"> <li>• Communication between Cooperatives and the government is very good and runs in two directions.</li> <li>• These lands originally came from the Transmigration program set by the government. Therefore, since the beginning, they have had land rights in the form of SHM (Certificate of Property Rights), which is the highest private land right based on government regulations. All members of the organization have been registered in a Certificate of Registration for Plantation Cultivation (STD-B: Surat Tanda Daftar Perkebunan).</li> <li>• Smallholders' organizations are located in APL area; there is no overlap in production forest areas and/or protected areas.</li> <li>• Areas owned by smallholders do not overlap with areas that have become concession rights/HGU and/or mining concessions.</li> <li>• There were no reports of complaints related to land and/or environmental pollution that occurred in the area of the KSU Pantun Sejahtera.</li> <li>• There has been a change in behaviour, cooperation, community since they joined the RSPO Certification program for independent smallholders.</li> <li>• Use of pesticides and fertilizers to be more directed, effective and on target.</li> <li>• Need to pay more attention to BPJS for workers.</li> <li>• Seedlings in Smallholder's plots come from the Dinas Perkebunan Kutai Timur or government programs.</li> <li>• There are 2 large group companies in the Kombeng and Muara Wahau areas, namely DSN Group and Sinarmas Group.</li> <li>• With 4 cooperatives in Kombeng and 5 cooperatives in Muara Wahau have been certified, it is hoped that the FFB will be easier to sell at competitive prices.</li> <li>• FFB sorting is done directly at the field, the process is assisted by company's Field Assistant.</li> <li>• Land management has improved since the smallholders participated in the certification program, for example, routine harvest rotation, correct dosage of fertilizer, use of PPE and others.</li> <li>• Currently Dinas Perkebunan is carrying out dissemination and inventory of smallholder's that need to be included in the replanting program (PSR).</li> <li>• Cooperatives can assist in recording their members who will take part in the replanting program and then submit them to Dinas Perkebunan.</li> <li>• For the RSPO, the compensation is clear, in the form of a premium. Whilst for ISPO still does not exist. It is hoped that this ISPO compensation can be in the form of government aid so that farmers are also interested in participating in ISPO certification.</li> <li>• The Regent of Kutai Timur has issued an instruction for Kutai Timur Regency to participate in the RSPO Jurisdictional Approach.</li> </ul> <p><b>Audit Team verification and response:</b>          There are no negative issues that need to be followed up. Based on a document review and interviews with the smallholders, all the smallholders already had SHM from the start, where the SPPL (Environmental Management Statement) and STDB (Cultivation Registration Certificate) had been obtained prior to RSPO Certification.</p>
<p><b>3</b></p>	<p><b>Feedbacks:</b></p>

	<p><b>Manpower Agency of Kutai Timur Regency (Kepala Dinas Tenaga Kerja Kabupaten Kutai Timur)</b>  Contacted during the audit however there was no response.</p> <p><b>Audit Team verification and response:</b>  There is no negative issue to be followed up.</p>
4	<p><b>Feedbacks:</b>  <b>Environmental Agency: Kepala Dinas Lingkungan Hidup (DLH) Kabupaten Kutai Timur</b>  Contacted during the audit however there was no response.</p> <p><b>Audit Team verification and response:</b>  There are no negative issues that need to be followed up. Based on a document review and interviews with the smallholders, all the smallholders already had SHM from the start, where the SPPL (Environmental Management Statement) and STDB (Cultivation Registration Certificate) had been obtained prior to RSPO Certification.</p>
5	<p><b>Feedbacks:</b>  <b>Office of Cooperatives and Trade: Dinas Koperasi dan Perdagangan Kabupaten Kutai Timur</b>  At the time of the audit, they were unable to provide any response or information because there was a meeting with the Indonesian Ministry of Cooperatives in Jakarta.</p> <p><b>Audit Team verification and response:</b>  There is no negative issue to be followed up.</p>
6	<p><b>Feedbacks:</b>  <b>Head of Land Office: Kepala Kantor BPN Kabupaten Kutai Timur</b>  Contacted during the audit however there was no response.</p> <p><b>Audit Team verification and response:</b>  There is no negative issue to be followed up.</p>
7	<p><b>Feedbacks:</b>  <b>Manager Kemitraan PT Kresna Duta Agroindo (partnering mill)</b></p> <ul style="list-style-type: none"> <li>• A designated Partnership Assistant is provided by the company to oversee the management of smallholders.</li> <li>• FFB (Fresh Fruit Bunches) deliveries take place between the 1<sup>st</sup> to 30<sup>th</sup>/31<sup>st</sup> of each month. Following this, the company issues invoices from the 4<sup>th</sup> to the 7<sup>th</sup> day of the subsequent month, with invoice disbursement occurring on the 15<sup>th</sup> day of that month.</li> <li>• Should any obstacles arise, they are addressed through deliberation. This applies to matters such as FFB sorting and requests for assistance with fertilizers.</li> <li>• Collaboration is established between the company and the cooperative for the purpose of FFB sales to the company mill. A formal agreement has been reached between the cooperative and the company.</li> <li>• The Company adheres to the FFB purchase price outlined in the "Aturan Penetapan Harga Beli TBS Petani" provided by the Plantation Agency. This price is updated monthly.</li> </ul> <p><b>Audit Team verification and response:</b>  There is no negative issue to be followed up.</p>
8	<p><b>Feedbacks:</b>  <b>Local NGO: LSM PESSAT (Pendamping Sertifikasi Sawit Rakyat)</b></p> <ul style="list-style-type: none"> <li>• The institutional form is a Foundation, established on 8 June 2022.</li> </ul>

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	<ul style="list-style-type: none"> <li>The current membership consists of 5 individuals, with an additional 9 members to be added.</li> <li>Present activities involve the facilitation of the independent smallholder certification program.</li> <li>Cooperation with GIZ has been ongoing for the Certification program, including training, support during audits, and post-audit assistance.</li> <li>The office is located in Wanasari Village, Kombeng District.</li> <li>Since participating in the Certification program, there have been changes in land management by smallholders, such as the discontinuation of total spraying and limited pesticide use.</li> <li>Smallholder oil palm plantations in Kutai Timur Regency are relatively new, starting from 2008-2009, hence they require attention, guidance, and support from relevant authorities. Therefore, PESSAT Foundation strives to play a role in supporting the oil palm farming community.</li> <li>Some cooperatives in Kombeng and Muara Wahau District have initiated environmentally, socially, culturally, and health-conscious palm oil farming practices. Some cooperatives have even pursued palm oil plantation certification programs such as ISPO and RSPO.</li> <li>The PESSAT Foundation will directly engage to provide support to oil palm farming communities that have participated in certification programs.</li> <li>The oil palm farming community has also received guidance from GIZ to achieve RSPO and ISPO certification, resulting in positive changes for cooperatives.</li> <li>Based on general observations, oil palm plantation areas in Kombeng Muara Wahau District do not indicate overlap with other land rights and are not within forest areas.</li> <li>The independent smallholders are enthusiastic after witnessing the results from RSPO Premiums received by 4 cooperatives in Kombeng District and 5 cooperatives in Muara Wahau District.</li> </ul>
	<p><b>Audit Team verification and response:</b>          There is no negative issue to be followed up.</p>

List of landowner / 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
-	-	-	-	-	-
<p><b>Notes:</b>            The area of KSU Pantun Sejahtera originally came from the Transmigration program set by the government. Therefore, all the smallholders have had land rights in the form of SHM (Certificate of Property Rights), which is the highest private land right based on government regulations. Transfer of ownership occurs only because of land purchase from one cooperative member to another, recorded by village, complemented with sales certificate "Surat Pernyataan Jual Beli Tanah" and recorded in "Formulir Pengungkapan Sejarah Penguasaan Lahan dan Konflik Lahan", e.g. land ownership change from Hendra to Mariyo and from Mali to Raji.</p>					

Previous landowner / user comment	
	<p><b>Feedbacks:</b> -</p>
	<p><b>Audit Team verification and response:</b></p>

**3.5 Impartiality and conflict of interest**

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

**Formal Signing-off of Assessment Conclusion and Recommendation**

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that Koperasi Serba Usaha Pantun Sejahtera 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 Pantun Sejahtera is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name:</b> <b>Eko Purwanto</b>	<b>Name:</b> <b>Supandi</b>
<b>Company Name:</b> <b>On behalf BSI Malaysia Services Sdn Bhd</b>	<b>Company Name:</b> <b>Koperasi Serba Usaha Pantun Sejahtera</b>
<b>Title:</b> <b>Lead Assessor</b>	<b>Title:</b> <b>ICS Group Manager</b>
<b>Signature:</b> 	<b>Signature:</b> <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> 
<b>Date:</b> <b>16 August 2023</b>	<b>Date:</b> <b>16 August 2023</b>

**Appendix A: Summary of Findings**

Criterion / Indicator		Assessment Findings	Compliance
<p><b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b>            Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p><b>Criteria 1.1:</b> Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
Eligibility	<p>Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> <li>1. Legal formation (as per country requirements)</li> <li>2. Fair and transparent decision making and governance</li> <li>3. Additional documents per requirements for Group Formation and Management.</li> <li>4. Signed or thumb printed Smallholder Declaration from all smallholder Declaration from all smallholder members (Reference to Appendix 1).</li> </ol>	<p>During ASA-1 2023, no specific changes on legal registered entity of Koperasi Serba Usaha Pantun Sejahtera.</p> <p>Legal formation of Koperasi Serba Usaha Pantun Sejahtera:</p> <ol style="list-style-type: none"> <li>a. Deed of establishment as per "Berita Acara Pembentukan Koperasi" dated 17 November 2011. The minutes explains minutes of establishment, recommendation from village and district level, for administrative requirement in "Dinas Koperasi dan UMKM Kabupaten Kutai Timur".</li> <li>b. Notary Act as per "Akta Notaris Ilham Mahyudin, SH, SpN Nomor 06 tanggal 29 November 2011 tentang Pendirian Koperasi Serba Usaha Pantun Sejahtera" dated 29 November 2011.</li> <li>c. Acknowledgement from Cooperative Service as per "Surat Keputusan Dinas Koperasi Kabupaten Kutai Timur No. 22/BH/XX.3/DKKT/XII/2011 tertanggal 5 Desember 2011 perihal Penetapan Koperasi Serba Usaha Pantun Sejahtera yang berkedudukan di Jln. Gunung Merapi No.03 RT 01, Desa Sri Pantun Kecamatan Kombeng"</li> <li>d. Registration Number as per "Sertifikat Nomor Induk Koperasi (NIK) 6405130060050" dated 9 October 2017. (Expired 2 December 2023)</li> </ol>	Complied

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		<p>e. Statute as per "Anggaran Dasar dan Anggaran Rumah Tangga Koperasi Serba Usaha Pantun Sejahtera yang terlampir pada Akta Notaris No. 06" dated 29 November 2011.</p> <p>Koperasi Serba Usaha Pantun Sejahtera was registered and monitored by Department of Cooperative through website: <a href="http://nik.depkop.go.id/Detail.aspx?KoperasiId=6405130060050">http://nik.depkop.go.id/Detail.aspx?KoperasiId=6405130060050</a></p> <p>ICS documentation: Koperasi Serba Usaha Pantun Sejahtera has appointed Mr. Supandi as the group manager as per "Surat Keputusan No.003/KSU-PS/I/2021 tentang Daftar Pengurus ICS (Internal Control System)" dated 11 Januari 2021. Stated the group manager heads all component of internal control system (ICS) team.</p> <p>There is procedure in place explains job description of ICS Manager, "Komite Persetujuan ICS" – Approval committee and registration; ICS Secretary; "Unit Audit Internal" – Internal auditor; "Unit Penyuluhan" – Information and training unit; "Unit K3, NKT, Darurat Api dan PHT" – OHS, HCV, Firefighting and Pest and Disease unit; "Unit Pengelolaan Limbah B3" – hazardous waste management unit.</p> <p>Fair and transparent decision making:</p> <p>Annual member meeting "Rapat Anggota Tahunan" was held on 8 May 2023 and attended by 114 members. The member annual meeting reported on "Laporan Perhitungan Hasil Usaha Koperasi Pantun Sejahtera Periode berakhir 31 Desember 2022", dated 8 May 2023 and reported to Dinas Koperasi dan Usaha Kecil dan Menengah on 22 May 2023.</p> <p>All member signed declaration form: Based on interview with 23 sampled smallholder members, they confirmed signing the member declaration.</p>	
Milestone A	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,	No changes on ICS structure and group manager.	Complied

	<p>financial management, and best practices for smallholder organisations as well as socialising the mechanism at which pricing is set for smallholder organisations.</p>	<p>ICS documentation: Koperasi Serba Usaha Pantun Sejahtera has appointed Mr. Supandi as the group manager as per "Surat Keputusan No.003/KSU-PS/I/2021 tentang Daftar Pengurus ICS (Internal Control System)" dated 11 Januari 2021. Stated the group manager heads all component of internal control system (ICS) team.</p> <p>There is procedure in place explains job description of ICS Manager, "Komite Persetujuan ICS" – Approval committee and registration; ICS Secretary; "Unit Audit Internal" – Internal auditor; "Unit Penyuluhan" – Information and training unit; "Unit K3, NKT, Darurat Api dan PHT" – OHS, HCV, Firefighting and Pest and Disease unit; "Unit Pengelolaan Limbah B3" – hazardous waste management unit.</p> <p>Training plan for oil palm pricing, financial management, BMP: See relevant criterion C-ICS C.2.1</p> <p>All member trained before audit: See relevant criterion C-ICS C.2</p> <p>Who provided training: See relevant criterion C-ICS C.2</p> <p>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"> <li>• Fair and transparent decision-making and governance</li> <li>• Sustainable financial management</li> </ul>	<p>KSU Pantun Sejahtera has a set of statute in "Anggaran Dasar – Anggaran Rumah Tangga (AD/ART) Koperasi Serba Usaha Pantun Sejahtera" dated 1 January 2013. The statute regulates the name and location of cooperative, business unit, membership, annual member meeting, committee, committee for annual member meeting, work order and committee job description, governing body, business manager, social welfare.</p> <p>Awareness about governance process:</p> <p>Information gathered during interview with 23 sampled smallholders, it is clear that the cooperative has implemented a fair and transparent business, including the FFB sales process, deduction and management fee.</p>	<p>Complied</p>

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		<p>Decision making process in smallholder as per deed of establishment and statute was through "Rapat Anggota Tahunan" - annual member meeting.</p> <p>Financial management plan: See relevant criterion C.1.1</p> <p>Monitoring of financial performance:</p> <p>Monitoring and reporting of financial performance was during Annual member meeting "Rapat Anggota Tahunan" was held on 8 May 2023. The meeting reported financial statement for fiscal year 2022 as per "Laporan Perhitungan Hasil Usaha Koperasi Pantun Sejahtera Periode berakhir 31 Desember 2022"; "Laporan Perubahan Kekayaan Bersih per 31 Desember 2022"; "Laporan Arus Kas Koperasi Pantun Sejahtera per 31 Desember 2022"; "Penjelasan Pos-pos Neraca" dated 8 May 2023.</p> <p>The report stated the financial balance from loan business units; sales of agriculture, supplies, sales of FFB – including the replanting saving balance.</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. Cooperative had planned to be sustainable; they need to add more member for certification in year 2023-2026.</p>	
<p><b>Criteria 1.2:</b> Smallholders have the capacity to effectively manage their farm.</p>			
Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has shown the evidence of training and dissemination related to RSPO implementation that held within 2022-2023 such as internal audit result, SOP and Policy, Social and Health insurance, Occupational	Complied

		<p>Health and Safety, uses of pesticides, hazardous waste management, and RSPO premium sharing. Sighted the record of training as follows:</p> <p><b>Smallholders</b></p> <p>a. Training invitation dated 15 December 2022.          Training notes and attendance list dated 17 December 2022; located at Mr. Widodo’s plot; attended by 66 farmers.          Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 65 farmers.</p> <p>b. Training invitation dated 16 March 2023.          Training notes and attendance list dated 18 March 2023; located at Mr. Widodo’s plot; attended by 70 farmers.          Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 68 farmers.</p> <p>c. Firefighting and alternative for using fire conducted per farmers group          Fire Management and Fire Emergency and OHS on 29 March 2021 was attended by 20 members and 31 March 2021 was attended by 27 members, 30 March 2021 was attended by 12 members.          Work Insurances on 12 April 2021 was attended by 11 members, 14 April 2021 was attended by 10 members.</p> <p>d. HCV and HCS training          Animal Conflict training on 12 April 2021 was attended by 25 members, 14 April 2021 was attended by 26 members, 13 April 2021 was attended by 25 members, 15 April 2021 was attended by 27 members.          HCS training on 1 March 2021 was attended by 27 members, 3 March 2021 was attended by 27 members, 2 March 2021 was</p>	
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		<p>attended by 25 members, 4 March 2021 was attended by 28 members.</p> <p>HCV training on 22 February 2021 was attended by 30 members, 24 February 2021 was attended by 28 members, 23 February 2021 was attended by 28 members, 25 February 2021 was attended by 32 members.</p> <p><b>Capacity Building for Board of ICS</b></p> <ul style="list-style-type: none"> <li>- Social Impact on 5 March 2021 was attended by 15 persons, instructor by Ibu Feybe Lumuru.</li> <li>- HCV Training, on 26 March 2021 was attended by 15 persons, instructor by Bapak Dani Rahardian from FORTASBI.</li> <li>- ISPO RSPO Sustainability certification, RSPO certification credit sales mechanism and credit distribution on 16 January 2021 was attended by 14 persons, instructor by Ibu Rukaiyah Rafik from FORTASBI.</li> <li>- Cooperative Institutions on 22 January 2021 attended by 16 members, instructor by Ibu Feybe Lumuru from FORTASBI – LINKS (Lingkar Komunitas Sawit).</li> <li>- Stage of the certification process on 5 February 2021 was attended by 13 members, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- GAP Assessment on 6 February 2021 was attended by 15 persons, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- Internal Control System (ICS) Training on 29 January 2021 was attended by 29 members, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- Cooperative internal policy on 30 January 2021 was attended by 12 members instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> </ul>	
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		<ul style="list-style-type: none"> <li>- RSPO credit on 15 January 2021 was attended by 10 members, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- Internal Audit on 13 February 2021 was attended by 15 members, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- Training of GAP for smallholders on 19 February 2021 was attended by 15 persons, instructor by FORTASBI (Ibu Rukaiyah Rafik).</li> <li>- Managing of Land "Zero Burning" on 19 February 2021 was attended by 14 members, instructor by FORTASBI (Bapak Dani Rahadian).</li> <li>- Financial literacy training on 29 January 2021 was attended by 12 members, instructor by FORTASBI.</li> <li>- LUCA training on 17 February 2021 was attended by 16 members, instructor by FORTASBI (Bapak Dani Rahadian).</li> <li>- Environment Aspect Impact on 26 February 2021 was attended by 12 members, instructor by FORTASBI (Bapak Harris Silalahi).</li> <li>- OHS and PPE Training on 5 March 2021 was attended by 26 members, instructor by FORTASBI (Bapak Haris Silalahi).</li> <li>- Fire Fighter Training on 20 March 2021 was attended by 5 persons, instructor by Fire Fighter Tim Kecamatan Kombeng (Ibu Mersiana Nage).</li> <li>- Hazardous Waste Handling and pesticides handling on 5 March 2021 was attended by 13 persons, instructor by FORTASBI (Bapak Dani Rahadian).</li> <li>- Work insurance training on 9 April 2021 was attended by 19 members.</li> </ul> <p>ICS Group Manager</p> <ul style="list-style-type: none"> <li>- ISPO Internal Audit on 31 January – 2 February 2023 by Mutu institute.</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Work insurance training on 9 April 2021 by FORTASBI.</li> <li>- Animal Wildlife training on 26 March 2021 by FORTASBI.</li> <li>- ICS training on 29 January 2021 by FORTASBI.</li> <li>- Financial literacy training on 29 January 2021 by FORTASBI.</li> <li>- Pesticides training on 5 March 2021 by Syngenta.</li> </ul>	
<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 Pantun Sejahtera has conducted Good Agricultural Practices (GAP) training for all their members (see detail in indicator 1.2 milestone A). In addition, Koperasi provides smallholder guidance in 'Buku Kegiatan Pekebun Sawit Swadaya' that lines out information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p> <p>Koperasi Serba Usaha Pantun Sejahtera has conducted soil sampling and leaf sampling analysis facilitated by GIZ on 31 March 2020. Soil and leaf sampling were sent to PT Mitra Agro Servindo. The recommended types of fertilizers are N, P, K, Mg and B. Each smallholder has his own fertilizer recommendation. There are 12 samples of LSU as follows: MI-A, MI-B, MI-C, MI-D, MI-E, MI-F, MI-G, MI-H and MI-I. Soil Analysis dated 27 April 2021, there are 12 samples. Up to this ASA-1, there is no new soil and leaf analysis, smallholders are using the previous fertilizer recommendation.</p> <p>Based on field observation and interview with samples of smallholder obtained information that all member has following the fertilizer recommendation.</p> <p>KSU Pantun Sejahtera has facilitated smallholders with Good Agriculture Practices Hand Book namely 'Buku Kegiatan Pekebun Sawit Swadaya Koperasi Serba Usaha Pantun Sejahtera' that provide information of FFB production, manuring, weeding, pruning, manuring recommendation, training record, etc.</p>	<p>Complied</p>

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		<p>During this ASA-1, auditor check the records of harvesting, recapitulation of manuring, chemical weeding and pruning for period 2022. Based on that document obtained information related to activity each smallholder, for example:</p> <p>Harvesting records:</p> <ul style="list-style-type: none"> <li>- Suparmanto-PS169.03.038.234; 1 Ha; 1<sup>st</sup> rotation on 4 October 2022, qty 748 Kg, 2<sup>nd</sup> rotation on 19 October 2022, qty 1,248 Kg; 1<sup>st</sup> rotation on 4 November 2022, qty 1,089 Kg, 2<sup>nd</sup> rotation on 19 November 2022 qty 1,038 Kg; 1<sup>st</sup> rotation on 4 December 2022, qty 593 Kg, 2<sup>nd</sup> rotation on 19 December 2022, qty 512 Kg.</li> <li>- Hj. Norma-PS045.03.005.188; 1.7 Ha; 1<sup>st</sup> rotation on 8 October 2022, qty 1,669 Kg, 2<sup>nd</sup> rotation on 23 October 2022, qty 1,155 Kg; 1<sup>st</sup> rotation on 8 November 2022, qty 1,401 Kg, 2<sup>nd</sup> rotation on 23 November 2022 qty 1,486 Kg; 1<sup>st</sup> rotation on 8 December 2022, qty 1,759 Kg, 2<sup>nd</sup> rotation on 23 December 2022, qty 1,927 Kg.</li> <li>- Raji-PS124.03.027.399; 1 Ha; 1<sup>st</sup> rotation on 11 October 2022, qty 1,034 Kg, 2<sup>nd</sup> rotation on 25 October 2022, qty 763 Kg; 1<sup>st</sup> rotation on 11 November 2022, qty 527 Kg, 2<sup>nd</sup> rotation on 25 November 2022 qty 792 Kg; 1<sup>st</sup> rotation on 11 December 2022, qty 745 Kg, 2<sup>nd</sup> rotation on 25 December 2022, qty 1,167 Kg.</li> <li>- Slamet-PS150.03.109.374; 1 Ha; 1<sup>st</sup> rotation on 9 October 2022, qty 636 Kg, 2<sup>nd</sup> rotation on 21 October 2022, qty 835 Kg; 1<sup>st</sup> rotation on 9 November 2022, qty 419 Kg, 2<sup>nd</sup> rotation on 21 November 2022 qty 934 Kg; 1<sup>st</sup> rotation on 9 December 2022, qty 916 Kg, 2<sup>nd</sup> rotation on 21 December 2022, qty 1,097 Kg.</li> </ul> <p>Manuring records:</p> <ul style="list-style-type: none"> <li>- Suparmanto-PS169.03.038.234 has applied fertilizer such as NPK in April 2022 qty 300 Kg; in August 2022 qty 300 kg.</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Hj. Norma-PS045.03.005.188 has applied fertilizer such as NPK in February 2022 qty 150 Kg; in August 2022 qty 150 kg.</li> <li>- Raji-PS124.03.027.399 has applied fertilizer such as NPK in March 2022 qty 300 Kg; in July 2022 qty 300 kg; in November 2022 qty 300 kg.</li> <li>- Slamet-PS150.03.109.374 has applied fertilizer such as NPK in March 2022 qty 250 Kg; in July 2022 qty 250 kg; in November 2022 qty 250 kg.</li> </ul> <p>Spraying records:</p> <ul style="list-style-type: none"> <li>- Suparmanto-PS169.03.038.234 has applied pesticides such as Bablass 490 SL in February 2022 qty 1.5 L; in August 2022 qty 1.5 L.</li> <li>- Hj. Norma-PS045.03.005.188 has applied pesticides such as Bablass 490 SL in February 2022 qty 3.0 L; in August 2022 qty 3.0 L.</li> <li>- Raji-PS124.03.027.399 has applied pesticides such as Bablass 490 SL in March 2022 qty 1.5 L; in September 2022 qty 1.5 L.</li> <li>- Slamet-PS150.03.109.374 has applied pesticides such as Bablass 490 SL in February 2022 qty 1.5 L; in August 2022 qty 1.5 L.</li> </ul> <p>Based on field observation to smallholder member area, e.g. on behalf Suparmanto-Persil 234, Tamun-Persil 251, Slamet-Persil 374, Raji-Persil 399, Mariyo-Persil 423, Hendra-Persil 453, it was observed that smallholders are managing their farm effectively and maintain records of production and transaction data. Sample seen of transaction data of FFB sale:</p> <p>Transaction to Mill:</p> <ol style="list-style-type: none"> <li>1. Invoice No. 008/KKBX.ANS/V/2023 dated 8 May 2023 from</li> </ol>	
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		<p>Koperasi to Gunung Kombeng Mill, total amount IDR 815,437,234.</p> <p>2. Invoice No. 008/KKBX.ANS/V/2023 dated 8 May 2023 from Koperasi to Muara Wahau Mill, total amount IDR 2,041,958,965.</p>	
<p><b>Criteria 1.3:</b> Smallholders implement good agricultural practices (GAP) on their farms.</p>			
Eligibility	<p>Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E / Appendix 1).</p>	<p>All smallholder members have signed declaration letter - "Surat Pernyataan Pekebun" whereby at point B stated that all smallholders will join a farmer group to pursue group certification of the RSPO ISH Standard and comply with the principles and their relevant criteria and indicators.</p> <p>Group Manager of Koperasi Serba Usaha Pantun Sejahtera has prepared the procedure on Good Agricultural Practices (GAP) for agronomy, "Standar Operasional Prosedur". During ASA-1, there is no change to the SOP of Good Agricultural Practices (GAP).</p> <p>The procedure covers:</p> <ul style="list-style-type: none"> <li>• Land Clearing &amp; Planting Procedure – "SOP Pembukaan Lahan dan Penanaman Kelapa Sawit SOP/KSU-PS/03/027 dated 11 March 2021".</li> <li>• Nursery Procedure – "SOP Pembibitan Kelapa Sawit SOP/KSU-PS/03/033 dated 27 March 2021.</li> <li>• Pest and Disease Control Procedure - SOP Pengendalian Hama dan Penyakit Terpadu SOP/KSU-PS/03/029 dated 20 March 2021.</li> <li>• Manuring/Fertilizing Procedure – SOP Pemupukan Kelapa Sawit SOP/KSU-PS/03/031 dated 27 March 2021.</li> <li>• Upkeep Procedure – SOP Pemeliharaan Kelapa Sawit SOP/KSU-PS/03/030 dated 20 March 2021.</li> <li>• Harvesting Practice Procedure – SOP Pemanenan Kelapa Sawit SOP/KSU-PS/03/029 dated 11 March 2021, described the harvesting practice, criteria of harvesting, FFB quality, frond pruning.</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>• Replanting Procedure – SOP Replanting SOP/KSU-PS/03/034 dated 27 March 2021.</li> <li>• Pesticides Handling – SOP Penanganan Wadah Bekas Limbah Kimia” SOP/KSU-PS/03/026 dated 11 March 2021, described the pesticide usage instruction, emergency procedure to avoid intoxication.</li> </ul> <p>During this audit, the auditor teams has taken 23 smallholder sample from each farmer group. Based on field visit and interview with respective smallholder obtained information that the smallholders have follows the SOP of Good Agricultural Practices (GAP) in their farms.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has showed the evidence of training and dissemination related to RSPO implementation that held within 2022-2023 such as internal audit result, SOP and Policy, Social and Health insurance, Occupational Health and Safety, uses of pesticides, hazardous waste management, and RSPO premium sharing. Sighted the record of training as follows:</p> <p><b>Smallholders</b></p> <p>a. Training invitation dated 15 December 2022.            Training notes and attendance list dated 17 December 2022; located at Mr. Widodo’s plot; attended by 66 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 65 farmers.</p> <p>b. Training invitation dated 16 March 2023.            Training notes and attendance list dated 18 March 2023; located at Mr. Widodo’s plot; attended by 70 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 68 farmers.</p>	<p>Complied</p>

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		<p>c. Firefighting and alternative for using fire conducted per farmers group          Fire Management and Fire Emergency and OHS on 29 March 2021 was attended by 20 members and 31 March 2021 was attended by 27 members, 30 March 2021 was attended by 12 members.          Work Insurances on 12 April 2021 was attended by 11 members, 14 April 2021 was attended by 10 members.</p> <p>d. HCV and HCS training          Animal Conflict training on 12 April 2021 was attended by 25 members, 14 April 2021 was attended by 26 members, 13 April 2021 was attended by 25 members, 15 April 2021 was attended by 27 members.          HCS training on 1 March 2021 was attended by 27 members, 3 March 2021 was attended by 27 members, 2 March 2021 was attended by 25 members, 4 March 2021 was attended by 28 members.          HCV training on 22 February 2021 was attended by 30 members, 24 February 2021 was attended by 28 members, 23 February 2021 was attended by 28 members, 25 February 2021 was attended by 32 members.</p>	
<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 members area, e.g. on behalf Suparmanto-Persil 234, Tamun-Persil 251, Slamet-Persil 374, Raji-Persil 399, Mariyo-Persil 423, Hendra-Persil 453, it was observed that smallholders are managing their farm effectively and maintain records of production and transaction data.</p> <p>Sample seen harvesting records:          - Suparmanto-PS169.03.038.234; 1 Ha; 1<sup>st</sup> rotation on 4 October 2022, qty 748 Kg, 2<sup>nd</sup> rotation on 19 October 2022, qty 1,248 Kg; 1<sup>st</sup> rotation on 4 November 2022, qty 1,089 Kg, 2<sup>nd</sup> rotation on 19</p>	<p>Non-compliance</p>

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		<p>November 2022 qty 1,038 Kg; 1<sup>st</sup> rotation on 4 December 2022, qty 593 Kg, 2<sup>nd</sup> rotation on 19 December 2022, qty 512 Kg.</p> <ul style="list-style-type: none"> <li>- Hj. Norma-PS045.03.005.188; 1.7 Ha; 1<sup>st</sup> rotation on 8 October 2022, qty 1,669 Kg, 2<sup>nd</sup> rotation on 23 October 2022, qty 1,155 Kg; 1<sup>st</sup> rotation on 8 November 2022, qty 1,401 Kg, 2<sup>nd</sup> rotation on 23 November 2022 qty 1,486 Kg; 1<sup>st</sup> rotation on 8 December 2022, qty 1,759 Kg, 2<sup>nd</sup> rotation on 23 December 2022, qty 1,927 Kg.</li> <li>- Raji-PS124.03.027.399; 1 Ha; 1<sup>st</sup> rotation on 11 October 2022, qty 1,034 Kg, 2<sup>nd</sup> rotation on 25 October 2022, qty 763 Kg; 1<sup>st</sup> rotation on 11 November 2022, qty 527 Kg, 2<sup>nd</sup> rotation on 25 November 2022 qty 792 Kg; 1<sup>st</sup> rotation on 11 December 2022, qty 745 Kg, 2<sup>nd</sup> rotation on 25 December 2022, qty 1,167 Kg.</li> <li>- Slamet-PS150.03.109.374; 1 Ha; 1<sup>st</sup> rotation on 9 October 2022, qty 636 Kg, 2<sup>nd</sup> rotation on 21 October 2022, qty 835 Kg; 1<sup>st</sup> rotation on 9 November 2022, qty 419 Kg, 2<sup>nd</sup> rotation on 21 November 2022 qty 934 Kg; 1<sup>st</sup> rotation on 9 December 2022, qty 916 Kg, 2<sup>nd</sup> rotation on 21 December 2022, qty 1,097 Kg.</li> </ul> <p>Manuring records:</p> <ul style="list-style-type: none"> <li>- Suparmanto-PS169.03.038.234 has applied fertilizer such as NPK in April 2022 qty 300 Kg; in August 2022 qty 300 kg.</li> <li>- Hj. Norma-PS045.03.005.188 has applied fertilizer such as NPK in February 2022 qty 150 Kg; in August 2022 qty 150 kg.</li> <li>- Raji-PS124.03.027.399 has applied fertilizer such as NPK in March 2022 qty 300 Kg; in July 2022 qty 300 kg; in November 2022 qty 300 kg.</li> <li>- Slamet-PS150.03.109.374 has applied fertilizer such as NPK in March 2022 qty 250 Kg; in July 2022 qty 250 kg; in November 2022 qty 250 kg.</li> </ul>	
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<p><b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b>          Comply with the law and respect communities' rights</p>			
<p><b>Criteria 2.1:</b> Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>			

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Eligibility	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).	Koperasi Serba Usaha Pantun Sejahtera provides member list and the oil palm plantation blocks map, scale 1:16,000. This map was prepared from legal ownership of land and satellite imagery.  All the land under Koperasi Serba Usaha Pantun Sejahtera was originated from government’s transmigration program. The original transmigration map sources: “Peta Situasi Transmigrasi No.BPN 77/MW-PIN/Trans.89-90/Kap/1990 – lembar 158” dated 1990.	Complied																																																								
Milestone A	Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.	<p>Verification of documented legal ownership of the land and its location through (initial verification or internal audit).</p> <p>Koperasi Serba Usaha Pantun Sejahtera listed and checked the smallholder members’ legal ownership of the land: 209 land parcels have issued with land certificate, totaling 307.10 Ha. 96 land parcels have equipped with other form of legal ownership of the land (Surat Keterangan Tanah/SKT, Surat Hibah, Surat Pernyataan Kepemilikan, Surat Jual Beli, Surat Pelimpahan, Surat Tanah) of total 152.80 Ha.</p> <p>The sample of land title during ASA-1 that have been verified are:</p> <table border="1" data-bbox="1133 938 1957 1366"> <thead> <tr> <th>No</th> <th>SH Name</th> <th>Area (m<sup>2</sup>)</th> <th>Land Title Type</th> <th>Land Title No.</th> <th>Date of Issuance</th> <th>SH ID</th> <th>Name in Land Title</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Hj. Norma</td> <td>17,760</td> <td>SHM</td> <td>38</td> <td>15-10-2018</td> <td>PS.045.03.005</td> <td>Hj. Norma</td> </tr> <tr> <td>2</td> <td>Hendra</td> <td>10,000</td> <td>SHM</td> <td>9</td> <td>15-10-2018</td> <td>PS.047.03.015</td> <td>Hendra</td> </tr> <tr> <td>3</td> <td>Raji</td> <td>10,000</td> <td>SHM</td> <td>310</td> <td>20-07-1992</td> <td>PS.124.03.027</td> <td>Mali</td> </tr> <tr> <td>4</td> <td>Suparmanto</td> <td>10,000</td> <td>SHM</td> <td>430</td> <td>20-07-1992</td> <td>PS.169.03.038</td> <td>Miang Hong</td> </tr> <tr> <td>5</td> <td>Tiwi</td> <td>10,000</td> <td>SHM</td> <td>10</td> <td>15-10-2018</td> <td>PS.187.03.042</td> <td>Tiwi</td> </tr> <tr> <td>6</td> <td>Venita Berlinda Kinanti</td> <td>19,902</td> <td>SHM</td> <td>103</td> <td>01-09-2001</td> <td>PS.193.03.053</td> <td>Jarnatun</td> </tr> </tbody> </table>	No	SH Name	Area (m <sup>2</sup> )	Land Title Type	Land Title No.	Date of Issuance	SH ID	Name in Land Title	1	Hj. Norma	17,760	SHM	38	15-10-2018	PS.045.03.005	Hj. Norma	2	Hendra	10,000	SHM	9	15-10-2018	PS.047.03.015	Hendra	3	Raji	10,000	SHM	310	20-07-1992	PS.124.03.027	Mali	4	Suparmanto	10,000	SHM	430	20-07-1992	PS.169.03.038	Miang Hong	5	Tiwi	10,000	SHM	10	15-10-2018	PS.187.03.042	Tiwi	6	Venita Berlinda Kinanti	19,902	SHM	103	01-09-2001	PS.193.03.053	Jarnatun	Non-compliance
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		7	Petrus Taruk La'bi	20,000	SHM	80	15-10-2018	PS.119.03.054	Petrus Taruk La'bi
		8	Bejan Sulistiawan	10,000	SHM	346	20-07-1992	PS.024.03.065	Bejan Sulistiawan
		9	H. Saifudin	20,000	SHM	82	12-10-2018	PS.040.03.070	H. Saifuddin
		10	Irawanto	10,000	SHM	223	20-07-1992	PS.051.03.072	Kasidi
		11	Mudakir	20,040	SHM	18	15-10-2018	PS.093.03.081	Mudakir
		12	Slamet	10,000	SHM	275	20-07-1992	PS.150.03.087	Slamet
		13	Tamun	10,000	SHM	251	20-07-1992	PS.186.03.091	Mansyur
		14	Zaeni	10,000	SHM	349	20-07-1992	PS.201.03.094	Jaini
		15	Partono	20,000	SHM	77	03-09-2001	PS.118.03.107	Broto. P
		16	Mariyo	10,000	SHM	273	20-07-1992	PS.084.03.119	Hendra
		17	Komari	20,000	SKT	2005/0371/SPN/XI/2021	09-11-2021	PS.072.03.128	Maskur Tui
		18	Andi Kusnari	19,980	SHM	81	03-09-2001	PS.015.03.132	Muslimin
		19	Samingan	20,000	No Doc			PS.141.03.032	-
		20	Red Sudirman	20,000	SHM	65	15-10-2018	PS.126.03.108	Red Sudirman
		21	Priono	20,000	SHM	57	15-10-2018	PS.120	Nafsiah
		22	Santinah	19,426	SHM	46	15-10-2018	PS.143.03.098	Santinah

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		<table border="1"> <tr> <td>23</td> <td>Pikir Pujjarso</td> <td>18,583</td> <td>SHM</td> <td>21</td> <td>15-10-2018</td> <td>PS.120.03.083</td> <td>Pikir Pujjarso</td> </tr> </table>	23	Pikir Pujjarso	18,583	SHM	21	15-10-2018	PS.120.03.083	Pikir Pujjarso	
23	Pikir Pujjarso	18,583	SHM	21	15-10-2018	PS.120.03.083	Pikir Pujjarso				
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	<p><b>Critical Non-Conformity:</b></p> <p>The smallholders are unable to provide proof of legal land ownership for the plots registered under the certification membership.</p> <p>The land ownership documents for the sample smallholder named Samingan, covering an area of 20,000 m<sup>2</sup> (2 Ha), are not available at the KSU Pantun Sejahtera.</p> <p>The available legal documents at the Group Manager's office include:</p> <ul style="list-style-type: none"> <li>- Certificate of Ownership with Number: 2005/0208/SPN/XI/2021, dated November 9, 2021. The certificate states that Mr. Samingan owns a land area of 20,000 m<sup>2</sup> according to the Land Certificate (SHM) registered under the name of Saprin No. 16.03.24.04.1.000418.</li> <li>- Copy of the Land Certificate (SHM) No. 418 with NIB: 16.03.24.04.1.000418, dated July 20, 1992, registered under the name of Saprin, covering an area of 10,000 m<sup>2</sup>.</li> <li>- STDB Number: 525/034/DISBUN-KT/STD-B/SP-KBG/XII/2020, dated 2 December 2020. The document indicates a land area of 1 Ha with Oil Palm as the crop type.</li> <li>- SPPL Number: 313.31, approved on May 4, 2021, determining the scale of activity/area as 1 Ha.</li> </ul>	Complied								

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		<p>located on the ground. The planting of oil palm only within the boundary.</p> <p>During onsite visit to sampled smallholder and stakeholder consultation to interested parties, there is no boundary overlapping with other landowner.</p> <table border="1"> <thead> <tr> <th>Smallholder name</th> <th colspan="2">GPS Coordinates</th> </tr> </thead> <tbody> <tr> <td>Hj. Norma</td> <td>1° 2' 42.52" N</td> <td>116° 57' 59.82" E</td> </tr> <tr> <td>Hendra</td> <td>1° 2' 40.63" N</td> <td>116° 58' 25.77" E</td> </tr> <tr> <td>Raji</td> <td>1° 2' 48.79" N</td> <td>116° 57' 44.75" E</td> </tr> <tr> <td>Suparmanto</td> <td>1° 3' 31.21" N</td> <td>116° 58' 09.64" E</td> </tr> <tr> <td>Tiwi</td> <td>1° 3' 07.60" N</td> <td>116° 57' 18.07" E</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>1° 3' 53.19" N</td> <td>116° 57' 22.58" E</td> </tr> <tr> <td>Petrus Taruk La'bi</td> <td>1° 3' 42.00" N</td> <td>116° 57' 19.18" E</td> </tr> <tr> <td>Bejan Sulistiawan</td> <td>1° 3' 03.30" N</td> <td>116° 57' 20.42" E</td> </tr> <tr> <td>H. Saifudin</td> <td>1° 3' 41.12" N</td> <td>116° 58' 02.30" E</td> </tr> <tr> <td>Irawanto</td> <td>1° 3' 30.28" N</td> <td>116° 57' 49.80" E</td> </tr> <tr> <td>Mudakir</td> <td>1° 4' 19.03" N</td> <td>116° 57' 39.27" E</td> </tr> <tr> <td>Slamet</td> <td>1° 2' 58.52" N</td> <td>116° 57' 57.87" E</td> </tr> <tr> <td>Tamun</td> <td>1° 3' 27.50" N</td> <td>116° 58' 13.12" E</td> </tr> <tr> <td>Zaeni</td> <td>1° 3' 02.95" N</td> <td>116° 57' 23.04" E</td> </tr> <tr> <td>Partono</td> <td>1° 4' 18.22" N</td> <td>116° 57' 49.03" E</td> </tr> <tr> <td>Mariyo</td> <td>1° 2' 47.92" N</td> <td>116° 58' 04.17" E</td> </tr> </tbody> </table>	Smallholder name	GPS Coordinates		Hj. Norma	1° 2' 42.52" N	116° 57' 59.82" E	Hendra	1° 2' 40.63" N	116° 58' 25.77" E	Raji	1° 2' 48.79" N	116° 57' 44.75" E	Suparmanto	1° 3' 31.21" N	116° 58' 09.64" E	Tiwi	1° 3' 07.60" N	116° 57' 18.07" E	Venita Berlinda Kinanti	1° 3' 53.19" N	116° 57' 22.58" E	Petrus Taruk La'bi	1° 3' 42.00" N	116° 57' 19.18" E	Bejan Sulistiawan	1° 3' 03.30" N	116° 57' 20.42" E	H. Saifudin	1° 3' 41.12" N	116° 58' 02.30" E	Irawanto	1° 3' 30.28" N	116° 57' 49.80" E	Mudakir	1° 4' 19.03" N	116° 57' 39.27" E	Slamet	1° 2' 58.52" N	116° 57' 57.87" E	Tamun	1° 3' 27.50" N	116° 58' 13.12" E	Zaeni	1° 3' 02.95" N	116° 57' 23.04" E	Partono	1° 4' 18.22" N	116° 57' 49.03" E	Mariyo	1° 2' 47.92" N	116° 58' 04.17" E	
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		Red Sudirman	1° 3' 32.05" N	116° 58' 26.30" E	
		Priono	1° 3' 95.91" N	116° 58' 58.99" E	
		Santinah	1° 3' 47.09" N	116° 57' 57.43" E	
		Pikir Pujiarso	1° 3' 39.17" N	116° 58' 52.34" E	
<b>Criteria 2.2:</b> 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.					
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).	All the smallholder plots of Koperasi Serba Usaha Pantun Sejahtera were originated from government's transmigration program since 1989.  To prove the commitment that smallholders have not acquired land without FPIC of indigenous peoples, local communities or other users is proven by signing the Smallholder Declaration as required Appendix 1 and filling the Form as required on Appendix 3.			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).	The original transmigration map sources: "Peta Situasi Transmigrasi No.BPN 77/MW-PIN/Trans.89-90/Kap/1990 – lembar 158" dated 1990.			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).	Koperasi Serba Usaha Pantun Sejahtera developed FPIC process under SOP "Free Prior Informed Consent Sebelum Menjalankan Program No.SOP/KSU-PS/03/013" dated 5 February 2021.  Stakeholder consultation result with village authorities, smallholder members and Lands Office, information: the smallholder members of Koperasi Serba Usaha Pantun Sejahtera was originated from government project for transmigration.			Complied

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		<p>All the land under Koperasi Serba Usaha Pantun Sejahtera was originated from government’s transmigration program. The original transmigration map sources: “Peta Situasi Transmigrasi No.BPN 77/MW-PIN/Trans.89-90/Kap/1990 – lembar 158” dated 1990.</p> <p>Audit team noted that land purchase from the smallholder member does occur. Sampled from interview and document review from one cooperative member to another cooperative member, recorded by village.</p>	
<p><b>Criteria 2.3:</b> The right to use the land is not disputed by indigenous peoples, local communities or other users.</p>			
<p>Eligibility</p>	<p>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).</p>	<p>All the smallholder plots of Koperasi Serba Usaha Pantun Sejahtera are origin from Indonesia Government Program known as Transmigration Program in 1989.</p> <p>Koperasi Serba Usaha Pantun Sejahtera developed conflict resolution SOP “Resolusi Konflik No.SOP/KSU-PS/03/020” dated 21 January 2021.</p> <p><b>Critical Non-Conformity:</b></p> <p>Not all smallholder members fill out and complete the History of Land Ownership and Land Conflict Disclosure Form in accordance with Annex 3 of the National Interpretation of RISS Indonesia, 2022.</p> <p>Objective Evidence:</p> <ul style="list-style-type: none"> <li>- Komari (PS.072.03.128): The form is not filled out, not signed, and lacks a date.</li> <li>- Mariyo (PS.084.03.119): The form is incomplete, not signed, and lacks a date.</li> <li>- Raji (PS.124.03.027): The form is incomplete, signed, but lacks a date.</li> </ul>	<p>Non-compliance</p>

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		<ul style="list-style-type: none"> <li>- Tamun (PS.186.03.091): The form is incomplete, signed, but lacks a date.</li> <li>- Hendra (PS.047.03.015): The form is incomplete, signed, but lacks a date.</li> </ul>	
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.	Based on stakeholder consultation to village head Sri Pantun village, there was no land dispute over lands in smallholder member of Koperasi Serba Usaha Pantun Sejahtera. The sampled smallholders understand there was no past dispute over their land.	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.	Based on interview with sampled smallholder, it was demonstrate understanding of reporting conflict resolution process. They stated cooperative has disseminated the SOP for conflict resolution. They explained they must report to cooperative committee of any conflict; cooperative committee will identify and investigate information related to conflict. Committee and cooperative manager will mediate the conflict resolution process through discussion. If conflict resolution through mediation failed, cooperative encourage for legal litigation.	Complied
<b>Criteria 2.4:</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 Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	During ASA-1 2023, Koperasi Serba Usaha Pantun Sejahtera have no new member. Therefore, location of existing plots is still complied with applicable regulation and 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.	Complied
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).	Koperasi Serba Usaha Pantun Sejahtera demonstrate plantation map overlaid with Kutai Timur Regency spatial planning map; forest area map; and river map; from the overlaid plantation map it was	Complied

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<p>Milestone B</p>	<p>Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).</p>	<p>understood that the smallholder member’s oil palm plantation located outside national park or forest area, or other area not designated for plantation development. Scale of map 1 : 200,000.</p> <p>The source of map indicating the forest area, water body, peat area, spatial planning designation as per:</p> <ul style="list-style-type: none"> <li>- 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”.</li> <li>- 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”.</li> <li>- 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”.</li> <li>- Decree on spatial planning “Peraturan Daerah Provinsi Kalimantan Timur No.1 Tahun 2016 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Timur Tahun 2016-2036”.</li> </ul>	<p>Complied</p>
<p><b>Criteria 2.5:</b> 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>Eligibility</p>	<p>For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without</p>	<p>The oil palm planting year based on disclosure to RSPO was 2001, 2005, 2010. Based on interview with Koperasi Serba Usaha Pantun</p>	<p>Not Applicable</p>

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	their FPIC, based on a simplified FPIC approach (refer to indicator 1.1E / Appendix 1).	<p>Sejahtera, the cooperative manager and group manager stated they does not have planning for new planting. Koperasi Serba Usaha Pantun Sejahtera established SOP for FPIC and conflict resolution "Standar Operasional Prosedur Free Priod Informed Consent (FPIC) Sebelum Menjalankan Program No.16/SOP/ICS-MKT/II/2021" dated 11 February 2021 and "Standar Operasional Prosedur Resolusi Konflik No.23/SOP/ICS-MKT/II/2021" dated 23 February 2021.</p> <p>In addition, 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:</p> <ul style="list-style-type: none"> <li>- Committed to the importance sustainable production.</li> <li>- To follow RSPO principle, criteria, and indicator</li> <li>- Committed to: <ul style="list-style-type: none"> <li>• 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.</li> <li>• Resolving any existing disputes.</li> <li>• 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).</li> <li>• No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion.</li> </ul> </li> </ul>	
Milestone A	Smallholders complete training on how to conduct a simplified FPIC approach.		Not Applicable
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.		Not Applicable
<b>Principle 3: Respect human rights, including workers' rights and conditions</b>			
Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.			
<b>Criteria 3.1:</b> There is no use of forced labour.			
Eligibility	Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility.	Head of Koperasi Serba Usaha Pantun Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human	Complied

	<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>Trafficking in Decree No. 013/KSU-PS/I/2021 dated 11 January 2021, stated:</p> <ul style="list-style-type: none"> <li>a. Every cooperative member prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation)</li> <li>b. Prohibited to do or conduct forced labour to workers or someone else in every situation.</li> <li>c. Prohibited to do human trafficking in every form and also no using illegal worker.</li> </ul> <p>Koperasi also have a procedure about workers recruitment as stated in SOP/KSU-PS/03/035 dated 18 March 2022 about Workers Recruitment (<i>Rekrutmen Tenaga Kerja</i>).</p> <p>The smallholders have signed statements/declarations that the farmers are committed to no forced labour. This statement is stated in the "RSPO Certification Commitment" on number D.3; that "Ensure that there is no forced labour in operational and stop forced labour practice if they are still existing". Sample was seen for:</p> <ul style="list-style-type: none"> <li>a. RSPO Certification Commitment on behalf of Saifuddin dated 15 2021 February.</li> <li>b. RSPO Certification Commitment on behalf of Norma dated 10 November 2020.</li> <li>c. RSPO Certification Commitment on behalf of Petrus Laruk Labi dated 12 February 2021.</li> <li>d. RSPO Certification Commitment on behalf of Raji dated 18 February 2021.</li> <li>e. RSPO Certification Commitment on behalf of Mudakir dated 18 February 2021.</li> <li>f. RSPO Certification Commitment on behalf of Hendra dated 18 February 2021.</li> </ul>	
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		<p>g. RSPO Certification Commitment on behalf of Santinah dated 3 February 2021.</p> <p>h. RSPO Certification Commitment on behalf of Tamun dated 16 February 2021.</p> <p>i. RSPO Certification Commitment on behalf of Samsuddin dated 18 February 2021.</p> <p>j. RSPO Certification Commitment on behalf of Andi Kusnari dated 18 February 2021.</p> <p>The organization have a list of workers in document "Daftar Tenaga Kerja" Koperasi Serba Usaha Pantun Sejahtera covered name of the workers, identity number (ID Card/KTP), address and type of work (harvesting, pruning, manuring). The workers have a contract signed by workers representative (Mr. Heri Nur Yasin as Workers Coordinator) and farmers/members representative (Mr. Sumaji Hermanto as Farmers Coordinator) dated 22 March 2022. This contract has been reviewed by Koperasi, ICS, representative of workers and farmers on 7 January 2023, concluded that the contract is still valid and no revision.</p> <p>Interview was conducted to both representatives and also harvester to ensure they know about the 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"> <li>• Retention of identity documents including but not limited to passports;</li> <li>• Payment of recruitment fees by workers;</li> <li>• Contract substitution;</li> <li>• Involuntary overtime;</li> </ul>	<p>Disseminations/trainings of procedures/policies have been conducted at:</p> <ol style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani's plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> </ol>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>• Lack of freedom of workers to resign;</li> <li>• Penalty for termination of employment;</li> <li>• Debt bondage;</li> <li>• Withholding of wages</li> </ul>	<p>d. 19 March 2023 attended by 66 members. Held in Mr. Lani’s plot in Block D.</p> <p>The material provided at the training includes:</p> <ul style="list-style-type: none"> <li>a. Internal audit results</li> <li>b. Koperasi’s procedures and policies</li> <li>c. Health insurance (BPJS) and Safety</li> <li>d. Pesticide use</li> <li>e. Hazardous waste management</li> <li>f. RSPO Credit premium</li> </ul> <p>Based on interview with sample of smallholders, are mentioned that the smallholders have been given dissemination concerning the principle of anti-force labor.</p> <p>Providers of the training materials was ICS of Koperasi Serba Usaha Pantun Sejahtera (Dewi Maemunah), where she has the competence and experience, including:</p> <ul style="list-style-type: none"> <li>• Training of Facilitators/Trainers on 5 February 2021 about Social Impact Assessment by Dr. Feybe E.N. Lamuru from Fortasbi.</li> <li>• Training of Facilitators/Trainers on 5 March 2021 about Safety Policy and PPE by Harris Sillahi from Fortasbi.</li> <li>• Training of Facilitators/Trainers on 30 January 2021 about Internal Cooperative Policy by Dr. Feybe E.N. Lamuru from Fortasbi.</li> </ul>	
<p>Milestone B</p>	<p>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>	<p>Koperasi have a procedure about workers recruitment as stated in SOP/KSU-PS/03/035 dated 18 March 2022 about Workers Recruitment (<i>Rekrutmen Tenaga Kerja</i>).</p> <p>The organization have a list of workers in document “Daftar Tenaga Kerja” Koperasi Serba Usaha Pantun Sejahtera covered name of the workers, identity number (ID Card/KTP), address and type of work (harvesting, pruning, manuring). The workers have a contract signed</p>	<p>Complied</p>

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		<p>by workers representative (Mr. Heri Nur Yasin as Workers Coordinator) and farmers/members representative (Mr. Sumaji Hermanto as Farmers Coordinator) dated 22 March 2022. This contract has been reviewed by Koperasi, ICS, representative of workers and farmers on 7 January 2023, concluded that the contract is still valid and no revision.</p> <p>The organizations explain the type of work, working conditions, wages, rights and compliance to national/local regulations.</p> <p>Based on audit team interview with the sampled workers, namely Heri Nur Yasin, Priyanto and Sudarmono (Harvester), confirmed the worker does not hand over their identity card (KTP). The workers confirm no recruitment fee when they first start working. The worker said they can go and work for new landowner/oil palm block owner anytime and no penalties but prefer to work with the same landowner/oil palm block owner to maintain relationship.</p>	
<p><b>Criteria 3.2:</b> 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>			
<p>Eligibility</p>	<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"> <li>1. Compliance with the minimum age of workers at 18 years old.</li> <li>2. Not exposing children to hazardous work.</li> <li>3. Providing adult supervision of children working on the farm.</li> <li>4. Ensuring the practice of children’s rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1).</li> </ol>	<p>Koperasi Serba Usaha Pantun Sejahtera has a policy regarding prohibition of child labor set in Decree No.012/KSU-PS/I/2021, dated 11 January 2021, set that:</p> <ol style="list-style-type: none"> <li>a. For Cooperative members not to employ children under 17 years of age.</li> <li>b. 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.</li> </ol> <p>This policy refers to the existing laws and regulations in Indonesia and international such as:</p> <ol style="list-style-type: none"> <li>a. Act No. 13 of 2013 concerning the prohibition of using child labour.</li> </ol>	<p>Complied</p>

		<p>b. Act No.1 of 2000 Ratifikasi <i>Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak.</i></p> <p>c. Act No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja.</i></p> <p>Disseminations/trainings of procedures/policies have been conducted at:</p> <ul style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> </ul> <p>The topics disseminated covers:</p> <ul style="list-style-type: none"> <li>a. Compliance with the minimum age of workers and as defined by local, state, or national law,</li> <li>b. Not exposing children to hazardous work.</li> <li>c. Providing adult supervision of young people working on the farm.</li> <li>d. Ensuring the practice of children’s rights to education is unrestricted and respected.</li> </ul> <p>The smallholders 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.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>	
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		<ul style="list-style-type: none"> <li>a. RSPO Certification Commitment on behalf of Saifuddin dated 15 February 2021.</li> <li>b. RSPO Certification Commitment on behalf of Norma dated 10 November 2020.</li> <li>c. RSPO Certification Commitment on behalf of Petrus Laruk Labi dated 12 February 2021.</li> <li>d. RSPO Certification Commitment on behalf of Raji dated 18 February 2021.</li> <li>e. RSPO Certification Commitment on behalf of Mudakir dated 18 February 2021.</li> <li>f. RSPO Certification Commitment on behalf of Hendra dated 18 February 2021.</li> <li>g. RSPO Certification Commitment on behalf of Santinah dated 3 February 2021.</li> <li>h. RSPO Certification Commitment on behalf of Tamun dated 16 February 2021.</li> <li>i. RSPO Certification Commitment on behalf of Samsuddin dated 18 February 2021.</li> <li>j. RSPO Certification Commitment on behalf of Andi Kusnari dated 18 February 2021.</li> </ul>	
<p>Milestone A</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 18.</li> <li>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.</li> </ol>	<p>Koperasi Serba Usaha Pantun Sejahtera has a policy regarding prohibition of child labour set in Decree No. 014/KOP.MI/MM/01/2021, dated 11 January 2021, set that:</p> <ul style="list-style-type: none"> <li>- For Cooperative members not to employ children under 17 years of age.</li> </ul>	<p>Complied</p>

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	<p>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>	<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>Milestone B</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 18.</li> <li>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.</li> <li>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).</li> </ol>	<p>This policy refers to the existing laws and regulations in Indonesia and international such as:</p> <ol style="list-style-type: none"> <li>a. Act No. 13 of 2013 concerning the prohibition of using child labour</li> <li>b. Act No.1 of 2000 Ratifikasi <i>Konvensi ILO No. 182 Mengenai Pelarangan dan Tindakan Segera Penghapusan Bentuk-Bentuk Pekerjaan Terburuk untuk Anak</i></li> <li>c. Act No. 20 of 1999 <i>Ratifikasi Konvensi ILO No. 138 Tahun 1973 Mengenai Batas Usia Minimum Diperbolehkan Bekerja</i></li> </ol> <p>Disseminations/trainings of procedures/policies have been conducted at:</p> <ol style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> </ol> <p>Based on field visits to sample smallholder plots, there is no child worker performing any work. The farmers and the workers know that underage workers are prohibited to working in high-risk area.</p>	<p>Complied</p>
<p><b>Criteria 3.3:</b> 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>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 Pantun Sejahtera has committed to pay workers with a minimum wage in accordance with regulation, set in Group Manager Decree No.015/KSU-PS/I/2021, dated 11 January 2021 concerning Wage Payments, mentioned that Koperasi Serba Usaha Pantun Sejahtera 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>Disseminations/trainings of procedures/policies have been conducted at:</p> <ul style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> </ul> <p>The smallholders 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.4; that "Paid minimum wage in accordance with national rule". Samples was seen:</p> <ul style="list-style-type: none"> <li>a. RSPO Certification Commitment on behalf of Saifuddin dated 15 February 2021.</li> <li>b. RSPO Certification Commitment on behalf of Norma dated 10 November 2020.</li> <li>c. RSPO Certification Commitment on behalf of Petrus Laruk Labi dated 12 February 2021.</li> </ul>	<p>Complied</p>
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		<ul style="list-style-type: none"> <li>d. RSPO Certification Commitment on behalf of Raji dated 18 February 2021.</li> <li>e. RSPO Certification Commitment on behalf of Mudakir dated 18 February 2021.</li> <li>f. RSPO Certification Commitment on behalf of Hendra dated 18 February 2021.</li> <li>g. RSPO Certification Commitment on behalf of Santinah dated 3 February 2021.</li> <li>h. RSPO Certification Commitment on behalf of Tamun dated 16 February 2021.</li> <li>i. RSPO Certification Commitment on behalf of Samsuddin dated 18 February 2021.</li> <li>j. RSPO Certification Commitment on behalf of Andi Kusnari dated 18 February 2021.</li> </ul> <p>Based on interviews to the smallholders in the field, they stated their commitment to pay the workers referring to the minimum wage set by government.</p>	
Milestone A	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.	Koperasi Serba Usaha Pantun Sejahtera documented the annual Governor Decree concerning minimum wage, then the Koperasi set the conversion of rates of operational activities, that are described below:	Complied
Milestone B	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.	<ul style="list-style-type: none"> <li>a. Minimum Wage of 2023: Based on Governor Decree No. 561/K.832/2022 dated 25 November 2022 concerning the determination of the Kalimantan Timur Province Minimum Wage of 2021, amount of IDR 3,201,396.04</li> <li>b. Minimum Wage of 2022:</li> </ul>	Complied

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		<p>Based on Governor Decree No. 561/K.568/2021 dated 17 November 2021 concerning the determination of the Kalimantan Timur Province Minimum Wage of 2022, amount of IDR 3,014,497.22 per month.</p> <p>Conversion in accordance with PP No 36/2021</p> <table border="1"> <thead> <tr> <th>Minimum wage</th> <th>Monthly (IDR)</th> <th>Rate per Hours (IDR)</th> <th>Rate per days (IDR)</th> </tr> </thead> <tbody> <tr> <td>2023</td> <td>3,201,396.04</td> <td>25,407.91</td> <td>128,055.84</td> </tr> <tr> <td>2022</td> <td>3,014,497.22</td> <td>23,924.58</td> <td>120,579.89</td> </tr> </tbody> </table> <p>All workers are hired directly by the smallholder and their wages follow the standard that already exist such as:</p> <table border="1"> <thead> <tr> <th>Workers</th> <th>Wages (IDR)</th> <th>Indicator</th> </tr> </thead> <tbody> <tr> <td>Harvester</td> <td>200,000</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>300,000</td> <td>per ha</td> </tr> <tr> <td>Fertilizer</td> <td>150,000</td> <td>per ha</td> </tr> </tbody> </table> <p>Based on calculation per working hours and per day, the wages detailed in table are above the minimum wage.</p> <p>During field observation and interview with the smallholder, they paid the workers follow the rules set by the organization.</p> <p>The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employ female worker.</p>	Minimum wage	Monthly (IDR)	Rate per Hours (IDR)	Rate per days (IDR)	2023	3,201,396.04	25,407.91	128,055.84	2022	3,014,497.22	23,924.58	120,579.89	Workers	Wages (IDR)	Indicator	Harvester	200,000	per ton FFB	Pruning	750,000	per ha	Spraying	300,000	per ha	Fertilizer	150,000	per ha	
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<p><b>Criteria 3.4:</b> Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.</p>																														

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Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (refer to indicator 1.1E / Appendix 1).	<p>There are no changes or revision to Grievance procedure during this ASA1 audit. Koperasi Serba Usaha Pantun Sejahtera has a procedure for Grievance Submission of Smallholder No.04/UPPA/ICS/JMK/I/2021 dated 21 January 2021, explaining that:</p> <ol style="list-style-type: none"> <li>1. Members can submit their suggestions or complaints (public) to the group leader or directly to the Cooperative Management</li> <li>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.</li> <li>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"> <li>• Everything that concern about race, tribe, religion</li> <li>• Domestic violence</li> <li>• Sexual harassment</li> <li>• Human Rights Violation</li> </ul> </li> <li>4. 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)</li> <li>5. Complaints from members will be discussed in the Cooperative Management meeting and will be responded to at least within 2 weeks.</li> <li>6. For complaints that are suggestions, complaints and criticisms, if a decision is obtained, the reporting party will be explained about</li> </ol>	Complied
Milestone A	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.		Complied
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.		Complied

		<p>the meeting and the results of the decision, the explanation can be done verbally or in writing.</p> <ol style="list-style-type: none"> <li>7. If there are things that are considered unsatisfactory, a deliberation will be carried out again.</li> <li>8. 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.</li> </ol> <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 Pantun Sejahtera, the Koperasi Serba Usaha Pantun Sejahtera management will submit the matter to the competent authority for further action.</p> <p>Disseminations/trainings of procedures/policies have been conducted at:</p> <ol style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani's plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani's plot in Block D.</li> </ol> <p>Based on interviews 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</p>	
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		<p>party. In the Koperasi Serba Usaha Pantun Sejahtera secretariat, has been sighted the Logbook of Grievance, Grievance box located in KUD office and form of grievance submission.</p> <p>In April 2022 – April 2023, there was no complaint from members. It was also confirmed through interview with sampled smallholder.</p>	
<b>Criteria 3.5:</b> 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 smallholders have signed statements/declarations that the farmers are committed to providing safe working conditions and facilities. This statement is stated in the "RSPO Certification Commitment" on number D.6; that "Providing a safe working condition and facilities". Sample was seen:</p> <ul style="list-style-type: none"> <li>a. RSPO Certification Commitment on behalf of Saifuddin dated 15 February 2021.</li> <li>b. RSPO Certification Commitment on behalf of Norma dated 10 November 2020.</li> <li>c. RSPO Certification Commitment on behalf of Petrus Laruk Labi dated 12 February 2021.</li> <li>d. RSPO Certification Commitment on behalf of Raji dated 18 February 2021.</li> <li>e. RSPO Certification Commitment on behalf of Mudakir dated 18 February 2021.</li> <li>f. RSPO Certification Commitment on behalf of Hendra dated 18 February 2021.</li> <li>g. RSPO Certification Commitment on behalf of Santinah dated 3 February 2021.</li> <li>h. RSPO Certification Commitment on behalf of Tamun dated 16 February 2021.</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>i. RSPO Certification Commitment on behalf of Samsuddin dated 18 February 2021.</li> <li>j. RSPO Certification Commitment on behalf of Andi Kusnari dated 18 February 2021.</li> </ul>	
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.	<p>There are no changes or revision of OHS risk and analysis compare to last year.</p> <p>Koperasi Serba Usaha Pantun Sejahtera has identify the OHS risk and analysis per "<i>Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja</i>" SOP/KSU-PS/03/019 dated 27 February 2021. OHS risk analysis covering office activity, fertilizer and agrochemical warehouse, harvesting, FFB transportation, manuring and upkeep. OHS risk analysis will be updated if there are new risk identified.</p> <p>Training to all members was conducted on:</p> <ul style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani's plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo's plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani's plot in Block D.</li> </ul> <p>The material provided at the training includes:</p> <ul style="list-style-type: none"> <li>a. Internal audit results</li> <li>b. Koperasi's procedures and policies</li> <li>c. Health insurance (BPJS) and Safety (K3)</li> <li>d. Pesticide use</li> <li>e. Hazardous waste management</li> </ul>	Complied

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		<p>f. RSPO Credit premium</p> <p>Evidence of training was sighted such as attendance list and training materials. During interview with smallholder confirmed that smallholder members are aware with health and safety risk in their activity of farm work.</p> <p>For 2023, PPEs in procurement process based on "Surat Pengantar Barang CV Sinar Mahakam Lestari No. SML/SJ/00936/0523" dated 26 May 2023. The procurement is made collectively with other Koperasi.</p> <p>The Koperasi has appointed PIC for the use of first aid kit as per document "<i>Surat Keputusan No.01/KSU-PS/III/2022 tentang Penunjukan Penanggungjawab P3K</i>", dated 15 March 2022. Confirmed through interview with Mr. Asrianto confirming he understood the role as first aider. First Aid Training &amp; OHS was held by UPT Puskesmas Muara Wahau, on 24 February 2022, attended by ICS team of KSU Pantun Sejahtera (Certificate No. 445/485/PKM MW II/KESJAOR/II/2022).</p> <p>First aid equipment was provided by Koperasi Serba Usaha Pantun Sejahtera to every farmers group, last delivery was on 21 December 2022.</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"> <li>• Safe and adequate housing, where applicable,</li> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	<p>Workers including smallholder family member have access to safe working conditions and amenities. Each worker 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>Non-compliance</p>

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		<p>First aid equipment was provided by Koperasi Serba Usaha Pantun Sejahtera to every farmers group, last delivery was on 21 December 2022.</p> <p>Record of first aid kit and PPEs available in each farmers group was available, last monitoring:</p> <ul style="list-style-type: none"> <li>• Kelompok Tani Sidomuncul on 28 November 2022</li> <li>• KelompokTani Bangun Bersama on 20 November 2022</li> <li>• Kelompok Tani Budi Luhur on 20 November 2022</li> <li>• Kelompok Tani Tani Jaya on 20 November 2022</li> <li>• Kelompok Tani Pantun Sejahtera on 20 December 2022</li> </ul> <p><b>Critical Non-Conformity:</b></p> <p>Based on the field visit, the condition and safety facilities at the workplace do not meet the requirements according to the "Risk Control Procedure and Workplace Accident Mitigation" SOP/KSU-PS/03/019.</p> <p>Koperasi Serba Usaha Pantun Sejahtera has identified the OHS risk and analysis per "Prosedur Pengendalian Resiko dan Mitigasi Kecelakaan Kerja" SOP/KSU-PS/03/019 dated 27 February 2021. In the document it was stated that for spraying activities, the PPEs are masks, rubber handgloves, apron and safety boot.</p> <p>During the interview with sampled smallholder, it was informed for spraying activities they were only use mask and safety shoes without apron and handgloves. This not complied to organization procedure as mentioned above.</p>	
<p><b>Criteria 3.6:</b> There is no discrimination, harassment, or abuse on the farm.</p>			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (refer to indicator 1.1E / Appendix 1).	Head of Koperasi Serba Usaha Pantun Sejahtera has established Policy/Decree concerning Forced Labour, Discrimination and Human	Complied

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Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of the need for a safe workspace.	Trafficking in Decree Number 015/KOP.MI/MM/I/2021 dated 9 January 2021, stated:	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	<ul style="list-style-type: none"> <li>• Every cooperative member prohibited to conduct discriminative (colour, race, tribe, religion, group, gender and politic affiliation)</li> <li>• Prohibited to do or conduct forced labour to workers or someone else in every situation.</li> <li>• Prohibited to do human trafficking in every form and also no using illegal worker.</li> </ul> <p>For harassment, ruled out in Decree Human Rights No. 013/KOP.MI/MM/I/2021 dated 9 January 2021 stated: all members prohibit from violating human rights, among other: right to maintain livelihood, right to form family and continue offspring, right to free from torture, slavery and harassment.</p> <p>Disseminations/trainings of these SOP/Policy have been conducted in:</p> <ol style="list-style-type: none"> <li>a. 17 December 2022 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>b. 18 December 2022 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> <li>c. 18 March 2023 attended by 70 members. Held in Mr. Widodo’s plot in Block A.</li> <li>d. 19 March 2023 attended by 66 members. Held in Mr. Lani’s plot in Block D.</li> </ol> <p>The smallholders 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.7; that "No discrimination, harassment or violence in plantation". Samples was seen:</p> <ol style="list-style-type: none"> <li>a. RSPO Certification Commitment on behalf of Saifuddin dated 15 February 2021.</li> </ol>	Complied

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		<ul style="list-style-type: none"> <li>b. RSPO Certification Commitment on behalf of Norma dated 10 November 2020.</li> <li>c. RSPO Certification Commitment on behalf of Petrus Laruk Labi dated 12 February 2021.</li> <li>d. RSPO Certification Commitment on behalf of Raji dated 18 February 2021.</li> <li>e. RSPO Certification Commitment on behalf of Mudakir dated 18 February 2021.</li> <li>f. RSPO Certification Commitment on behalf of Hendra dated 18 February 2021.</li> <li>g. RSPO Certification Commitment on behalf of Santinah dated 3 February 2021.</li> <li>h. RSPO Certification Commitment on behalf of Tamun dated 16 February 2021.</li> <li>i. RSPO Certification Commitment on behalf of Samsuddin dated 18 February 2021.</li> <li>j. RSPO Certification Commitment on behalf of Andi Kusnari dated 18 February 2021.</li> </ul> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed 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 KUD based on applicable procedure.</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 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).	Commitment of smallholder member to protect the HCV and HCS forest stated in "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" point 12 "Melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian", signed and witnessed by Group Manager Koperasi Serba	Complied
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		<p>Usaha Pantun Sejahtera. Sample seen for 23 smallholder members commitment during audit among others:</p> <table border="1" data-bbox="1131 434 1951 963"> <thead> <tr> <th>Smallholder Name</th> <th>ID number</th> <th>Date of commitment signed</th> </tr> </thead> <tbody> <tr> <td>Samingan</td> <td>PS.141</td> <td>16 February 2021</td> </tr> <tr> <td>santinah</td> <td>PS.143</td> <td>3 February 2021</td> </tr> <tr> <td>Priono</td> <td>PS.121</td> <td>16 February 2021</td> </tr> <tr> <td>Red Sudirman</td> <td>PS.126</td> <td>3 February 2021</td> </tr> <tr> <td>Partono</td> <td>PS.118</td> <td>15 February 2021</td> </tr> <tr> <td>Petrus Taruk La'bi</td> <td>PS.119</td> <td>12 February 2021</td> </tr> <tr> <td>Komari. C</td> <td>PS.072</td> <td>10 November 2021</td> </tr> <tr> <td>Mudakir</td> <td>PS.093</td> <td>18 February 2021</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>PS.193</td> <td>12 February 2021</td> </tr> </tbody> </table> <p>HCV Assessment has been conducted by ICS of Koperasi Serba Usaha Pantun Sejahtera since February 2021. Assessors comprise of Iwan Sapudin, Dewi Maimunah, A. Fathanuddin Rifai under supervised Dani Rahadian (Master Trainer Akademi RSPO). HCV assessor has been trained by facilitator. Report of HCV assessment were available in "Laporan NKT" dated February 2021. According to HCV assessment there were HCV area identified adjacent with smallholder plot categorized as HCV 4.1 namely riparian of Pantun River:</p> <ul style="list-style-type: none"> <li>- Adjacent with Plots 97 with area of 0.27 Ha</li> <li>- Adjacent with Plots 127 with area of 0.12 Ha</li> <li>- Adjacent with Plots 169 with area of 0.03 Ha</li> <li>- Adjacent with Plots 226 with area of 0.06 Ha</li> </ul>	Smallholder Name	ID number	Date of commitment signed	Samingan	PS.141	16 February 2021	santinah	PS.143	3 February 2021	Priono	PS.121	16 February 2021	Red Sudirman	PS.126	3 February 2021	Partono	PS.118	15 February 2021	Petrus Taruk La'bi	PS.119	12 February 2021	Komari. C	PS.072	10 November 2021	Mudakir	PS.093	18 February 2021	Venita Berlinda Kinanti	PS.193	12 February 2021	
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		<ul style="list-style-type: none"> <li>- Adjacent with Plots 307 with area of 0.10 Ha</li> <li>- Adjacent with Plots 364 with area of 0.16 Ha</li> </ul> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>Riparian of Pantun River are maintained by marking the boundary of riparian 10 – 15 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river. Koperasi Serba Usaha Pantun Sejahtera also conserve the natural vegetation near in the riparian.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• The importance of maintaining and conserving HCVs and HCS forests</li> <li>• Human-wildlife conflict and mitigation efforts;</li> <li>• Rare, threatened and endangered species and important ecosystems.</li> </ul>	<p>Refreshment training for HCV and its procedure has been conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023. Record of training in the form of attendance list, training material and minutes of training are available during audit.</p> <p>Previous 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 and Fortasbi) on 16 November 2020 – 15 April 2021. All smallholder members have completed the training.</p> <p>Evidence of training can be demonstrated during audit as per “Laporan Sekolah Lapang Materi 14 &amp; Materi 21” dated 12 – 15 April 2021 and 22 – 25 February 2021. Training delivered by ICS team and facilitator from GIZ and Fortasbi. Training attend by all smallholder member, the smallholder who can’t attend the training as per schedule, Koperasi has delivered the material of training and disseminated the content of training material.</p> <p>During field visit to smallholder plot and interview with smallholder member sampled (23 smallholder), confirmed that they have follow the training of HCV by ICS team and facilitator. They have aware regarding protection of RTE species and HCV area (riparian).</p>	<p>Complied</p>

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<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 sampled (23 smallholders) during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibited by the policy of Koperasi Serba Usaha Pantun Sejahtera and also regulation. Smallholder members are able to explain the type of RTE species such as: Beruang madu (<i>Helarctos malayanus</i>), Trenggiling (<i>Manis javanica</i>), Elang hitam (<i>Ictinaetus malayensis</i>), Macan akar (<i>Felis bengalensis</i>).</p> <p>Koperasi Serba Usaha Pantun Sejahtera has established the procedure for animal protection and conflict prevention between human and animal as per "Prosedur Penanganan Konflik Satwa No.SOP/KSU-PS/03/016" Dated 15 February 2021 and "Prosedur Perlindungan Satwa No. SOP/KSU-PS/03/015" Dated 15 February 2021.</p> <p>In the SOP "Prosedur Perlindungan Satwa No: SOP/KSU-PS/03/015" dated 15 February 2021, protection measures have been regulated which include not catching or injuring, not keeping and selling them, letting animals pass, marking the path, and reports findings.</p> <p>The dissemination of the procedure has been carried out through the Field School program, on 16 November 2020 to 19 April 2021. Refreshment of SOP conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023.</p> <p>RTE species monitoring was performed by each Smallholder Group in their smallholder member plots. Record of monitoring available in "Buku Catatan dan Monitoring Satwa dan Tumbuhan di Lokasi Kerja Koperasi Serba Usaha Pantun Sejahtera". Farmer Group (Kelompok Tani) recap the monitoring of RTE species in "Moinitoring Flora Fauna". Based on recap 9 December 2022, RTE species presence in surrounding of KSU Pantun Sejahtera among others: Musang air (<i>Lutra sumatrana</i>), Beruang madu (<i>Helarctos malayanus</i>), Trenggiling (<i>Manis javanica</i>), Macan akar (<i>Felis bengalensis</i>).</p>	<p>Complied</p>
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<p><b>Criteria 4.2:</b> Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>			
<p>Eligibility</p>	<p>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>	<p>During Audit ASA1, there is no new additional members or plot in the scope of audit, therefore there is no changing in the Land Use Change Analysis. Previous land use change analysis is applicable.</p> <p>According to data of smallholder palm oil year planting, from total smallholder member there are 141 plots of smallholder with total area 144.60 Ha planting after November 2005 (Aug 2008 – Aug 2017). KSU Pantun Sejahtera 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 Pantun Sejahtera" dated 16 November 2021. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> <li>- Result of LUC Analysis Methodology Review: Passed</li> <li>- Final conservation liability: 0.00 Ha</li> <li>- Environmental remediation areas: 0.00 Ha</li> <li>- Total number of smallholders: 131 (305 plots, 141 plots-analysed)</li> <li>- Total area to be certified: 462.70 ha.</li> </ul> <p>HCV assessment has been conducted by ICS Koperasi Serba Usaha Pantun Sejahtera in February 2021. Report of HCV assessment were available in "Laporan NKT" dated February 2021. According to HCV assessment there were HCV area identified adjacent with smallholder plot categorized as HCV 4.1 namely riparian of Pantun River:</p> <ul style="list-style-type: none"> <li>- Adjacent with Plots 97 with area of 0.27 Ha</li> <li>- Adjacent with Plots 127 with area of 0.12 Ha</li> <li>- Adjacent with Plots 169 with area of 0.03 Ha</li> <li>- Adjacent with Plots 226 with area of 0.06 Ha</li> <li>- Adjacent with Plots 307 with area of 0.10 Ha</li> </ul>	<p>Complied</p>

		- Adjacent with Plots 364 with area of 0.16 Ha	
Milestone A	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>During Audit ASA1, there is no new additional members or plot in the scope of audit, therefore there is no changing in the Land Use Change Analysis. Previous land use change analysis is applicable.</p> <p>Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Serba Usaha Pantun Sejahtera" dated 16 November 2021. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> <li>- Result of LUC Analysis Methodology Review: Passed</li> <li>- Final conservation liability: 0.00 Ha</li> <li>- Environmental remediation areas: 0.00 Ha</li> <li>- Total number of smallholders: 131 (305 plots, 141 plots-analysed)</li> <li>- Total area to be certified: 462.70 ha.</li> </ul> <p>There is no remediation of HCV lost since November 2005 and no HCS forest lost since November 2019.</p>	Complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since November 2005 and HCS forests lost since November 2019 is implemented.	<p>During Audit ASA1, there is no new additional members or plot in the scope of audit, therefore there is no changing in the Land Use Change Analysis. Previous land use change analysis is applicable.</p> <p>There is no environmental remediation and conservation liability according to LUC report by RSPO.</p> <p>Report of Land Use Change Analysis available in "Smallholder Land Use Change Analysis for Koperasi Serba Usaha Pantun Sejahtera" dated 16 November 2021. According to LUCA report conclude that:</p> <ul style="list-style-type: none"> <li>- Result of LUC Analysis Methodology Review: Passed</li> <li>- Final conservation liability: 0.00 Ha</li> <li>- Environmental remediation areas: 0.00 Ha</li> <li>- Total number of smallholders: 131 (305 plots, 141 plots-analysed)</li> </ul> <p>Total area to be certified: 462.70 ha.</p>	Complied

<p><b>Criteria 4.3:</b> New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> <li>• Do not replace any HCVs</li> <li>• Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach</li> <li>• 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%.</li> <li>• Are not on peat areas of any depth - In reference to the definition of peat in Government Regulation No. 57/2006 on Peat Ecosystem Protection and Management.</li> </ul>			
Eligibility	<p>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>	<p>During audit ASA1, based on interview with smallholder members, ICS and head cooperatives it was confirmed that there is no planned for new plantings for their plantation. All member plantations are existing palm oil plantation. There is no more land bank in surrounding plantation of KSU Pantun Sejahtera.</p> <p>Smallholder member has signed the commitment in "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan" which stated in point 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"> <li>- Location (coordinates) of all plots currently planted with oil palm.</li> <li>- Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders).</li> <li>- Any plots located on steep slopes.</li> <li>- Details on plans for replanting and expansion of oil palm.</li> </ul> <p>Sample seen for 23 smallholder member commitment, among others:</p>	Complied

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		Smallholder Name	ID number	Date of commitment signed	
		Samingan	PS.141	16 February 2021	
		santinah	PS.143	3 February 2021	
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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.	Based on data of palm oil planting Koperasi Serba Usaha Pantun Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots have been planted since 2001 – 2017. This also confirmed with liability disclosure form submitted to RSPO.  During audit ASA1, based on interview with smallholder members, ICS and head cooperatives it was confirmed that there is no planned for new plantings for their plantation. All members’ plantations are existing oil palm plantation. There is no more land bank in surrounding plantation of KSU Pantun Sejahtera.			Complied
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	Based on data of palm oil planting Koperasi Serba Usaha Pantun Sejahtera, there is no palm oil planted after November 2019. Mostly smallholder plots have been planted since 2001 – 2011. This also confirmed with liability disclosure form submit to RSPO.  During audit ASA1, based on interview with smallholder members, ICS and head cooperatives it was confirmed that there is no planned for new plantings for their plantation. All members’ plantations are			Complied

		existing oil palm plantation. There is no more land bank in surrounding plantation of KSU Pantun Sejahtera.	
<b>Criteria 4.4:</b> Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs) and minimizing subsidence and degradation of peat soils (refer to indicator 1.1E / Appendix 1).	<p>According to soil maps overlay and field visit to smallholder member plots, it was confirmed that there is no peat soil in area of KSU Pantun Sejahtera.</p> <p>Koperasi Serba Usaha Pantun Sejahtera 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 Jenis Tanah Desa Sri Pantun Kecamatan Kombeng" with scale 1:25,000 year 2021. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Pantun Sejahtera consist of <i>Typic hapludult</i> (subordo) – ordo Ultisol and few plots with soil type <i>Typic hapludalfs</i>.</p>	Not Applicable
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>According to soil maps overlay and field visit to smallholder member plots, it was confirmed that there is no peat soil in area of KSU Pantun Sejahtera.</p> <p>Smallholder members have followed the training for Good Agriculture Practices which provide by facilitator GIZ, conducted on 16 November 2020.</p> <p>Refreshment training for Best Management Practices (BMPs) for good agriculture practices has been conducted by KSU Pantun Sejahtera on 17 December 2022, 18 December 2022, 18 March 2022 and 19 March 2022.</p> <p>The training delivered in series of training topics and divide in to two field class. Training material are consisting of Best Management Practices for oil palm and procedure of Good Agriculture Practices. Since there is no peat soil, there is no BMP training for planting on peat soil and peat soil management.</p>	Not Applicable

<p>Milestone B</p>	<p>Smallholders implement the group’s action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.</p>	<p>According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in “Peta Jenis Tanah Desa Sri Pantun Kecamatan Kombeng” with scale 1:25,000 year 2021. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Pantun Sejahtera consist of <i>Typic hapludult</i> (subordo) – ordo Ultisol and few plots with soil type <i>Typic hapludalfs</i>.</p> <p>Smallholder members have followed the training for Good Agriculture Practices which provide by facilitator, conducted on 16 November 2020 – 15 April 2021.</p> <p>Refreshment training for Best Management Practices (BMPs) for good agriculture practices has been conducted by KSU Pantun Sejahtera on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023.</p> <p>The training delivered in series of training topics and divide in to two field class. Training materials are consisting of Best Management Practices for oil palm and procedure of Good Agriculture Practices. Since there is no peat soil, there is no BMP training for planting on peat soil and peat soil management.</p>	<p>Not Applicable</p>
<p><b>Criteria 4.5:</b> Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			
<p>Eligibility</p>	<p>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).</p>	<p>According to soil maps overlay indicated that there is no peat soil in area of smallholder plantation. Soil maps available in “Peta Jenis Tanah Desa Sri Pantun Kecamatan Kombeng” with scale 1:25,000 year 2021. According to soil maps, soil type in smallholder plantation Koperasi Serba Usaha Pantun Sejahtera consist of <i>Typic hapludult</i> (subordo) – ordo Ultisol and few plots with soil type <i>Typic hapludalfs</i>.</p> <p>Based on Soil map and river map shown that generally plantation of KSU Pantun Sejahtera 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 Pantun Sejahtera.</p>	<p>Not Applicable</p>

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		<p>All smallholder member of KSU Pantun Sejahtera has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion". Sample seen for 23 smallholder member commitment, among others:</p> <table border="1"> <thead> <tr> <th>Smallholder Name</th> <th>ID number</th> <th>Date of commitment signed</th> </tr> </thead> <tbody> <tr> <td>Samingan</td> <td>PS.141</td> <td>16 February 2021</td> </tr> <tr> <td>santinah</td> <td>PS.143</td> <td>3 February 2021</td> </tr> <tr> <td>Priono</td> <td>PS.121</td> <td>16 February 2021</td> </tr> <tr> <td>Red Sudirman</td> <td>PS.126</td> <td>3 February 2021</td> </tr> <tr> <td>Partono</td> <td>PS.118</td> <td>15 February 2021</td> </tr> <tr> <td>Petrus Taruk La'bi</td> <td>PS.119</td> <td>12 February 2021</td> </tr> <tr> <td>Komari C</td> <td>PS.072</td> <td>10 November 2021</td> </tr> <tr> <td>Mudakir</td> <td>PS.093</td> <td>18 February 2021</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>PS.193</td> <td>12 February 2021</td> </tr> </tbody> </table>	Smallholder Name	ID number	Date of commitment signed	Samingan	PS.141	16 February 2021	santinah	PS.143	3 February 2021	Priono	PS.121	16 February 2021	Red Sudirman	PS.126	3 February 2021	Partono	PS.118	15 February 2021	Petrus Taruk La'bi	PS.119	12 February 2021	Komari C	PS.072	10 November 2021	Mudakir	PS.093	18 February 2021	Venita Berlinda Kinanti	PS.193	12 February 2021	
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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>According to soil maps overlay and field visit to smallholder member plots, it was confirmed that there is no peat soil in area of KSU Pantun Sejahtera.</p> <p>Therefore, this indicator is not applicable.</p>	Not Applicable																														
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.	<p>According to soil maps overlay and field visit to smallholder member plots, it was confirmed that there is no peat soil in area of KSU Pantun Sejahtera.</p> <p>Therefore, this indicator is not applicable.</p>	Not Applicable																														
<p><b>Criteria 4.6:</b> 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>																																	

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<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 Koperasi Serba Usaha Pantun Sejahtera has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control".</p> <p>Sample seen for 23 smallholder member commitment, among others:</p> <table border="1" data-bbox="1137 517 1935 979"> <thead> <tr> <th>Smallholder Name</th> <th>ID number</th> <th>Date of commitment signed</th> </tr> </thead> <tbody> <tr> <td>Samingan</td> <td>PS.141</td> <td>16 February 2021</td> </tr> <tr> <td>santinah</td> <td>PS.143</td> <td>3 February 2021</td> </tr> <tr> <td>Priono</td> <td>PS.121</td> <td>16 February 2021</td> </tr> <tr> <td>Red Sudirman</td> <td>PS.126</td> <td>3 February 2021</td> </tr> <tr> <td>Partono</td> <td>PS.118</td> <td>15 February 2021</td> </tr> <tr> <td>Petrus Taruk La'bi</td> <td>PS.119</td> <td>12 February 2021</td> </tr> <tr> <td>Komari ©</td> <td>PS.072</td> <td>10 November 2021</td> </tr> <tr> <td>Mudakir</td> <td>PS.093</td> <td>18 February 2021</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>PS.193</td> <td>12 February 2021</td> </tr> </tbody> </table> <p>Based on interview with head of KSU Pantun Sejahtera, there is no land preparing by burning in 2001 – 2017. Land preparation conducted mechanically with method "zero burning". KSU Pantun Sejahtera has a procedure for land preparation and oil palm planting as per "SOP/KSU-PS/03/027 dated 11 March 2021. Policy of zero burning also stated in "Surat Keputusan Nomor: 014/KSU-PS/I/2021 Tentang Larangan Bakar Lahan dan No Peat, No Forest No Conflict" dated 11 January 2021.</p>	Smallholder Name	ID number	Date of commitment signed	Samingan	PS.141	16 February 2021	santinah	PS.143	3 February 2021	Priono	PS.121	16 February 2021	Red Sudirman	PS.126	3 February 2021	Partono	PS.118	15 February 2021	Petrus Taruk La'bi	PS.119	12 February 2021	Komari ©	PS.072	10 November 2021	Mudakir	PS.093	18 February 2021	Venita Berlinda Kinanti	PS.193	12 February 2021	<p>Complied</p>
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<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"> <li>• Alternatives to fire for land preparation and farm waste</li> </ul>	<p>All smallholder member of Koperasi Serba Usaha Pantun Sejahtera has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control". Based on interview with head of Koperasi Serba Usaha Pantun Sejahtera, there is no land</p>	<p>Non-compliance</p>																														

	<p>management (where appropriate possible).</p> <ul style="list-style-type: none"> <li>• Alternatives to fire for pest control.</li> <li>• Fire prevention and how to respond to and manage fires in their community and village.</li> </ul>	<p>preparing by burning in 2001 – 2017. Land preparation conducted mechanically without burning. This also confirmed with smallholder member sampled (23 member) during field visit and interview.</p> <p>KSU Pantun Sejahtera has a procedure for land preparation as per "SOP Pembukaan Lahan No.SOP/KSU-PS/03/027 dated 11 March 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. Policy of zero burning also stated in "Surat Keputusan Nomor: 014/KSU-PS/I/2021 Tentang Larangan Bakar Lahan dan No Peat, No Forest No Conflict" dated 11 January 2021.</p> <p>KSU Pantun Sejahtera has a procedure for waste management according to "SOP Penanganan Wadah Bekas Limbah Bahan Berbahaya dan Beracun (B3) SOP/KSU-PS/03/017" dated 20 February 2021" and SOP Penanganan Wadah Bekas Kimia SOP/KSU-PS/03/026" dated 11 March 2021. According to procedure, waste from ex chemical container from smallholder member shall be collected and store in the temporary hazardous waste storage in KSU Pantun Sejahtera; It is prohibited to burning and throw the waste in to the river.</p> <p>Training and dissemination of procedure and policy has been conducted on 16 November 2020 to 19 April 2021. Refreshment of SOP socialization conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023.</p> <p>During interview with sampled smallholder member (23 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> <p><b>Critical Non-Conformity:</b></p>	
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		<p>KSU Pantun Sejahtera is inconsistent in managing waste from used chemical container according to the established procedures.</p> <ul style="list-style-type: none"> <li>- Based on the field visit and interviews with sample of smallholders such as Mudakir from plot 21, Partono from plot 41, Komari from plot 118, Petrus from plot 172, Venita from plot 96, and Hendra from plot 453, it has been confirmed that the waste from used chemical (herbicide) container is managed by the smallholder themselves and not handed over to the Hazardous Waste Collection Point (TPS Limbah B3) available at the KSU Pantun Sejahtera office. Some farmers bury or burn the waste when it accumulates. This is not in accordance with the Handling Procedure for Chemical Container Waste No. SOP/KSU-PS/03/026 dated 11 March 2021. Point 2 states, "Used containers should not be buried, burned, or disposed of improperly, especially not in rivers/ponds to avoid polluting the environment," and Point 6 states, "Chemical waste should be collected in a temporary storage facility (B3 Waste Warehouse of the Cooperative)."</li> <li>- Additionally, some sample farmers such as Tiwi from plot 329, Bejan from plot 333, Irawanto from plot 244, Hj. Norma from plot 188, and Zaini from plot 334 also do not understand that waste from herbicide container should be handed over to the Hazardous Waste Collection Point (TPS Limbah B3) at KSU Pantun Sejahtera office.</li> <li>- Based on the field observation of the Hazardous Waste Collection Point (TPS Limbah B3) and interviews with the Group Manager, it is also known that most farmers do not hand over the used chemical container to the Cooperative but manage it independently and reuse it.</li> </ul>	
<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</p>	<p>All smallholder member of KSU Pantun Sejahtera has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control". Based on interview with head of KSU</p>	<p>Complied</p>

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	<p>effective measures exist and with prior approval of relevant authorities.</p>	<p>Pantun Sejahtera, there is no land preparing by burning in 2001 – 2017. Land preparation conducted mechanically with method “zero burning”.</p> <p>Sample seen for 23 smallholder member commitment, among others:</p> <table border="1" data-bbox="1137 507 1933 970"> <thead> <tr> <th>Smallholder Name</th> <th>ID number</th> <th>Date of commitment signed</th> </tr> </thead> <tbody> <tr> <td>Samingan</td> <td>PS.141</td> <td>16 February 2021</td> </tr> <tr> <td>santinah</td> <td>PS.143</td> <td>3 February 2021</td> </tr> <tr> <td>Priono</td> <td>PS.121</td> <td>16 February 2021</td> </tr> <tr> <td>Red Sudirman</td> <td>PS.126</td> <td>3 February 2021</td> </tr> <tr> <td>Partono</td> <td>PS.118</td> <td>15 February 2021</td> </tr> <tr> <td>Petrus Taruk La’bi</td> <td>PS.119</td> <td>12 February 2021</td> </tr> <tr> <td>Komari ©</td> <td>PS.072</td> <td>10 November 2021</td> </tr> <tr> <td>Mudakir</td> <td>PS.093</td> <td>18 February 2021</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>PS.193</td> <td>12 February 2021</td> </tr> </tbody> </table> <p>KSU Pantun Sejahtera has a procedure for land preparation as per “SOP Pembukaan Lahan No.SOP/KSU-PS/03/027 dated 11 March 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>KSU Pantun Sejahtera also has a procedure for waste management as per “Prosedur Penanganan Wadah Bekas Limbah Bahan Berbahaya dan Beracun (B3) No.SOP/KSU-PS/03/017” dated 20 February 2021. Based on procedure stated that ex chemical containers (pesticide) are prohibited to burning and throw the waste in to the river.</p>	Smallholder Name	ID number	Date of commitment signed	Samingan	PS.141	16 February 2021	santinah	PS.143	3 February 2021	Priono	PS.121	16 February 2021	Red Sudirman	PS.126	3 February 2021	Partono	PS.118	15 February 2021	Petrus Taruk La’bi	PS.119	12 February 2021	Komari ©	PS.072	10 November 2021	Mudakir	PS.093	18 February 2021	Venita Berlinda Kinanti	PS.193	12 February 2021	
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		<p>Training and dissemination of procedure and policy has been conducted on 16 November 2020 to 19 April 2021. Refreshment of SOP socialization conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023.</p> <p>During interview with sampled smallholder member (23 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> <p>Based on field visit to 23 sampled smallholder oil palm blocks, there is no sign on use of fire for land preparation and/or pest control.</p>	
<p><b>Criteria 4.7:</b> Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
<p>Eligibility</p>	<p>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>	<p>During audit ASA 1, there is no additional new member of smallholder. All smallholder member of KSU Pantun Sejahtera has signed the commitment letter which stated in point 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)". Smallholder commitment document for sampled smallholder (23 smallholder member) was sighted during audit and confirmed with the members during field visit and interview.</p> <p>Riparian buffer zone has been identified since February 2021 by KSU Pantun Sejahtera under supervision GIZ. Group manager has identified the riparian buffer zone through HCV Assessment, confirmed that there was riparian buffer zone identified adjacent to KSU Pantun Sejahtera.</p> <p>Report of HCV assessment were available in "Laporan NKT" dated February 2021. According to HCV assessment there were HCV area identified adjacent to smallholder plot categorized as HCV 4.1 namely riparian of Pantun River:</p> <ul style="list-style-type: none"> <li>- Adjacent to Plots 97 with area of 0.27 Ha</li> </ul>	<p>Complied</p>

		<ul style="list-style-type: none"> <li>- Adjacent to Plots 127 with area of 0.12 Ha</li> <li>- Adjacent to Plots 169 with area of 0.03 Ha</li> <li>- Adjacent to Plots 226 with area of 0.06 Ha</li> <li>- Adjacent to Plots 307 with area of 0.10 Ha</li> <li>- Adjacent to Plots 364 with area of 0.16 Ha</li> </ul> <p>Koperasi Serba Usaha Pantun Sejahtera has a plan to conserve and protect the waterways/water source by marking the boundary of riparian 10 – 15 m from the river and install the warning signboards to prohibit the agrochemical spraying activity near to river. Koperasi Serba Usaha Pantun Sejahtera also conserve the natural vegetation near in the riparian.</p> <p>During field visit to sampled smallholder plots, it was note that the plots near to riparian zone has been marked 10 – 15 m from the river with red marking by painting the red line in oil palm trees. Smallholder members are aware with the boundary marking of riparian and it is prohibit for agrochemical application in the riparian zone.</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>Smallholder members have completed the training for riparian buffer zone management as per minutes of training “Mengenal Nilai Konservasi Tinggi” dated 21 – 24 February 2021. Training delivers by ICS team and facilitator from GIZ and Fortasbi. Refreshment training for SOP implementation including riparian management has been conducted on 17 December 2022, 18 December 2022, 18 March 2022 and 19 March 2022.</p> <p>Refreshment of training and SOP dissemination conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023. Record of training in the form of attendance list, training material and minutes of training are available during audit.</p> <p>During interview with smallholder member (23 member) confirmed that they have aware the riparian buffer zone management and</p>	<p>Complied</p>

		<p>maintenance by not conducted the spraying and chemical application and maintain natural vegetation.</p>	
Milestone B	<p>Smallholders maintain and/or enhance riparian buffer zone areas.</p>	<p>According to HCV assessment result and maps overlay of plantation maps with river maps of Kutai Timur Regency, Kalimantan Province with scale 1:80,000 confirmed that there is a river near to KSU Pantun Sejahtera, namely Pantun River.</p> <p>Koperasi Serba Usaha Pantun Sejahtera has a plan to conserve and protect the waterways/water source by marking the boundary of waterways/riparian 10 - 15 m from river and install the warning signboards to prohibit the agrochemical spraying activity near to waterways. Koperasi Serba Usaha Pantun Sejahtera also planting vetiver grass and maintain the cover crops to prevent the soil erosion near to waterways.</p> <p>During field visit to sampled smallholder plots, it was noted that the plots near to riparian zone has been marked 10 – 15 m from the river with red marking by painting the red line on oil palm trees. Interview with smallholder member (23 member) confirmed that they have aware the riparian buffer zone management and maintenance by not conducted the spraying and chemical application and maintain natural vegetation.</p>	Complied
<p><b>Criteria 4.8:</b> Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			

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<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"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>(refer to indicator 1.1E / Appendix 1)</p>	<p>All smallholder member of KSU Pantun Sejahtera has signed the commitment letter whereby at point B stated that all smallholders will join a farmer group to pursue group certification of the RSPO ISH Standard and comply with the principles and their relevant criteria and indicators. Sample seen for 23 smallholder member commitment, among others:</p> <table border="1" data-bbox="1137 571 1935 1034"> <thead> <tr> <th>Smallholder Name</th> <th>ID number</th> <th>Date of commitment signed</th> </tr> </thead> <tbody> <tr> <td>Samingan</td> <td>PS.141</td> <td>16 February 2021</td> </tr> <tr> <td>santinah</td> <td>PS.143</td> <td>3 February 2021</td> </tr> <tr> <td>Priono</td> <td>PS.121</td> <td>16 February 2021</td> </tr> <tr> <td>Red Sudirman</td> <td>PS.126</td> <td>3 February 2021</td> </tr> <tr> <td>Partono</td> <td>PS.118</td> <td>15 February 2021</td> </tr> <tr> <td>Petrus Taruk La'bi</td> <td>PS.119</td> <td>12 February 2021</td> </tr> <tr> <td>Komari</td> <td>PS.072</td> <td>10 November 2021</td> </tr> <tr> <td>Mudakir</td> <td>PS.093</td> <td>18 February 2021</td> </tr> <tr> <td>Venita Berlinda Kinanti</td> <td>PS.193</td> <td>12 February 2021</td> </tr> </tbody> </table>	Smallholder Name	ID number	Date of commitment signed	Samingan	PS.141	16 February 2021	santinah	PS.143	3 February 2021	Priono	PS.121	16 February 2021	Red Sudirman	PS.126	3 February 2021	Partono	PS.118	15 February 2021	Petrus Taruk La'bi	PS.119	12 February 2021	Komari	PS.072	10 November 2021	Mudakir	PS.093	18 February 2021	Venita Berlinda Kinanti	PS.193	12 February 2021	<p>Complied</p>
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<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>Smallholders have completed the training on BMP for pesticide on 11 – 14 January 2021 “Analisis dampak pestisida, menahan laju penurunan kualitas tanah” attend by 109 participants. KSU Pantun Sejahtera has a policy to prohibit pregnant and breastfeeding woman and young workers for pesticide handling as per “Surat Keputusan No.024/KSU-PS/I/2021 Tentang Larangan Mempekerjakan Wanita Hamil dan Menyusui” dated 11 January 2021. The policy has been disseminated to all smallholder member on 5 - 8 April 2021. Evidence of training can be demonstrated during audit. Refreshment training has been done on 17 December 2022; located at Mr. Widodo’s plot;</p>	<p>Complied</p>																														

		<p>attended by 66 farmers; on 18 December 2022; located at Mr. Lani's plot; attended by 65 farmers; on 18 March 2023; located at Mr. Widodo's plot; attended by 70 farmers; on 19 March 2023 December 2022; located at Mr. Lani's plot; attended by 68 farmers.</p> <p>During field visit and interview with smallholder member confirmed that they have aware regarding the pesticide handling and best management practices including awareness on risks for pregnant and breastfeeding women and young workers.</p>	
<p>Milestone B</p>	<p>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.</p>	<p>Based on field observation and interview during ASA-1, verified that smallholders have implemented 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.</p> <p><b>Critical Non-Conformity:</b></p> <p>There is no evidence that all the smallholders of KSU Pantun Sejahtera are committed to discontinuing the use of paraquat and implementing best practices for pesticide use.</p> <ul style="list-style-type: none"> <li>- Based on field visits and interviews with sample smallholders, namely Mudakir, Partono and Komari, it was confirmed that these farmers were still using the paraquat to control certain types of weeds such as ferns and saplings.</li> <li>- During a field visit to the plot of a.n Mudakir it was also discovered that the farmer's plot of KSU Pantun Sejahtera members who was next to it had been spraying saplings using Paraquat.</li> </ul>	<p>Non-compliance</p>
<p><b>Criteria 4.9:</b> 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.</p>			

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.	<p>Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on on 11 – 14 January 2021 “Analisis dampak pestisida, menahan laju penurunan kualitas tanah” attend by 109 participants. Evidence of training can be demonstrated during audit. Training deliver by Facilitator GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit). Evidence of training can be demonstrated such as attendance list and training material.</p> <p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has showed the evidence of training and dissemination related to RSPO implementation that held within 2022-2023 such as internal audit result, SOP and Policy, Social and Health insurance, Occupational Health and Safety, uses of pesticides, hazardous waste management, and RSPO premium sharing. Sighted the record of training as follows:</p> <ol style="list-style-type: none"> <li>a. Training invitation dated 15 December 2022.            Training notes and attendance list dated 17 December 2022; located at Mr. Widodo’s plot; attended by 66 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 65 farmers.</li> <li>b. Training invitation dated 16 March 2023.            Training notes and attendance list dated 18 March 2023; located at Mr. Widodo’s plot; attended by 70 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 68 farmers.</li> </ol> <p>During interview with smallholder member confirmed that they aware with BMPs and well implemented in the field.</p>	Complied

<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>During this ASA 1, there is no revision of IPM procedure. KSU Pantun Sejahtera has had "SOP Pengendalian Hama dan Penyakit Terpadu No.SOP/KSU-PS/03/029, dated 20 Maret 2021.</p> <p>Integrated pest management has been developed by KSU Pantun Sejahtera as per "Pengamatan Tingkat Serangan Hama dan Penyakit kelapa Sawit Pada Empat Koperasi Mitra di Kecamatan Kombeng". Evidence of program implementation can be demonstrated as per "Laporan Pengamatan Tingkat Serangan Hama dan Penyakit kelapa Sawit Pada Empat Koperasi Mitra di Kecamatan Kombeng" dated 24 November – 11 December 2020. Pest and disease monitoring and census conducted twice a year. Based on pest and disease monitoring dated 4 – 26 February 2023, there were pest attack such as:</p> <ul style="list-style-type: none"> <li>- Rats: 2.70%</li> <li>- Oryctes: 0.40%</li> <li>- Caterpillar: 0.32%</li> <li>- Ganoderma: 0.00%</li> </ul> <p>Another action for integrated pest management is 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. Koperasi Serba Usaha Pantun Sejahtera has provided 2 unit of barn owl box. To prevent the caterpillar attack, Koperasi Serba Usaha Pantun Sejahtera also planting the beneficial plant <i>Turnera subulata</i> along of the main road (±7 km).</p> <p>To reduce herbicide usage smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p>	<p>Complied</p>
<p><b>Internal Control System requirements for smallholder groups.</b></p>			
<p><b>A – ICS: Group entity and group management requirements</b></p>			

<b>A.1 The Group demonstrates that they are legally formed.</b>			
<b>A.1.1</b>			
Eligibility	The Group has appointed a group manager	During ASA-1 there is no changes on group manager structure.	Complied
Milestone A	The Group has appointed a group manager	Koperasi Serba Usaha Pantun Sejahtera has appointed Mr. Supandi as the group manager as per "Surat Keputusan No.003/KSU-PS/I/2021 tentang Daftar Pengurus ICS (Internal Control System)" dated 11 Januari 2021. Stated the group manager heads all component of internal control system (ICS) team.  There is procedure in place explains job description of ICS Manager, "Komite Persetujuan ICS" – Approval committee and registration; ICS Secretary; "Unit Audit Internal" – Internal auditor; "Unit Penyuluhan" – Information and training unit; "Unit K3, NKT, Darurat Api dan PHT" – OHS, HCV, Firefighting and Pest and Disease unit; "Unit Pengelolaan Limbah B3" – hazardous waste management unit.	Complied
Milestone B	The Group has appointed a group manager		Complied
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	<ul style="list-style-type: none"> <li>- Minute for cooperative establishment "Berita Acara Pembentukan Koperasi" dated 17 November 2011, complemented with attendance list of 74 smallholder members.</li> <li>- Deed of establishment: "Akta Pendirian Koperasi Serba Usaha Pantun Sejahtera No.96 oleh Ilham Mahyudin, SH, SpN." dated 29 November 2011.</li> <li>- Statute "Anggaran Dasar dan Anggaran Rumah Tangga (AD/ART) Koperasi Serba Usaha Pantun Sejahtera" dated 1 January 2013.</li> <li>- Cooperative Office acknowledge letter and establishment as legal entity "Surat Kantor Menteri Negara Urusan Koperasi dan Usaha Kecil dan Menengah Pemerintah Kabupaten Kutai Timur – Dinas Koperasi Kabupaten Kutai Timur – Pengesahan Koperasi Sebagai</li> </ul>	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied

		<p>Badan Hukum No.22/BH/XX.3/DKKT/XII/2011 untuk Koperasi Serba Usaha Pantun Sejahtera” dated 5 December 2011.</p> <ul style="list-style-type: none"> <li>- Business Permit of cooperative “Surat Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Pemerintah Kabupaten Kutai Timur – Surat Izin Usaha Perdagangan No.510/656-01/PERDAG/PK/XI/2017 untuk Koperasi Serba Usaha Pantun Sejahtera dengan kelembagaan Perusahaan Dagang Kecil” dated 5 December 2017.</li> <li>- Cooperative registration “Keputusan Dinas Perindustrian dan Perdagangan Kabupaten Kutai Timur – Tanda Daftar Koperasi Serba Usaha Pantun Sejahtera No.171124600422” dated 30 November 2017 – 19 December 2021.</li> <li>- “Sertifikat Nomor Induk Koperasi No.6405130060050 untuk Koperasi Serba Usaha Pantun Sejahtera dengan Nomor Badan Hukum No.22/BH/XX.3/DKKT/XII/2021 tanggal 2 Desember 2011” dated 6 October 2017 – 2 December 2019.</li> </ul>	
<b>A1.3</b>			
Eligibility	The group has membership requirements.	<p>Koperasi Serba Usaha Pantun Sejahtera established membership requirement (certification) as documented in “Standar Operasional Prosedur Kriteria dan Syarat Menjadi Anggota Sertifikasi Koperasi No.SOP/KSU-PS/03/001” dated 11 January 2021. Section IV Procedure stated the membership requirement consist of:</p> <ul style="list-style-type: none"> <li>- Indonesian citizen; Member of Koperasi Serba Usaha Pantun Sejahtera.</li> <li>- Owns a palm oil plantation min. 400 m<sup>2</sup>.</li> <li>- The member’s land has document showing legal ownership of the land.</li> <li>- The member’s land cannot be in designated forest area, production forest, protected forest, peat area - “Kawasan Lindung, Hutan</li> </ul>	Complied
Milestone A	The group has membership requirements.		Complied
Milestone B	The group has membership requirements.		Complied

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		<p>Produksi, HGU Perusahaan, Kawasan Moratorium Gambut” and not under dispute.</p> <ul style="list-style-type: none"> <li>- Register to Certification Unit.</li> <li>- Fill in registration form.</li> </ul> <p>Next process, cooperative committee will check the data against land condition to identify initial gap analysis against RSPO &amp; ISPO standard. ICS team will conduct gap analysis to potential member to check:</p> <ul style="list-style-type: none"> <li>- Visit potential member’s land location.</li> <li>- Conduct land legality verification.</li> <li>- Interview to potential member related to commitment joining organization and provide understanding on sustainable certification.</li> <li>- Mapping the potential member’s land.</li> </ul> <p>The analysis result reviewed during governing board meeting. Additional 2 months provided to potential member to completes the membership requirement. Accepted member shall sign membership form after approval from ICS manager, approval committee and cooperative chairman.</p> <p>Koperasi Serba Usaha Pantun Sejahtera established incoming-outgoing membership requirement (certification) as documented in “Standar Operasional Prosedur Keluar Masuk Anggota Koperasi No.SOP/KSU-PS/03/002” dated 11 January 2021. Outgoing smallholder member based on voluntary exit, legal right transfer, sanction or violation, passed away. Incoming new member shall register for certification process, including inheritance process.</p> <p>Evaluation 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”, stated on the minutes, the ICS Approval Committee made</p>	
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		site visit and assessed the oil palm block(s) of smallholder member, covering aspect: oil palm block location based on spatial planning, topography of the block, block boundary, land dispute status, oil palm standing, pest and disease condition, planting year, soil type, legal ownership of the land, land preparation method.	
<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	<p>Koperasi Serba Usaha Pantun Sejahtera established membership requirement as documented in "Standar Operasional Prosedur Kriteria dan Syarat Menjadi Anggota Sertifikasi Koperasi No.SOP/KSU-PS/03/001, Rev.01" dated 17 April 2022. Section IV Procedure stated the membership requirement consist of:</p> <ul style="list-style-type: none"> <li>- Indonesian citizen; Member of Koperasi Serba Usaha Pantun Sejahtera.</li> <li>- Owns a palm oil plantation min. 400 m<sup>2</sup>.</li> <li>- The member's land has document showing legal ownership of the land.</li> <li>- The member's land cannot be located in designated forest area, production forest, protected forest, peat area - "Kawasan Lindung, Hutan Produksi, HGU Perusahaan, Kawasan Moratorium Gambut" and not under dispute.</li> </ul>	Complied
Milestone A	All members can demonstrate understanding of membership requirements.	<ul style="list-style-type: none"> <li>- Register to Certification Unit.</li> <li>- Fill in registration form.</li> </ul>	Complied
Milestone B	All members can demonstrate understanding of membership requirements.	Revising the procedure specific on conflict-of-interest clause 11, stated "Jika pemohon merupakan diri sendiri dan atau kerabat dekat (keluarga) dari ketua ICS, Komite Persetujuan ICS dan Ketua Koperasi, maka penandatanganan formulir dialihkan ke pengurus lainnya" (if applicant have close relationship and/or family of ICS, approval committee and Cooperative chairman, so that approval signing will shifted to other administrators.	Complied

		<p>During ASA-1, no addition of the new members.</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"> <li>- Committed to the importance sustainable production</li> <li>- To follow RSPO principle, criteria and indicator</li> <li>- Committed to provide all information:             <ul style="list-style-type: none"> <li>o All land holdings</li> <li>o Location (coordinates) of all plots currently planted with oil palm</li> <li>o Information on all plots converted and planted with oil palm after 2005 (through use of the simplified combined HCV-HCS approach for Smallholders)</li> <li>o Any plots located on steep slopes</li> <li>o Any plots located on peat</li> <li>o Details on plans for replanting and expansion of oil palm</li> <li>o Any existing land disputes</li> <li>o Ownership and land use status</li> <li>o Source of farm labour.</li> </ul> </li> <li>- Committed to:             <ul style="list-style-type: none"> <li>o Continue to progress along the standard and meet required milestones for progress;</li> </ul> </li> </ul>	
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		<ul style="list-style-type: none"> <li>○ Participate in trainings as required and actively participate in the group;</li> <li>○ Ensuring no forced labour on farm operations and ending any existing forced labour;</li> <li>○ Pay of national level minimum wage;</li> <li>○ Respecting the rights of workers to file a complaint;</li> <li>○ Providing safe working conditions and facilities;</li> <li>○ No discrimination, harassment or abuse on the farm;</li> <li>○ Ensuring no child labour on farm operations and ending any existing child labour;</li> <li>○ 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;</li> <li>○ Resolving any existing disputes;</li> <li>○ 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);</li> <li>○ Protect HCVs and HCS forests through the precautionary practices approach;</li> <li>○ No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion;</li> <li>○ Use of best management practices for oil palm on peat;</li> <li>○ No burning for preparing land or pest control;</li> <li>○ Minimising and controlling erosion;</li> </ul> <p>Sampled of signed smallholders commitment:</p>	
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Smallholder Name	ID number	Date of commitment signed
Samingan	PS.141	16 February 2021
santinah	PS.143	3 February 2021
Priono	PS.121	16 February 2021
Red Sudirman	PS.126	3 February 2021
Partono	PS.118	15 February 2021
Petrus Taruk La'bi	PS.119	12 February 2021
Komari ©	PS.072	10 November 2021
Mudakir	PS.093	18 February 2021
Venita Berlinda Kinanti	PS.193	12 February 2021

**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.	<p>Group manager has planned for the implementation of the ICS as in:</p> <ul style="list-style-type: none"> <li>- Annual work plan "Rencana Kerja ICS Koperasi Serba Usaha Pantun Sejahtera Tahun 2023"</li> <li>- Long term work plan "Rencana Kerja Jangka Panjang Pengurus ICS" including: <ul style="list-style-type: none"> <li>✓ Annual member meeting</li> <li>✓ Knowledge enhancement, increasing knowledge, management and organizational skills of cooperative administrators.</li> <li>✓ Additional business units</li> <li>✓ Registration and selection of certification members</li> <li>✓ ISPO and RSPO member registration</li> <li>✓ Joint declaration</li> </ul> </li> </ul>	Complied
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		<ul style="list-style-type: none"> <li>✓ Training</li> <li>✓ STDB and SPPLK registration</li> <li>✓ GAP analysis</li> <li>✓ Internal Audit and Follow up</li> <li>✓ External Audit and Follow up</li> <li>✓ Monitoring and maintenance barn owl nest</li> <li>✓ Beneficial plant planting and maintenance</li> <li>✓ HCV monitoring</li> <li>✓ Signboard installation and maintenance</li> <li>✓ Production census</li> <li>✓ Pest and disease census and monitoring</li> </ul> <p>Implementation of annual planning are review by Group Manager through annual meeting (Rapat Anggota Tahunan) on 8 May 2023. Report of Annual Meeting are available during audit. Regular ICS meeting also conducted to review the ICS program; latest meeting conducted on 24 May 2023.</p>	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>Group manager has demonstrates understanding of the ISH standard, group certification and related topics of RSPO certification. It was confirmed during interview with Group Manager on behalf Supandi. Relevant training for RSPO certification has been followed: Internal auditor training of RSPO for Independent smallholder, RSPO P&amp;C for smallholder, ISPO P&amp;C, Cooperative organisation/institution, 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>During audit ASA1 there is no change of Group Manager. The Group Manager and Internal Control System has been established as per</p>	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied

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		<p>“Surat Keputusan No.002/KSU-PS/I/2021 Tentang Penunjukan Manager ICS” and “Surat Keputusan No.003/KSU-PS/I/2021 Tentang Daftar Pengurus ICS” dated 11 January 2021. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> <li>- Group Manager: Supandi</li> <li>- Komite Persetujuan: Andriyanto, Muhamad Anwar Aras</li> <li>- Sekertaris: Dewi Maimunah, Reni Ayu Nurdita</li> <li>- Unit Pendaftaran dan Penyuluhan: Ryan Antono, Samidjo, Anang Ma’ruf</li> <li>- Unit Audit Internal: Ribut Eko Prasetyo, Asrianto, Imam Rokani, Imam Rofi’i</li> <li>- Unit Limbah B3: Ahmad Yusuf, Lia</li> <li>- Unit K3, NKT, Darurat Api &amp; PHT: A. Fathanuddin Rifa’I, Agus Ibnu Husain</li> </ul> <p>Furthermore, KSU Pantun Sejahtera are divided into 5 farmer groups to control and manage the smallholder members:</p> <ul style="list-style-type: none"> <li>- Kelompok Tani Tani Sido Muncul</li> <li>- Kelompok Tani Bangun Bersama</li> <li>- Kelompok Tani Budi Luhur</li> <li>- Kelompok Tani Tani Jaya</li> <li>- Kelompok Tani Sejahtera</li> </ul> <p>To manage programs and activities KSU Pantun Sejahtera also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions) for each function in the ICS structure.</p> <p>Available documentary evidence to demonstrate that group members have formally joined the group under Joint Declaration document “Formulir Anggota Sertifikasi”. All smallholder members have signed joint declaration document regarding to agreement to Complied with</p>	
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		<p>organizational rules and implementation of RSPO Independent Smallholder Standard. 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 Pantun Sejahtera term and condition.</p> <p>Smallholder member also signed the statement of commitment to implement the sustainable plantation as per "Formulir Pernyataan Komitmen Petani Swadaya Dalam Melakukan Pengelolaan Perkebunan Berkelanjutan".</p> <p>Compliance of the ICS by smallholder member are assess through annual internal inspection. Latest annual inspection conducted on November 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>	
<b>A.2.2</b>			
Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	Group manager has demonstrates 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: Internal auditor training of RSPO for Independent smallholder, RSPO P&C for smallholder, ISPO P&C, Cooperative organisation/institution, 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.	Non-compliance

		<p>The Group Manager of the Koperasi Serba Usaha Pantun Sejahtera as evidenced by several trainings that have been followed and the experience he has.</p> <p>Some certificates from training followed by the group manager - Mr. Supandi has competence and experience, including:</p> <p>“Training Lokalatih Terbaik” dated 15 January – 5 March 2021. The training are covering: RSPO P&amp;C for smallholder, ISPO P&amp;C, Cooperative 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, - Internal audit training ISPO by Mutu Institute dated 31 January – 2 February 2023.</p> <p>Group manager ICS have managed resources to manage KSU Pantun Sejahtera. During audit ASA1 there is no changing of Group Manager and ICS Structure. The Group Manager and Internal Control System has been established as per “Surat Keputusan No.003/KSU-PS/I/2021 Tentang Daftar Pengurus ICS” dated 11 January 2021. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> <li>- Group Manager: Supandi</li> <li>- Komite Persetujuan: Andriyanto, Muhamad Anwar Aras</li> <li>- Sekertaris: Dewi Maimunah, Reni Ayu Nurdita</li> <li>- Unit Pendaftaran dan Penyuluhan: Ryan Antono, Samidjo, Anang Ma’ruf</li> <li>- Unit Audit Internal: Ribut Eko Prasetyo, Asrianto, Imam Rokani, Imam Rofi’i</li> <li>- Unit Limbah B3: Ahmad Yusuf, Lia</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Unit K3, NKT, Darurat Api &amp; PHT: A. Fathanuddin Rifa'i, Agus Ibnu Husain</li> </ul> <p>ICS team received training and capacity building from external parties:</p> <ul style="list-style-type: none"> <li>- Internal Control System Training by Forum Petani Sawit Berkelanjutan Indonesia - Lokalatih, attended by 15 ICS team on 15 January – 5 March 2021. The training material, for example: RSPO, RSPO RISS 2019 by Guntur Cahyo Prabowo; Certification process and ICS by Rukaiyah Rafik; Plantation Management without Fire and LUCA by Dani Rahadian; Social Impact Assessment by Dr. Feybe Lumuru.</li> <li>- Firefighting training and Emergency response training by Fire Fighter Kecamatan Kombeng, attended by Asrianto, Dewi Maimunah, Agus Ibnu Husain on 20 March 2021.</li> <li>- Pesticide Training by Syngenta, attended by Lia, Ahmad Rifa'i, Imam Rofi'i, Samidjo on 15-16 June 2021.</li> <li>- Internal Audit ICS Training by TUV Rheinland, attended by Imam Rokani, Ribut Eko Prasetyono, Andriyanto, Reni Ayu Nurdita, Asrianto on 19-21 June 2021.</li> <li>- Internal Audit Training ISPO by Koompasia Enviro, attended by Dewi Maimunah and Imam Rokani on 26-28 January 2022.</li> <li>- Internal audit training ISPO by Mutu Institute dated 31 January – 2 February 2023, attended by Supandi and A. Fathanuddin Rifa'i</li> <li>- First Aid Training by Pusat Kesehatan Masyarakat Muara Wahau II, attended by Asrianto and Ahmad Rifa'i on 24 February 2022.</li> </ul> <p>Furthermore, KSU Pantun Sejahtera are divided into 8 farmer groups to control and manage the smallholder members:</p> <ul style="list-style-type: none"> <li>- Kelompok Tani Tani Sido Muncul</li> <li>- Kelompok Tani Bangun Bersama</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Kelompok Tani Budi Luhur</li> <li>- Kelompok Tani Tani Jaya</li> <li>- Kelompok Tani Sejahtera</li> </ul> <p>To manage programs and activities KSU Pantun Sejahtera also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions) SOP/KSU-PS/03/000 dated 11 January 2021 for each function in the ICS structure.</p> <p><b>Critical Non-Conformity:</b></p> <p>The Group Manager is unable to demonstrate that the ICS (Internal Control System) of KSU Pantun Sejahtera has sufficient resources to manage the Independent Smallholder Group effectively.</p> <p>Based on the interview with the Group Manager and verification of documents, it is known that the structure of the ICS has been established through Decree Number: 003/KSU-PS/I/2021 dated 11 January 2021. However, there are inactive members in the ICS team, such as Ryan Antono, Anang Maruf (Registration and Extension Unit), Lia (Hazardous Waste Unit), Agus Ibnu Husain (Occupational Health and Safety &amp; Emergency Fire and PHT Unit), Reni Ayu Nurdita (Secretary). However, there has been no evaluation or replacement of the ICS team to ensure the proper functioning of the ICS operations.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	Group manager has demonstrated capacity to manage and operate group certification and certification requirements. It was confirmed during interview with Group Manager. Relevant training for RSPO certification has been followed, such as: Internal auditor training of RSPO for Independent smallholder, RSPO P&C for smallholder, ISPO P&C, Cooperative organisation/institution, Good agriculture practices for palm oil plantation, HCV assessment management and monitoring,	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.		Complied

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		<p>Environmental management and monitoring, hazardous waste handling, OHS, Social impact management and monitoring.</p> <p>The Group Manager of the Koperasi Serba Usaha Pantun Sejahtera 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. Supandi has competence and experience, including Training Lokalatih terbaik dated 15 January – 5 March 2021. The training is covering: RSPO P&amp;C for smallholder, ISPO P&amp;C, Cooperative organisatory, 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> <p>Group manager ICS have managed resources to manage KSU Pantun Sejahtera the Group Manager and Internal Control System has been established as per "Surat Keputusan No.003/KSU-PS/I/2021 Tentang Daftar Pengurus ICS" dated 11 January 2021. ICS structure organisation consist of:</p> <ul style="list-style-type: none"> <li>- Group Manager: Supandi</li> <li>- Komite Persetujuan: Andriyanto, Muhamad Anwar Aras</li> <li>- Sekertaris: Dewi Maimunah, Reni Ayu Nurdita</li> <li>- Unit Pendaftaran dan Penyuluhan: Ryan Antono, Samidjo, Anang Ma'ruf</li> <li>- Unit Audit Internal: Ribut Eko Prasetyo, Asrianto, Imam Rokani, Imam Rofi'i</li> <li>- Unit Limbah B3: Ahmad Yusuf, Lia</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Unit K3, NKT, Darurat Api &amp; PHT: A. Fathanuddin Rifa'i, Agus Ibnu Husain</li> </ul> <p>The ICS team is 15 people, consist of 10 people/communities from the village and 5 smallholder member of the cooperative. The cooperative chairman is part of the approval committee. Koperasi Serba Usaha Pantun Sejahtera has document "Surat Keputusan No.004/KSU-PS/I/2021 tentang Maksimal Jumlah Anggota yang didukung oleh Group Manager Sertifikasi ISPO &amp; RSPO" dated 11 January 2021. Section 1 stated the maximum member to be managed is 1000 smallholder blocks.</p> <p>Furthermore, KSU Pantun Sejahtera are divided into 8 farmer groups to control and manage the smallholder members:</p> <ul style="list-style-type: none"> <li>- Kelompok Tani Tani Sido Muncul</li> <li>- Kelompok Tani Bangun Bersama</li> <li>- Kelompok Tani Budi Luhur</li> <li>- Kelompok Tani Tani Jaya</li> <li>- Kelompok Tani Sejahtera</li> </ul> <p>To manage programs and activities Koperasi Serba Usaha Pantun Sejahtera also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions) SOP/KSU-PS/03/000 dated 11 January 2021 for each function in the ICS structure.</p>	
<b>A.2.3</b>			
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.	Koperasi Serba Usaha Pantun Sejahtera has provided Group Annual Training as per "Rencana Kerja ICS Tahun 2023". Annual training program consist of: <ul style="list-style-type: none"> <li>- First Aid training</li> <li>- Good Agriculture Practices Training</li> <li>- Pesticide handling training</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>- OHS Training</li> <li>- HCV and protected species training</li> <li>- Hazardous waste handling training</li> <li>- SOP training</li> </ul> <p>Refreshment training as above training program including dissemination of procedure and policy that has been conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023.</p> <p>Koperasi Serba Usaha Pantun Sejahtera has training activity delivered for smallholder member since 16 November 2020 – 15 April 2021 covering: "Pengenalan ISPO-RSPO, Ketaatan pada peraturan, OHS, No deforestation no peat and no exploitation, kelembagaan organisasi pekebun sawit, ICS, manajemen konflik, best management practices for palm oil plantation, penanganan dan penggunaan pestisida, pengendalian hama dan penyakit tanaman, prosedur panen, teknik replanting, HCV and HCS, FPIC, Premium sharing RSPO, SOP &amp; Policy of Cooperative, financial management, animal and uman conflict, BPJS ketenagakerjaan and minimum wages". Evidence of training: attendance list, minutes of training, training material and picture documentation.</p>	
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	Group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard. Group Manager has determined the annual training program to be followed by smallholder member. Refreshment training as above training program including dissemination of procedure and policy that has been conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023. All member has followed the training program, it was confirmed during interview with sampled smallholder member (23 members) during field audit.	Complied

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		<p>Koperasi Serba Usaha Pantun Sejahtera has a training activity delivered for smallholder member since 16 November 2020 – 15 April 2021 covering: ISPO-RSPO awareness, Regulation compliance, OHS, No deforestation no peat and no exploitation, institution of smallholder organisation, ICS, conflict management, best management practices for palm oil plantation pesticide handling, pest and disease control and management, harvesting procedure, replanting technique, HCV and HCS, FPIC, Premium sharing RSPO, SOP &amp; Policy of Cooperative, financial management, animal and human conflict, social insurance and minimum wages. Evidence of training: attendance list, minutes of training, training material and photograph.</p> <p>Training was delivered by competent person from facilitator, Fortasbi and GIZ. Koperasi Serba Usaha Pantun Sejahtera provide the training material to share with the smallholder member who cannot attend the training. ICS KSU Pantun Sejahtera has implemented the phased approach to ensure members have attend the training and understand the training topics.</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 members have attended the training and understand the ISH standard group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p> <p>Refreshment training as above training program including dissemination of procedure and policy that has been conducted on 17 December 2022, 18 December 2022, 18 March 2023 and 19 March 2023. All member has followed the training program, it was confirmed during interview with sampled smallholder member (23 members) during field audit.</p>	<p>Complied</p>
<p><b>B – ICS: Policies and management</b></p>			
<p><b>B.1 The group Internal Control System contains documented policies and procedures for operational management.</b></p>			

<b>B.1.1</b>																											
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	<p>In carrying out its operations, the certificate holder has procedures and policies that have been approved, the following are some of the policy documents owned by the cooperative:</p> <table border="1"> <thead> <tr> <th>No. SOP</th> <th>Title</th> <th>Effective Date</th> </tr> </thead> <tbody> <tr> <td>SOP/KSU-PS/03/001</td> <td><i>Kriteria dan Syarat Menjadi Anggota Koperasi</i></td> <td>17 April 2022</td> </tr> <tr> <td>SOP/KSU-PS/03/006</td> <td><i>Permintaan Data dan Informasi</i></td> <td>21 January 2021</td> </tr> <tr> <td>SOP/KSU-PS/03/013</td> <td><i>FPIC Sebelum Melaksanakan Program</i></td> <td>5 February 2021</td> </tr> <tr> <td>SOP/KSU-PS/03/020</td> <td><i>Resolusi Konflik</i></td> <td>21 January 2021</td> </tr> <tr> <td>SOP/KSU-PS/03/024</td> <td><i>Tata Cara Penjualan TBS</i></td> <td>4 March 2021</td> </tr> <tr> <td>SOP/KSU-PS/03/012</td> <td><i>Update Peraturan, Sosialisasi dan Pendokumentasian Peraturan Terbaru</i></td> <td>5 February 2021</td> </tr> <tr> <td>SOP/KSU-PS/03/023</td> <td><i>Pengambilan Keputusan dan Tanggungjawab Pengurus</i></td> <td>22 January 2021</td> </tr> </tbody> </table> <p>The cooperative has procedures related to dismissal and sanctions for members which are contained in the "Peringatan dan Sangsi Anggota" document (SOP/KSU-PS/03/003, January 11, 2021). The procedure informs several things, including:</p>	No. SOP	Title	Effective Date	SOP/KSU-PS/03/001	<i>Kriteria dan Syarat Menjadi Anggota Koperasi</i>	17 April 2022	SOP/KSU-PS/03/006	<i>Permintaan Data dan Informasi</i>	21 January 2021	SOP/KSU-PS/03/013	<i>FPIC Sebelum Melaksanakan Program</i>	5 February 2021	SOP/KSU-PS/03/020	<i>Resolusi Konflik</i>	21 January 2021	SOP/KSU-PS/03/024	<i>Tata Cara Penjualan TBS</i>	4 March 2021	SOP/KSU-PS/03/012	<i>Update Peraturan, Sosialisasi dan Pendokumentasian Peraturan Terbaru</i>	5 February 2021	SOP/KSU-PS/03/023	<i>Pengambilan Keputusan dan Tanggungjawab Pengurus</i>	22 January 2021	Non-compliance
No. SOP	Title	Effective Date																									
SOP/KSU-PS/03/001	<i>Kriteria dan Syarat Menjadi Anggota Koperasi</i>	17 April 2022																									
SOP/KSU-PS/03/006	<i>Permintaan Data dan Informasi</i>	21 January 2021																									
SOP/KSU-PS/03/013	<i>FPIC Sebelum Melaksanakan Program</i>	5 February 2021																									
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		<ul style="list-style-type: none"> <li>- Each registered member must comply with all applicable regulations, both international, national and local regulations and SOPs contained in the Cooperative.</li> <li>- If there is a minor violation, a warning will be given and given 30 days to correct. If the warning period has expired and no corrections are made, a Warning Letter 1 will be given and 30 days to make corrections.</li> <li>- If there is a moderate violation, a 2nd Warning Letter will be given and given 30 days to correct it.</li> <li>- If there is a serious violation, the cooperative has the right to expel members.</li> <li>- If it is known that the member in question is not proven guilty, then the management of the cooperative is obliged to revise the warning letter and sanctions that have been imposed.</li> </ul> <p>The purpose of this procedure is to guide the cooperative in giving warnings and sanctions to members who commit disciplinary actions and harm the organization.</p> <p>Cooperatives have procedures related to internal audit in the document "Implementation of Internal Audit" (SOP/KSU-PS/03/007, revision 1, dated 17 April 2022). The frequency of internal audits is carried out at least once in 1 year for each smallholder, according to the annual work plan. Some of the information contained in the procedure, among others:</p> <ul style="list-style-type: none"> <li>- If the internal audit results are less than 60%, then the auditee is not recommended.</li> <li>- ICS recommend that all smallholders be audited internally, before the external audit is carried out.</li> <li>- The period for addressing non-conformities is carried out no later than 180 days after the submission of the audit results.</li> </ul>	
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		<p>Apart from carrying out internal audits, the cooperative also has procedures related to correcting internal audit non-conformity in the "<i>Perbaikan dan Hasil</i>" Document (SOP/KSU-PS/03/008, effective date 21 January 2021). The purpose of this procedure is to become a basic reference in improving audit results. The procedure also informs several things, for example:</p> <ul style="list-style-type: none"> <li>- Members are required to comply with or correct the audit findings by the deadline of no later than 120 after the audit.</li> <li>- The group manager has the right to give a warning, if the members do not try to correct the findings/non-compliances.</li> <li>- The group manager has the right to give a warning letter 1 or 2, then also has the right to expel members if they do not heed or improve the findings.</li> </ul> <p>ICS team has shown records of the results of the internal audit conducted from 5 to 27 November 2022 for all 131 members.</p> <p>From the internal audit records of each of these farmers, the cooperative summarizes in the "<i>Hasil Audit Internal</i>" document which informs that there are 6 non-conformities in the internal audit results, including:</p> <ol style="list-style-type: none"> <li>1. Indicator 1.3: The area not maintained well.</li> <li>2. Indicator 3.5: Members do not provide PPE for workers.</li> <li>3. Indicator 3.5: Members and workers do not registered on BPJS.</li> <li>4. Indicator 3.5: Members not provide first aid box.</li> <li>5. Indicator 4.8: Members not collected the hazardous waste.</li> <li>6. Indicator 4.9: There's no beneficial plant on area.</li> </ol> <p>Regarding the findings of these non-conformities, the cooperative took corrective and preventive actions on 9 December 2022.</p>	
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		<p><b>Critical Non-Conformity:</b></p> <p>The Internal Audit procedures are not effectively implemented by the ICS (Internal Control System).</p> <p>Based on the review of internal audit records, interviews with the ICS team, and sample of farmers, it has been found that the internal audit assessment activities conducted by the ICS team does not cover the complete implementation of RSPO principles and criteria, as outlined in the SOP "Internal Audit Implementation" (Section IV.D), particularly regarding the traceability of certified FFB production.</p>	
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	Has been described on previous statement that internal audit conducted for all members in November 2022 and all audit findings are closed on 9 December 2022.	Non-compliance
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.	Has been described on previous statement that internal audit conducted for all members in November 2022 and all audit findings are closed on 9 December 2022.	Non-compliance
<b>B.1.2</b>			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>There is a record for each of the members statements that is stored and managed by the ICS team, for example on behalf of Hendra (18 February 2021), Raji (18 February 2021), Tamun (16 February 2021), Petrus (12 February 2021), and Hj. Norm (10 November 2020). The record of the statement has been referred to Appendix 2 to the RSPO INANI Independent Smallholders Standard 2020 (14 February 2022).</p> <p>The cooperative also has production information records for all members for the 2022/2023 period, where the total production for 2022 is 9,472 tons and 2023 is 3,068 tons (to date April). The production data comes from the "Buku Kegiatan Pekebun Sawit Swadaya" which is recorded by each farmer.</p>	Non-compliance
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Non-compliance
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Non-compliance

		<p><b>Critical Non-Conformity:</b></p> <p>The Basic Information, Land Information, Production Data, and Legal Documentation from the members are not in line with the actual and accurate information.</p> <p>The documentation for land legality and basic information of the independent smallholder members of RSPO KSU Pantun Sejahtera is incomplete. The following samples have been verified:</p> <ol style="list-style-type: none"> <li>1. The History of Land Ownership and Land Conflict Disclosure Form for Komari is not completely filled out according to Annex 3 of the RSPO Independent Smallholder Standard - Indonesia National Interpretation for Sustainable Palm Oil Production 2020.</li> <li>2. The smallholder named Samingan has one plot of land within the scope of certification with an area of 2 Ha. The available basic information and legal documentation at the Group Manager's office include: <ul style="list-style-type: none"> <li>- Certificate of Ownership with Number: 2005/0208/SPN/XI/2021, dated 9 November 2021. The certificate states that Mr. Samingan owns a land area of 20,000 m2 according to the Land Certificate (SHM) registered under the name of Saprin No. 16.03.24.04.1.000418.</li> <li>- Copy of the Land Certificate (SHM) No. 418 with NIB: 16.03.24.04.1.000418, dated 20 July 1992, registered under the name of Saprin, covering an area of 10,000 m2.</li> <li>- STDB Number: 525/034/DISBUN-KT/STD-B/SP-KBG/XII/2020, dated 2 December 2020. The document indicates a land area of 1 Ha with Oil Palm as the crop type.</li> <li>- SPPL Number: 313.31, approved on 4 May 2021, determining the scale of activity/area as 1 Ha.</li> </ul> </li> </ol>	
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		However, during field visit to the smallholder's plot, the actual certified area was found to be 2 Ha according to the information on the land identity at the location. The basic information and legal documentation for the 2 Ha land are not available at the Group Manager's office.	
<b>C – ICS: Group Business planning</b>			
<b>C.1 The group has a Business Plan prepared with the participation and contributions of all group members</b>			
<b>C.1.1</b>			
Eligibility	An annual group business plan is available, which includes <ul style="list-style-type: none"> <li>• Production and income forecasting based on historical records</li> <li>• Plans for expansion</li> </ul>	Available during this ASA-1 business management plan, under Rencana Kerja Jangka Panjang 2020 – 2025. The management plan is divided into an annual plan. That document informed the estimates of FFB production, replanting area, FFB price etc. Based on an interview with group manager during this ASA-1, there is no expansion plan in the next 5 years ahead.  Annual business plan 2023 is available dated 7 January 2023; business plan has included production and income forecasting based on historical records. Projected FFB production for 2023 – 2025 are as follow: <ul style="list-style-type: none"> <li>- Year 2023: 9,044 tons</li> <li>- Year 2024: 8,781 tons</li> <li>- Year 2025: 8,437 tons</li> </ul>	Complied
Milestone A	The group business plan is implemented and reviewed at least annually.	Annual group business plan has been reviewed at annual meeting, called 'Rapat Anggota Tahunan'. During that meeting, Head of KUD and Group Manager ICS will be presenting annual report (financial, achievement and next year's work plan) including internal audit result. Latest annual review held on 8 May 2023 as documented in minutes of "Rapat Anggota Tahunan (RAT)", attended by 116 members from	Complied

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		<p>total 174 members, located at Gedung Tribun Lapangan Sepak Bola Desa Sri Pantun. Meeting agenda are as follow:</p> <ul style="list-style-type: none"> <li>- Approve the annual accountability report.</li> <li>- Change the secretary of KSU Pantun Sejahtera.</li> <li>- Change the inspector of KSU Pantun Sejahtera.</li> </ul>	
<p>Milestone B</p>	<p>The group demonstrates financial stability and growth, and is able to support itself financially.</p>	<p>Koperasi Serba Usaha Pantun Sejahtera has shown good financial stability and growth, which allows it to sustain itself financially. This is evident through various initiatives and investments made, such as:</p> <ol style="list-style-type: none"> <li>1) Implementation of the ICS program, including installing signboard sampling at member's block and setting up barn-owl cages.</li> <li>2) Conducting occupational health and safety (OHS) dissemination programs to ensure the well-being of members.</li> <li>3) Regular maintenance of drainage systems to prevent waterlogging and related issues.</li> <li>4) Carrying out GAP (Good Agricultural Practices) training to improve farming practices.</li> <li>5) Monitoring and nurturing beneficial plant species to enhance biodiversity.</li> <li>6) Monitoring of High Conservation Value (HCV) areas to protect their ecological significance.</li> <li>7) Organizing training sessions for both the ICS program and cooperative members to enhance their knowledge and skills.</li> <li>8) Maintaining and repairing roads within the cooperative's premises to facilitate smooth transportation.</li> <li>9) Establishing a Temporary Storage facility for handling hazardous waste in a responsible manner.</li> </ol>	<p>Complied</p>

		These efforts highlight Koperasi Serba Usaha Pantun Sejahtera's commitment to sustainable growth and its ability to allocate resources effectively for the benefit of its members and the environment.	
<b>C.2 The ICS of the group is integrated with the group's management plan.</b>			
<b>C.2.1</b>			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• An approach to strengthen links within the supply chain.</li> <li>• Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any.</li> </ul>	<p>Koperasi Serba Usaha Pantun Sejahtera has prepared group management plan "Rencana Kerja Berkelanjutan Koperasi Serba Usaha Pantun Sejahtera 2020-2025", revised 16 August 2022. The group management plan comprises of:</p> <ul style="list-style-type: none"> <li>- Training plan for ICS and smallholder member; gap analysis on annual basis; internal audit on annual basis; maintain and monitoring barn owl boxes on 6 monthly bases; maintain and upkeep beneficial plant on 6 monthly basis; installing signboards to stop hunting-stop burning-stop cutting trees on 6 monthly basis; Conducting pest attack census on 6 monthly basis.</li> <li>- Strengthen links with the supply chain: Conducting production census on a 6 monthly basis.</li> <li>- Plan for continuous improvement: preparing additional business unit; construction of hazardous waste storage; monitoring of hazardous waste on 6 monthly basis.</li> </ul> <p>The group management plan explains the allocation of RSPO premium credit fund.</p> <p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has showed the evidence of training and dissemination related to RSPO implementation that held within 2022-2023 such as regarding oil palm pricing, financial management and BMP, internal audit result, SOP and Policy, Social and Health insurance, Occupational Health and Safety, uses of pesticides, hazardous waste management, and RSPO premium sharing. Sighted the record of training as follows:</p>	Complied

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		<ul style="list-style-type: none"> <li>a. Training invitation dated 15 December 2022.            Training notes and attendance list dated 17 December 2022; located at Mr. Widodo’s plot; attended by 66 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 65 farmers.</li> <li>b. Training invitation dated 16 March 2023.            Training notes and attendance list dated 18 March 2023; located at Mr. Widodo’s plot; attended by 70 farmers.            Training notes and attendance list dated 17 December 2022; located at Mr. Lani’s plot; attended by 68 farmers.</li> <li>c. Training of ICS Manager            ISPO Internal Audit on 31 January – 2 February 2023 by Mutu institute.</li> </ul>	
<p>Milestone A</p>	<p>The group management plan is implemented and reviewed at least annually.</p>	<p>Koperasi Serba Usaha Pantun Sejahtera has established procedure for internal audit as documented in SOP/KSU-PS/03/007 - “Pelaksanaan Audit Internal”, dated 17 April 2022, as part of review of management plan implementation. Koperasi Serba Usaha Pantun Sejahtera has 4 internal ICS auditors on behalf of Imam Rokani, Asriyanto, Ribut Eko P and Imam Rofi’i. This internal audit team participated in RSPO Smallholder Training which was facilitated by the TUV Rheinland on 19-21 June 2021. Audit activities are carried out within 2 months until all members are audited.</p> <p>The latest internal audits are carried out in November – December 2022. Based on the records of the results of the audit, there are records of internal audit findings, such as there are still bad plot conditions, smallholder did not provide PPE and first aid kit for workers, smallholder and workers not provided with social insurance, etc.</p>	<p>Complied</p>

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		<p>Koperasi Serba Usaha Pantun Sejahtera has had annual review meeting schedule. During that meeting, Head of KUD and Group Manager ICS will be presenting annual report (financial, achievement and next year's work plan) including internal audit result. Latest annual review held on 8 May 2023 as documented in minutes of "Rapat Anggota Tahunan (RAT)", attended by 116 members from total 174 members, located at Gedung Tribun Lapangan Sepak Bola Desa Sri Pantun. Meeting agenda are as follow:</p> <ul style="list-style-type: none"> <li>- Approve the annual accountability report</li> <li>- Change the secretary of KSU Pantun Sejahtera</li> <li>- Change the inspector of KSU Pantun Sejahtera</li> </ul>	
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	<p>Mr. Supandi, who has been appointed by Koperasi Serba Usaha Pantun Sejahtera as the ICS Group Manager, is responsible for the continuous improvement of key operations and ensuring compliance with ISH standards. According to the interview with the ICS Manager, they have implemented an Internal Inspection program to ensure adherence to ISH standards. Additionally, Koperasi Serba Usaha Pantun Sejahtera has developed an annual training program to refresh the understanding of ISH requirements. The ICS Manager has successfully demonstrated Koperasi Serba Usaha Pantun Sejahtera's compliance with the Independent Smallholder Standard.</p>	Complied
<b>D – ICS: Group trading system for certified volumes</b>			
<b>D.1 The group has a procedure and system in place for the tracking of FFB.</b>			
<b>D.1.1</b>			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has recorded production of certified FFB period 2022 – 2023. All FFB are sold as non-certified products.</p> <p>Data of FFB Production in 2022 and 2023</p>	Complied

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Month	FFB Production (MT)	
	2022	2023
January	772	774
February	763	768
March	778	764
April	787	762
May	814	-
June	801	-
July	791	-
August	821	-
September	795	-
October	784	-
November	785	-
December	781	-
<b>Total</b>	<b>9,472</b>	<b>3,068</b>

Physical FFB production are sold as non-certified, whilst certified volume are sold as RSPO credit. Available evidence of RSPO credit as follows:

- Execution ID 10377; dated 8 December 2022; qty 1,839 IS-CSPO; unit price USD 12.00; total price USD 22,068.00.
- Execution ID 9952; dated 3 September 2022; qty 31 IS-CSPKO; unit price USD 141.00; total price USD 4,371.00.
- Execution ID 9953; dated 3 September 2022; qty 50 IS-CSPKO; unit price USD 125.00; total price USD 6,250.00.
- Execution ID 9954; dated 3 September 2022; qty 125 IS-CSPKO; unit price USD 124.00; total price USD 15,500.00.

There are no sales of IS-CSPKE.

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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 Pantun Sejahtera established document related to roles and responsibilities of "ICS Manager", point h stated ICS Manager will be carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Pantun Sejahtera RSPO_PO1000013641.</p> <p>The organization Koperasi Serba Usaha Pantun Sejahtera uses record FFB production per smallholder member per month. This monthly FFB production data collected by "Kelompok Tani". The monthly FFB production data from Kelompok Tani summarized by Group Manager team.</p> <p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has recorded production of certified FFB period 2022 – 2023.</p> <p>Data of FFB Production in 2022 and 2023</p> <table border="1" data-bbox="1133 863 1727 1359"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">FFB Production (MT)</th> </tr> <tr> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr><td>January</td><td>772</td><td>774</td></tr> <tr><td>February</td><td>763</td><td>768</td></tr> <tr><td>March</td><td>778</td><td>764</td></tr> <tr><td>April</td><td>787</td><td>762</td></tr> <tr><td>May</td><td>814</td><td>-</td></tr> <tr><td>June</td><td>801</td><td>-</td></tr> <tr><td>July</td><td>791</td><td>-</td></tr> <tr><td>August</td><td>821</td><td>-</td></tr> <tr><td>September</td><td>795</td><td>-</td></tr> <tr><td>October</td><td>784</td><td>-</td></tr> <tr><td>November</td><td>785</td><td>-</td></tr> <tr><td>December</td><td>781</td><td>-</td></tr> <tr> <td><b>Total</b></td> <td><b>9,472</b></td> <td><b>3,068</b></td> </tr> </tbody> </table>	Month	FFB Production (MT)		2022	2023	January	772	774	February	763	768	March	778	764	April	787	762	May	814	-	June	801	-	July	791	-	August	821	-	September	795	-	October	784	-	November	785	-	December	781	-	<b>Total</b>	<b>9,472</b>	<b>3,068</b>	<p>Complied</p>
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		<p>Physical FFB production are sold as non-certified, whilst certified volume are sold as RSPO credit. Available evidence of RSPO credit as follows:</p> <ul style="list-style-type: none"> <li>- Execution ID 10377; dated 8 December 2022; qty 1,839 IS-CSPO; unit price USD 12.00; total price USD 22,068.00.</li> <li>- Execution ID 9952; dated 3 September 2022; qty 31 IS-CSPKO; unit price USD 141.00; total price USD 4,371.00.</li> <li>- Execution ID 9953; dated 3 September 2022; qty 50 IS-CSPKO; unit price USD 125.00; total price USD 6,250.00.</li> <li>- Execution ID 9954; dated 3 September 2022; qty 125 IS-CSPKO; unit price USD 124.00; total price USD 15,500.00.</li> </ul> <p>There are no sales of IS-CSPKE.</p>					
<p>Milestone B</p>	<p>Group Manager maintains annual production records and sales of certified volumes of all FFB sources.</p>	<p>Koperasi Serba Usaha Pantun Sejahtera established document related to roles and responsibilities of "ICS Manager", point h stated ICS Manager will be carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Pantun Sejahtera RSPO_PO1000013641.</p> <p>The organization Koperasi Serba Usaha Pantun Sejahtera uses record FFB production per smallholder member per month. This monthly FFB production data collected by "Kelompok Tani". The monthly FFB production data from Kelompok Tani summarized by Group Manager team.</p> <p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has recorded production of certified FFB period 2022 – 2023.</p> <p>Data of FFB Production in 2022 and 2023</p> <table border="1" data-bbox="1137 1348 1727 1380"> <thead> <tr> <th>Month</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Month	FFB Production (MT)			<p>Complied</p>
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		2022	2023		
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<p><b>D.2 The group documents and implements a system for the tracking of FFB</b></p>					

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<b>D.2.1</b>																																															
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 Pantun Sejahtera established document related to roles and responsibilities of "ICS Manager", point h stated ICS Manager will be carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Pantun Sejahtera RSPO_PO1000013641.</p> <p>ICS manager maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has recorded production of certified FFB period 2022 – 2023.</p> <p>Data of FFB Production in 2022 and 2023</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">FFB Production (MT)</th> </tr> <tr> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr><td>January</td><td>772</td><td>774</td></tr> <tr><td>February</td><td>763</td><td>768</td></tr> <tr><td>March</td><td>778</td><td>764</td></tr> <tr><td>April</td><td>787</td><td>762</td></tr> <tr><td>May</td><td>814</td><td>-</td></tr> <tr><td>June</td><td>801</td><td>-</td></tr> <tr><td>July</td><td>791</td><td>-</td></tr> <tr><td>August</td><td>821</td><td>-</td></tr> <tr><td>September</td><td>795</td><td>-</td></tr> <tr><td>October</td><td>784</td><td>-</td></tr> <tr><td>November</td><td>785</td><td>-</td></tr> <tr><td>December</td><td>781</td><td>-</td></tr> <tr><td><b>Total</b></td><td><b>9,472</b></td><td><b>3,068</b></td></tr> </tbody> </table>	Month	FFB Production (MT)		2022	2023	January	772	774	February	763	768	March	778	764	April	787	762	May	814	-	June	801	-	July	791	-	August	821	-	September	795	-	October	784	-	November	785	-	December	781	-	<b>Total</b>	<b>9,472</b>	<b>3,068</b>	Complied
Month	FFB Production (MT)																																														
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		<p>Physical FFB production are sold as non-certified, whilst certified volume are sold as RSPO credit. Available evidence of RSPO credit as follows:</p> <ul style="list-style-type: none"> <li>- Execution ID 10377; dated 8 December 2022; qty 1,839 IS-CSPO; unit price USD 12.00; total price USD 22,068.00.</li> <li>- Execution ID 9952; dated 3 September 2022; qty 31 IS-CSPKO; unit price USD 141.00; total price USD 4,371.00.</li> <li>- Execution ID 9953; dated 3 September 2022; qty 50 IS-CSPKO; unit price USD 125.00; total price USD 6,250.00.</li> <li>- Execution ID 9954; dated 3 September 2022; qty 125 IS-CSPKO; unit price USD 124.00; total price USD 15,500.00.</li> </ul> <p>There are no sales of IS-CSPKE.</p>			
<p>Milestone B</p>	<p>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>	<p>Koperasi Serba Usaha Pantun Sejahtera established document related to roles and responsibilities of "ICS Manager", point h stated ICS Manager will be carried out sales of RSPO-certified product, after communicating with group member.</p> <p>RSPO PalmTrace ID for Koperasi Serba Usaha Pantun Sejahtera RSPO_PO1000013641.</p> <p>ICS manager maintains annual production data and sales of FFB (sold as non-certified). The annual of production data has been shown during the audit. Based on comparison of ICS production data and smallholder data, it was verified that non-certified FFB production are not included in certified FFB production.</p> <p>During this ASA-1, Koperasi Serba Usaha Pantun Sejahtera has recorded production of certified FFB period 2022 – 2023.</p> <p>Data of FFB Production in 2022 and 2023</p> <table border="1" data-bbox="1133 1348 1727 1380"> <thead> <tr> <th>Month</th> <th>FFB Production (MT)</th> </tr> </thead> </table>	Month	FFB Production (MT)	<p>Complied</p>
Month	FFB Production (MT)				

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		2022	2023	
	January	772	774	
	February	763	768	
	March	778	764	
	April	787	762	
	May	814	-	
	June	801	-	
	July	791	-	
	August	821	-	
	September	795	-	
	October	784	-	
	November	785	-	
	December	781	-	
	<b>Total</b>	<b>9,472</b>	<b>3,068</b>	
<p>Physical FFB production are sold as non-certified, whilst certified volume are sold as RSPO credit. Available evidence of RSPO credit as follows:</p> <ul style="list-style-type: none"> <li>- Execution ID 10377; dated 8 December 2022; qty 1,839 IS-CSPO; unit price USD 12.00; total price USD 22,068.00.</li> <li>- Execution ID 9952; dated 3 September 2022; qty 31 IS-CSPKO; unit price USD 141.00; total price USD 4,371.00.</li> <li>- Execution ID 9953; dated 3 September 2022; qty 50 IS-CSPKO; unit price USD 125.00; total price USD 6,250.00.</li> <li>- Execution ID 9954; dated 3 September 2022; qty 125 IS-CSPKO; unit price USD 124.00; total price USD 15,500.00.</li> </ul> <p>There are no sales of IS-CSPKE.</p>				
<p><b>D.3 The group has a procedure and system for premium distribution.</b></p>				

<b>D.3.1</b>			
Eligibility	<p>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>	<p>The group and the group manager of Koperasi Serba Usaha Pantun Sejahtera has agreed how the premium should be used, based on Management Plan 2020 – 2025, revised 16 August 2022, distribution of premium are as follows:</p> <ul style="list-style-type: none"> <li>• 25% for reserve.</li> <li>• 35% for certification members.</li> <li>• 25% for certification operational</li> <li>• 5% for environment and social</li> <li>• 7% for mentor team.</li> <li>• 3% for others.</li> </ul> <p>Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. It described on the signboard in the office of KSU Pantun Sejahtera. Based on interview with ICS and smallholder member during this ASA-1, they are understood regarding prices, premiums, and timing of premium payment.</p>	Complied
Milestone A	<p>The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.</p>	<p>Koperasi Serba Usaha Pantun Sejahtera has demonstrated record of premium disbursement as in 'Laporan Penggunaan Dana Premi RSPO'. The document mentioned that total premium is IDR 713,874,575; All 35.00% has been allocated to certification members; 9.58% allocated to certification operations; 1.06% allocated environment and social; 2.86% allocated to mentor team; and 2.46% allocated for others. The reason why is not all premium 100% allocated is because not all the fund from buyers received by KSU Pantun Sejahtera.</p> <p>Available records of premium disbursement to smallholder members of KSU Pantun Sejahtera, total amount is IDR 229,950,000 or @ IDR 500k per hectare. Disbursement are in the form of cash and fertilizer</p>	Complied

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		subsidy, members are freely to choose whether cash and fertilizer subsidy.	
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<p>Koperasi Serba Usaha Pantun Sejahtera has demonstrated record of premium disbursement as in 'Laporan Penggunaan Dana Premi RSPO'. The document mentioned that total premium is IDR 713,874,575; All 35.00% has been allocated to certification members; 9.58% allocated to certification operations; 1.06% allocated environment and social; 2.86% allocated to mentor team; and 2.46% allocated for others. The reason why is not all premium 100% allocated is because not all the fund from buyers received by KSU Pantun Sejahtera.</p> <p>Available records of premium disbursement to smallholder members of KSU Pantun Sejahtera, total amount is IDR 229.950k or @ IDR 500k per hectare. Disbursements are in the form of cash and fertilizer subsidy, members are freely to choose whether cash and fertilizer subsidy.</p>	Complied

**Appendix B: GHG Reporting Executive Summary (Not Applicable for ISH)**

The GHG emissions that were produced in [year] for [mill] and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in [YEAR] for [MILL] and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	
PKO	

Extraction	%
OER	
KER	

Production	t/yr
FFB Process	
CPO Produced	
PKO Produced	

Land Use	Ha
OP Planted Area	
OP Planted on peat	
Conservation (forested)	
Conservation (non-forested)	
<b>Total</b>	

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion								
CO <sub>2</sub> Emission from fertilizer								
NO <sub>2</sub> Emission								
Fuel Consumption								
Peat Oxidation								
<b>Sink</b>								
Crop Sequestration								
Conservation Sequestration								
<b>Total</b>								

*\*Note: Includes both estates and smallholders*

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME		
Fuel Consumption		
Grid Electricity Utilization		
<b>Credit</b>		
Export of Grid Electricity		
Sales of PKS		
Sales of EFB		
<b>Total</b>		

**Summary of Kernel Crusher Emission and Credit (if applicable)**

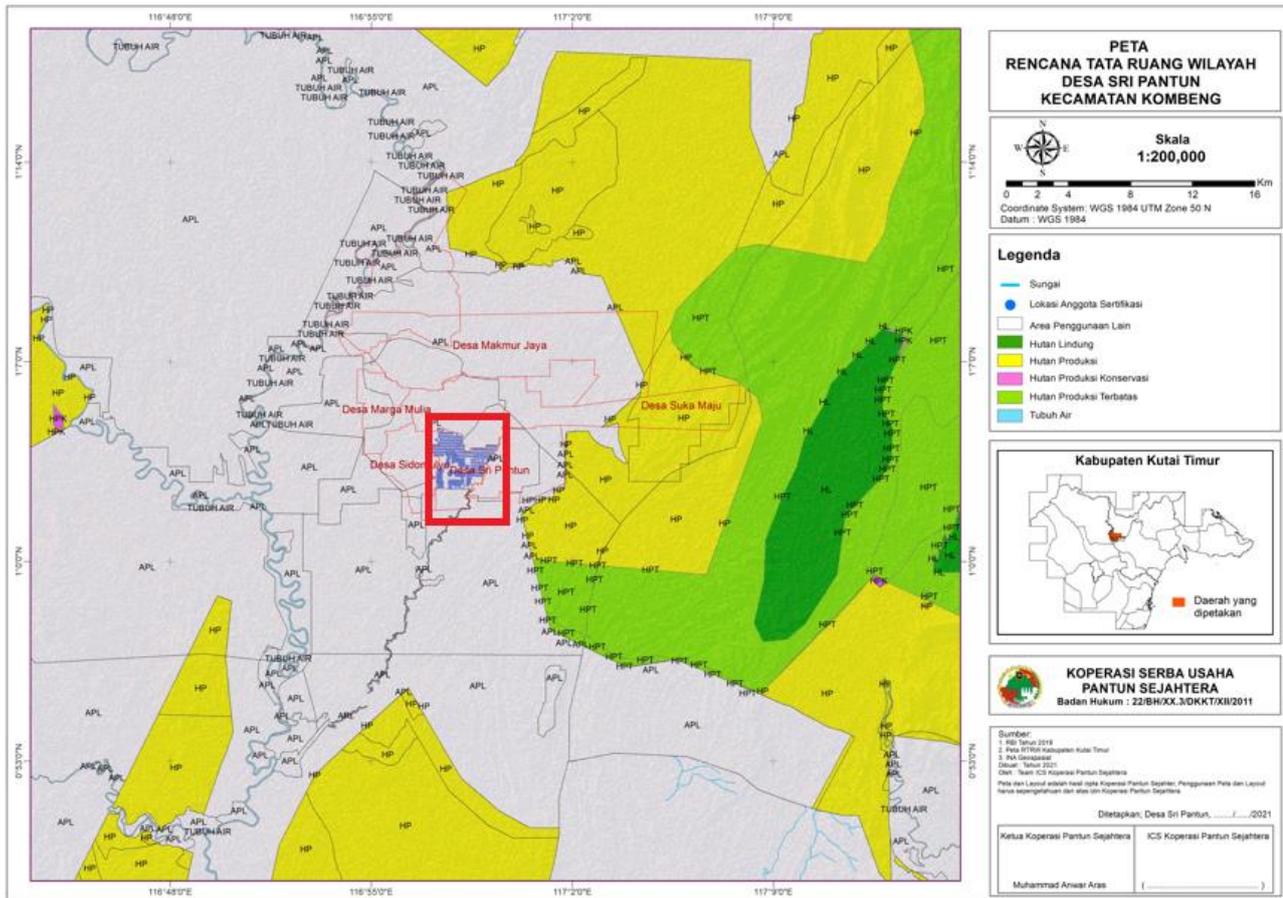
<b>Emissions</b>	tCO <sub>2</sub> e
PK from own mill	
PK from other source	
Fuel Consumptions	
<b>Total Crusher emissions</b>	

\*This mill has no kernel crusher operation.

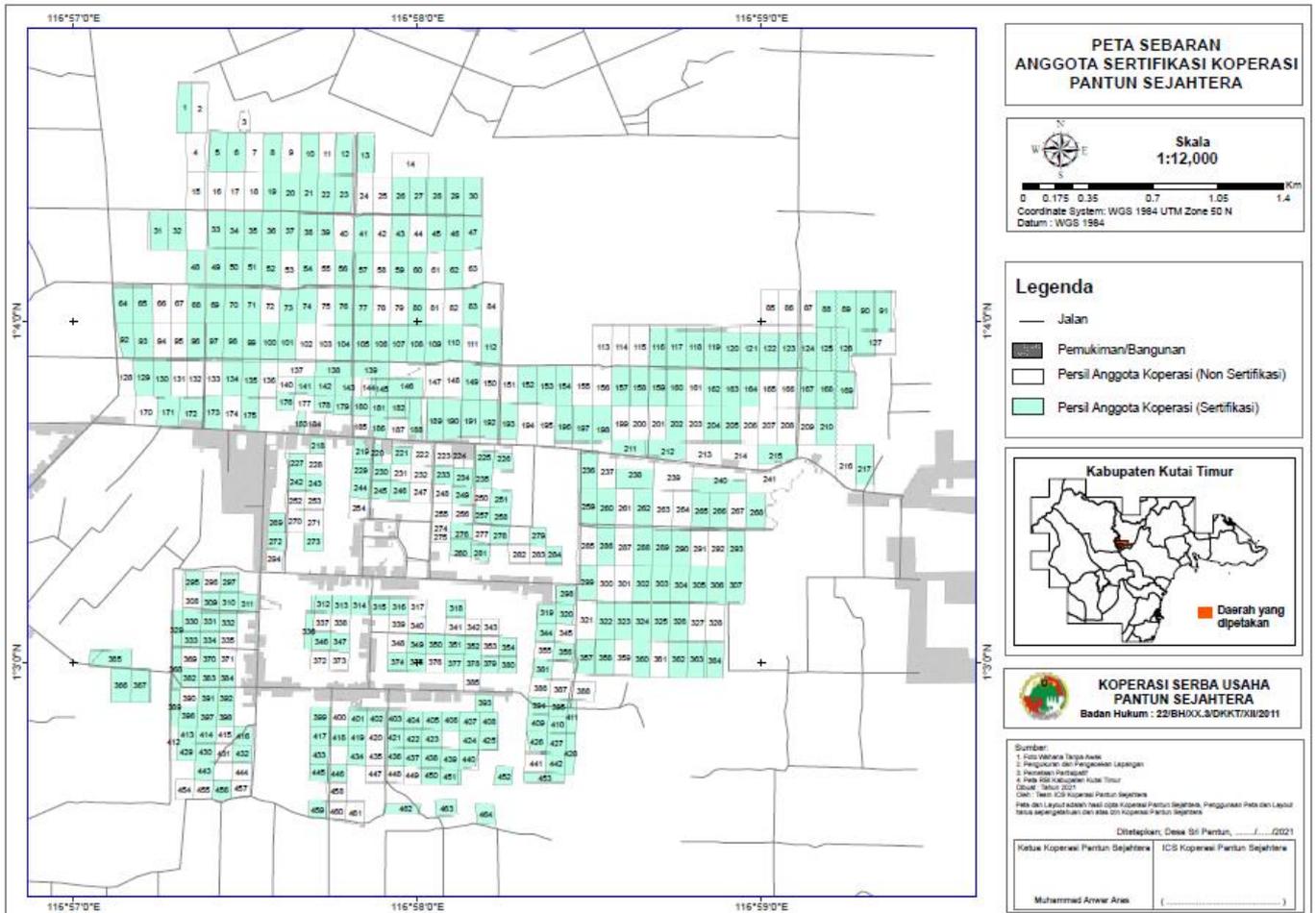
<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	
Divert to anaerobic diversion (%)	

<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	
Divert to methane captured (flaring) (%)	
Divert to methane captured (energy generation) (%)	

**Appendix C: Location Map of Certification Unit and Supply bases**



**Appendix D: Estate Field Map**



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**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	Agus Mangku Buono	Kombeng	1°3'49.94" N	116°57'27.64" E	1.8	1.8	36	15-Feb-21	134
2	Agus Susanto	Kombeng	1°3'48.61" N	116°57'58.41" E	2.0	2.0	40	16-Feb-21	146
3	Sakina Hariati	Kombeng	1°3'34.13" N	116°59'17.92" E	2.0	2.0	40	10-Nov-21	217
4	Ahmad Tasran	Kombeng	1°2'43.16" N	116°58'02.39" E	1.0	1.0	20	11-Feb-21	438
5	Hj. Norma*	Kombeng	1°3'42.53" N	116°57'59.62" E	1.7	1.7	34	10-Nov-21	188
6	Sutrawati	Kombeng	1°4'01.83" N	116°59'18.04" E	1.9	1.9	38	10-Nov-21	90
7	Andi Kasin	Kombeng	1°3'21.29" N	116°57'35.15" E	1.0	1.0	20	9-Feb-21	272
8	Ani	Kombeng	1°3'55.24" N	116°59'04.69" E	2.0	2.0	40	18-Feb-21	123
9	Nurjannah Abu SE	Kombeng	1°3'26.70" N	116°58'49.46" E	2.0	2.0	40	10-Nov-21	265
10	Ashar S.Pd. M.Pd.	Kombeng	1°3'20.36" N	116°58'32.92" E	2.0	2.0	40	10-Nov-21	286
11	Catur Sumitro	Kombeng	1°4'02.38" N	116°57'59.88" E	1.9	1.9	38	3-Feb-21	80
12	Darming	Kombeng	1°3'47.95" N	116°59'11.30" E	2.0	2.0	40	10-Nov-21	168
13	Dasum	Kombeng	1°4'15.84" N	116°57'34.46" E	2.0	2.0	40	18-Feb-21	36
14	Erpangi	Kombeng	1°3'10.36" N	116°57'30.30" E	1.0	1.0	20	16-Feb-21	311
15	Hendra*	Kombeng	1°2'39.75" N	116°58'22.12" E	1.0	1.0	20	18-Feb-21	453
16	Imam Rofi'i	Kombeng	1°3'10.18" N	116°57'43.53" E	1.0	1.0	20	3-Feb-21	312
17	Kadir	Kombeng	1°3'41.07" N	116°58'28.84" E	2.0	2.0	40	10-Nov-21	197
18	Kasbi	Kombeng	1°3'00.38" N	116°58'51.77" E	1.9	1.9	38	4-Feb-21	364
19	Kusmarno	Kombeng	1°4'03.05" N	116°57'12.02" E	1.9	1.9	38	16-Feb-21	65
20	Lukman	Kombeng	1°3'26.60" N	116°58'52.61" E	2.0	2.0	40	10-Nov-21	266
21	Mahbub Junaidi	Kombeng	1°3'42.05" N	116°57'39.61" E	0.5	0.5	10	4-Feb-21	183
22	Marjuki	Kombeng	1°3'36.37" N	116°59'02.37" E	2.0	2.0	40	16-Feb-21	215
23	Musholi	Kombeng	1°3'42.26" N	116°58'12.48" E	2.0	2.0	40	3-Feb-21	192
24	I Nyoman Darya	Kombeng	1°3'56.67" N	116°57'08.82" E	1.4	1.4	28	17-Feb-21	92
25	Nyono	Kombeng	1°3'07.17" N	116°58'39.18" E	2.0	2.0	40	18-Feb-21	324
26	Paridin	Kombeng	1°3'19.93" N	116°58'55.63" E	2.0	2.0	40	11-Feb-21	293
27	Raji*	Kombeng	1°2'50.28" N	116°57'42.97" E	1.0	1.0	20	18-Feb-21	399
28	Rusdi	Kombeng	1°4'37.45" N	116°57'19.31" E	2.0	2.0	40	10-Nov-21	1
29	Saing	Kombeng	1°3'50.02" N	116°57'12.14" E	2.0	2.0	40	15-Feb-21	129
30	Samidi	Kombeng	1°3'27.19" N	116°58'32.99" E	2.0	2.0	40	18-Feb-21	260
31	Samidjo	Kombeng	1°3'45.34" N	116°57'43.66" E	1.0	1.0	20	3-Feb-21	178
32	Samingan*	Kombeng	1°3'41.89" N	116°58'45.18" E	2.0	2.0	40	16-Feb-21	202
33	Semo	Kombeng	1°4'15.55" N	116°57'43.95" E	2.0	2.0	40	3-Feb-21	39
34	Subakdo	Kombeng	1°4'21.97" N	116°58'00.18" E	1.8	1.8	36	4-Feb-21	27
35	Khoiriyah	Kombeng	1°2'46.22" N	116°58'12.41" E	1.0	1.0	20	10-Nov-21	425
36	Sumaji Hermanto	Kombeng	1°4'02.63" N	116°57'40.73" E	2.0	2.0	40	15-Feb-21	74
37	Sumo Sisyanto	Kombeng	1°4'15.96" N	116°57'28.01" E	1.9	1.9	38	15-Feb-21	34
38	Suparmanto*	Kombeng	1°3'32.57" N	116°58'07.92" E	1.0	1.0	20	12-Feb-21	234
39	Sutarno	Kombeng	1°4'03.10" N	116°57'08.57" E	2.0	2.0	40	16-Feb-21	64

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
40	Sutranto	Kombeng	1°4'21.93" N	116°58'09.68" E	2.0	2.0	40	9-Feb-21	30
41	Tamsi	Kombeng	1°3'02.94" N	116°58'09.69" E	1.0	1.0	20	13-Feb-21	352
42	Tiwi*	Kombeng	1°3'05.79" N	116°57'17.93" E	1.0	1.0	20	11-Feb-21	329
43	Uddin	Kombeng	1°3'26.40" N	116°58'59.66" E	1.9	1.9	38	10-Nov-21	268
44	Wahyu Adi Wijaya	Kombeng	1°3'14.16" N	116°57'20.75" E	1.0	1.0	20	18-Feb-21	295
45	Wakini	Kombeng	1°2'42.21" N	116°58'24.11" E	1.0	1.0	20	18-Feb-21	442
46	Warbi	Kombeng	1°3'55.97" N	116°57'53.57" E	2.0	2.0	40	5-Feb-21	106
47	Parino	Kombeng	1°3'07.09" N	116°58'45.69" E	2.0	2.0	40	18-Feb-21	326
48	Mahmudi	Kombeng	1°4'22.24" N	116°57'47.18" E	2.0	2.0	40	5-Feb-21	23
49	Armin Sulfikar Yahya	Kombeng	1°3'48.09" N	116°58'58.06" E	2.0	2.0	40	10-Nov-21	164
50	Heru Martono	Kombeng	1°3'49.69" N	116°57'30.92" E	1.9	1.9	38	17-Feb-21	135
51	Mujiyat	Kombeng	1°3'49.84" N	116°57'15.35" E	2.0	2.0	40	16-Feb-21	130
52	Jainatun	Kombeng	1°4'29.78" N	116°57'25.10" E	2.0	2.0	40	12-Feb-21	5
53	Venita Berlinda Kinanti*	Kombeng	1°3'56.51" N	116°57'21.26" E	1.9	1.9	38	12-Feb-21	96
54	Petrus Taruk La'bi*	Kombeng	1°3'43.71" N	116°57'20.42" E	2.0	2.0	40	12-Feb-21	172
55	Asinah	Kombeng	1°3'42.33" N	116°58'09.26" E	2.0	2.0	40	14-Feb-21	191
56	Suwito	Kombeng	1°3'56.60" N	116°57'12.09" E	2.0	2.0	40	18-Feb-21	93
57	Sri Rahayu Andryani	Kombeng	1°2'50.34" N	116°58'26.94" E	1.0	1.0	20	18-Feb-21	411
58	Saudah	Kombeng	1°4'02.99" N	116°57'22.35" E	1.8	1.8	36	18-Feb-21	68
59	Andriyanto	Kombeng	1°3'55.94" N	116°57'50.37" E	2.0	2.0	40	18-Feb-21	105
60	Sri Atin	Kombeng	1°3'33.07" N	116°58'37.87" E	2.0	2.0	40	11-Feb-21	238
61	Rumini	Kombeng	1°3'20.16" N	116°58'42.69" E	2.0	2.0	40	11-Feb-21	289
62	Wiyanto	Kombeng	1°2'50.51" N	116°57'19.94" E	1.0	1.0	20	3-Feb-21	396
63	Nurhidayah	Kombeng	1°3'55.99" N	116°57'47.03" E	1.7	1.7	34	3-Feb-21	104
64	Bejan Sulistiawan*	Kombeng	1°3'03.95" N	116°57'20.44" E	1.0	1.0	20	18-Feb-21	333
65	Nurgianto (A)	Kombeng	1°3'36.02" N	116°58'11.61" E	1.0	1.0	20	16-Feb-21	225
	Nurgianto (B)	Kombeng	1°3'48.26" N	116°58'41.95" E	2.0	2.0	40	16-Feb-21	159
66	Sukadi (A)	Kombeng	1°3'48.29" N	116°57'47.93" E	1.0	1.0	20	16-Feb-21	143
	Sukadi (B)	Kombeng	1°3'48.76" N	116°58'19.21" E	2.0	2.0	40	16-Feb-21	152
67	Muhammad Abbas (A)	Kombeng	1°3'00.86" N	116°58'29.41" E	2.0	2.0	40	10-Nov-21	357
	Muhammad Abbas (B)	Kombeng	1°4'09.58" N	116°57'24.77" E	2.0	2.0	40	10-Nov-21	49
68	Doirul Shobari (A)	Kombeng	1°4'15.79" N	116°57'37.69" E	1.8	1.8	36	18-Feb-21	37
	Doirul Shobari (B)	Kombeng	1°2'44.27" N	116°57'19.62" E	1.0	1.0	20	18-Feb-21	429
69	H. Saifudin (A)*	Kombeng	1°3'42.53" N	116°58'03.07" E	2.0	2.0	40	15-Feb-21	189
	H. Saifudin (B)	Kombeng	1°3'00.02" N	116°57'59.77" E	1.0	1.0	20	15-Feb-21	375
70	Ilyas (A)	Kombeng	1°3'00.54" N	116°58'45.52" E	2.0	2.0	40	10-Nov-21	362
	Ilyas (B)	Kombeng	1°3'00.47" N	116°58'48.61" E	2.0	2.0	40	10-Nov-21	363
71	Irawanto (A)	Kombeng	1°3'49.31" N	116°58'09.41" E	1.8	1.8	36	5-Feb-21	149
	Irawanto (B)*	Kombeng	1°3'30.59" N	116°57'49.94" E	1.0	1.0	20	5-Feb-21	244
72	Jaimin (A)	Kombeng	1°3'43.86" N	116°57'24.28" E	2.0	2.0	40	18-Feb-21	173

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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			
	Jaimin (B)	Kombeng	1°3'14.02" N	116°57'27.14" E	1.0	1.0	20	18-Feb-21	297
73	Jamhar (A)	Kombeng	1°4'29.65" N	116°57'28.33" E	2.0	2.0	40	16-Feb-21	6
	Jamhar (B)	Kombeng	1°2'52.17" N	116°57'17.54" E	1.0	1.0	20	16-Feb-21	389
74	Jimin (A)	Kombeng	1°4'09.05" N	116°58'06.35" E	2.0	2.0	40	13-Mar-21	62
	Jimin (B)	Kombeng	1°3'25.60" N	116°58'14.52" E	1.0	1.0	20	13-Mar-21	258
75	Karolus Garus (A)	Kombeng	1°2'58.86" N	116°57'17.77" E	1.0	1.0	20	16-Feb-21	368
	Karolus Garus (B)	Kombeng	1°3'05.50" N	116°57'41.02" E	0.8	0.8	16	16-Feb-21	336
76	Lani (A)	Kombeng	1°3'27.34" N	116°58'29.72" E	2.0	2.0	40	11-Feb-21	259
	Lani (B)	Kombeng	1°2'49.64" N	116°58'09.14" E	1.0	1.0	20	11-Feb-21	407
77	Edi Tri Handayu (A)	Kombeng	1°3'48.57" N	116°58'25.59" E	2.0	2.0	40	13-Mar-21	154
	Edi Tri Handayu (B)	Kombeng	1°3'35.74" N	116°58'15.01" E	1.0	1.0	20	13-Mar-21	226
78	Muh. Ali (A)	Kombeng	1°3'48.32" N	116°58'38.68" E	2.0	2.0	40	10-Nov-21	158
	Muh. Ali (B)	Kombeng	1°3'48.38" N	116°58'35.51" E	2.0	2.0	40	10-Nov-21	157
79	Jaenal Maruf (A)	Kombeng	1°4'21.98" N	116°57'57.06" E	1.9	1.9	38	8-Feb-21	26
	Jaenal Maruf (B)	Kombeng	1°2'59.86" N	116°58'06.44" E	1.0	1.0	20	8-Feb-21	377
80	Mudakir (A)*	Kombeng	1°4'22.49" N	116°57'41.02" E	2.0	2.0	40	18-Feb-21	21
	Mudakir (B)	Kombeng	1°2'37.49" N	116°57'25.83" E	1.0	1.0	20	18-Feb-21	456
81	Muhammad Mukhlis (A)	Kombeng	1°2'39.99" N	116°58'15.02" E	1.0	1.0	20	15-Feb-21	452
	Muhammad Mukhlis (B)	Kombeng	1°3'56.17" N	116°59'19.77" E	2.0	2.0	40	15-Feb-21	127
82	Pikir Pujiarso (A)*	Kombeng	1°3'41.79" N	116°58'51.65" E	1.8	1.8	36	16-Feb-21	204
	Pikir Pujiarso (B)	Kombeng	1°3'09.97" N	116°57'49.89" E	1.0	1.0	20	16-Feb-21	314
83	Purnomo Sidiq (A)	Kombeng	1°3'03.25" N	116°57'59.83" E	1.0	1.0	20	18-Feb-21	349
	Purnomo Sidiq (B)	Kombeng	1°3'03.15" N	116°58'03.13" E	1.0	1.0	20	18-Feb-21	350
84	Samian (A)	Kombeng	1°4'15.92" N	116°57'31.26" E	1.9	1.9	38	15-Feb-21	35
	Samian (B)	Kombeng	1°2'34.34" N	116°57'57.35" E	0.9	0.9	18	15-Feb-21	462
85	Sarli (A)	Kombeng	1°3'42.53" N	116°58'06.04" E	2.0	2.0	40	8-Feb-21	190
	Sarli (B)	Kombeng	1°3'09.91" N	116°57'53.33" E	1.0	1.0	20	8-Feb-21	315
86	Slamet (A)	Kombeng	1°4'29.51" N	116°57'41.17" E	2.0	2.0	40	15-Feb-21	10
87	Sujana (A)	Kombeng	1°3'00.10" N	116°57'56.45" E	1.0	1.0	38	15-Feb-21	171
	Sujana (B)	Kombeng	1°3'43.91" N	116°57'16.48" E	1.9	1.9	20	18-Feb-21	370
88	Suparmi (A)	Kombeng	1°3'00.59" N	116°57'23.64" E	1.0	1.0	40	18-Feb-21	240
	Suparmi (B)	Kombeng	1°3'31.95" N	116°58'52.63" E	2.0	2.0	20	11-Feb-21	405
89	Sutrisno (A)	Kombeng	1°2'49.84" N	116°58'02.55" E	1.0	1.0	20	11-Feb-21	179
	Sutrisno (B)	Kombeng	1°3'45.11" N	116°57'46.88" E	1.0	1.0	40	12-Sep-20	193
90	Tamun (A)	Kombeng	1°3'41.92" N	116°58'15.80" E	2.0	2.0	40	12-Sep-20	363
	Tamun (B)*	Kombeng	1°3'48.24" N	116°58'45.17" E	1.9	1.9	38	16-Feb-21	160
91	Parmuji (A)	Kombeng	1°3'28.72" N	116°58'14.59" E	1.0	1.0	20	16-Feb-21	251
	Parmuji (B)	Kombeng	1°4'16.06" N	116°57'24.81" E	2.0	2.0	40	18-Feb-21	33
92	Ujud Efendi (A)	Kombeng	1°2'40.95" N	116°57'22.75" E	1.0	1.0	20	18-Feb-21	443
	Ujud Efendi (B)	Kombeng	1°3'27.02" N	116°58'39.41" E	2.0	2.0	40	15-Feb-21	262

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
93	Zaeni (A)	Kombeng	1°2'53.69" N	116°57'26.61" E	1.0	1.0	20	15-Feb-21	392
	Zaeni (B)*	Kombeng	1°4'09.43" N	116°57'31.18" E	2.0	2.0	40	15-Feb-21	51
94	Asdar (A)	Kombeng	1°3'03.88" N	116°57'23.73" E	1.0	1.0	20	15-Feb-21	334
	Asdar (B)	Kombeng	1°4'09.52" N	116°57'27.97" E	2.0	2.0	40	10-Nov-21	50
95	Kristian Welly (A)	Kombeng	1°3'56.49" N	116°57'24.47" E	2.0	2.0	40	10-Nov-21	97
	Kristian Welly (B)	Kombeng	1°3'47.81" N	116°59'14.74" E	2.0	2.0	40	10-Nov-21	169
96	Mika Salombe (A)	Kombeng	1°2'46.34" N	116°58'09.06" E	1.0	1.0	20	10-Nov-21	424
	Mika Salombe (B)	Kombeng	1°3'00.83" N	116°58'32.74" E	2.0	2.0	40	12-Feb-21	358
97	Santinah (A)	Kombeng	1°2'33.26" N	116°58'11.89" E	1.0	1.0	20	12-Feb-21	464
	Santinah (B)*	Kombeng	1°3'10.10" N	116°57'46.72" E	1.0	1.0	20	3-Feb-21	313
98	Munasir (A)	Kombeng	1°3'55.92" N	116°57'56.66" E	1.9	1.9	38	3-Feb-21	107
	Munasir (B)	Kombeng	1°2'49.75" N	116°58'05.82" E	1.0	1.0	20	11-Feb-21	236
99	Murtaji (A)	Kombeng	1°3'33.67" N	116°58'29.76" E	2.0	2.0	40	11-Feb-21	406
	Murtaji (B)	Kombeng	1°4'09.14" N	116°57'47.07" E	1.8	1.8	36	5-Feb-21	56
100	Supandi (A)	Kombeng	1°3'03.51" N	116°57'46.42" E	1.0	1.0	20	5-Feb-21	347
	Supandi (B)	Kombeng	1°4'22.58" N	116°57'37.79" E	2.0	2.0	40	11-Sep-20	20
	Supandi (C)	Kombeng	1°3'44.92" N	116°57'50.11" E	1.0	1.0	20	11-Sep-20	180
101	Amiruddin (A)	Kombeng	1°2'57.19" N	116°57'26.73" E	1.0	1.0	20	11-Sep-20	384
	Amiruddin (B)	Kombeng	1°4'15.41" N	116°58'06.45" E	2.0	2.0	40	10-Nov-21	46
	Amiruddin (C)	Kombeng	1°3'11.93" N	116°58'26.00" E	1.0	1.0	20	10-Nov-21	298
102	Slamet Taat (A)	Kombeng	1°4'09.47" N	116°57'21.19" E	1.9	1.9	38	10-Nov-21	48
	Slamet Taat (B)	Kombeng	1°3'55.29" N	116°58'58.12" E	2.0	2.0	40	16-Feb-21	121
	Slamet Taat (C)*	Kombeng	1°2'40.56" N	116°57'42.70" E	1.0	1.0	20	16-Feb-21	445
	Slamet Taat (D)	Kombeng	1°2'40.50" N	116°57'46.01" E	0.8	0.8	16	16-Feb-21	446
103	Bahrodi (A)	Kombeng	1°2'34.08" N	116°57'42.57" E	1.0	1.0	20	18-Feb-21	374
	Bahrodi (B)	Kombeng	1°2'46.91" N	116°57'46.26" E	1.0	1.0	20	18-Feb-21	459
	Bahrodi (C)	Kombeng	1°2'40.04" N	116°58'02.30" E	1.0	1.0	20	18-Feb-21	418
104	Kasudi (A)	Kombeng	1°3'13.47" N	116°58'55.47" E	1.9	1.9	20	18-Feb-21	450
	Kasudi (B)	Kombeng	1°2'43.42" N	116°57'55.96" E	1.0	1.0	38	18-Feb-21	307
	Kasudi (C)	Kombeng	1°2'34.40" N	116°58'05.02" E	1.0	1.0	20	18-Feb-21	436
105	Lamirah (A)	Kombeng	1°3'14.00" N	116°58'29.55" E	1.8	1.8	20	18-Feb-21	463
	Lamirah (B)	Kombeng	1°2'50.13" N	116°57'52.76" E	1.0	1.0	36	18-Feb-21	299
	Lamirah (C)	Kombeng	1°3'03.03" N	116°58'06.52" E	1.0	1.0	20	18-Feb-21	402
106	Partono (A)*	Kombeng	1°4'15.35" N	116°57'50.58" E	2.0	2.0	20	15-Feb-21	351
	Partono (B)	Kombeng	1°4'15.65" N	116°57'40.90" E	2.0	2.0	40	15-Feb-21	38
	Partono (C)	Kombeng	1°4'21.96" N	116°58'03.40" E	2.0	2.0	40	15-Feb-21	28
107	Red Sudirman (A)*	Kombeng	1°3'41.35" N	116°58'25.56" E	2.0	2.0	40	3-Feb-21	196
	Red Sudirman (B)	Kombeng	1°3'55.28" N	116°59'01.40" E	2.0	2.0	40	3-Feb-21	122
	Red Sudirman (C)	Kombeng	1°3'35.07" N	116°57'38.82" E	1.0	1.0	20	3-Feb-21	227
108	Samsuddin (A)	Kombeng	1°3'56.30" N	116°57'31.02" E	1.9	1.9	38	18-Feb-21	99

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	Samsuddin (B)	Kombeng	1°4'02.93" N	116°57'24.65" E	1.8	1.8	36	18-Feb-21	69
	Samsuddin (C)	Kombeng	1°3'56.41" N	116°57'27.75" E	2.0	2.0	40	18-Feb-21	98
109	Suparno (A)	Kombeng	1°3'44.80" N	116°57'53.26" E	1.0	1.0	20	13-Feb-21	181
	Suparno (B)	Kombeng	1°3'41.23" N	116°57'53.14" E	1.0	1.0	20	13-Feb-21	186
	Suparno (C)	Kombeng	1°3'40.79" N	116°58'32.30" E	2.0	2.0	40	13-Feb-21	198
110	Surawan (A)	Kombeng	1°4'02.57" N	116°58'09.65" E	2.0	2.0	40	14-Feb-21	83
	Surawan (B)	Kombeng	1°2'43.92" N	116°57'29.39" E	1.0	1.0	20	14-Feb-21	432
	Surawan (C)	Kombeng	1°2'47.32" N	116°57'23.10" E	1.0	1.0	20	14-Feb-21	414
111	Widodo (A)	Kombeng	1°3'56.30" N	116°57'34.14" E	2.0	2.0	40	15-Feb-21	100
	Widodo (B)	Kombeng	1°3'43.53" N	116°57'30.70" E	2.0	2.0	40	15-Feb-21	175
	Widodo (C)	Kombeng	1°2'50.42" N	116°57'26.46" E	1.0	1.0	20	15-Feb-21	398
112	Mohammad Yapin (A)	Kombeng	1°4'08.87" N	116°57'59.97" E	2.0	2.0	40	13-Feb-21	60
	Mohammad Yapin (B)	Kombeng	1°3'55.85" N	116°57'59.78" E	2.0	2.0	40	13-Feb-21	108
	Mohammad Yapin (C)	Kombeng	1°3'02.73" N	116°58'15.79" E	1.0	1.0	20	13-Feb-21	354
113	Suwarni (A)	Kombeng	1°3'13.64" N	116°58'49.04" E	1.9	1.9	38	15-Feb-21	305
	Suwarni (B)	Kombeng	1°3'13.55" N	116°58'52.20" E	1.0	1.0	20	15-Feb-21	306
	Suwarni (C)	Kombeng	1°2'49.06" N	116°58'24.39" E	2.0	2.0	40	15-Feb-21	410
	Suwarni (D)	Kombeng	1°2'45.68" N	116°58'24.23" E	1.0	1.0	20	15-Feb-21	427
114	Budi Hartono (A)	Kombeng	1°3'51.23" N	116°57'51.82" E	2.0	2.0	40	13-Feb-21	139
	Budi Hartono (B)	Kombeng	1°3'48.15" N	116°57'53.78" E	1.0	1.0	20	13-Feb-21	145
	Budi Hartono (C)	Kombeng	1°3' 38.09" N	116°57'42.56" E	1.0	1.0	20	13-Feb-21	218
	Budi Hartono (D)	Kombeng	1°3'31.51" N	116°57'42.06" E	1.0	1.0	20	13-Feb-21	243
115	Hasbi Abu (A)	Kombeng	1°3'13.74" N	116°58'42.56" E	2.0	2.0	40	10-Nov-21	303
	Hasbi Abu (B)	Kombeng	1°3'20.10" N	116°58'46.05" E	2.0	2.0	40	10-Nov-21	290
	Hasbi Abu (C)	Kombeng	1°3'20.25" N	116°58'39.33" E	2.0	2.0	40	10-Nov-21	288
	Hasbi Abu (D)	Kombeng	1°3'13.80" N	116°58'39.25" E	2.0	2.0	40	10-Nov-21	302
116	Jaelani (A)	Kombeng	1°3'55.42" N	116°58'41.98" E	2.0	2.0	40	16-Feb-21	116
	Jaelani (B)	Kombeng	1°3'01.84" N	116°58'25.69" E	1.0	1.0	20	16-Feb-21	356
	Jaelani (C)	Kombeng	1°3'08.65" N	116°58'22.55" E	1.0	1.0	20	16-Feb-21	319
	Jaelani (D)	Kombeng	1°3'08.53" N	116°58'25.95" E	1.0	1.0	20	16-Feb-21	320
117	Mariyo (A)	Kombeng	1°3'48.48" N	116°57'43.80" E	1.0	1.0	20	18-Feb-21	142
	Mariyo (B)	Kombeng	1°2'46.70" N	116°57'55.99" E	1.0	1.0	20	18-Feb-21	421
	Mariyo (C)*	Kombeng	1°2'46.52" N	116°58'02.47" E	1.0	1.0	20	18-Feb-21	423
	Mariyo (D)	Kombeng	1°2'59.79" N	116°58'09.61" E	1.0	1.0	20	18-Feb-21	378
118	Nurdin (A)	Kombeng	1°4'22.65" N	116°57'34.55" E	2.0	2.0	40	10-Nov-21	19
	Nurdin (D)	Kombeng	1°2'44.16" N	116°57'22.92" E	1.0	1.0	20	10-Nov-21	430
119	Sodikin (A)	Kombeng	1°4'02.85" N	116°57'27.88" E	1.9	1.9	38	16-Feb-21	70
	Sodikin (B)	Kombeng	1°3'55.10" N	116°59'14.59" E	2.0	2.0	40	16-Feb-21	126
	Sodikin (C)	Kombeng	1°2'49.31" N	116°58'20.94" E	1.0	1.0	20	16-Feb-21	409
	Sodikin (D)	Kombeng	1°2'45.89" N	116°58'20.75" E	1.0	1.0	20	16-Feb-21	426

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120	Kamsi (A)	Kombeng	1°3'13.68" N	116°58'45.87" E	2.0	2.0	40	15-Feb-21	304
	Kamsi (B)	Kombeng	1°3'07.13" N	116°58'42.42" E	1.9	1.9	38	15-Feb-21	325
	Kamsi (C)	Kombeng	1°3'00.69" N	116°58'39.11" E	1.9	1.9	38	15-Feb-21	360
	Kamsi (D)	Kombeng	1°2'46.95" N	116°57'42.90" E	1.0	1.0	20	15-Feb-21	417
	Kamsi (E)	Kombeng	1°2'43.91" N	116°58'26.65" E	1.0	1.0	20	15-Feb-21	428
121	Supri Yatna (A)	Kombeng	1°4'15.31" N	116°58'03.26" E	2.0	2.0	40	4-Feb-21	45
	Supri Yatna (B)	Kombeng	1°3'37.57" N	116°58'37.21" E	1.0	1.0	20	4-Feb-21	211
	Supri Yatna (C)	Kombeng	1°3'25.79" N	116°58'11.18" E	1.0	1.0	20	4-Feb-21	257
	Supri Yatna (D)	Kombeng	1°3'32.27" N	116°58'11.30" E	1.0	1.0	20	4-Feb-21	235
	Supri Yatna (E)	Kombeng	1°3'09.44" N	116°58'06.68" E	1.4	1.4	28	4-Feb-21	318
122	Kusni (A)	Kombeng	1°3'45.84" N	116°57'36.95" E	1.0	1.0	20	4-Feb-21	176
	Kusni (B)	Kombeng	1°3'24.50" N	116°57'35.24" E	1.0	1.0	20	4-Feb-21	269
	Kusni (C)	Kombeng	1°3'31.65" N	116°57'38.83" E	1.0	1.0	20	4-Feb-21	242
	Kusni (D)	Kombeng	1°3'07.21" N	116°58'35.98" E	2.0	2.0	40	4-Feb-21	323
	Kusni (E)	Kombeng	1°3'29.29" N	116°58'07.78" E	1.0	1.0	20	4-Feb-21	249
	Kusni (F)	Kombeng	1°2'43.56" N	116°57'49.38" E	1.0	1.0	20	4-Feb-21	434
123	Alimudin (A)	Kombeng	1°3'41.74" N	116°58'54.82" E	2.0	2.0	40	10-Nov-21	205
	Alimudin (B)	Kombeng	1°3'48.11" N	116°58'54.81" E	2.0	2.0	40	10-Nov-21	163
	Alimudin (C)	Kombeng	1°3'55.24" N	116°59'08.05" E	2.0	2.0	40	10-Nov-21	124
	Alimudin (D)	Kombeng	1°3'55.11" N	116°59'11.32" E	2.0	2.0	40	10-Nov-21	125
	Alimudin (E)	Kombeng	1°4'02.14" N	116°59'11.32" E	2.0	2.0	40	10-Nov-21	88
	Alimudin (F)	Kombeng	1°3'48.04" N	116°59'07.98" E	2.0	2.0	40	10-Nov-21	167
	Alimudin (G)	Kombeng	1°3'41.47" N	116°59'11.30" E	2.0	2.0	40	10-Nov-21	210
	Alimudin (H)	Kombeng	1°4'02.05" N	116°59'14.70" E	2.0	2.0	40	10-Nov-21	89
124	Isdi (A)	Kombeng	1°3'56.09" N	116°58'06.22" E	2.0	2.0	40	3-Feb-21	110
	Isdi (B)	Kombeng	1°3'37.05" N	116°57'50.34" E	1.0	1.0	20	3-Feb-21	219
	Isdi (C)	Kombeng	1°3'33.68" N	116°57'50.13" E	1.0	1.0	20	3-Feb-21	229
	Isdi (D)	Kombeng	1°3'36.76" N	116°57'57.25" E	1.0	1.0	20	3-Feb-21	221
	Isdi (E)	Kombeng	1°3'33.39" N	116°57'53.64" E	1.0	1.0	20	3-Feb-21	230
	Isdi (F)	Kombeng	1°3'36.91" N	116°57'52.93" E	0.5	0.5	10	3-Feb-21	220
	Isdi (G)	Kombeng	1°3'09.77" N	116°57'56.70" E	1.0	1.0	20	3-Feb-21	316
	Isdi (H)	Kombeng	1°3'30.28" N	116°57'04.98" E	1.0	1.0	20	3-Feb-21	245
	Isdi (I)	Kombeng	1°3'55.40" N	116°58'45.15" E	2.0	2.0	40	3-Feb-21	117
125	Priono (A)	Kombeng	1°4'09.14" N	116°57'34.42" E	1.9	1.9	38	16-Feb-21	52
	Priono (B)*	Kombeng	1°3'55.26" N	116°58'54.82" E	2.0	2.0	40	16-Feb-21	120
	Priono (C)	Kombeng	1°3'48.16" N	116°58'51.62" E	1.7	1.7	34	16-Feb-21	162
	Priono (D)	Kombeng	1°3'21.14" N	116°57' 41.80" E	1.0	1.0	20	16-Feb-21	273
	Priono (E)	Kombeng	1°2'57.23" N	116°57'23.56" E	1.0	1.0	20	16-Feb-21	383
	Priono (F)	Kombeng	1°2'47.40" N	116°57'19.79" E	0.9	0.9	18	16-Feb-21	413
	Priono (G)	Kombeng	1°3'19.16" N	116°58'10.96" E	1.0	1.0	20	16-Feb-21	281

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			
	Priono (H)	Kombeng	1°3'22.40" N	116°58'14.38" E	1.0	1.0	20	16-Feb-21	278
	Priono (I)	Kombeng	1°3'05.29" N	116°58'22.39" E	1.0	1.0	20	16-Feb-21	344
126	Komari (A)	Kombeng	1°3'37.09" N	116°58'43.68" E	2.0	2.0	40	10-Nov-21	212
	Komari (B)	Kombeng	1°3'55.32" N	116°58'51.65" E	2.0	2.0	40	10-Nov-21	119
	<b>Komari (C)*</b>	<b>Kombeng</b>	<b>1°3'55.37" N</b>	<b>116°58'48.45" E</b>	<b>2.0</b>	<b>2.0</b>	<b>40</b>	<b>10-Nov-21</b>	<b>118</b>
	Komari (D)	Kombeng	1°3'19.23" N	116°58'07.49" E	1.0	1.0	20	10-Nov-21	280
	Komari (E)	Kombeng	1°3'22.64" N	116°58'07.67" E	1.0	1.0	20	10-Nov-21	276
	Komari (F)	Kombeng	1°3'32.86" N	116°58'04.44" E	1.0	1.0	20	10-Nov-21	233
	Komari (G)	Kombeng	1°3'18.91" N	116°58'23.83" E	1.0	1.0	20	10-Nov-21	284
	Komari (H)	Kombeng	1°2'52.91" N	116°58'11.67" E	1.0	1.0	20	10-Nov-21	393
	Komari (I)	Kombeng	1°2'59.72" N	116°58'12.58" E	1.0	1.0	20	10-Nov-21	379
	Komari (J)	Kombeng	1°2'59.64" N	116°58'15.75" E	1.0	1.0	20	10-Nov-21	380
	Komari (K)	Kombeng	1°2'52.10" N	116°58'24.56" E	1.0	1.0	20	10-Nov-21	395
	Komari (L)	Kombeng	1°2'52.36" N	116°58'21.12" E	1.0	1.0	20	10-Nov-21	394
127	Muhammad Anwar Aras (A)	Kombeng	1°3'07.26" N	116°58'32.80" E	2.0	2.0	40	10-Nov-21	322
	Muhammad Anwar Aras (B)	Kombeng	1°2'49.53" N	116°58'12.48" E	1.0	1.0	20	10-Nov-21	408
	Muhammad Anwar Aras (C)	Kombeng	1°2'43.30" N	116°57'59.12" E	1.0	1.0	20	10-Nov-21	437
	Muhammad Anwar Aras (D)	Kombeng	1°2'50.02" N	116°57'56.06" E	1.0	1.0	20	10-Nov-21	403
	Muhammad Anwar Aras (E)	Kombeng	1°2'49.94" N	116°57'59.23" E	1.0	1.0	20	10-Nov-21	404
	Muhammad Anwar Aras (F)	Kombeng	1°2'46.62" N	116°57'59.17" E	1.0	1.0	20	10-Nov-21	422
	Muhammad Anwar Aras (G)	Kombeng	1°2'58.71" N	116°58'21.79" E	1.0	1.0	20	10-Nov-21	381
	Muhammad Anwar Aras (H)	Kombeng	1°2'55.91" N	116°57'11.53" E	2.0	2.0	40	10-Nov-21	367
	Muhammad Anwar Aras (I)	Kombeng	1°2'55.94" N	116°57'08.19" E	2.0	2.0	40	10-Nov-21	366
	Muhammad Anwar Aras (J)	Kombeng	1°3'00.56" N	116°57'06.90" E	2.0	2.0	40	10-Nov-21	365
128	Alimin (A)	Kombeng	1°3'56.20" N	116°57'37.23" E	2.0	2.0	40	10-Nov-21	101
	Alimin (B)	Kombeng	1°4'09.23" N	116°57'40.81" E	2.0	2.0	40	10-Nov-21	54
	Alimin (C)	Kombeng	1°3'55.45" N	116°58'12.74" E	2.0	2.0	40	10-Nov-21	112
	Alimin (D)	Kombeng	1°4'29.13" N	116°57'50.79" E	2.0	2.0	40	10-Nov-21	13
	Alimin (E)	Kombeng	1°3'55.91" N	116°58'02.89" E	2.0	2.0	40	10-Nov-21	109
	Alimin (F)	Kombeng	1°4'15.52" N	116°58'09.60" E	2.0	2.0	40	10-Nov-21	47
	Alimin (G)	Kombeng	1°3'44.66" N	116°57'56.66" E	1.0	1.0	20	10-Nov-21	182
	Alimin (H)	Kombeng	1°3'48.67" N	116°58'22.51" E	2.0	2.0	40	10-Nov-21	153
	Alimin (I)	Kombeng	1°3'07.13" N	116°57'23.80" E	1.0	1.0	20	10-Nov-21	331
	Alimin (J)	Kombeng	1°3'22.15" N	116°58'21.08" E	1.0	1.0	20	10-Nov-21	279
	Alimin (K)	Kombeng	1°4'15.90" N	116°57'14.70" E	2.0	2.0	40	10-Nov-21	31
	Alimin (L)	Kombeng	1°4'15.86" N	116°57'18.04" E	2.0	2.0	40	10-Nov-21	32
	Moumi (A)	Kombeng	1°4'22.38" N	116°57'44.02" E	1.9	1.9	38	10-Nov-21	22
129	Moumi (B)	Kombeng	1°4'02.44" N	116°57'37.47" E	1.8	1.8	36	10-Nov-21	73
	Moumi (C)	Kombeng	1°4'02.54" N	116°57'47.07" E	1.9	1.9	38	10-Nov-21	76
	Moumi (D)	Kombeng	1°4'02.79" N	116°57'31.08" E	2.0	2.0	40	10-Nov-21	71

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			
	Moumi (E)	Kombeng	1°4'02.43" N	116°57'50.43" E	2.0	2.0	40	10-Nov-21	77
	Moumi (F)	Kombeng	1°4'15.31" N	116°57'56.96" E	2.0	2.0	40	10-Nov-21	43
	Moumi (G)	Kombeng	1°4'08.92" N	116°57'56.86" E	2.0	2.0	40	10-Nov-21	59
	Moumi (H)	Kombeng	1°2'50.47" N	116°57'23.26" E	1.0	1.0	20	10-Nov-21	397
	Moumi (I)	Kombeng	1°3'10.50" N	116°57'27.05" E	1.0	1.0	20	10-Nov-21	310
	Moumi (J)	Kombeng	1°3'10.58" N	116°57'23.89" E	1.0	1.0	20	10-Nov-21	309
	Moumi (K)	Kombeng	1°2'53.72" N	116°57'23.43" E	1.0	1.0	20	10-Nov-21	391
	Moumi (L)	Kombeng	1°3'07.07" N	116°57'26.97" E	1.0	1.0	20	10-Nov-21	332
	Moumi (M)	Kombeng	1°3'07.22" N	116°57'20.53" E	1.0	1.0	20	10-Nov-21	330
130	Andi Kusnari (A)*	Kombeng	1°4'29.61" N	116°57'34.67" E	1.9	1.9	38	18-Feb-21	8
	Andi Kusnari (B)	Kombeng	1°4'29.39" N	116°57'47.32" E	2.0	2.0	40	18-Feb-21	12
	Andi Kusnari (C)	Kombeng	1°4'09.00" N	116°57'50.47" E	2.0	2.0	40	18-Feb-21	57
	Andi Kusnari (D)	Kombeng	1°3'51.35" N	116°57'45.29" E	2.0	2.0	40	18-Feb-21	138
	Andi Kusnari (E)	Kombeng	1°3'48.64" N	116°57'40.35" E	1.0	1.0	20	18-Feb-21	141
	Andi Kusnari (F)	Kombeng	1°4'01.73" N	116°59'21.42" E	2.0	2.0	40	18-Feb-21	91
	Andi Kusnari (G)	Kombeng	1°2'57.26" N	116°57'20.22" E	1.0	1.0	20	18-Feb-21	382
	Andi Kusnari (H)	Kombeng	1°2'47.15" N	116°57'29.51" E	1.0	1.0	20	18-Feb-21	416
	Andi Kusnari (I)	Kombeng	1°2'43.68" N	116°57'42.81" E	1.0	1.0	20	18-Feb-21	433
	Andi Kusnari (J)	Kombeng	1°2'46.86" N	116°57'49.47" E	1.0	1.0	20	18-Feb-21	419
	Andi Kusnari (K)	Kombeng	1°2'50.19" N	116°57'49.55" E	1.0	1.0	20	18-Feb-21	401
	Andi Kusnari (L)	Kombeng	1°2'39.90" N	116°58'05.57" E	1.0	1.0	20	18-Feb-21	451
	Andi Kusnari (M)	Kombeng	1°2'43.04" N	116°58'05.66" E	1.0	1.0	20	18-Feb-21	439
	Andi Kusnari (N)	Kombeng	1°2'42.91" N	116°58'08.91" E	1.0	1.0	20	18-Feb-21	440
	Andi Kusnari (O)	Kombeng	1°3'03.70" N	116°57'43.16" E	1.0	1.0	20	18-Feb-21	346
131	Muhammad Nurdin (A)	Kombeng	1°4'21.91" N	116°58'06.52" E	2.0	2.0	40	24-Nov-21	29
	Muhammad Nurdin (B)	Kombeng	1°3'30.08" N	116°57'56.93" E	1.0	1.0	20	24-Nov-21	246
<b>Total</b>					<b>459.90</b>	<b>459.90</b>	<b>9,198.00</b>		

Note: \*) are smallholders sampled in this audit.

Consequent after the suspension lifted, the certified volume of FFB production is based on the prorata while the FFB produced during the suspension period will not be taken into account. Therefore, the certified volume of FFB production during August 2023 – June 2024 is 7,665 mt

## **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