

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (3)
- Recertification Assessment (Choose an item.)
- Extension of Scope

Client Company Name / Parent Company: KUD Marga Jaya
Client company Address: RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia
Certification Unit: KUD Marga Jaya
Location of Certification Unit: RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia
Date of Final Report: 19/10/2023

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	KUD Marga Jaya		
RSPO Membership Number	1-0277-19-000-00	Membership Approval Date	05/08/2019
Address	RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	KUD Marga Jaya		
Location / Address	RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia		
Website	-		
Management Representative	Mr. Agus Susanto	E-mail	kudmargajaya01@gmail.com
Telephone	+62 813-6622-0266	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 720685	Certificate Start Date	03 March 2020
Date of First Certification	03 March 2020	Certificate Expiry Date	02 March 2025
Scope of Certification	Production of Sustainable Oil Palm Fresh Fruit Bunch of Independent Smallholder		
Visit Objectives	Evaluate the capabilities of the management system to ensure the organization conform the organization's management system, its parts to the audit criteria, applicable statutory, regulatory and contractual requirements.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 3) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019, Indonesia National Interpretation 2022 <input type="checkbox"/> Choose an item. National Interpretation Choose an item. for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	NA
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

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

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
KUD Marga Jaya (245 smallholders*, 302 plots, 608.65 ha)	RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia	1° 47' 2.22" S	103° 50' 5.38" E
<p>Note: ASA-3 reduction 14 member smallholders and 1 plot (on behalf of Casmuri). However, there were an additional 14 plots from 12 member of smallholders previously registered. However, these plots are not considered as the new plots where require to submit the disclosure of the potential nonconformity for land clearance after November 2005 without HCV assessment because these plots are named in the previous disclosure submission during IAV.</p> <ul style="list-style-type: none"> - At previous audit (ASA 2): 259 smallholders, 303 plots, 610.65 ha. - At ASA 3: 245 smallholders, 302 plots, 608.65 ha. 			

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
KUD Marga Jaya (245 smallholders)	608.65	-	-	608.65	100
Total	608.65	-	-	608.65	100
Note:					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
KUD Marga Jaya (245 smallholders)	-	-	-	608.65	608.65	-
Total (ha)	-	-	-	608.65	608.65	-
Note: Only Mature area is considered as production area						

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)

Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Mar 22 – Feb 23)	Actual (Jan 2022 - Dec 2022)		Forecast (Mar23 – Feb24)
		Previous license period (Jan-Feb22-)	Current license period (Mar22-Dec 2022)	
KUD Marga Jaya (245 smallholders)	10,952.09	1,159.93	9,480.90	10,302.08
Total	10,952.09	10,640.83		10,302.08

Note:

License period in Palm Trace is 03-04-2022 – 02-06-2023. The Estimated last year and Forecast already aligned with Palm Trace License period.

The certified volume of FFB production is based on the prorata. Therefore, the certified volume of FFB production from October 2023 until March 2024 is 4,292.53 mt

8. Summary of Certified Tonnage of FFB (from other certified unit(s))

Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year	Actual		Forecast
		Previous license period	Current license period	
N/A		N/A	N/A	
Total				

Note:

This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)

Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year	Actual		Forecast
		Previous license period	Current license period	
N/A	N/A	N/A	N/A	N/A
Total				

Note:

This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.

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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)
1	Jan-2022	580.32	0	580.32
2	Feb-2022	579.61	0	579.61
3	Mar-2022	491.994	0	491.994
4	Apr-2022	575.456	0	575.456
5	May-2022	736.338	0	736.338
6	Jun-2022	979.933	0	979.933
7	Jul-2022	1,082.925	0	1,082.925
8	Aug-2022	1,176.708	0	1,176.708
9	Sep-2022	1,175.849	0	1,175.849
10	Oct-2022	1,165.140	0	1,165.140
11	Nov-2022	1,121.878	0	1,121.878
12	Dec-2022	974.677	0	974.677
TOTAL		10,640.83		10,640.83
Note:				

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year	Actual		Forecast
	Previous license period	Current license period	
FFB	FFB		FFB
N/A	N/A	N/A	N/A
	TOTAL		
CPO (OER: %)	CPO (OER: %)		CPO (OER: %)
N/A	N/A	N/A	N/A
	TOTAL		
PK (KER: %)	PK (KER: %)		PK (KER: %)
N/A	N/A	N/A	N/A
	TOTAL		
Note:			
<i>This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.</i>			

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10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	N/A	N/A	N/A
2			
TOTAL			

Note:
This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.

11. Summary of Actual Volume sold					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
Previous License period					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
N/A	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A

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

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

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

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (Mar22 – Feb23)			Actual (Jan 2022 - Dec 2022)			Forecast (Mar23 – Feb24)		
	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			10,952.09			10,640.83			10,302.08
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

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

Note: 1 mt = 1 credit

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13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (Mar22-Dec22)							
Credits				2,190	-	217	-
Physical	-	-	-				
Previous License period (Jan22-Feb22)							
Credits					-		
Physical		-	-				

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	Unilever Asia Private Limited - Buyer	10380	-	1,727	-	-	-
2	Ecopol SPA	10368	-	58	-	-	-
3	The Estee Lauder Companies Inc. hollu Systemhygiene GmbH CREIGHTONS PLC	9210	-	-	-	217	-
4	Royal Star Food Corporation Kirin Holdings Company,Limited Kirin Holdings Company,Limited Asahi Group Foods, Ltd.		-	405	-	-	-
TOTAL			-	2,190	-	217	-
Note:							

Section 2: Assessment Process

Certification Body:

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

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Mid Valley City, Lingkaran Syed Putra,

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **27 - 30 March 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 26 June 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. Based on the formula, the sample were 20 smallholders. The sampled smallholder listed in Appendix E.

During audit plan preparation, sample smallholder calculation based on last audit report stating 259 smallholders members managing 302 land parcels with certified area of 610.65 Ha. As at audit, audit team found out there were 15 smallholder members sold their land to another smallholder members including 1 smallholder member resigned from certification program. Hence, during this ASA2 the certification report confirmed the scope of certification comprise of 245 smallholder members, 302 land parcels and certified area of 608.65 Ha.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each

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

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

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

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

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

Assessment Program					
Name	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
KUD Marga Jaya	X	X	X	X	X

Tentative Date of Next Visit: February 26, 2024 - February 28, 2024

Total Number of Mandays: 9 mandays

2.2 BSI Assessment Team

Name	Role	Competency
Yudwi Wisnu Rahmanto	Team Leader	<p>Education: Holds a Bachelor of Forestry with Silviculture major study, Faculty of Forestry, University of Gadjah Mada</p> <p>Work Experience: 7 months working experience in palm oil industry as Agronomy Field Assistant. 11 years working experience as sustainability auditor covering Sustainable Forest Management by FSC FM/COC Scheme, RSPO, ISPO, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p>Training attended: Completed Endorsed RSPO P&C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&C Social and Labour Standards and the Mechanics of Social Auditing Training, SMETA Requirements Training, ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme, High Conservation Value (HCV) Training, Sustainability Reporting Assurance Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, RSPO ISH Standard Training Course and Endorsed RSPO Supply Chain Lead Auditor Training Course.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assess the aspect of Land legality, Stakeholder Consultation, Organisation Management (ICS)</p>

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Nanang Rusmana	Team Member	<p>Education: Holds a Bachelor Degree of Forestry, Bogor Agricultural University (IPB)</p> <p>Work Experience: 5 years working experience in palm oil industry as SHE Assistant at PT. Astra Agro Lestari Tbk. 3 years working experience in mining industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 6 years working experience as RSPO/ISPO auditor</p> <p>Training attended: Completed ISO 9001:2015 Lead Auditor Course, ISPO Auditor Course, ISO 14001:2015 Lead Auditor Course, ISO 45001:2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO Supply Chain Certification Lead Auditor Course, SMK3 Auditor Course, HCV Assessor Course, General OHS Expert Course, SMETA Requirements training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assess the aspect of Social and Environmental management</p>
Eko Prastio Ramadhan	Team Member	<p>Education: Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p>Work Experience: Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&C Certification Program Manager and auditor covering standard such as RSPO P&C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p>Training attended: Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit: During this audit, he assess the aspect of Best agricultural practices and supply chain.</p>

Accompanying Persons:

Name	Role
-	-

2.3 Assessment Plan

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

Date	Time	Subjects	Wisnu	Nanang	Eko
Monday, 27/03/2023	09.30 – 10.45	Flight Jakarta – Jambi	√	√	√
	10.45 – 13.15	Travelling from Jambi to KUD Marga Jaya	√	√	√

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Date	Time	Subjects	Wisnu	Nanang	Eko
	13.30 – 14.30	Opening Meeting & basic information clarification - Presentation by Group Manager - Presentation by BSI Indonesia	√	√	√
	14.30 – 16.30	Document Review of RSPO	√	√	√
Tuesday, 28/03/2023	08.00 – 12.00	Field Observation to 12 farmers <i>Total sample of RSPO</i> <i>Sample calculation = $\sqrt{y \times z} = \sqrt{259 \times 1.2}$ (medium risk) = 16.09 x 1.2 = 19.31 = rounded to 20 sample of farmer</i> Note: the number of members used for calculation of the sample was done before the audit and found that the number of members reduced to 245. 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 – 13.30	Break	√	√	√
	13.30 – 16.30	Document Review of RSPO	√	√	√
Wednesday, 29/03/2023	08.00 – 12.00	Field Observation to 8 farmers <i>Total sample of RSPO</i> <i>Sample calculation = $\sqrt{y \times z} = \sqrt{259 \times 1.2}$ (medium risk) = 16.09 x 1.2 = 19.31 = rounded to 20 sample of farmer</i> 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 – 13.30	Break	√	√	√
	13.30 – 16.30	Document Review of RSPO	√	√	√

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Thursday, 30/03/2023	07.30 – 08.30	Closing Meeting Presentation of audit result	√	√	√
	08.30 – 10.00	Traveling from KUD Marga Jaya to Airport	√	√	√
	11.00 –	Flight Jambi - Jakarta	√	√	√

The assessment plan of NCR closed out visit.

Date	Time	Subjects	Wisnu
Monday, 26/06/2023	09.30 – 10.45	Flight Jakarta – Jambi	√
	10.45 – 13.15	Travelling from Jambi to KUD Marga Jaya	√
	13.30 – 14.40	Opening Meeting - Presentation by Group Manager - Presentation by BSI Indonesia	√
	14.50 – 16.00	NCR field verification on NC Number 2327647-202303-M1 (Internal Audit)	√
	16.00 – 16.30	Closing Meeting	√
	16.30 – 19.30	Traveling from KUD Marga Jaya to Airport	√
	20.15 – 21.30	Flight Jambi - Jakarta	√

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	-	Not Applicable
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	-	Not Applicable
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. <i>Note:</i> <i>New acquisition is from the moment the company is legally registered with the local notary or chamber of commerce or equivalent.</i>	-	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	-	Not Applicable
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	-	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	-	Not Applicable
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	-	Not Applicable
Un-Certified Units or Holdings		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	-	Not Applicable
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	-	Not Applicable

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<p>Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.</p> <p><i>Note:</i> <i>The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities https://www.rspo.org/certification/remediation-and-compensation/racp-tracker. The progress on the Liabilities shall be verified and reported.</i> <i>Please refer to BSI-RSPO Secretariat approval.</i></p>	-	Not Applicable
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2</p>	-	Not Applicable
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	-	Not Applicable
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p> <p><i>Note: if the internal audit is conducted against the RSPO P&C only, it is a non-compliance for this requirement.</i></p>	-	Not Applicable
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?</p> <p><i>Note: If the Critical (Major) NC is not actively addressed, it is a non-compliance for this requirement.</i> <i>If it is actively addressed, evidence shall be available.</i></p>	-	Not Applicable
<p>Have there been any stakeholder (including NGO) consultation conducted?</p> <p><i>Note: if there is any negative comment from the stakeholders, the assessment team is required directly consult with the stakeholder regarding the comment and resolutions.</i></p>	-	Not Applicable

3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	-	Not Applicable

Approved Time Bound Plan

Not applicable for independent smallholder.

3.3 Details of Nonconformities

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

During this Assessment there were one Critical nonconformities. The KUD Marga Jaya Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-conformity			
NCR Ref #	2327647-202303-M1	Issued Date	30/03/2023
Due Date	29/06/2023	Closure Date	26/06/2023
Indicator & Category (Critical / Minor)	Critical B.1.1 (MS-B)		
Statement of Nonconformity:	SOP for Internal audits not implemented consistently		
Requirement Reference:	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.		
Objective Evidence:	<p>The organization has conducted internal audits Y2022 in July-December 2022 for all members. The internal audit report has been communicated to members. However, based on document verification and interviews with the ICS team, there were inconsistencies in the implementation, between "Internal audit report form – Laporan NCR Internal Audit KUD Marga Jaya" are different finding statement with "Internal Audit Question Form" as in the following farmers:</p> <ol style="list-style-type: none"> 1. Muhlis (KT Tani Harapan), <i>form ceklist audit internal menyampaikan "tidak ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 2. Nurdin (KT Tani Harapan), <i>form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian kapling semak", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 3. Arman (KT Tri Tunggal Makmur), <i>form ceklist audit internal menyampaikan "tidak ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 4. Samini (KT Tri Tunggal Makmur), <i>form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 5. Gimah (KT Tri Tunggal Makmur), <i>form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 6. Marsini (KT Dwi Rejeki), <i>form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i> 		

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	<p>7. Rupinah/Wondo (KT Bakti Pertiwi), <i>form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak"</i></p> <p>The internal audit report did not cover all information in the internal audit checklist with all ISH requirements.</p>
Corrections:	<ul style="list-style-type: none"> - Working Plan 2023-2024 - Summary of Plot Monitoring - Summary of NCR against 28 individual smallholder - Repairing Smallholder ID - Evidence of GAP Refreshment - Evidence of Internal Audit to 28 smallholders by ICS - Evidence of Plot Monitoring by ICS
Root Cause Analysis:	Misunderstanding to input findings by internal auditor due to load of internal audit scheduled held in one time.
Corrective Actions:	Conduct internal audit in monthly basis by internal auditor. The aim that internal audit conduct every month is to reduce load of smallholder sample and more detail to give information in audit findings.
Assessment Conclusion:	<p>NCR Close Out on 26 Jun 2023:</p> <p>Group manager explains that previous audit internal schedule is inefficient because load of smallholder sample taken was not balance with the ability of internal audit. Therefore, changes of internal audit schedule is needed to improve skill of internal auditor when conduct the audit and put findings more detail.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	-

Positive Findings	
PF #	Description
PF 1	-

3.3.1 Status of Nonconformities Previously Identified and Observations

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

Opportunity for Improvement	
OFI#	Description
OFI 1	-

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2327647-202303-M1	Critical	B.1.1 (MS-B)	30/03/2023	Closed on 26/06/2023
2013849-202101-M1	Critical	1.3 (MS-B)	19/01/2021	Closed on 13/04/2021
2013849-202101-M2	Critical	A.1.4 (MS-B)	19/01/2021	Closed on 13/04/2021

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 KUD Marga Jaya Certification Unit’s environmental and social performance, legal and any known dispute issues.

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

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stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Communities	Village Head of Petaling Jaya	Face to face
Governmental Department of Muaro Jambi Regency	Environmental Agency	Phone interview
Governmental Department of Muaro Jambi Regency	Agrarian Agency	Phone interview
Governmental Department of Muaro Jambi Regency	Cooperative Agency	Phone interview
Governmental Department of Muaro Jambi Regency	Plantation Agency	Phone interview
NGO	SETARA	Face to face

Stakeholders comment	
1	Feedbacks: Village Head of Petaling Jaya Positive comments and very support the smallholders activities.
	Audit Team verification and response: Positive inputs, no further comments to be followed up.
2	Feedbacks: Yayasan SETARA SETARA is formerly part of developing independent smallholders program in Jambi province, then this organisation is fully support to smallholders for certification.
	Audit Team verification and response: Positive inputs, no further comments to be followed up.
3	Feedbacks: Cooperative Department - KUD Marga Jaya is one of cooperative organisation grade A in Jambi province. They routinely conduct Member Annual Meeting and submit report to Cooperative Agency in timely manner. - KUD Marga Jaya is registered and certified by cooperative ministry for working performance.
	Audit Team verification and response: Positive inputs, no further comments to be followed up.
4	Feedbacks: Environmental Department Contacted but no answer.

	Audit Team verification and response: No further comments to be followed up.
5	Feedbacks: Plantation Department <ul style="list-style-type: none"> - Performance of KUD Marga Jaya since 2019 up to 2022 is very good performance, in 2022 is awarded certificate of performance from Ministry of Cooperative. - Plantation permit for its member are completely issued.
	Audit Team verification and response: Positive inputs, no further comments to be followed up.
6	Feedbacks: National Land/Agrarian Department Contacted but no answer.
	Audit Team verification and response: No further comments to be followed up.

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
N/A					

Note:

- KUD Marga Jaya areas were initially owned by the government and were given to smallholders through a program of transmigration in the 1980s (from Java island to Jambi Province). Therefore, most smallholder has had the land title of SHM (Sertifikat Hak Milik) since the development of this program.
- As time goes by, there were some plots were sold to other transmigrants (mostly) and the surrounding local community. Therefore, due to this history, the auditor interprets that the previous landowners are the smallholders who previously owned the plots. Based on an interview with the Village Head of Petaling Jaya and Officials of Marga Jaya, most of the previous landowners were difficult to be contacted, due to having passed away, moved to another place, or back to Java island.
- At ASA 1, some previous landowners have been contacted that were Kasman, Sujono, Carmin, Mulyadi, and Romlah. The requirements concerning FPIC have been verified and complied.
- At ASA 2, there was a reduction by 1 smallholder, from ASA 1 total 260 smallholders to 259 smallholders at ASA 2. This is because there was a currently certified smallholder (Sukamto) has bought a farm plot owned by a certified smallholder (Sardi). The auditor identified Sardi as the previous landowner, however, at the time of the audit, Sardi has passed away.
- At this ASA 3, There was reduction 14 member smallholders and 1 plot (on behalf of Casmuri). However, there were an additional 14 plots from 12 member of smallholders previously registered.

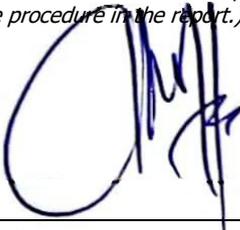
Previous land owner / user comment	
	Feedbacks: N/A
	Audit Team verification and response: N/A

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 **KUD Marga Jaya** 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 **KUD Marga Jaya** is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Yudwi Wisnu Rahmanto	Name: Agus Susanto
Company Name: on behalf BSI Malaysia Services Sdn Bhd.	Company Name: KUD Marga Jaya
Title: Lead Auditor	Title: Group Manager
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 26 June 2023	Date: 26 June 2023

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance																																																																																												
<p>Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.</p>																																																																																														
<p>Criteria 1.1 Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>																																																																																														
<p>Eligibility</p>	<p>Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration). 	<p>Smallholder members of KUD Marga Jaya can demonstrate documented evidence of legally land status as below:</p> <table border="1" data-bbox="1032 743 1955 1378"> <thead> <tr> <th>No</th> <th>Name</th> <th>ID</th> <th>SHM</th> <th>STDB</th> <th>SPPL</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr><td>1</td><td>ARMAN</td><td>MJ.01.001</td><td>2424</td><td>2324</td><td>179-BUN</td><td>2.01</td></tr> <tr><td>2</td><td>HARTATO</td><td>MJ.01.005</td><td>2426</td><td>2330</td><td>173-BUN</td><td>1.92</td></tr> <tr><td>3</td><td>BUDI PURWANTO</td><td>MJ.01.007</td><td>2425</td><td>2337</td><td>166-BUN</td><td>2.04</td></tr> <tr><td>4</td><td>SUTARTO</td><td>MJ.01.008</td><td>2422</td><td>2322</td><td>181-BUN</td><td>2.03</td></tr> <tr><td>5</td><td>PAMUJI</td><td>MJ.01.010</td><td>2423</td><td>2328</td><td>175-BUN</td><td>2.08</td></tr> <tr><td>6</td><td>RUSTAM</td><td>MJ.01.011</td><td>2407</td><td>2338</td><td>165-BUN</td><td>1.91</td></tr> <tr><td>7</td><td>SAMINI</td><td>MJ.01.012</td><td>2436</td><td>2323</td><td>180-BUN</td><td>2.01</td></tr> <tr><td>8</td><td>GIMAH</td><td>MJ.01.015</td><td>2561</td><td>2402</td><td>85-BUN</td><td>2.00</td></tr> <tr><td>9</td><td>SUGENG WARDOYO</td><td>MJ.01.018</td><td>2563</td><td>2405</td><td>93-BUN</td><td>1.99</td></tr> <tr><td>10</td><td>MAHUDI</td><td>MJ.02.010</td><td>2562</td><td>2400</td><td>90-BUN</td><td>1.97</td></tr> <tr><td>11</td><td>WARJO</td><td>MJ.03.011</td><td>1980</td><td>2870</td><td>660.04/512/SPPL /II.I/DLH</td><td>1.98</td></tr> <tr><td>12</td><td>MARSINI</td><td>MJ.03.020</td><td>1962</td><td>2872</td><td>660.04/511/SPPL /II.I/DLH</td><td>1.96</td></tr> </tbody> </table>	No	Name	ID	SHM	STDB	SPPL	Area (Ha)	1	ARMAN	MJ.01.001	2424	2324	179-BUN	2.01	2	HARTATO	MJ.01.005	2426	2330	173-BUN	1.92	3	BUDI PURWANTO	MJ.01.007	2425	2337	166-BUN	2.04	4	SUTARTO	MJ.01.008	2422	2322	181-BUN	2.03	5	PAMUJI	MJ.01.010	2423	2328	175-BUN	2.08	6	RUSTAM	MJ.01.011	2407	2338	165-BUN	1.91	7	SAMINI	MJ.01.012	2436	2323	180-BUN	2.01	8	GIMAH	MJ.01.015	2561	2402	85-BUN	2.00	9	SUGENG WARDOYO	MJ.01.018	2563	2405	93-BUN	1.99	10	MAHUDI	MJ.02.010	2562	2400	90-BUN	1.97	11	WARJO	MJ.03.011	1980	2870	660.04/512/SPPL /II.I/DLH	1.98	12	MARSINI	MJ.03.020	1962	2872	660.04/511/SPPL /II.I/DLH	1.96	<p>Complied</p>
No	Name	ID	SHM	STDB	SPPL	Area (Ha)																																																																																								
1	ARMAN	MJ.01.001	2424	2324	179-BUN	2.01																																																																																								
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13	RUPINAH	MJ.06.006	2002	2877	660.04/513/SPPL /II.I/DLH	2.00
14	NURDIN	MJ.08.005	2323	2407	46-BUN	2.02
15	SIPAN	MJ.08.016	2183	2473	38-BUN	2.10
16	MUHAMAD SHOFA SF	MJ.08.021	2191	2478	23-BUN	2.13
17	ANWAR	MJ.12.004	1996	2903	660.04/473/SPPL /II.I/DLH	2.00
18	SUPARLAN	MJ.12.008	2083	2904	660.04/525/SPPL /II.I/DLH	2.08
19	SOLIHIN	MJ.12.015	912	2483	106-BUN	2.00
20	ALI MAKSUM	MJ.12.027	2203	2481	108-BUN	2.00

Auditor note:

SHM: Sertifikat Hak Milik (Private Land Ownership Rights)

STDB: Surat tanda Daftar Budidaya (Palm Oil Cultivation Permit)

SPPL: Surat Pernyataan Pengelolaan Lingkungan (Environmental Permit)

Fair and transparent decision making and governance

KUD Marga Jaya has appointed Agus Susanto as Group Manager ICS according to "Berita Acara Pembentukan Group Manager ICS" dated 7 October 2021.

Annual financial report of KUD Marga Jaya has been audited by public accountant (Registered Public Accounting Firm on behalf of Armandias – Decree of Finance Minister of Republic Indonesia No. 1012/KM.I/2017 – AP:0943). Based on the last accountant public report No. 00056/2.0359/AU.2/11/0943/0/I/2021 dated 18 January 2021 stated:

"In our opinion, the attached financial statements present fairly, in all material respects, the financial position of KUD Marga Jaya as of 31 December 2020, and its financial performance and cash flows for the year ended on that date

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		<p><i>in accordance with the Entity's Financial Accounting Standards. Without Public Accountability".</i></p> <p>Based on interview with Group Manager ICS, financial report for financial statement period of December 2021 has been proceeded. However, the report is now on process for finalization.</p> <p>Signed or thumb printed Smallholder Declaration from all smallholder members</p> <p>All smallholder members have signed joint declaration document regarding to agree to comply with organizational rules and implementation of RSPO Independent Smallholder Standard. Sighted the joint declaration document for Sugeng Wardoyo, Budi Purwanto, Marsini, Rupinah and Sipan.</p>	
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ISH standard requirements, as describes below: KUD Marga Jaya has appointed Agus Susanto as Group Manager ICS according to "<i>Berita Acara Pembentukan Group Manager ICS</i>", dated 7 October 2021.</p> <ul style="list-style-type: none"> • Group Manager: Agus Susanto • Vice-Group Manager: Taufiq Hidayat • Secretary: Sidik Pramono • Treasurer: Hartato • Approval Committee: Wahid, Adhe Ferdiansyah, Taufik Hidayat • Registration, suggestion and complaint unit: Sunarto, Hartato • FFB monitoring unit: Agus Susanto, Budi P • Counselling unit: Ayi Gandayi, Suparno, Sidik Pramono • OHS and environmental unit: Agustian Ali, Jumadi • Firefighting unit: Ayi Gandayi, Suparno, Sidik Pramono • Internal audit unit: Taufik Hidayat, Asep 	<p>Complied</p>

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		<p>In 2023, organisation structure of group manager have an updated as refer to Decree "Surat Keputusan Ketua KUD Marga Jaya No: 22/ICS-KUD.MJ/1/2023 dated 18 January 2023 regarding Formation and Inauguration of ICS Organizer KUD Marga Jaya. The updated group manager and ICS structure are:</p> <ol style="list-style-type: none"> 1. Group Manager: Mr. Agus Susanto 2. Secretary: Mr. Sidik Pramono 3. Treasurer: Mr. Hartato 4. Approval Committee: Mulyono, Adhe Ferdiansyah, Suwondo 5. Registration, Complaint and Grievance Unit: Andi S, Suprianti, Suwandi 6. Counselling, IPM and Fires Unit: Khotibbulumam, Sunarto, Wibrianto, Ayi Gandayi 7. OSH and Environment Unit: Agustian Ali, Sumardi, Jumadi 8. Monitoring FFB & Fertilizer and Chemical Unit: Asep H, Suparno, Sutarwan. 9. Internal Audit: Sumargi, Wahid, Supriadi 10. 12 Farmer Group. <p>This updated ICS structure have been socialized to all members as per minutes "Berita Acara Sosialisasi SK Kepada Seluruh Anggota Sertifikasi RSOP KUD Marga Jaya", dated 9 January 2023.</p> <p>Complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations has been conducted to all members. In example: Dissemination of financial management on RSPO premium, dated 2 February 2023. Attended by 13 ICS and Group Manager.</p>	
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Milestone B	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> Fair and transparent decision-making and governance Sustainable financial management 	<p>Activities on best management practices is programmed by organization/KUD Marga Jaya, smallholder group or ICS is implementing the program and monitor the activities of each member. In several condition, smallholder groups manage its member with fair and transparent decision making and governance.</p> <p>In example: harvesting cycle during rainy season was not punctual and possible to change the day. Decision to change the harvesting day is authority of farmer group and/or smallholder itself.</p>	Complied
<p>Criteria 1.2 Smallholders have the capacity to effectively manage their farm.</p>			
Eligibility	Not Applicable		Not Applicable
Milestone A	<p>Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.</p>	<p>KUD Marga Jaya has conducted training to ICS and all smallholder for year 2022. Training records was reviewed such as :</p> <p>Board of ICS</p> <ol style="list-style-type: none"> Internal audit training on 20 January 2023, attended by 19 participants. Trainer : Adhe Ferdiansyah from SNV Best Management Practices and FPIC training on 20 January 2023, attended by 17 participants. Trainer : Adhe Ferdiansyah from SNV. RSPO ISH Standard and ICS Structure training on 18 January 2023, attended by 17 participants. Trainer : Adhe Ferdiansyah from SNV. HCV and HCS training on 20 January 2023, attended by 17 participants. Trainer : Adhe Ferdiansyah from SNV. Basic Safety Training and Firefighting Emergency Response on 4 February 2023, attended by 13 participants. Trainer : Staff from PT Bahari Gembira Ria. Human Rights Training on 10 January 2023, attended by 25 participants. Trainer : Staff from PT Bahari Gembira Ria. 	Complied

		<p>7. Hazardous Waste Management training on 20 July 2022, attended by 9 participants. Trainer : Adhe Febriansyah from Perkumpulan Alam Hijau.</p> <p>Smallholder:</p> <ul style="list-style-type: none"> • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 12 December 2022 and attended by 73 members. • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 13 December 2022 and attended by 87 members. • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 14 December 2022 and attended by 65 members. • Topics : HCV and HCS held on 7 November 2022 and attended by 72 members. • Topics : HCV and HCS held on 7 November 2022 and attended by 72 members. • Topics : HCV and HCS held on 8 November 2022 and attended by 72 members. • Topics : HCV and HCS held on 9 November 2022 and attended by 78 members. • Topics : ICS Structure and minimum wage held on 9 January 2023 and attended by 73 members. • Topics : ICS Structure and minimum wage held on 10 January 2023 and attended by 70 members. • Topics : ICS Structure and minimum wage held on 11 January 2023 and attended by 74 members. 	
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<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale</p>	<p>Training records for BMP please refer to indicator 1.2 Milestone A above.</p> <p>KUD also provide smallholder guidance in '<i>Buku Pintar Untuk Petani Kelapa Sawit Untuk Anggota ICS KUD Marga Jaya</i>' covering information of structure organization, HCV, list of protected animal potential risk of harvesting activity, monthly harvesting, chemical weeding, manuring and pruning record. Samples was seen for smallholder ID MJ.02.010 (Kelompok Tani Tri Marga), smallholder ID MJ.03.020 (Kelompok Tani Dwi Rejeki), smallholder ID MJ.03.011 (Kelompok Tani Dwi Rejeki), smallholder ID MJ.12.015 (Kelompok Tani Karya Makmur) and smallholder ID MJ.12.027 (Kelompok Tani Karya Makmur).</p> <p>KUD Marga Jaya still using fertilizer recommendation (soil and leaf sampling) Y2020 that conducted by Centre de Cooperation Internationale en Recherche Agronomique Pour le Development (CIRAD) from France. This complied to "SOP Pengambilan Sampel Tanah dan Sampel Daun No. 23/SOP-KUD-MJ/III/2019" which stated that soil and leaf sampling conduct every 5 year.</p> <p>Within February 2020, CIRAD has conduct soil and leaf sampling and sent the sample to Socfin. Parameter test was N-Kjehdahl, P-Total, K-Total, Ca-Total, Mg-Total (Soil) and pH, C-Organic, N-Kjehdahl, Tex-Pasir, Tex-Debu, Tex-Liat, K-exchange, Ca-exchange, Mg-exchange and Na-exchange (leaf). The recommended types of fertilizers are N, P, K and Mg. Each smallholder has his own fertilizer recommendation.</p> <p>Based on field observation and interview with sampled smallholder (smallholder ID MJ.02.010 - Kelompok Tani Tri Marga, smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki, smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki, smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur and smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur), obtained information that all member has following the fertilizer recommendation especially on right dosage, example dosage for NPK per tree is 1.5 kg/year.</p> <p>Records of FFB sale was reviewed such as :</p> <ul style="list-style-type: none"> • FFB delivery record in Surat Pengantar TBS and Weighbridge card from Palm Oil Mill. Sample seen: Surat Pengantar TBS No. 041/KT/09/01/2023 	<p>Complied</p>
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		<p>dated 09/01/2023, Kelompok Tani Karya Makmur , Vehicle Number: BM 8795 SF, Buyer: PKS Ladang Panjang (PT Bahari Gembira Ria), FFB amount: 554 bunches, quantity: 11,070 kg, FFB loose fruit : 1,107 kg; Driver: Erik.</p> <ul style="list-style-type: none"> • FFB delivery record in Surat Pengantar TBS and Weighbridge card from Palm Oil Mill. Sample seen: Surat Pengantar TBS No. 13/KT/26/2/2023 dated 26/02/2032, Kelompok Tani Dwi Rejeki, Vehicle Number: Bh 147474 FJ, Buyer: PKS Ladang Panjang (PT Bahari Gembira Ria), FFB amount: 484 bunches, quantity: 9,685 kg, FFB loose fruit : 950 kg; Driver: Pardi. • FFB delivery record in Surat Pengantar TBS and Weighbridge card from Palm Oil Mill. Sample seen: Surat Pengantar TBS No. 110/KT/25/12/2022 dated 25/12/2022, Kelompok Tani Tri Marga, Vehicle Number: BM 8795 SF, Buyer: PKS Ladang Panjang (PT Bahari Gembira Ria), FFB amount: 496 bunches, quantity: 9,925 kg, FFB loose fruit : 900 kg; Driver: Erik. <p>During the audit, auditor also check the recapitulation of manuring, chemical weeding and pruning period 2022. Based on that document obtained information related to manuring activity each smallholders such as :</p> <ul style="list-style-type: none"> • Smallholder ID MJ.02.010 - Kelompok Tani Tri Marga, has applied fertilizer NPK (PHONSKA) on August 2022, spraying on 12 May 2022 using chemical substances Round Up, and pruning on 1 May 2022. • Smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki, no chemical fertilizer application on 2022 because the smallholder using EFB, spraying on 14 June 2022 using chemical substances Garlon and pruning on 27 May 2022 • Smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki, no chemical fertilizer application on 2022 because the smallholder using EFB, spraying on 27 April 2022 using chemical substances Round Up and pruning on 19 February 2022. 	
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		<ul style="list-style-type: none"> Smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur, has applied fertilizer Ca (KAPTAN) on 10 May 2022, spraying on 1 March 2022 using chemical substances Rambo and pruning on 14 June 2022. Smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur, has applied fertilizer NPK (PHONSKA) on 17 October 2022, spraying on 19 May 2022 using chemical substances Round Up and pruning on 11 October 2022. 	
<p>Criteria 1.3 Smallholders implement good agricultural practices (GAP) on their farms.</p>			
<p>Eligibility</p>	<p>Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E, Annex 2).</p>	<p>There are only one BMP's procedure that revised on 18 January 2023 which is SOP PHT No. 22/SOP-KUD-MJ/I/20203 Revisi 1, dated 18 January 2023. Revision related to changes of Personnel in Charge, from Mr Budi Purwanto to Mr Khotib and Mr Ayi Gandayi.</p> <p>The procedure for BMP such as :</p> <ul style="list-style-type: none"> SOP Panen No. 14/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pruning No. 15/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pemupukan No. 16/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pengendalian Gulma Kelapa Sawit No. 17/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Monitoring dan Penilaian Anggota No. 18/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pengelolaan Wadah Bekas Kimia No. 19/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pembukaan Lahan Kelapa Sawit No. 20/SOP-KUD-MJ/III/2019, dated 20 March 2019 SOP Pembibitan Kelapa Sawit No. 21/SOP-KUD-MJ/III/2019, dated 20 March 2019 <p>Based on field observation and interview with sampled smallholder (smallholder ID MJ.02.010 - Kelompok Tani Tri Marga, smallholder ID MJ.03.020 - Kelompok</p>	<p>Complied</p>

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		Tani Dwi Rejeki, smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki, smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur and smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur), obtained information that the smallholders has following the smallholder's declaration above such us zero burning, no longer use paraquat, using proper PPE during agrochemical application, no underage worker etc.	
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	Training records for BMP or GAP please refer to indicator 1.2 Milestone A above.	Complied
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	Based on field observation and interview with sampled smallholder (smallholder ID MJ.02.010 - Kelompok Tani Tri Marga, smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki, smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki, smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur and smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur), observed the smallholders have implemented GAP in accordance with the SOPs and training that has been delivered.	Complied
Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing			
Comply with the law and respect communities' rights			
Criteria 2.1			
Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	KUD Marga Jaya has provide land ownership database that covered the information of ID number, name of member, farmer group, land title status and its number, planting year, cultivation permit data, environmental permit data, location (village, sub district, regency and province). Its database attached with brief maps.	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.	Based on document verification, all smallholders taken as sample can demonstrated their land ownership. Sighted the evidence of land legality of	Complied

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each person. Based on sample taken (20 samples) during this audit obtain information of land legality status as follows:

No	Name	ID	SHM	STDB	SPPL	Area (Ha)
1	ARMAN	MJ.01.001	2424	2324	179-BUN	2.01
2	HARTATO	MJ.01.005	2426	2330	173-BUN	1.92
3	BUDI PURWANTO	MJ.01.007	2425	2337	166-BUN	2.04
4	SUTARTO	MJ.01.008	2422	2322	181-BUN	2.03
5	PAMUJI	MJ.01.010	2423	2328	175-BUN	2.08
6	RUSTAM	MJ.01.011	2407	2338	165-BUN	1.91
7	SAMINI	MJ.01.012	2436	2323	180-BUN	2.01
8	GIMAH	MJ.01.015	2561	2402	85-BUN	2.00
9	SUGENG WARDOYO	MJ.01.018	2563	2405	93-BUN	1.99
10	MAHUDI	MJ.02.010	2562	2400	90-BUN	1.97
11	WARJO	MJ.03.011	1980	2870	660.04/512/SPPL /II.I/DLH	1.98
12	MARSINI	MJ.03.020	1962	2872	660.04/511/SPPL /II.I/DLH	1.96
13	RUPINAH	MJ.06.006	2002	2877	660.04/513/SPPL /II.I/DLH	2.00
14	NURDIN	MJ.08.005	2323	2407	46-BUN	2.02
15	SIPAN	MJ.08.016	2183	2473	38-BUN	2.10
16	MUHAMAD SHOFA SF	MJ.08.021	2191	2478	23-BUN	2.13
17	ANWAR	MJ.12.004	1996	2903	660.04/473/SPPL /II.I/DLH	2.00

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		<table border="1"> <tr> <td>18</td> <td>SUPARLAN</td> <td>MJ.12.008</td> <td>2083</td> <td>2904</td> <td>660.04/525/SPPL /II.I/DLH</td> <td>2.08</td> </tr> <tr> <td>19</td> <td>SOLIHIN</td> <td>MJ.12.015</td> <td>912</td> <td>2483</td> <td>106-BUN</td> <td>2.00</td> </tr> <tr> <td>20</td> <td>ALI MAKSUM</td> <td>MJ.12.027</td> <td>2203</td> <td>2481</td> <td>108-BUN</td> <td>2.00</td> </tr> </table> <p><i>Auditor note:</i> <i>SHM: Sertifikat Hak Milik (Private Land Owner)</i> <i>STDB: Surat tanda Daftar Budidaya (Palm Oil Cultivation Permit)</i> <i>SPPL: Surat Pernyataan Pengelolaan Lingkungan (Environmental Permit)</i></p>	18	SUPARLAN	MJ.12.008	2083	2904	660.04/525/SPPL /II.I/DLH	2.08	19	SOLIHIN	MJ.12.015	912	2483	106-BUN	2.00	20	ALI MAKSUM	MJ.12.027	2203	2481	108-BUN	2.00	
18	SUPARLAN	MJ.12.008	2083	2904	660.04/525/SPPL /II.I/DLH	2.08																		
19	SOLIHIN	MJ.12.015	912	2483	106-BUN	2.00																		
20	ALI MAKSUM	MJ.12.027	2203	2481	108-BUN	2.00																		
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	<p>KUD Marga Jaya has had land demarcated procedure in document "SOP Pemeliharaan Batas dan Patok Kebun Petani Swadaya", SOP No. 42/SOP-KUD-MJ/III/2019 dated 20 March 2019.</p> <p>Smallholders plot of KUD Marga Jaya is origin from Transmigration program in 1980's and formerly scheme smallholder with certain company. Therefore, the plots are clearly marked and demarcated.</p> <p>Based on field visit and interview with all smallholder samples obtain information that each plot has been demarcated with boundary poles (concrete pole). All smallholders sampled can demonstrated their demarcation mark (boundary poles) in each corner.</p>	Complied																					
Criteria 2.2																								
Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.																								
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed		Complied																					

	consent of indigenous peoples, local communities or other users (refer to appendix 1).	<p>Transmigration program 1986, therefore the smallholder land is origin from government program. The land status of each member have been legally and obtained Land Rights Certificate or "Surat Hak Milik".</p> <p>Along with time, each member also has rights to retain or selling their land as personnel reason. Therefore, some plots have change the ownership.</p> <p>According to information gathered with chairman, there are 13 plots traded in 2022 from member to member.</p> <p>According to the document sample, it is sighted that 20 smallholders was completely filled the Disclosure Form for Land Tenure and Utilisation History and Presence of Land Conflict.</p>	
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).		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).		Complied
<p>Criteria 2.3 The right to use the land is not disputed by indigenous peoples, local communities or other users</p>			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	<p>Each member under KUD Marga Jaya has signed smallholder's Commitment letter. Those declaration (point number 9 and 10) stated the commitment to:</p> <ul style="list-style-type: none"> - Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach. - Resolve all existing disputes with a mechanism that has been regulated in the KUD Marga Jaya and the RSPO. <p>Based on document verification, most plots originated from transmigration land ownership or land purchase from other villager. Based on public consultation with local village head and government agencies of Muaro Jambi Regency has obtained information that there is no indigenous people around the smallholder plots.</p>	Complied

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		<p>KUD Marga Jaya has SOP of Consultation and Communication Mechanism, regulate that if there any land dispute/conflict can be submitted in written to KUD official, then will be followed up prioritizing deliberate way resolution. If not resolved, can be brought to Village Official, and then to the court of law as a final way.</p> <p>According to the document sample, it is sighted that 20 smallholders was completely filled the Disclosure Form for Land Tenure and Utilisation History and Presence of Land Conflict.</p>	
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	<p>Based on field observation of sample of plots, document review, interview with smallholders, and stakeholder consultation (Petaling Jaya Village Head, NGO SETARA, Government Agencies of Muaro Jambi Regency) is obtained information that currently there is no land disputes between the smallholders or with indigenous people, local communities or other users. The lands of KUD Marga Jaya were initially came from government transmigration program, therefore, considered low risk in terms of dispute with external parties. The stakeholders also stated that there is no indigenous people around the smallholder plots. In addition, there is no disputes occur with the local peoples and surrounding villagers.</p> <p>KUD Marga Jaya also provide the Communication Logbook to record the complaint, grievances and disputes if any from stakeholder or local people. Based on document verification of Communication Logbook confirmed that since Initial certification until this surveillance audit there is no disputes occur with the local peoples and surrounding villagers.</p>	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	<p>Based on field observation of sample of plots, document review, interview with smallholders, and stakeholder consultation (Petaling Jaya Village Head, NGO SETARA, Government Agencies of Muaro Jambi Regency) is obtained information that currently there is no land disputes between the smallholders or with indigenous people, local communities or other users. The lands of KUD</p>	Complied

	resolution processes are implemented, and the process is accepted by all parties involve	<p>Marga Jaya were initially came from government transmigration program, therefore, considered low risk in terms of dispute with external parties. The stakeholders also stated that there is no indigenous people around the smallholder plots. In addition, there is no disputes occur with the local peoples and surrounding villagers.</p> <p>KUD Marga Jaya also provide the Communication Logbook to record the complaint, grievances and disputes if any from stakeholder or local people. Based on document verification of Communication Logbook confirmed that since Initial certification until this surveillance audit there is no disputes occur with the local peoples and surrounding villagers.</p>	
Criteria 2.4			
Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	According to ISH map "Peta Kebun Anggota Sertifikasi RSPO KUD Marga Jaya Overlay Status Kawasan Hutan" Scale 1:30,000 with map source of Forestry Decree regarding Forest Status of Jambi Province": "SK Menteri Kehutanan Nomor: SK. 863/Menhut-II/2014, dated 29 September 2014". Area of ISH KUD Marga Jaya located outside the area classified as protected forest.	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 appendix 1).		Complied
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).		Complied
Criteria 2.5			

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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.			
Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting. Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment Letter. Those declaration (point number 9 and 10) stated the commitment to: <i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i> <i>Resolve all existing disputes with a mechanism that has been regulated in the KUD Marga Jaya and the RSPO.</i>	Complied
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting. Based on document verification, FPIC training has been conducted on June 2021 conducted by ICS team to members. Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment Letter. Those declaration (point number 9 and 10) stated the commitment to: <i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i> <i>10. Resolve all existing disputes with a mechanism that has been regulated in the KUD Marga Jaya and the RSPO.</i> Through the interview with smallholder samples, surrounding community, and government agencies in Muaro Jambi District obtain information that there are no land disputes until this audit. Most of plot originated from transmigration area on 1990 while some others from land purchase from the villager.	Complied

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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.	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting.	Complied
<p>Principle 3: Respect human rights, including workers’ rights and conditions</p> <p>Safeguard human rights and protect workers’ rights, ensuring safe and decent working conditions.</p> <p>Note: This Independent Smallholder Standard is applicable to a large variety of independent smallholders in terms of geography, type, size and demographic characteristics. The use of labour on the oil palm plantations from outside the household is more common in several countries, because of the average age of the farmers who own the land or because of the average economic size of land holdings. An increased risk of not following safe and decent labour practices exists in smallholder farms that use workers from outside the household. Notably, these risks exist in situations where the smallholder landowner is not actively farming the land but hires others to do so.</p> <p>Therefore, the Independent Smallholder Standard presents rigorous requirements on labour to prevent labour abuses and make these practices applicable to groups across all regions. This approach will increase adoption of better labour practices at a larger scale and increase RSPO’s impact.</p> <p>For those farmers that only use family labour within one household, this standard uses a ‘skip-logic’ for several labour requirements. In order to skip indicators, farmers must declare their source of labour, determining which criteria apply to them and which do not. (see also paragraph 3.1.3).</p>			
<p>Criteria 3.1</p> <p>There is no use of forced labour.</p>			
Eligibility	Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).	<p>During ASA3 it was confirmed that the Group Manager has established Decree No. 14/SK/ICS/KUD-MJ/IV/2019”, dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining that:</p> <ul style="list-style-type: none"> - Everybody is equal in right and obligation related to human rights; - Smallholder are prohibited from discriminative action based on any reason (skin color, tribe, sex, political affiliation, etc.); - Prohibit forced labor for worker or other person in any condition; - Prohibit to conduct human/worker trafficking in any form. 	Complied

		<p>The policy has been disseminated to all smallholders and workers conducted annually, for instance in 2022 conducted in three (3) sessions, that were on 12, 13, & 14 November 2022.</p> <p>Smallholder of KUD Marga Jaya in term of labour hiring; A worker recruited/hired by smallholder it is the villagers around the estate (Petaling Jaya village), although not cover the possibility of that workers associated as family members. Nevertheless, in this recruitment also remain done professionally done with the signing of cooperation agreement between the smallholder with workers.</p> <p>All workers who work at the KUD Marga Jaya farms are local residents/communities, i.e. Petaling Jaya Village, Sidomukti Village, Trimulya Jaya Village, Mingkung Jaya Village and Sungai Gelam Village.</p> <p>In terms of hiring workers, the ICS KUD Marga Jaya Management has made a Work Agreement with workers, which explains the rights and obligations of workers the list of workers attached, including the determination of workers' wages, discrimination and force labour policy, for example:</p> <ul style="list-style-type: none"> - Work Agreement Letter dated 1 January 2022 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Pamuji (ID No. MJ-01010) of Tri Tunggal Makmur farmers group) and Buaji as a harvest, pruning and manuring worker. - Work Agreement Letter dated 2 January 2022 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Hartoto (ID No. MJ-01005) of Tri Tunggal Makmur no farmers group) and Pak Maman as a harvest, pruning and manuring worker. 	
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		<ul style="list-style-type: none"> - Work Agreement Letter dated 5 January 2022 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Ahmad Sofyan (MJ-01001) of Tri Tunggal Makmur no farmers group) and Pak Taman Permana as a harvest, pruning and manuring worker. <p>The work agreement is also explained that if there is a cancellation of the Work Agreement due to death, even though the period of the agreement has not ended, there is a violation or action that is not justified, this Work Agreement will be canceled. If the worker intends to resign, then the worker is obliged to submit his resignation to the plantation owner.</p>	
Milestone A	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages 	<p>Group Manager has established Decree No. 14/SK/ICS/KUD-MJ/IV/2019”, dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining that:</p> <ul style="list-style-type: none"> - Everybody is equal in right and obligation related to human rights; - Smallholder are prohibited from discriminative action based on any reason (skin color, tribe, sex, political affiliation, etc.; - Prohibit forced labor for worker or another person in any condition; - Prohibit to conduct human/worker trafficking in any form. <p>The policy has been disseminated to all smallholders and workers conducted annually, for instance in 2022 conducted in two sessions, that were on 12 – 14 December 2022. The material provided at the training includes:</p> <ul style="list-style-type: none"> - Fair employment practices: - There is no identity holder (KTP-Identity Card) - No recruitment fees - No voluntary overtime - Members' freedom to resign - There are no penalties for resigning 	Complied

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		<ul style="list-style-type: none"> - No bonded work - There is no withholding wages - Compliance with the minimum age of workers as regulated by regional, provincial or national regulations (Law No. 13 of 2003) - Not placing children in hazardous work - Placing adult supervision of child laborers working in the field - Ensure that children's rights to education are respected and are not restricted. <p>Based on interview with sample of smallholders, they mentioned that the smallholders have been given dissemination concerning the principal of anti force labor and to establish contractual agreement with the workers.</p> <p>Providers of the training materials was ICS KUD Marga Jaya (Mr. Agus Susanto). Where Mr. Agus Susanto has competence and experience, including:</p> <ul style="list-style-type: none"> - Training on RSPO Requirements by PT Bahari Gembira Ria (PT BGR) on 10 January 2023 - Training on OHS by PT Bahari Gembira Ria (PT BGR), 4 February 2023. - Training on Internal Audit by SNV Indonesia on 20 January 2023. - Training on FPIC by SNV Indonesia on 20 January 2023. - Training on RSPO PC by SNV Indonesia on 18 January 2023. - Training HCV-HCS by SNV Indonesia on 20 January 2023. - Training of Fire, by PT Bahari Gembira Ria (PT BGR) 4 February 2023. - Training of OHS by Alam Hijau Indonesia, 19 July 2022. - Training of pesticides and hazardous waste by Alam Hijau Indonesia, 19 July 2022. 	
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have	During ASA3 was verified that, all workers in the plot, including their families, have the right of access to obtain the Work Agreement documents. This	Complied

	<p>freedom of movement and can declare that their employment is freely chosen.</p>	<p>Agreement Letter is made in 3 (three) copies which can be held by each party, including their family members.</p> <p>In the Work Contract between Smallholder and Workers, it is explained that workers have the rights such as:</p> <ul style="list-style-type: none"> - To receive payment from the owner of the farm for their work, - Workers can apply for vacation leave and sick leave permits, but workers are required to find replacements in terms of harvest work because they cannot be postponed. <p>Based on interview with workers in the field, they have mentioned that they were given by contractual agreements, they have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.</p>	
<p>Criteria 3.2 Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.</p>			
<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"> 1. Compliance with the minimum age of workers and as defined by local, state, or national law, 2. Not exposing children to hazardous work. 3. Providing adult supervision of young people working on the farm. 4. Ensuring the practice of children’s rights to education is unrestricted and respected. <p>(Refer to appendix 1).</p>	<p>KUD Marga Jaya has a policy regarding prohibition of child labour set in Decree No. 02/SK/ICS/KUD-MKT/IV/2019, dated 3 February 2019, there is no change about the policy, the policy was set that:</p> <ul style="list-style-type: none"> - The smallholders not to employ children under 18 years of age. - And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labour.</p> <p>The policy has been disseminated to all smallholders and workers conducted annually, for Y2022 was conducted on 12 - 14 December 2022.</p>	<p>Complied</p>

		<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 8; that "Ensure that there are no child labour practices in plantation operations and stop the practice of child labour that is still running".</p> <p>Sample was seen for example:</p> <ul style="list-style-type: none"> a. Commitment Statement of Rustam (ID No. MJ-01011) dated 24/08/2020 b. Commitment Statement of Arman (ID No. MJ-01001) dated 24/08/2020 c. Commitment Statement of Pamuji (ID No. MJ-01010) dated 24/08/2020 d. Commitment Statement of Hartato (ID No. MJ-01005) dated 01/12/2020 e. Commitment Statement of Mukhlis (ID No. MJ-08023) dated 04/08/2020 f. Commitment Statement of Sipan (ID No. MJ08016) dated 23/09/2020 <p>Commitment Statement of Nurdin (ID No. MJ-08005) dated 20/04/2020</p>	
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>Based on field observation to sample of smallholder plots, it was known that there was no child labour are being employed. Based on interview with smallholders and workers, they were mentioned that they are committed not to employ/bring or child labour. Group Manager regularly disseminating the policy of child labor.</p> <p>It also has been verified during ASA3 based on stakeholder consultation, mentioned that smallholders in KUD Marga Jaya did not employed child labor.</p>	Complied
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p>	<p>Based on field observation to sample of smallholder plots, it was known that there was no child labour are being employed. Based on interview with smallholders and workers, they were mentioned that they are committed not</p>	Complied

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	<ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>to employ/bring or child labour. Group Manager regularly disseminating the policy of child labor.</p> <p>It also has been verified during ASA3 based on stakeholder consultation, mentioned that smallholders in KUD Marga Jaya did not employed child labor.</p>	
<p>Criteria 3.3 Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p>			
<p>Eligibility</p>	<p>Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).</p>	<p>During ASA3 it was known that KUD Marga Jaya has committed to pay workers with a minimum wage in accordance with regulation, set in Group Manager Decree No. 12/SK/ICS/KUD-MJ/II/2019 dated 03 February 2019 concerning Wage Payments, mentioned that KUD Marga Jaya will pay worker's wages referring to applicable government regulation.</p> <p>The Policy also stipulates that:</p> <ul style="list-style-type: none"> - If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation - If overtime has to be done, wages can be adjusted based on the duration of overtime work after going through the wage conversion calculation set by the government. - KUD Marga Jaya or smallholders are prohibited to withhold worker's wages. - Facilitate the mechanism to make work agreements between farmers and workers that refer to applicable government regulations and RSPO requirements. 	<p>Complied</p>

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		<p>- Payment of wages accompanied by notes, slips or three duplicate receipts, each for smallholder, worker, and archive at KUD Marga Jaya.</p> <p>The policy has been disseminated to all smallholders and workers conducted annually, for instance in 2022 conducted in two sessions, that were on 09, 10, 11 January 2023. Based on interview to the smallholders in the field, they stated their commitment to pay the workers referring to the minimum wage set by government.</p> <p>KUD Marga Jaya has documented the annual Governor Decree concerning minimum wage, then the KUD set the conversion of rates of operational activities, that are described below:</p> <p>Minimum Wage of 2022: Based on Governor Decree No. 914/Kep.Gub/DISNAKERTRANS-3.3/ 2021 dated 16 November 2021 concerning the determination of the Jambi Province Minimum Wage of 2022, amount of IDR 2,649,034 per month or IDR 15,312 per hour.</p> <p>Minimum Wage of 2023: Based on Governor Decree No. 1047/Kep.Gub/DISNAKERTRANS-3.3/ 2022 dated 28 November 2022 concerning the determination of the Jambi Province Minimum Wage of 2023, amount of IDR 2,943,033.08 per month or IDR 17,012 per hour.</p>	
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>Based on review of payment slips, interview with smallholders and workers in the field, can be concluded that the implementation of the payment has been in accordance with the minimum payment, for example:</p> <p>November 2022</p> <ul style="list-style-type: none"> Harvest wages on behalf of Taman P (Harvester) at farmer plot Arman on 14 November 2022 with a yield of 3.865mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 	<p>Complied</p>

		<p>11.00). The wages received were IDR 650,000 (11.6 hours) or IDR 56,058 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour.</p> <ul style="list-style-type: none"> • Harvest wages on behalf of Buaji (Harvester) at farmer plot Pamuji (ID No. MJ-01010) on 15 November 2022 with a yield of 4.855mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 890,000 (14.57 hours) or IDR 61,105 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. • Harvest wages on behalf of Maman (Harvester) at farmer plot Hartato (ID No. MJ-01005) on 14 November 2022 with a yield of 2.940mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 460,000 (8.82 hours) or IDR 52,154 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. <p>December 2022</p> <ul style="list-style-type: none"> • Harvest wages on behalf of Taman P (Harvester) at farmer plot Arman on 14 December 2022 with a yield of 3.845mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 650,000 (11.5 hours) or IDR 56,350 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. • Harvest wages on behalf of Buaji (Harvester) at farmer plot Pamuji (ID No. MJ-01010) on 15 December 2022 with a yield of 4.005mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 720,000 (12.02 hours) or IDR 59,925 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. 	
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		<ul style="list-style-type: none"> Harvest wages on behalf of Maman (Harvester) at farmer plot Hartato (ID No. MJ-01005) on 14 December 2022 with a yield of 2.905mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 460,000 (8.72 hours) or IDR 52,782 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. <p>January 2023</p> <ul style="list-style-type: none"> Harvest wages on behalf of Taman P (Harvester) at farmer plot Arman on 14 January 2023 with a yield of 3.845mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 650,000 (11.5 hours) or IDR 59,880 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2023 or IDR 14,715/hour. Harvest wages on behalf on behalf of Buaji (Harvester) at farmer plot Pamuji (ID No. MJ-01010) on 15 January 2023 with a yield of 3.325mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 550,000 (9.97 hours) or IDR 55,137 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2023 or IDR 14,715/hour. Harvest wages on behalf of Maman (Harvester) at farmer plot Hartato (ID No. MJ-01005) on 14 January 2023 with a yield of 2.080mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 290,000 (6.24 hours) or IDR 46,474 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 14,715/hour. <p>instance for harvesting and FFB loading:</p>	
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		Activity	Rates implemented by smallholder	Average of output	Average working hour of	Conversion of Average of wage / hour		
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.	Harvesting	IDR 160,000 – 200,000/ton (depend on the contour)	900 kg – 1,000 kg/harvesting	3 hours	IDR 53,333/hour (minimum)	Based on the description above, can be concluded that the implementation of wage in the field has above the regulation of Governor in Y2022 and Y2023. The workers also mentioned that there is no discrimination related to race, ethnic group, or religion. Moreover, the smallholders did not employ female worker.	Complied
							Based on review of payment slips, interview with smallholders and workers in the field, can be concluded that the implementation of the payment has been in accordance with the minimum payment, for example: November 2022	
							<ul style="list-style-type: none"> Harvest wages on behalf of Taman P, Harvested at farmer Arman on 14 November 2022 with a yield of 3.865mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 650,000 (11.6 hours) or IDR 56,058 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. Harvest wages on behalf of Buaji, Harvested at farmer Pamuji (ID No. MJ-01010) on 15 November 2022 with a yield of 4.855mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 890,000 (14.57 hours) or IDR 	

		<p>61,105 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour.</p> <ul style="list-style-type: none"> • Harvest wages on behalf of Maman, Harvested at farmer Hartato (ID No. MJ-01005) on 14 November 2022 with a yield of 2.940mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 460,000 (8.82 hours) or IDR 52,154 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. <p>December 2022</p> <ul style="list-style-type: none"> • Harvest wages on behalf of Taman P, Harvested at farmer Arman on 14 December 2022 with a yield of 3.845mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 650,000 (11.5 hours) or IDR 56,350 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. • Harvest wages on behalf of Buaji, Harvested at farmer Pamuji (ID No. MJ-01010) on 15 December 2022 with a yield of 4.005mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 720,000 (12.02 hours) or IDR 59,925 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. • Harvest wages on behalf of Maman, Harvested at farmer Hartato (ID No. MJ-01005) on 14 December 2022 with a yield of 2.905mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 460,000 (8.72 hours) or IDR 52,782 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 13,245/hour. 	
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		<p>January 2023</p> <ul style="list-style-type: none"> Harvest wages on behalf of Taman P, Harvested at farmer Arman on 14 January 2023 with a yield of 3.845mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 650,000 (11.5 hours) or IDR 59,880 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2023 or IDR 14,715/hour. Harvest wages on behalf on behalf of Buaji, Harvested at farmer Pamuji (ID No. MJ-01010) on 15 January 2023 with a yield of 3.325mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 550,000 (9.97 hours) or IDR 55,137 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2023 or IDR 14,715/hour. Harvest wages on behalf of Maman, Harvested at farmer Hartato (ID No. MJ-01005) on 14 January 2023 with a yield of 2.080mt, harvesting wages of IDR 168,000 per ton. Harvesting is done for 3 hours/round (from 8.00 – 11.00). The wages received were IDR 290,000 (6.24 hours) or IDR 46,474 /hour. This wage is above the wage standard set by the governor of Jambi Province Y2022 or IDR 14,715/hour. <p>instance for harvesting and FFB loading:</p> <table border="1" data-bbox="1032 1090 1865 1361"> <thead> <tr> <th>Activity</th> <th>Rates implemented by smallholder</th> <th>Average of output</th> <th>Average working hour of</th> <th>Conversion of Average of wage / hour</th> </tr> </thead> <tbody> <tr> <td>Harvesting</td> <td>IDR 160,000 – 200,000/ton (depend on the contour)</td> <td>900 kg – 1,000 kg/harvesting</td> <td>3 hours</td> <td>IDR 53,333/hour (minimum)</td> </tr> </tbody> </table>	Activity	Rates implemented by smallholder	Average of output	Average working hour of	Conversion of Average of wage / hour	Harvesting	IDR 160,000 – 200,000/ton (depend on the contour)	900 kg – 1,000 kg/harvesting	3 hours	IDR 53,333/hour (minimum)	
Activity	Rates implemented by smallholder	Average of output	Average working hour of	Conversion of Average of wage / hour									
Harvesting	IDR 160,000 – 200,000/ton (depend on the contour)	900 kg – 1,000 kg/harvesting	3 hours	IDR 53,333/hour (minimum)									

		<p>Based on the description above, can be concluded that the implementation of wage in the field has above the regulation of Governor in Y2022 and Y2023.</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> <p>During interview at ASA3 with the farmers sample it was known that there is no grievance related to minimum wage, the minimum wage has meet with the regulation.</p>	
<p>Criteria 3.4 Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.</p>			
<p>Eligibility</p>	<p>Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).</p>	<p>During ASA3, KUD Marga Jaya has a SOP of Grievance Submission of Smallholder and Worker / SOP Pengaduan Anggota No. 09/SOP-KUD-MJ/III/2019 dated 20 March 2019, there is no change about the SOP Grievance Submission of Smallholders and Worker. The SOP explaining that:</p> <ul style="list-style-type: none"> - Members or other parties (external) can submit suggestions or complaints submitted to the Approval Secretaries in written form, complaints can also be submitted through the Chairman of the Farmer Sub-Group (<i>Kelompok Tani</i>), than the chairman of the farmer sub-group must submit to the Approval Committee". - The confidentiality of the Reporting Person is guaranteed. The Approval Committee is prohibited from disclosing the identity of the reporter to the public or other parties. Resolution of complaints or suggestions through deliberation to reach a consensus. - The grievance from the members will be discussed in the Group Manager Internal Meeting or Grievance Unit Meeting and will be responded within 2 weeks. 	<p>Complied</p>

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		<ul style="list-style-type: none"> - The subject of the complaints which is confidential, if it cannot be resolved internally, then the KUD Marga Jaya management will submit the matter to the competent authority for further action. <p>The SOP has been disseminated to all smallholders and workers conducted annually, for instance in 2022 conducted in two sessions, that were on 12 – 14 December 2022.</p> <p>Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the KUD Marga Jaya secretariat, has been sighted the Logbook of Grievance.</p> <p>Based on document review it was known that there is no official complaint submitted to KUD official for Y2022.</p>	
Milestone A	Smallholders complete training on workers’ rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	<p>During ASA3, KUD Marga Jaya has a SOP of Grievance Submission of Smallholder and Worker / SOP Pengaduan Anggota No. 09/SOP-KUD-MJ/III/2019 dated 20 March 2019, there is no change about the SOP Grievance Submission of Smallholders and Worker. The SOP explaining that:</p> <ul style="list-style-type: none"> - Members or other parties (external) can submit suggestions or complaints submitted to the Approval Secretaries in written form, complaints can also be submitted through the Chairman of the Farmer Sub-Group (<i>Kelompok Tani</i>), than the chairman of the farmer sub-group must submit to the Approval Committee". - The confidentiality of the Reporting Person is guaranteed. The Approval Committee is prohibited from disclosing the identity of the reporter to the public or other parties. Resolution of complaints or suggestions through deliberation to reach a consensus. 	Complied

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		<ul style="list-style-type: none"> - The grievance from the members will be discussed in the Group Manager Internal Meeting or Grievance Unit Meeting and will be responded within 2 weeks. - The subject of the complaints which is confidential, if it cannot be resolved internally, then the KUD Marga Jaya management will submit the matter to the competent authority for further action. <p>Training related to the employment particularly force labor, child labor, pregnant and breastfeeding women and discrimination and also related to the workers right was carried out on 12 – 14 December 2022.</p>	
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	Based on interview with sample of smallholders, they mentioned that they committed to respect the workers right to submit grievance. Based on interview with workers in the field, they have mentioned that they were given awareness about the right to submit grievance to any party. In the KUD Marga Jaya secretariat, has been sighted the Logbook of Grievance, Grievance box located in koperasi office and form of grievance submission. During audit confirmed that there is no official complaint submitted to KUD Marga Jaya official based on interview and logbook review for Y2022.	Complied
Criteria 3.5			
Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 6 "Menyediakan Kondisi dan Fasilitas Kerja yang Aman".</p> <p>Sample was seen for example:</p> <ol style="list-style-type: none"> a. Commitment Statement of Rustam (ID No. MJ-01011) dated 24/08/2020 b. Commitment Statement of Arman (ID No. MJ-01001) dated 24/08/2020 c. Commitment Statement of Pamuji (ID No. MJ-01010) dated 24/08/2020 d. Commitment Statement of Hartato (ID No. MJ-01005) dated 01/12/2020 	Complied

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		<p>e. Commitment Statement of Mukhlis (ID No. MJ-08023) dated 04/08/2020 f. Commitment Statement of Sipan (ID No. MJ08016) dated 23/09/2020 g. Commitment Statement of Nurdin (ID No. MJ-08005) dated 20/04/2020</p> <p>KUD Marga Jaya has establish procedure related to risk control and PPE use as per "SOP Pengendalian Resiko dan Penggunaan APD No: 32/SOP-KUD-MJ/III/2019" dated 20 March 2019. OHS risk and analysis are available in the procedure. OHS risk analysis covering office activity, fertilizer, spraying, pruning, upkeep activities, harvesting, FFB transportation, and agrochemical warehouse, harvesting, FFB transportation, unloading of FFB, pesticide mixing, Hazardous Waste Handling, Domestic Waste handling. OHS risk analysis were evaluated each year by ICS.</p> <p>PPE for workers is provide by smallholder member in accordance with working type. PPE for harvesting are safety helmet, boots, safety glasses; PPE for spraying working are safety glasses, safety helmet, apron, masker, hand gloves. However spraying working are conducted by TUS team.</p> <p>PPE usage monitoring during working are carried out by ICS (Unit K3) to ensure that all workers using appropriate PPE during working. Evidence of monitoring can be demonstrated as per "Format Monitoring Penggunaan APD". Monitoring evidence since January – December 2022 is available.</p> <p>First aid equipment was provided by KUD Marga Jaya for each smallholder Group "Kelompok Tani". First aid equipment provision was proven according to "Tanda Terima Kotak P3K" dated 06 November 2022 for 12 Kelompok Tani consist of: Kelompok Tani Tri Tunggal Makmur, Tri Marga, Dwi Rejeki, Karya Jaya Trimukti, Sumber Usaha, Bakti Pertiwi, Karya Muda, Tunas Harapan, Tunas Muda, Sumber Rejeki, Cahaya Tani and Karya Makmur.</p> <p>Guidance for first aid handling also provide for each Kelompok Tani and were sighted during ASA3.</p>	
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<p>Milestone A</p>	<p>Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them</p>	<p>Training for OHS and safety risk associated with farm work (including that of pesticide use) and how to mitigate them has been conducted on 19-21 December 2022 by KUD Marga Jaya and ICS team. SNV Netherlands Development organisation as a training facilitator has been deliver the training of OHS for ICS on 23 June 2020.</p> <p>Evidence of training were available as per "Notulensi Pelatihan K3 dan PPGD". Training attend by all smallholder member from all Kelompok Tani.</p> <p>Training for OHS also conducted for all smallholder's member on 19-21 December 2022 for 12 Farmer Group/Kelompok Tani.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	<p>During ASA3 was verified that the workers including smallholder family member have access to safe working conditions and amenities.</p> <p>Each worker and smallholder have their own housing. During field visit to smallholder housing shown that the housing condition is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place. Adequate drinking water and access to toilet are available in their own housing based on field visit to smallholder and workers housing.</p> <p>First aid equipment provides by KUD Marga Jaya for each Smallholder Group. There are 12 smallholder group of KUD Marga Jaya has receive first aid kit. During field observation at Kelompok Tani Tri Tunggal Makmur and Kavling No MJ-01011, Kavling No. MJ-01001, Kavling No. MJ-01010, Kavling No. MJ-01005 and Kelompok Tani Tunas Harapan Kavling No. MJ-08023, Kavling MJ08016, Kavling No. MJ-08005, confirmed that first aid kit provided has met with the standard.</p> <p>Evidence of first aid kit provision are available as per "Tanda Terima Kotak P3K" dated 6 November 2022 for 12 smallholder group / Kelompok Tani.</p> <p>PPE for workers is provide by smallholder member in accordance with working type. PPE for harvesting is safety helmet, boots, safety glasses; PPE for spraying working are safety glasses, safety helmet, apron, masker, hand</p>	<p>Complied</p>

		<p>gloves. However spraying working are conducted by TUS team. The evidence of distribution of PPE for members was sighted during ASA3, the verified document namely "Berita Acara Kegiatan Pendistribusian APD Keseluruh Petani Anggota" dated 11 January 2023 for 12 smallholder group / Kelompok Tani. Photo and signature of recipient was available during audit as attachment of "Berita Acara Kegiatan Pendistribusian APD Keseluruh Petani Anggota".</p> <p>PPE usage monitoring during working is carried out by ICS (Unit K3) to ensure that all workers using appropriate PPE during working. Evidence of monitoring can be demonstrated as per "Format Monitoring Penggunaan APD". Monitoring evidence since January – December 2022 is available.</p>	
<p>Criteria 3.6 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 appendix 1).	<p>KUD Marga Jaya has had a Decree No. 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019, related Prohibition of Discrimination, Forced and Trafficked Labour, explaining the prohibition of discrimination (based on skin colour, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labour, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labour in any form.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to KUD based on applicable procedure.</p>	Complied

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		Smallholder member of KUD Marga Jaya also has signed a letter of commitment which stated in point 7 stated the commitment of No discrimination, harassment or abuse on the farm.	
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.	<p>KUD Marga Jaya has had a Decree No. 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019, related Prohibition of Discrimination, Forced and Trafficked Labour, explaining the prohibition of discrimination (based on skin colour, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labour, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labour in any form.</p> <p>This policy has been disseminated to all smallholders and workers conducted annually, for instance in 2021 conducted in two sessions, that were on 12-14 December 2022.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to KUD based on applicable procedure.</p> <p>Smallholder member of KUD Marga Jaya also has signed a letter of commitment which stated in point 7 stated the commitment of No discrimination, harassment or abuse on the farm.</p>	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	<p>KUD Marga Jaya has had a Decree No. 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019, related Prohibition of Discrimination, Forced and Trafficked Labour, explaining the prohibition of discrimination (based on skin colour, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labour, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labour in any form.</p>	Complied

		<p>This policy has been disseminated to all smallholders and workers conducted annually, for instance in 2021 conducted in two sessions, that were on 12-14 December 2022.</p> <p>Based on interview with sample of smallholders, are mentioned that the smallholders committed in anti discrimination in any form, no harassment and abuse in the farm.</p> <p>Based on interview with workers in the field, they have mentioned awareness about smallholder commitment in anti discrimination and harassment. They mentioned that there was no discriminations and harassments performed by smallholder. If there is any in the future, workers can submit grievance/complaint to KUD based on applicable procedure.</p> <p>Smallholder member of KUD Marga Jaya also has signed a letter of commitment which stated in point 7 stated the commitment of No discrimination, harassment or abuse on the farm.</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 Independent Smallholder Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices which also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting (see here).

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

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

Remediation and Compensation Procedure (RaCP)

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

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

Criteria 4.1

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

<p>Eligibility</p>	<p>Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).</p>	<p>There are no changes in HCV and HCS Assessment from previous audit. HCV assessment has been conducted by SNV cooperated with KUD Marga Jaya in January - May 2019.</p> <p>Report of HCV assessment were available in "<i>Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya</i>" dated 5 May 2019. Individual member of smallholders was involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist contains information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questioner regarding HCV assessment.</p> <p>Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation. There is also no RTE species identified, animal species identified such as: <i>Phyton reticulatus</i>, <i>Naja sumatrana</i>, <i>Tyto alba</i>, <i>Geopelia striata</i>.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>Commitment of smallholder member to protect the HCV and HCS forets also stated in "<i>Surat Pernyataan Pekebun</i> " point 12 "melindungi NKT dan hutan</p>	<p>Complied</p>
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		<p>SKT melalui pendekatan praktik kehati-hatian”, signed and witnessed by Group Manager KUD Marga Jaya. Sampled of commitment was reviewed for :</p> <ol style="list-style-type: none"> On behalf of Mahudi signed on 15 December 2020 On behalf of Marsini signed on 16 November 2020 On behalf of Warjo signed on 16 April 2020 On behalf of Suparlan signed on 3 October 2020 On behalf of Anwar signed on 3 October 2020 On behalf of Solihin signed on 3 October 2020 On behalf of Ali Maksun signed on 21 August 2020 	
Milestone A	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> The importance of maintaining and conserving HCVs and HCS forests Human-wildlife conflict; and Rare, threatened and endangered species and important ecosystems. 	<p>Training records related HCV and HCS please refer to indicator 1.2 Milestone A above.</p> <p>It was verified during interview with sampled smallholder that they have attended training and aware about HCV and HCS.</p>	Complied
Milestone B	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable</p>	<p>There are no changes in HCV and HCS Assessment and KUD’s policy from previous audit.</p> <p>It was verified during interview with sampled smallholder that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibited by the policy of KUD Marga Jaya and also regulation.</p> <p>KUD Marga Jaya has establish the procedure for animal protection and conflict prevention between human and animal as per “SOP Penanganan Konflik Manusia dan Satwa Liar No: 36/SOP-KUD-MJ/III/2019” dated 20 March 2019.</p> <p>Report of HCV assessment were available in “Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya” May 2019. Based on HCV</p>	Complied

		<p>assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation. There is also no RTE species identified, animal species identified such as: <i>Phyton reticulatus</i>, <i>Naja sumatrana</i>, <i>Tyto alba</i>, <i>Geopelia striata</i>.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>RTE species monitoring has been performed by each Smallholder Group in their smallholder member plots. Record of monitoring available in "Form Monitoring HCV Lapangan KUD Marga Jaya tahun 2022". Records was seen :</p> <ol style="list-style-type: none"> Monitoring in Kelompok Tani Tri Tunggal Makmur (32 plots), no RTE species found. List of wildlife found are <i>ular sawah</i>, <i>ular kobra</i>, <i>burung tengkek</i>, <i>burung perkutut</i> and <i>monyet</i>. Monitoring in Kelompok Tani Tri Marga (23 plots), no RTE species found. List of wildlife found are <i>ular kobra</i>, <i>burung tengkek</i>, <i>burung perkutut</i>, <i>burung perenjak</i> and <i>monyet</i>. Monitoring in Kelompok Tani Karya Jaya Tri Mukti (33 plots), no RTE species found. List of wildlife found are <i>ular kobra</i>, <i>burung tengkek</i>, <i>burung perkutut</i>, <i>burung hantu</i> and <i>monyet</i>. Monitoring in Kelompok Tani Sumber Usaha (25 plots), no RTE species found. List of wildlife found are <i>ular kobra</i>, <i>burung tengkek</i>, <i>burung perkutut</i>, <i>burung hantu</i>, <i>burung perenjak</i>, <i>babi</i> and <i>monyet</i>. Monitoring in Kelompok Tani Bakti Pertiwi (22 plots), no RTE species found. List of wildlife found are <i>ular sawah</i>, <i>ular kobra</i>, <i>burung tengkek</i>, <i>burung perkutut</i>, <i>burung hantu</i>, <i>burung perenjak</i> and <i>monyet</i>. <p>KUD Marga Jaya has establish the procedure of animal protection and conflict prevention between animal and human as per "SOP Perindungan Satwa Liar No: 38/SOP-KUD-MJ/III/2019 and "SOP Penanganan Konflik Manusia dan Satwa Liar No: 36/SOP-KUD-MJ/III/2019" dated 20 March 2019.</p>	
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Criteria 4.2

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Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).			
Eligibility	Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).	<p>There is no change on HCV and HCS Assessment in which it has been seen and reported in the public summary report last year.</p> <p>KUD Marga Jaya has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted by SNV cooperated with KUD Marga Jaya on January - May 2019.</p> <p>Report of HCV assessment were available in "<i>Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya</i>" in May 2019. Individual member of smallholders was involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "<i>Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alam</i>". The checklist contains information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questioner regarding HCV assessment.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996.</p>	Complied
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.	<p>There is no change on LUCA Disclosure in which it has been seen and reported in the public summary report last year.</p> <p>According to reporting template for Disclosure of areas cleared without HCV assessment since November 2005 (Independent Smallholder) for smallholder member of KUD Marga Jaya, confirmed that there is no non compliant land clearance. It was reported by KUD Marga Jaya to RSPO on 11 September 2020. Based on review result by RSPO confirmed on 14 September 2020 that "According to disclosure form, all the new smallholder member (61 plots,</p>	Not Applicable

		<p>122.73 ha) have disclosed no liability, Therefore LUCA will not be applicable, and they may proceed with certification”.</p> <p>There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996. It was also confirmed based on interview with sampled smallholder that their land was planted on 1996-1997.</p>	
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	<p>There is no change on LUCA Disclosure in which it has been seen and reported in the public summary report last year.</p> <p>According to reporting template for Disclosure of areas cleared without HCV assessment since November 2005 (Independent Smallholder) for smallholder member of KUD Marga Jaya, confirmed that there is no non compliant land clearance. It was reported by KUD Marga Jaya to RSPO on 11 September 2020. Based on review result by RSPO confirmed on 14 September 2020 that “According to disclosure form, all the new smallholder member (61 plots, 122.73 ha) have disclosed no liability, Therefore LUCA will not be applicable, and they may proceed with certification”.</p> <p>There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996. It was also confirmed based on interview with sampled smallholder that their land was planted on 1996-1997.</p>	Not Applicable

Criteria 4.3

New planting of independent smallholders, since November 2019:

- Do not replace any HCVs
- Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach
- Are not on steep slopes (more than 25 degrees or as in the National Interpretation)
- Are not on peat areas of any depth.

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Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP			
Eligibility	Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).	<p>There is no change on Standard Operating Procedure about steep slope management in which it has been seen and reported in the public summary report last year.</p> <p>Group manager KUD Marga Jaya has develops the procedure for planting in slopes as defined in "SOP Pengendalian Erosi Tanah No: 25/SOP-KUD-MJ/III/2019 dated 20 March 2019 and "SOP Persiapan Lahan, Penanaman Ulang Kebun Kelapa Sawit No: 35/SOP-KUD-MJ/III/2019 dated 20 March 2019". According to procedure, sloping area are managed by terracing (individual terrace), prohibiting to conduct blanket chemical spraying to prevent soil erosion and palm frond stacking. Terracing are made for the sloping $\geq 12^\circ$.</p> <p>All smallholder member of KUD Marga Jaya 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)". Sampled of commitment was reviewed for :</p> <ol style="list-style-type: none"> a. On behalf of Mahudi signed on 15 December 2020 b. On behalf of Marsini signed on 16 November 2020 c. On behalf of Warjo signed on 16 April 2020 d. On behalf of Suparlan signed on 3 October 2020 e. On behalf of Anwar signed on on 3 October 2020 f. On behalf of Solihin signed on 3 October 2020 g. On behalf of Ali Maksum signed on 21 August 2020 <p>Based on field observation in sampled smallholder plots, it was observed no steep slope in the smallholder plots.</p>	Complied

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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 and HCS approach, before any land preparation commences	Based on interview and document verification, confirmed that there is no plan for KUD Marga Jaya to do the new planting or expansion or new member. All member plantation is existing palm oil plantation.	Not Applicable
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	Based on interview and document verification, confirmed that there is no plan for KUD Marga Jaya to do the new planting or expansion or new member. All member plantation is existing palm oil plantation. There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996. It was also confirmed based on interview with sampled smallholder that their land was planted on 1996-1997.	Not Applicable
<p>Criteria 4.4 Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.</p>			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs) and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	<p>There is no change on the presence of peat area in which it has been seen and reported in the public summary report last year where there is no peat land according to field survey in collaboration with SNV Indonesia, Soil Maps overlay and GAP Analysis conducted by ICS KUD Marga Jaya. GAP Analysis for new smallholder member conducted since first admission of member.</p> <p>There is no peat land over the land of KUD Marga Jaya. It was confirmed during field visit and soil maps overlay using a Land Unit map published by SNV Netherlands Development Organisation. Generally, the soil type of KUD Marga Jaya consist of: Kandiudults (25%), Dystropepts (20%), Tropaquepts (50%) and Haploperox (5%). No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p>	Not Applicable

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		<p>All smallholder member of KUD Marga Jaya 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" and point 14 "Use of best management practices for oil palm on peat". Sampled of commitment was reviewed for :</p> <ul style="list-style-type: none"> a. On behalf of Mahudi signed on 15 December 2020 b. On behalf of Marsini signed on 16 November 2020 c. On behalf of Warjo signed on 16 April 2020 d. On behalf of Suparlan signed on 3 October 2020 e. On behalf of Anwar signed on on 3 October 2020 f. On behalf of Solihin signed on 3 October 2020 g. On behalf of Ali Maksum signed on 21 August 2020 <p>Based on field observation in sampled smallholder plots, it was observed no peat area in the smallholder plots.</p>	
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>Training records for BMP please refer to indicator 1.2 Milestone A above.</p> <p>Based on interview with sampled smallholder, it was observed the smallholder understand and can explain about BMPs in general.</p>	Not Applicable
Milestone B	Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.	<p>There is no change on the presence of peat area in which it has been seen and reported in the public summary report last year where there is no peat land according to field survey in collaboration with SNV Indonesia, Soil Maps overlay and GAP Analysis conducted by ICS KUD Marga Jaya. GAP Analysis for new smallholder member conducted since first admission of member.</p>	Not Applicable
<p>Criteria 4.5 Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			

Eligibility	Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).	During ASA3 was verified that there is no peat land according to field survey, soil maps overlay, and GAP Analysis conducted by ICS KUD Marga Jaya. Based on Soil map and river map Scale 1 : 30000 shown that generally plantation of KUD Marga Jaya was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KUD Marga Jaya. All smallholder member of KUD Marga Jaya 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".	Not Applicable
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	During ASA3 was verified that there is no peat land according to field survey, soil maps overlay, and GAP Analysis conducted by ICS KUD Marga Jaya. Based on Soil map and river map Scale 1 : 30,000 shown that generally plantation of KUD Marga Jaya was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KUD Marga Jaya. All smallholder member of KUD Marga Jaya 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".	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.	During ASA3 was verified that there is no peat land according to field survey, soil map overlay and GAP Analysis conducted by ICS KUD Marga Jaya. Soil maps are available in KUD Office. According to soil maps overlay scale 1 : 30,000, soil type identified in KUD Marga Jaya consist of: Kandiudults (25%), Dystropepts (20%), Tropaquepts (50%), Haploperox (5%). All smallholder member of KUD Marga Jaya 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" and point 14 "Use of best management practices for oil palm on peat". KUD Marga Jaya also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 dated 3 February 2019 related to "Larangan bakar lahan, No peat, No Forest, No Conflict".	Not Applicable

Criteria 4.6			
Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.			
Eligibility	Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).	<p>There is no change on policy about no open fire for land preparation and pest control in which it has been seen and reported in the public summary report last year.</p> <p>KUD Marga Jaya has a policy to prohibit land preparation and pest control by burning as per "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar Lahan, No peat, No Forest, No Conflict", dated 8 April 2019.</p> <p>KUD Marga Jaya has establish the procedure for wate management including domestic waste and hazardous waste as per "Prosedur Pengelolaan Limbah Plastik di Kebun No: 52/SOP-KUD-MJ/III/2109" and "SOP Tentang Penggunaan Pesticida No: 59/SOP-ICS-KUD.MJ/II/2020". According to the procedure, waste manage without burning and no open fire was allowed for the waste management.</p> <p>Socialization was conducted by ICS to all smallholder, record was seen :</p> <ol style="list-style-type: none"> a. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 12 December 2022 and attended by 73 members. b. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 13 December 2022 and attended by 87 members. c. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 14 December 2022 and attended by 65 members. <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control". Sampled of commitment was reviewed for :</p>	Complied

		<p>a. On behalf of Mahudi signed on 15 December 2020</p> <p>b. On behalf of Marsini signed on 16 November 2020</p> <p>c. On behalf of Warjo signed on 16 April 2020</p> <p>d. On behalf of Suparlan signed on 3 October 2020</p> <p>e. On behalf of Anwar signed on on 3 October 2020</p> <p>f. On behalf of Solihin signed on 3 October 2020</p> <p>g. On behalf of Ali Maksum signed on 21 August 2020</p> <p>Based on field observation in sampled smallholder plots, it was observed no burning activities in smallholder plots.</p>	
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> •Alternatives to fire for land preparation and farm waste management (where appropriate possible). •Alternatives to fire for pest control. •Fire prevention and how to respond to and manage fires in their plots. 	<p>KUD Marga Jaya has establish the procedure for fire prevention and mitigation as per "SOP Pemadaman Kebakaran Lahan No: 26/SOP-KUD-MJ/III/2019".</p> <p>Based on field observation in sampled smallholder plots, it was observed no burning activities in smallholder plots.</p> <p>Training records related zero burning, procedures and policies please refer to indicator 1.2 Milestone A above.</p>	Complied
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>There is no change on policy about no open fire for land preparation and pest control in which it has been seen and reported in the public summary report last year.</p> <p>KUD Marga Jaya has a policy to prohibit land preparation and pest control by burning as per "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar Lahan, No peat, No Forest, No Conflict", dated 8 April 2019.</p> <p>KUD Marga Jaya has establish the procedure for wate management including domestic waste and hazardous waste as per "Prosedur Pengelolaan Limbah Plastik di Kebun No: 52/SOP-KUD-MJ/III/2109" and "SOP Tentang Penggunaan</p>	Complied

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		<p>Pestisida No: 59/SOP-ICS-KUD.MJ/II/2020". According to the procedure, waste manage without burning and no open fire was allowed for the waste management.</p> <p>Socialization was conducted by ICS to all smallholder, record was seen :</p> <ul style="list-style-type: none"> d. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 12 December 2022 and attended by 73 members. e. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 13 December 2022 and attended by 87 members. f. Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 14 December 2022 and attended by 65 members. <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control". Sampled of commitment was reviewed for :</p> <ul style="list-style-type: none"> a. On behalf of Mahudi signed on 15 December 2020 b. On behalf of Marsini signed on 16 November 2020 c. On behalf of Warjo signed on 16 April 2020 d. On behalf of Suparlan signed on 3 October 2020 e. On behalf of Anwar signed on on 3 October 2020 f. On behalf of Solihin signed on 3 October 2020 g. On behalf of Ali Maksum signed on 21 August 2020 <p>KUD Marga Jaya has establish the procedure for wate management including domestic waste and hazardous waste as per "Prosedur Pengelolaan Limbah Plastik di Kebun No: 52/SOP-KUD-MJ/III/2109" and "SOP Tentang Penggunaan</p>	
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		<p>Pestisida No: 59/SOP-ICS-KUD.MJ/II/2020". According to the procedure, waste manage without burning and no open fire was allowed for the waste management.</p> <p>KUD Marga Jaya has collaboration agreement regarding Hazardous Waste Management with PT. Biuteknika Bina Pratama as per "Perjanjian Kerjasama antara KUD Marga Jaya dengan PT Biuteknika Bina Prima Tentang kerjasama Jasa Pengangkutan dan Pemusnahan Limbah B3 Medis (Padat dan Cair) dan non Medis No. 279/BBP/SPK-KLINIK/IX/2022" dated 26 September 2022.</p> <p>KUD Marga Jaya already has a temporary hazardous waste storage before deliver to authorized collectors.</p>	
<p>Criteria 4.7 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 appendix 1).</p>	<p>Group manager has identified the riparian buffer zone through HCV Assessment, confirmed that there was no riparian buffer zone identified in KUD Marga Jaya plantation. HCV assessment has been conducted since January 2019 by SNV Netherlands Development Organisation; for new smallholder member, HCV assessment and validation has been conducted since first admission of new member. During ASA3 is observed that, there is no change about the report and the report is still relevant.</p> <p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya" May 2019. Individual member of smallholder was involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist contains information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questionnaire regarding HCV assessment.</p>	<p>Complied</p>

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		<p>Record of summary HCV Assessment present in "Reklapitulasi Hasil Pengisian Lembar Validasi HCV Petani". The Summary are available for each Kelompok Tani (12 KT). Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation.</p> <p>All smallholder member of KUD Marga Jaya 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)".</p>	
Milestone A	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>According to HCV assessment result confirmed that there is no riparian buffer zone identified in area plantation of KUD Marga Jaya.</p> <p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted on 7 - 9 November 2022 by ICS to all Kelompok Tani and its member. HCV Training for ICS team has been conducted by SNV Netherlands Development Organisation on 20 July 2020.</p> <p>Evidence of training can be demonstrated during ASA3 as per "Notulensi Sosialisasi P&C, FPIC, Buku pintar dan NKT/HCV" dated 7 – 9 November 2022. Training delivers by ICS team and facilitator from SNV Netherlands Development Organisation. Training attend by all smallholder members.</p> <p>During field visit ASA3 to smallholder plot (Kelompok Tani Tri Tunggal Makmur, Kelompok Tani Tunas Harapan, Kelompok Tani Karya Makmur, Kelompok Tani Dwi Rejeki, and Kelompok Tani Bakti Pertiwi) and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and SNV Netherlands Development Organisation.</p>	Not Applicable
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	<p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya" May 2019. Individual member of smallholder was involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist contains information of plantation detail information of smallholder member, social and</p>	Not Applicable

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		<p>environment information, summary of identification result of HCV, questioner regarding HCV assessment.</p> <p>Record of summary HCV Assessment present in "Rekapitulasi Hasil Pengisian Lembar Validasi HCV Petani". The Summary are available for each Kelompok Tani (12 KT). Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation.</p> <p>KUD Marga Jaya has a policy to protect the water source including riparian as per "SOP Pengelolaan Air dan Sumber Air No: 24/SOP-KUD-MJ/III/2019" dated 20 March 2019. According to policy, riparian protection carried out by planting woody plants, prohibit to throw the garbage into the river, prohibit to spraying chemical activity in riparian zone (3 rows of palm trees from the river).</p> <p>KUD Marga Jaya also has a procedure to manage water and water resources as per "SOP Pengelolaan Air dan Sumber Air No: 24/SOP-KUD-MJ/III/2019" dated 20 March 2019.</p> <p>According to HCV assessment result confirmed that there is no riparian buffer zone identified in area plantation of KUD Marga Jaya.</p>	
<p>Criteria 4.8 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> • Immediately stopping purchasing of these pesticides • Phasing out use of remaining stock by MS A • Providing information for the group manager to keep record of pesticide purchase and use. <p>(Refer to appendix 1)</p>	<p>There is no change on paraquat policy in which it has been seen and reported in the public summary report last year.</p> <p>KUD Marga Jaya has a Policy to stop and prohibit paraquat and pesticides categorized as WHO Class 1A or 1B usage as per "<i>Surat Keputusan Nomor: 27/SK/ICS-KUD-MJ/III/2020 Tentang Penghentian Pestisida Yang Dilarang</i>" dated 14 March 2020.</p> <p>During field visit to smallholder plots and interview with smallholder member confirmed that they aware to stop purchase paraquat and no longer use paraquat for weeds control. Sampled smallholder are :</p> <ul style="list-style-type: none"> • Smallholder ID MJ.02.010 - Kelompok Tani Tri Marga 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki • Smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki • Smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur And • Smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur <p>Currently spraying activity and pesticide/herbicide application was control by ICS and performed by TUS team KUD Marga Jaya. All smallholder member has signed agreement to use TUS team with KUD Marga Jaya as per "Surat Pernyataan".</p> <p>TUS team for spraying activity has been formed as per "Surat Keputusan Pembentukan dan Pengangkatan Tim TUS No: 25/SK-ICSA/KUD/MJ/III/2020 dated 10 November 2020.</p> <p>Record of pesticide usage are provide and record as per "Buku Pintar - Catatan Semprot". ICS KUD Marga Jaya recap all pesticide/herbicide usage by smallholder member and kept the record in the office. According to record of pesticide usage there is no pesticide categorized as WHO Class 1A or 1B.</p> <p>Records was seen:</p> <ul style="list-style-type: none"> • Smallholder ID MJ.02.010 - Kelompok Tani Tri Marga, spraying on 12 May 2022 using chemical substances Round Up (2.5 litres) with active ingredients Isopropilamina glifosat • Smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki, spraying on 14 June 2022 using chemical substances Garlon (2.5 litres) with active ingredients Triklopir Butoksi Etil Ester • Smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki, spraying on 27 April 2022 using chemical substances Round Up (2.5 litres) with active ingredients Isopropilamina glifosat 	
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		<ul style="list-style-type: none"> • Smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur, spraying on 1 March 2022 using chemical substances Rambo (2.5 litres) with active ingredients Glisofat • Smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur, spraying on 19 May 2022 using chemical substances Round Up (2.0 litres) with active ingredients Isopropilamina glifosat <p>All herbicide usage are for weeds control.</p>	
Milestone A	Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	<p>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 has been conducted December 2022, records was seen such as :</p> <ul style="list-style-type: none"> • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 12 December 2022 and attended by 73 members. • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 13 December 2022 and attended by 87 members. • Topics : RSPO P&C ISH Standard, BMP, FPIC, Human Rights and policy about no under age worker held on 14 December 2022 and attended by 65 members. <p>During field visit to smallholder plots and interview with smallholder member confirmed that they aware to stop purchase paraquat and no longer use paraquat for weeds control. Sampled smallholder are :</p> <ul style="list-style-type: none"> • Smallholder ID MJ.02.010 - Kelompok Tani Tri Marga • Smallholder ID MJ.03.020 - Kelompok Tani Dwi Rejeki 	Not Applicable

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		<ul style="list-style-type: none"> • Smallholder ID MJ.03.011 - Kelompok Tani Dwi Rejeki • Smallholder ID MJ.12.015 - Kelompok Tani Karya Makmur And • Smallholder ID MJ.12.027 - Kelompok Tani Karya Makmur <p>They also aware the risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat restriction usage.</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>There is no change on paraquat policy in which it has been seen and reported in the public summary report last year.</p> <p>KUD Marga Jaya has establish the policy and decree letter to prohibit pregnant and breastfeeding women to perform chemical handling including herbicide/pesticide. Decree letter as per "Surat Keputusan Nomor: 11/SK/ICS/KUD-MJ/II/2019 Tentang Larangan Mempekerjakan Ibu Hamil dan Menyusui Terkait Pekerjaan Pengelolaan Bahan Kimia" dated 3 February 2019.</p> <p>Currently spraying activity and pesticide/herbicide application was control by ICS and performed by TUS team KUD Marga Jaya as per "Surat Keputusan Koperasi Unit Desa Makarti Tentang Pengangkatan Tim Unit Semprot No: 25/SK-ICS/KUD/MJ/III/2020 dated 10 November 2020. All spraying workers are male and no female workers handling pesticide.</p>	Not Applicable
<p>Criteria 4.9 The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.</p>			
Eligibility	Not applicable		Not Applicable
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training records for BMP please refer to indicator 1.2 Milestone A above.	Complied

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Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	<p>KUD Marga Jaya has establish "SOP Pengendalian Hama Terpadu (PHT) No: 22/SOP-KUD-MJ/III/2019, dated 20 March 2019.</p> <p>Integrated pest management has been conducted by ICS on June 2022. Based on survey, it was identified there were pest and disease attack in KUD Marga Jaya. recommendation for handling it such as use of chemical fertilizer for ganoderma, biological enemy for rats, insecticide for caterpillar and selective weedling.</p> <p>Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as enemy of rats. Smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. For Ganoderma, the smallholder using chemical sustances (Trichoderma).</p> <p>Most of smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p>	Complied
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	<p>During this assessment, there is no changes appointing group manager</p> <p>Group of Smallholder has appointed Agus Susanto as Group Manager ICS according to "<i>Berita Acara Pembentukan Group Manager ICS</i>" dated 7 October 2021. Group Manager ICS has a responsibility to manage ICS and all the group member of smallholder.</p> <p>Based on interview with smallholder sampled, they know who is the group manager and ICS team.</p>	Complied
Milestone A	The Group has appointed a group manager		Complied
Milestone B	The Group has appointed a group manager		Complied
A.1.2			

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Eligibility	The group manager has evidence of legal identity.	<p>KUD Marga Jaya as independent smallholders groups is legally registered cooperative organization and able to demonstrate the documented evidence as follow:</p> <p>Legal formation:</p> <ul style="list-style-type: none"> - Approval of cooperative as legal entity: Surat Keputusan Kantor Wilayah Departemen Koperasi Propinsi Jambi as per Decree of Surat Keputusan No. 61/KPTS/KWK.5/XII/1988 dated 21 December 1988. - Deed of cooperative establishment: "Akta Perubahan Anggaran Dasar Koperasi on behalf of KUD Marga Jaya has been registered by Menteri Negara Koperasi Pengusaha Kecil dan Menengah Republik Infonesia as per SK no. 001/PAD/KOPERINDAG/I/2002, dated 31 January 2002. - Business Registered Number: "Nomor Induk Berusaha: 9120300822239, dated 23 August 2019". - Cooperative Identification Number: "Nomor Induk Koperasi: 1505080016006" as detail information can be access to http://nik.depkop.go.id/Detail.aspx?Koperasid=1505080016006. <p>KUD Marga Jaya has appointed Agus Susanto as Group Manager ICS according to "Berita Acara Pembentukan Group Manager ICS" dated 7 October 2021. Group Manager ICS has a responsibility to manage ICS and all the group member of smallholder.</p> <p>Legal identity of group manager must be Indonesian citizen and local resident. Mr. Agus Susanto as Group Manager is local resident and hold Identity Citizen Card or "Kartu Tanda Penduduk".</p>	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied
A1.3			
Eligibility	The group has membership requirements.	<p>KUD Marga Jaya has provide membership requirements procedure in document Standard Operational Procedure Criteria and Requirements for New Member</p>	Complied
Milestone A	The group has membership requirements.		Complied

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Milestone B	The group has membership requirements.	<p>(No: 01/SOP-KUD–MJ/III/2019) that signed by Group Manager on 20 March 2019.</p> <ol style="list-style-type: none"> 1. Criteria for Prospective New Members <ul style="list-style-type: none"> • Owns Oil Palm Plantation in Sungai Gelam District • Have a clear land legality proven by a land title • No Land in peat areas, forest areas or in land dispute status. • Well managed plots. 2. Register to the Group Manager 3. Fill the registration form 4. Complete the registration requirements: <ul style="list-style-type: none"> • Copy of ID Card • Photograph • Copy of land title • Fill the membership registration • Signed the RSPO independent smallholder declaration 5. Group Manager will conduct the gap analysis. 6. Prospective new member will acknowledge as new member if all requirements has been fulfilled. <p>Based on interview with smallholder sampling obtained information that they have been understanding in new membership requirements.</p>	Complied
A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	All members have been fulfilled and submitted the requirement to be a smallholder’s member of KUD Marga Jaya.	Complied
Milestone A	All members can demonstrate understanding of membership requirements.	Based on interview with smallholder sampling obtained information that they have been understand in membership requirement in accordance to the new	Complied

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Milestone B	All members can demonstrate understanding of membership requirements.	membership requirements procedure. They can demonstrate the document that shall fulfilled to be a new RSPO independent smallholder standard of KUD Marga Jaya.	Complied
A.2 The Group Manager is responsible for managing the Group for certification.			
A.2.1			
Eligibility	The group manager has planned for the implementation of the ICS.	The Group Manager have established plan for the implementation of ICS on the form of " <i>Program Kerja Manager Operasional ICS 2023</i> " dated on 10 January 2023, that are contains: 1) Training for ICS: <ul style="list-style-type: none"> - RSPO Smallholder P&C 2019 Training - Group Dynamics Training - HCV and HCS training - K3 and PPGD training - FPIC training 2) Training for members: <ul style="list-style-type: none"> - BMP Refreshment Training - K3 and Fire Fighting Training - Socialization of RSPO P&C and FPIC - HCV and HCS training - Socialization of the prohibition of discrimination and child labor 3) Socialization of Agronomy Procedures / SOPs 4) Harvesting monitoring 5) FFB production records 6) Hazardous waste management 7) Monitoring and implementation of the RSPO P&C	Complied
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.		Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied

		<p>8) Carry out a census of plant pests and diseases 9) Farmers' records (harvest, fertilizer and pruning) 10) Internal Audit to 100% of members 11) Correction of audit findings</p> <p>For replanting program, there are no changes than last year which is KUD Marga Jaya has a program/Replanting Plan for 2019-2028, including a plan for registration of replanting activities to the Muaro Jambi District Plantation Office and a plan to implement replanting in 2027-2028 for all farmer groups (12 farmer groups).</p>	
A.2.2			
Eligibility	<p>The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.</p>	<p>KUD Marga Jaya has appointed Agus Susanto as Group Manager ICS according to "<i>Berita Acara Pembentukan Group Manager ICS</i>" dated 7 October 2021. There are no change of job description for all level that has been stated on "Job Description" dated 28 July 2018.</p> <p>Job and responsibility of each level of group manager, committee, secretary, treasurer etc has been written in document job description as follows:</p> <ul style="list-style-type: none"> • Group Manager: Agus Susanto • Vice-Group Manager : Taufiq Hidayat • Secretary: Sidik Pramono • Treasurer: Hartato • Approval Committee: Wahid, Adhe Ferdiansyah, Taufik Hidayat • Registration, suggestion and complaint unit: Sunarto, Hartato • FFB monitoring unit: Agus Susanto, Budi P • Counselling unit: Ayi Gandayi, Suparno, Sidik Pramono • OHS and environmental unit: Agustian Ali, Jumadi 	Complied

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		<ul style="list-style-type: none"> • Firefighting unit: Ayi Gandayi, Suparno, Sidik Pramono • Internal audit unit: Taufik Hidayat, Asep <p>Furthermore, the fields mentioned above are in charge of 12 farmer groups in the KUD Marga Jaya:</p> <ol style="list-style-type: none"> 1. Farmer Group Tri Tunggal makmur 2. Farmer Group Tri Marga 3. Farmer Group Dwi Rejeki 4. Farmer Group Karya Jaya Trimukti 5. Farmer Group Sumber Usaha 6. Farmer Group Bakti Pertiwi 7. Farmer Group Karya Muda 8. Farmer Group Tunas Harapan 9. Farmer Group Tunas Muda 10. Farmer Group Sumber Rejeki 11. Farmer Group Cahaya Tani 12. Farmer Group Karya Makmur <p>During the audit, can be concluded that the Group Manager has understood the implementation of RSPO ISH standard and how to manage the group. During interview with KUD officials, ICS teams, and members, can be concluded that the effectiveness of the ICS system and implementation in the field is because of the result of effective management system conducted by the Group Manager. For instance, monthly and annual ICS meetings have been conducted regularly to monitor the implementation of the standard.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	KUD Marga Jaya has appointed Agus Susanto as Group Manager ICS according to " <i>Berita Acara Pembentukan Group Manager ICS</i> " dated 7 October 2021.	Complied

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Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	<p>There are no change of job description for all level that has been stated on "Job Description" dated 28 July 2018.</p> <p>Job and responsibility of each level of group manager, committee, secretary, treasurer etc has been written in document job description as follows:</p> <ul style="list-style-type: none"> • Group Manager: Agus Susanto • Vice-Group Manager : Taufiq Hidayat • Secretary: Sidik Pramono • Treasurer: Hartato • Approval Committee: Wahid, Adhe Ferdiansyah, Taufik Hidayat • Registration, suggestion and complaint unit: Sunarto, Hartato • FFB monitoring unit: Agus Susanto, Budi P • Counselling unit: Ayi Gandayi, Suparno, Sidik Pramono • OHS and environmental unit: Agustian Ali, Jumadi • Firefighting unit: Ayi Gandayi, Suparno, Sidik Pramono • Internal audit unit: Taufik Hidayat, Asep <p>To manage programs and activities in the KUD Marga Jaya in accordance with the organizational structure, also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions).</p> <p>The Group Manager of the KUD Marga Jaya, has the competence and experience in managing an organization as evidenced by several trainings that have been followed and the experience he has.</p>	Complied
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>KUD Marga Jaya has established a Training Plan program for the period 2023, as follows:</p> <ul style="list-style-type: none"> - K3 training and socialization of spray PPE - BMP training 	Complied

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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.	<ul style="list-style-type: none"> - K3 and P3K training - Cooperative management training - Internal Audit Training - FPIC training - HCV and HCS (High Carbon Stock) training - Fire fighting training and alternative use of fire - RSPO P&C training (ISH Standard) 	Complied
Milestone B	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>All member smallholder has attended the training of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operation. Evidence of series training can be demonstrated during audit, sample seen:</p> <ul style="list-style-type: none"> - BMP training about grading, harvesting, transporting, maintenance, manuring and pest & disease on: <ol style="list-style-type: none"> 1. 12 December 2022, was attended by 73 farmers 2. 13 December 2022, was attended by 87 farmers 3. 14 December 2022, was attended by 65 farmers <p>Total attended by members is 225 farmers, the rest of 20 members will trained on May 2023.</p> <p>Training was facilitated by SNV</p> <p>Training about RSPO standard, FPIC and HCV:</p> <ol style="list-style-type: none"> 1. 12 December 2022, was attended by 73 farmers 2. 13 December 2022, was attended by 87 farmers 3. 14 December 2022, was attended by 65 farmers <p>Based on interview with the members in the field, they have understood the concept of sustainability in oil palm cultivation, such as the importance to reduce chemical usage, prohibition of blanket spraying the conserve pest</p>	Complied

		predators. Moreover, it is getting increase to apply weeding by lawn mower to save the cost. They said that based on experience, too much pesticide application makes the yellow frond and eventually hamper the fruit initiation.	
B – ICS: Policies and management			
B.1 The group Internal Control System contains documented policies and procedures for operational management.			
B.1.1			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>Group of Smallholder has appointed Agus Susanto as Group Manager ICS according to "Berita Acara Pembentukan Group Manager ICS" dated 7 October 2021, attendance list of "Berita Acara Pembentukan Group Manager ICS" was shown during audit. Group Manager ICS has a responsibility to manage ICS and all the group member of smallholder.</p> <p>Surat Keputusan Manager ICS No. 22/ICS-KUD.MJ/1/2023 dated 18 January 2023 related to ICS Structure and Jobdesk.</p> <p>ICS Structure are:</p> <ul style="list-style-type: none"> a. Group Manager : Agus Susanto b. Approval Committee (Komite Persetujuan) : Mulyono, Adhe Ferdiasnyah, Suwondo c. Unit of Registration, suggestions and complaints of members (Unit Pendaftaran, Saran & Keluhan Anggota): Andi Santoso, Suprianti, Suwandi d. Unit of OHS and Environment: Agustian Ali, Sumardi, Jumadi. e. Unit of Counseling, Fire & IPM: Khotibulumam, Sunarto, Wibrianto, Ayi Gandayi. f. Unit of FFB Monitoring, Fertilizer and Chemical: Asep H, Suparno, Sutarwan. g. Unit of Internal Audit: Sumargi, Wahid, Supriadi <p>Job desk:</p>	Complied

		<p><u>ICS Group Manager</u></p> <ul style="list-style-type: none"> - Designing the internal policy of ICS Marga Jaya - Forming and Appointing the ICS Marga Jaya work unit - Creating an ICS Joint Work Program - Lead and coordinate all ICS members - Establish registration requirements or criteria for membership of the RSPO with the Approval Committee - Registering ICS as RSPO Member - Make an internal audit submission - Selling RSPO Certificates in Palmtrace - Communicating with stakeholders - Ensuring RSPO documents are well maintained <p><u>Approval Committee (<i>Komite persetujuan</i>)</u></p> <ul style="list-style-type: none"> - Provide input and advice to the Group Manager regarding the implementation of the RSPO. - Provide supervisory assistance to ICS units. <p>Unit of Registration, suggestions and complaints of members (Unit Pendaftaran, Saran & Keluhan Anggota):</p> <ul style="list-style-type: none"> - Together with the approval committee, group managers and other units drafting the ICS membership requirements - Provide & receive acceptance forms for prospective ICS members - Verify the documents completeness of prospective members - Verify suggestions, complaints from members 	
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		<p>Unit of OHS and Environment</p> <ul style="list-style-type: none"> - Make an HCV identification checklist - Create an HCV management and monitoring plan - Provide briefings to members regarding HCV - Provide a temporary storage area for used B3 waste. <p>Unit of Counseling, Fire & IPM</p> <ul style="list-style-type: none"> - Coordinate with the Group Manager to conduct counselling to members - Providing socializations related to regulations issued by ICS related to harvesting, fertilizer, spraying, and other treatments. - Make suggestions and work programs for field visits to members - Identify potential pest and disease attacks - Send reports related to the identification results of plant pest attacks to the Group Manager - Identifying fire points - Installing a sign prohibiting burning of land <p>Unit of FFB Monitoring, Fertilizer and Chemical</p> <ul style="list-style-type: none"> - Monitoring the use of fertilizers and chemicals by members - Provide direction to members to use PPE - Provide direction to members regarding the management of chemicals in accordance with the SOP. <p><u>Internal Audit Unit</u></p> <ul style="list-style-type: none"> - Designing internal assessment checklists - Develop an internal audit schedule plan 	
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		<ul style="list-style-type: none"> - Conducting internal audits - Making internal audit reports <p>During ASA3, there is no change about the SOP of Internal Audit, the SOP namely "Program Kerja Audit Internal" No. 50/SOP-ICS-KUD.MJ/III/2019 dated 20 March 2019. The SOP regulates the set and conducts of the internal audit program in KUD Marga Jaya on a quarterly basis.</p> <p>For the follow up of internal audit if there is nonconformity, organization has established the SOP "Perbaikan Audit Internal" No. 07/SOP-KUD-MJ/III/2019 dated 20 March 2019. The SOP has explained that:</p> <ul style="list-style-type: none"> - Point 1. The result of internal audit will be communicated to the members in 7 days by Tim Internal Audit KUD Marga Jaya. - Point 2. If there is nonconformity, the members must follow up on the nonconformity. - Point 7. The Group Manager has the right to issue a Warning Letter 1 or 2, then has the right to expel members if they do not follow up on the nonconformity. <p>The SOP related to the warning and sanction of member also has stated in the SOP 04/SOP-KUD-MJ/III/2019 dated 20 March 2019. The SOP was explained regarding member warnings and sanctions.</p> <p>For the competency of Internal Audit Team, the Internal audit Team has received the Internal Audit Training on 20 January 2023 by the SNV and ICS Manager.</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	Procedure related to Internal audit and its follow up can be seen in B.1.1 Eligibility above.	Complied

<p>Milestone B</p>	<p>The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.</p>	<p>There was an Internal Audit Program for KUD Marga Jaya Internal audit was conducted in July – December 2022. Records was seen and reviewed, such as:</p> <p>“Program Kerja Tahunan Unit Penilaian Internal KUD Marga Jaya tahun 2022” dated 1 January 2022.</p> <p>Samples of internal audit records was shown during audit for members, for example: Muhlis, Nurdin, Rustam, Sipan, Hartato, Pamuji, Arman, Samini, Gimah, Sugeng, Sutarto, Anwar, Solihin, Ali Maksum, Marsini, Mahmudi, Warjo, Budi P/Hartato, Rupinah/Wondo and Suparlan. However the implementation of SOP Internal audit is not conducted consistently.</p> <p>Non conformance: SOP for Internal audits not implemented consistently</p> <p>Objective Evidence: The organization has conducted internal audits Y2022 in July-December 2022 for all members. The internal audit report has been communicated to members. However, based on document verification and interviews with the ICS team, there were inconsistencies in the implementation, namely "Internal audit report form – Laporan NCR Internal Audit KUD Marga Jaya" not in accordance with "Internal Audit Question Form" as in the following farmers:</p> <ol style="list-style-type: none"> 1. <i>Muhlis (KT Tani Harapan), form ceklist audit internal menyampaikan "tidak ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i> 2. <i>Nurdin (KT Tani Harapan), form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian kapling semak", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i> 	<p>Non-compliance</p>
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		<p>3. <i>Arman (KT Tri Tunggal Makmur), form ceklist audit internal menyampaikan "tidak ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i></p> <p>4. <i>Samini (KT Tri Tunggal Makmur), form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i></p> <p>5. <i>Gimah (KT Tri Tunggal Makmur), form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i></p> <p>6. <i>Marsini (KT Dwi Rejeki), form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i></p> <p><i>Rupinah/Wondo (KT Bakti Pertiwi), form ceklist audit internal menyampaikan "ada temuan ketidaksesuaian", namun dalam "Internal audit report form" disampaikan ada temuan ketidaksesuaian "ID rusak".</i></p>	
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	During ASA3 has verified that the basic information, farm information, legal documentation for land hectarage was found consistent.	Complied
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	KUD Marga Jaya has been recorded all plantations information including production data for each farmer per month, legality documents (copy of SHM and SKT/SKTC documents) and a copy of the declaration of farmer membership in the KUD Marga Jaya, which includes: no. Farmer ID (KTP), date of birth, address, total area and membership number (attached).	Complied
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Example of a declaration for a Smallholder (Pekebun/Petani) statement:</p> <p>a. Commitment Statement of Rustam (ID No. MJ-01011) dated 24/08/2020</p> <p>b. Commitment Statement of Arman (ID No. MJ-01001) dated 24/08/2020</p> <p>c. Commitment Statement of Pamuji (ID No. MJ-01010) dated 24/08/2020</p> <p>d. Commitment Statement of Hartato (ID No. MJ-01005) dated 01/12/2020</p>	Complied

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- e. Commitment Statement of Mukhlis (ID No. MJ-08023) dated 04/08/2020
- f. Commitment Statement of Sipan (ID No. MJ08016) dated 23/09/2020
- g. Commitment Statement of Nurdin (ID No. MJ-08005) dated 20/04/2020

The ICS Management of the KUD Marga Jaya has recorded and documented the production or acquisition of FFB per month for each farmer for 2022 period, for example as follows:

Farmer	Arman	Farmer	Hartato
KT	Tri Tunggal Makmur	KT	Tri Tunggal Makmur
Month	FFB Production (kg)	Month	FFB Production (kg)
January	3,110	January	2,510
February	3,355	February	2,265
March	4,135	March	1,905
April	3,230	April	2,125
May	3,530	May	2,590
June	4,405	June	2,375
July	4,385	July	2,405
August	4,585	August	3,130
September	4,655	September	2,925
October	3,960	October	2,610
November	3,865	November	2,940
December	3,845	December	2,905

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		Total	47,060	Total	30,685
		Farmer	Sipan	Farmer	Muhlis
		KT	Tunas Harapan	KT	Tunas Harapan
		Month	FFB Production (kg)	Month	FFB Production (kg)
		January	1,295	January	1,485
		February	1,435	February	1,155
		March	1,380	March	1,545
		April	2,020	April	1,900
		May	2,660	May	1,600
		June	4,495	June	4,340
		July	4,945	July	4,505
		August	5,455	August	4,545
		September	5,710	September	5,530
		October	4,765	October	4,680
		November	4,640	November	4,150
		December	3,940	December	3,970
		Total	42,740	Total	39,405

C – ICS: Group Business planning

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

Inspiring trust for a more resilient world.

C.1.1			
Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> • Production and income forecasting based on historical records • Plans for expansion 	<p>KUD Marga Jaya has set the annual business plan for period 2020 - 2023. That document informed of estimate of FFB production, replanting area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next year ahead.</p> <p>KUD Marga Jaya also has a financial management plan such as estimation of FFB production in the next year (2022). They projected to produce 10.840 MT FFB in 2022.</p> <p>The detail of long-term business plan period 2021 – 2023 as follows:</p> <ul style="list-style-type: none"> • 2021: Estimation of FFB Production: 11,783 MT • 2021: Actual of FFB Production: 11,528.52 MT • 2022: Estimation of FFB Production: 10.840 MT • 2023: Estimation of FFB Production: 9,756 MT <p>Based on interview with group manager during this audit, there is no new planting or land expansion plan in the next year ahead.</p>	Complied
Milestone A	<p>The group business plan is implemented and reviewed at least annually.</p>	<p>KUD Marga Jaya has had annual review meeting schedule. During that meeting, Head of KUD will presenting annual report (financial, achievement and next year’s work plan). The last annual review conducted on 1 October 2021 (has been verified by auditor).</p> <p>The result of annual review meeting will be bringing to the annual meeting that involving all of smallholder’s member. Usually in March.</p>	Complied
Milestone B	<p>The group demonstrates financial stability and growth and is able to support itself financially.</p>	<p>KUD Marga Jaya was RSPO Independent Smallholder certified since 3 March 2020. KUD Marga Jaya has received the profit from certified product sales via RSPO palmtrace. This premium sharing has been acknowledged by all smallholders members. Based on interview with smallholder sampled obtained information that all smallholder has received those RSPO premium sharing.</p> <p>Annual financial report of KUD Marga Jaya has been audited by public accountant (Registered Public Accounting Firm on behalf of Armandias –</p>	Complied

		<p>Decree of Finance Minister of Republik Indonesia No. 1012/KM.I/2017 – AP:0943). Based on the last accountant public report No. 00001/2.0359/AU.2/11/0943/0/II/2023 dated 1 February 2023 stated:</p> <p><i>"In our opinion, the attached financial statements present fairly, in all material respects, the financial position of KUD Marga Jaya as of 31 December 2022, and its financial performance and cash flows for the year ended on that date in accordance with the Entity's Financial Accounting Standards. Without Public Accountability".</i></p> <p>Based on interview with Group Manager ICS, financial report for financial statement period of December 2021 has been proceeded. However, the report is now on process for finalization and will be used for annual meeting March 2021.</p>	
<p>C.2 The ICS of the group is integrated with the group's management plan.</p>			
<p>C.2.1</p>			
<p>Eligibility</p>	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	<p>KUD Marga Jaya has showed the evidence of training that held within 2021. For example:</p> <p>Board of ICS</p> <ol style="list-style-type: none"> 1. Internal audit training on 9-10 April 2021, attended by 10 participants (board of ICS). 2. Zero Burning and alternate of fire usage training on 20 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 3. Management of cooperative training on 15 July 2020, facilitated by SNV. Attended by 18 participants (board of ICS). 4. Group dynamics training on 17 – 18 December 2020, facilitated by <i>Fasilitator Daerah</i>. Attended by 14 participants (board of ICS). 5. FPIC training on 14 July 2020 facilitated by SNV. Attended by 14 participants (board of ICS). 6. HCS Training on 13 November 2021, facilitated by SNV. 	<p>Complied</p>

		<p>KUD’S members: BMP training about grading, harvesting, transporting, maintenance, manuring and pest & disease on:</p> <ul style="list-style-type: none"> - 12 December 2022, was attended by 73 farmers - 13 December 2022, was attended by 87 farmers - 14 December 2022, was attended by 65 farmers <p>Total attended by members is 225 farmers, the rest of 20 members will trained on May 2023. Training was facilitated by SNV</p> <p>Training about RSPO standard, FPIC and HCV:</p> <ul style="list-style-type: none"> - 12 December 2022, was attended by 73 farmers - 13 December 2022, was attended by 87 farmers - 14 December 2022, was attended by 65 farmers 	
Milestone A	The group management plan is implemented and reviewed at least annually.	<p>KUD Marga Jaya has had annual review meeting schedule. During that meeting, Head of KUD will presenting annual report (financial, achievement and next year’s work plan). The last annual review conducted on January 2023 (has been verified by auditor).</p> <p>The result of annual review meeting will be bringing to the annual meeting that involving all of smallholders member.</p>	Complied
Milestone B	The group manager demonstrates the group’s compliance with this ISH Standard.	<p>The internal audit was carried out by a team of internal auditors who had attended internal auditor training on April 14, 2020, facilitated by SNV. Attended by 10 internal auditors.</p> <p>For 2022, the internal audit was conducted in Mid-October – December 2023 to all members.</p>	Complied
D – ICS: Group trading system for certified volumes			
D.1 The group has a procedure and system in place for the tracking of FFB.			

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D.1.1						
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	The ICS Management of the KUD Marga Jaya has recorded and documented the production or acquisition of FFB per month for each farmer for 2022 period, as follows:			Complied	
		Farmer	Solihin	Farmer		Ali Maksum
		KT	Karya Makmur	KT		Karya Makmur
		Month	FFB Production (kg)	Month		FFB Production (kg)
		January	2,530	January		2,390
		February	2,390	February		1,990
		March	1,960	March		2,320
		April	2,070	April		3,140
		May	5,430	May		4,230
		June	2,030	June		6,210
		July	2,860	July		6,460
		August	4,120	August		6,205
		September	3,480	September		5,660
		October	2,975	October		5,025
		November	3,140	November		5,535
December	1,765	December	4,330			
Total	34,750	Total	53,495			
Farmer	Warjo	Farmer	Marsini			

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KT	Dwi Rejeki	KT	Dwi Rejeki
Month	FFB Production (kg)	Month	FFB Production (kg)
January	2,545	January	1,355
February	2,530	February	1,125
March	1,830	March	915
April	2,845	April	1,110
May	3,335	May	1,815
June	2,680	June	1,960
July	4,695	July	3,775
August	5,125	August	4,140
September	4,685	September	3,940
October	5,635	October	4,460
November	4,550	November	3,650
December	3,650	December	4,210
Total	44,105	Total	32,455

Annual production and sales of certified volumes are available at KUD Marga Jaya Office. Unit Produksi (Mr. Agus Susanto) are responsible to record the production and sales volume.

Record of FFB production presented in "Rekapitulasi Produksi TBS Anggota".

Record of FFB sales to traders are presented in:

- Rekapitulasi Pembelian Pembayaran TBS Petani Plasma Konversi Tahap III.A PJE. Sample see: for payment period 1 – 31 January 2023 from PT

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		<p>Bahari Gembira Ria. FFB sales from 12 <i>kelompok tani</i> of KUD Marga Jaya. Total FFB sales on January 2023 was 936,290 kg with FFB price average IDR 2,359.03 and transaction value IDR 2,208,***,***. Payment receipt were evident.</p> <ul style="list-style-type: none"> - Payment receipt from Kelompok Tani Dwi Rezeki to each Smallholder member are available in Tanda Terima Pembayaran Hasil TBS Sawit Kelompok Dwi Rezeki. Sample seen: Payment receipt dated 10 February 2023 from Kelompok Tani Dwi Rezeki to Warjo with IDR 8,***,***. - FFB delivery record in Surat Pengantar TBS and Weighbridge card from Palm Oil Mill. Sample seen: Surat Pengantar TBS No. 041/KT/09/01/2023 dated 09/01/2023, Kelompok Tani Karya Makmur , Vehicle Number: BM 8795 SF, Buyer: PKS Ladang Panjang (PT Bahari Gembira Ria), FFB amount: 554 bunches, quantity: 11,070 kg, FFB loose fruit : 1,107 kg; Driver: Erik. <p>FFB produce and sold by smallholder member are record by each member and head of KT including: date of transaction, FFB nett weight, name of smallholder member, ID number, vehicle number, FFB price and buyer name.</p> <p>KUD Marga Jaya has develop the procedure of traceability as per "SOP Penjualan TBS Anggota No: 10/SOP-KUD-MJ/III/2019" dated 20 March 2019. The procedure explain the process of FFB sales since harvesting from smallholder plot until transport and sold to buyer (Palm oil mill).</p>										
Milestone A	Group manager maintains annual production records and sales of certified volumes.	<p>Annual production record and sales of certified volume are recap by Group Manager. Below are the data of FFB production and certified sales volume record period March – December 2022 and January – February 2023 :</p> <table border="1" data-bbox="1037 1203 1827 1372"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td>Kelompok Tani Tri Tunggal Makmur</td> <td>63.25</td> <td>1,236.870</td> </tr> <tr> <td>Kelompok Tani Tri Marga</td> <td>44.92</td> <td>786.077</td> </tr> </tbody> </table>	Smallholder Group	Area (ha)	FFB Production (MT)	Kelompok Tani Tri Tunggal Makmur	63.25	1,236.870	Kelompok Tani Tri Marga	44.92	786.077	Complied
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Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>Annual production record and sales of certified volume are recap by Group Manager. Below are the data of FFB production and certified sales volume record period March – December 2022 and January – February 2023 :</p> <table border="1"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Smallholder Group	Area (ha)	FFB Production (MT)					Complied																											
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D.2 The group documents and implements a system for the tracking of FFB																																										
D.2.1																																										
Eligibility	Not Applicable		Not Applicable																																							
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	<p>Annual production record and sales of certified volume are recap by Group Manager. Below are the data of FFB production and certified sales volume record period March – December 2022 and January – February 2023 :</p> <table border="1"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td>Kelompok Tani Tri Tunggal Makmur</td> <td>63.25</td> <td>1,236.870</td> </tr> <tr> <td>Kelompok Tani Tri Marga</td> <td>44.92</td> <td>786.077</td> </tr> <tr> <td>Kelompok Tani Dwi Rejeki</td> <td>47.04</td> <td>972.251</td> </tr> <tr> <td>Kelompok Tani Karya Jaya Tri Mukti</td> <td>66.85</td> <td>1,149.482</td> </tr> <tr> <td>Kelompok Tani Sumber Usaha</td> <td>50.10</td> <td>882.812</td> </tr> <tr> <td>Kelompok Tani Bakti Pertiwi</td> <td>44.51</td> <td>672.379</td> </tr> <tr> <td>Kelompok Tani Karya Muda</td> <td>42.34</td> <td>743.066</td> </tr> <tr> <td>Kelompok Tani Tunas Harapan</td> <td>48.52</td> <td>821.540</td> </tr> <tr> <td>Kelompok Tani Tunas Muda</td> <td>59.21</td> <td>941.915</td> </tr> <tr> <td>Kelompok Tani Sumber Rejeki</td> <td>38.67</td> <td>677.655</td> </tr> <tr> <td>Kelompok Tani Cahaya Tani</td> <td>50.71</td> <td>926.624</td> </tr> <tr> <td>Kelompok Tani Karya Makmur</td> <td>54.53</td> <td>1,049.851</td> </tr> </tbody> </table>	Smallholder Group	Area (ha)	FFB Production (MT)	Kelompok Tani Tri Tunggal Makmur	63.25	1,236.870	Kelompok Tani Tri Marga	44.92	786.077	Kelompok Tani Dwi Rejeki	47.04	972.251	Kelompok Tani Karya Jaya Tri Mukti	66.85	1,149.482	Kelompok Tani Sumber Usaha	50.10	882.812	Kelompok Tani Bakti Pertiwi	44.51	672.379	Kelompok Tani Karya Muda	42.34	743.066	Kelompok Tani Tunas Harapan	48.52	821.540	Kelompok Tani Tunas Muda	59.21	941.915	Kelompok Tani Sumber Rejeki	38.67	677.655	Kelompok Tani Cahaya Tani	50.71	926.624	Kelompok Tani Karya Makmur	54.53	1,049.851	Complied
Smallholder Group	Area (ha)	FFB Production (MT)																																								
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		Total	610.65	10,860.522	
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	Evidence of recording of FFB sales is available in the Recapitulation of Farmers Production document; This document states the amount of FFB production per farmer plot and the purpose for selling the FFB of the farmers. KUD Marga Jaya certified volumes sold as Book and Claim based on actual receipts and sales for all members and 100% all certified volumes. All FFB production physical was sold as non certified product KUD Marga Jaya was sold the certified product as Credit claims. Total credit sold since January – December 2022: - IS-CSPO: 2,190 MT - IS – CSPKO: 217 MT - IS – CSPKE: 0 MT KUD Marga Jaya has registered as RSPO membership since 6 August 2019 with membership Number: 1-0277-19-000-00, and Palmtrace ID Number RSPO_PO1000010154.			Complied
D.3 The group has a procedure and system for premium distribution.					
D.3.1					
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	Based on minutes of meeting on 11 October 2021 related to RSPO premium sharing ' <i>Berita Acara Kesepakatan Penggunaan dan Penjualan Kredit Sertifikasi RSPO KUD Marga Jaya</i> ' for year 2022 as follows: - Surveillance audit: 30 % - Operational ICS: 10 % - Memberships sharing: 25 % - Incentives for ICS: 20 % - Social: 4 % - Stakeholder: 6 %			Complied

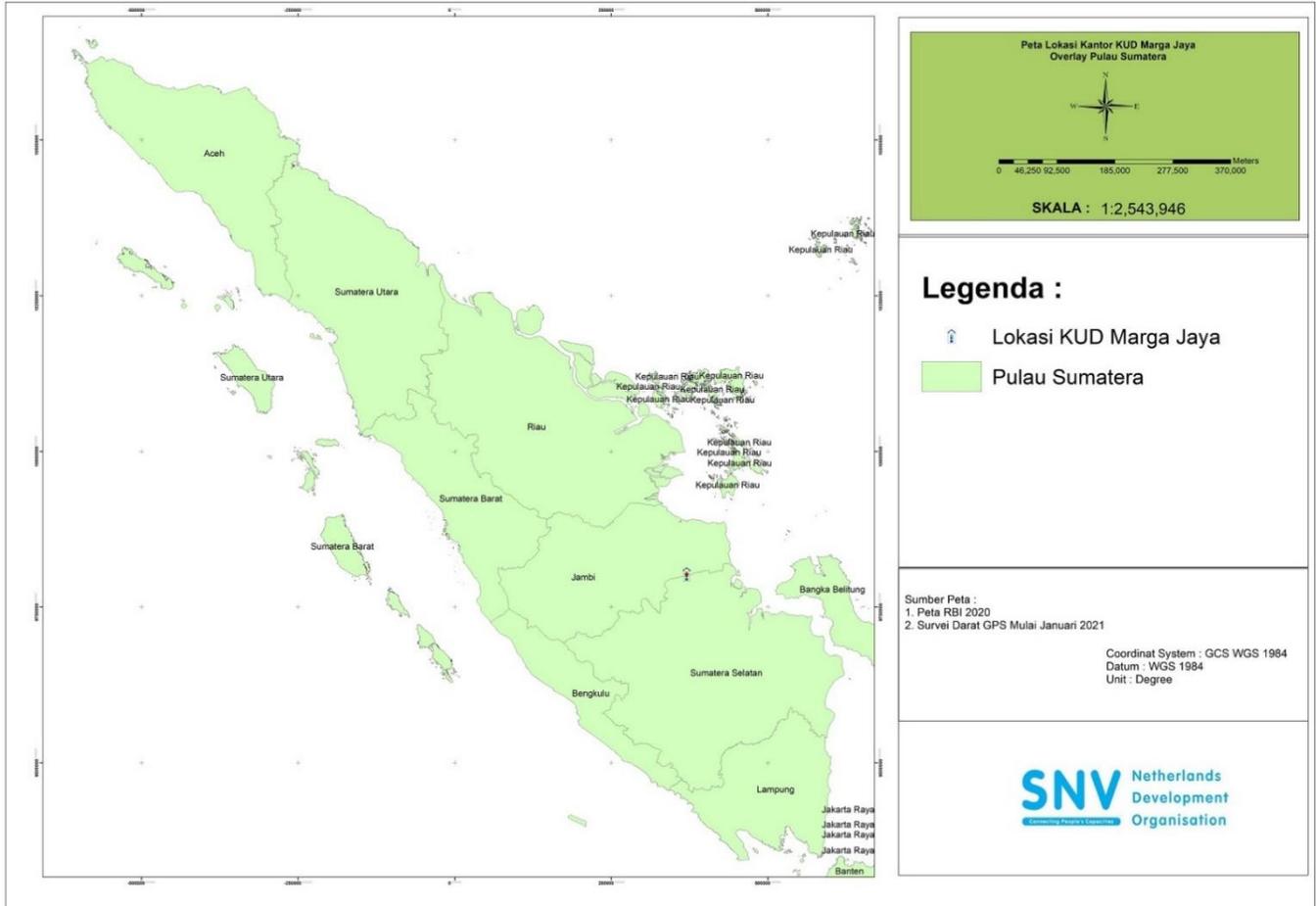
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		<ul style="list-style-type: none"> - Cooperative (KUD) operational : 4 % - Fee for Desa Petaling : 1 % <p>Those detail of premium sharing agreement has been signed by all cooperative members (259 members) on 11 October 2021.</p>	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Based on minutes of meeting on 11 October 2021 related to RSPO premium sharing ' <i>Berita Acara Kesepakatan Penggunaan dan Penjualan Kredit Sertifikasi RSPO KUD Marga Jaya</i> ' for year 2022 as follows:	Complied
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<ul style="list-style-type: none"> - Surveillance audit: 30 % - Operational ICS: 10 % - Memberships sharing: 25 % - Incentives for ICS: 20 % - Social: 4 % - Stakeholder: 6 % - Cooperative (KUD) operational : 4 % - Fee for Desa Petaling : 1 % <p>Those detail of premium sharing agreement has been signed by all cooperative members (259 members) on 11 October 2021.</p> <p>Based on audit report namely 'Aliran Kas Dana Kredit RSPO tahun 2022' obtained information of income from the sale of certified products, expenses according to the percentage agreement and details of their use. According to the last financial report on 31 December 2022, KUD Marga Jaya still the financial condition of the KUD is presented fairly.</p> <p>Based on document "Laporan Pertanggung Jawaban Pengurus dan Pengawas KUD Marga Jaya Tahun Buku 2022" income from Credir RSPO in 2022 was IDR 867,xxx,x47.</p>	Complied

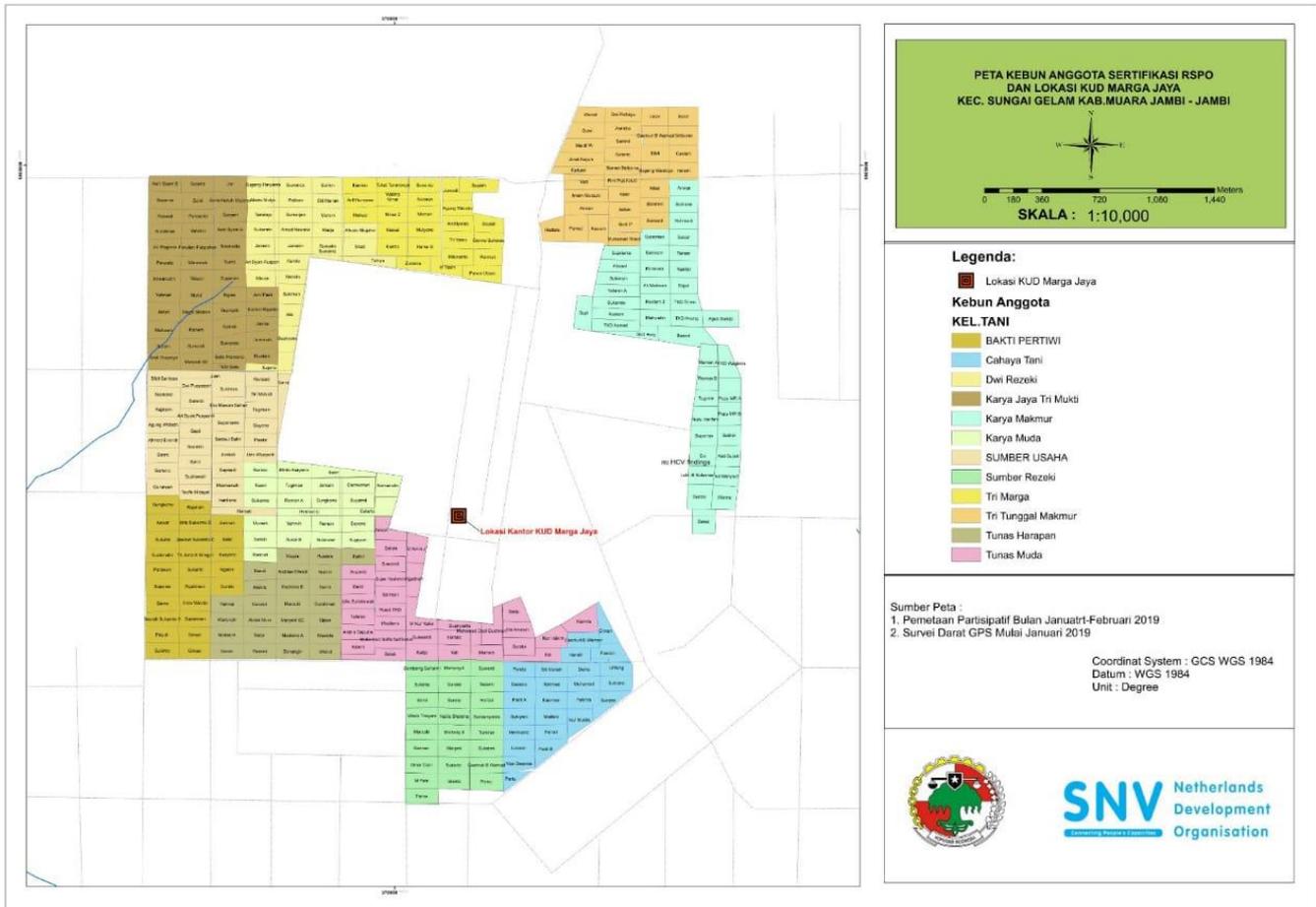
Appendix B: GHG Reporting Executive Summary

Not applicable.

Appendix C: Location Map of Certification Unit and Supply bases



Appendix D: Estate Field Map



Appendix E: List of Smallholder Registered and/or sampled

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
1	AGUNG WIDODO	PETALING JAYA	1° 45' 58.72" S	103° 50' 5.28" E	2.01	2.01	31.56	08/11/2018	MJ.02.019
	AGUNG WIDODO	PETALING JAYA	1° 46' 43.15" S	103° 49' 5.58" E	1.994	1.994	33.24	20/10/2018	MJ.05.009
2	AGUS SUWARJO	PETALING JAYA	1° 46' 21.44" S	103° 50' 58.57" E	1.833	1.833	58.13	30/10/2018	MJ.12.001
3	ALFIUDIN MUJAHID	PETALING JAYA	1° 46' 3.26" S	103° 49' 45.62" E	1.957	1.957	47.64	25/11/2018	MJ.03.001
4	ALI MAKSUM*	PETALING JAYA	1° 46' 14.62" S	103° 50' 45.24" E	2.007	2.007	53.02	15/11/2018	MJ.12.027
5	ALIK	PETALING JAYA	1° 46' 20.57" S	103° 49' 31.28" E	1.917	1.917	25.61	12/11/2018	MJ.03.022
6	ALVIAH	PETALING JAYA	1° 47' 30.48" S	103° 50' 29.12" E	2.003	2.003	47.63	25/08/2020	MJ.11.023
7	AMAT NAWAWI	PETALING JAYA	1° 46' 3.11" S	103° 49' 32.44" E	1.903	1.903	40.80	25/11/2018	MJ.03.002
8	AMIN KUKUH MUJIONO	PETALING JAYA	1° 45' 57.07" S	103° 49' 19.16" E	2.004	2.004	23.34	29/10/2018	MJ.04.012
9	AMINAH	PETALING JAYA	1° 47' 3.32" S	103° 49' 18.56" E	2.061	2.061	31.41	15/11/2018	MJ.06.014
10	ANDI PRASETYO	PETALING JAYA	1° 46' 29.38" S	103° 49' 5.37" E	2.12	2.12	38.19	25/11/2018	MJ.04.015
11	ANDRI SAPUTRA	PETALING JAYA	1° 47' 25.72" S	103° 49' 44.98" E	2.008	2.008	24.50	08/11/2018	MJ.09.015
12	ANDRIYANTO	PETALING JAYA	1° 46' 1.91" S	103° 50' 5.41" E	2.03	2.03	25.96	22/11/2018	MJ.02.020
13	ANSORI	PETALING JAYA	1° 47' 4.82" S	103° 49' 50.10" E	2.254	2.254	31.36	23/10/2018	MJ.09.023
14	ANWAR	PETALING JAYA	1° 45' 54.58" S	103° 50' 51.10" E	1.979	1.979	40.79	30/10/2018	MJ.06.022
	ANWAR*	PETALING JAYA	1° 47' 3.27" S	103° 49' 5.48" E	2.022	2.022	32.34	02/08/2020	MJ.12.004
15	ARI DIYAH PUSPORINI	PETALING JAYA	1° 46' 9.77" S	103° 49' 25.72" E	1.997	1.997	40.14	25/11/2018	MJ.03.003
	ARI DYAH PUSPORINI	PETALING JAYA	1° 46' 41.36" S	103° 49' 12.23" E	1.989	1.989	30.55	20/10/2018	MJ.05.013
16	ARI WAHYUDI	PETALING JAYA	1° 46' 53.80" S	103° 50' 59.76" E	1.94	1.94	27.05	12/10/2018	MJ.12.013
17	ARIF PURNOMO	PETALING JAYA	1° 45' 57.05" S	103° 49' 45.56" E	1.937	1.937	30.57	08/11/2018	MJ.02.001
18	ARMAN*	PETALING JAYA	1° 45' 58.74" S	103° 50' 31.29" E	1.948	1.948	44.91	23/10/2018	MJ.01.001
19	ASRIL SYAM	PETALING JAYA	1° 45' 42.33" S	103° 50' 38.86" E	1.906	1.906	36.20	20/10/2018	MJ.01.006
	ASRIL SYAM	PETALING JAYA	1° 46' 3.09" S	103° 49' 19.16" E	2.01	2.01	26.52	29/10/2018	MJ.04.013
	ASRIL SYAM	PETALING JAYA	1° 45' 53.63" S	103° 49' 6.06" E	1.999	1.999	26.62	25/11/2018	MJ.04.014
20	BANIMEN	PETALING JAYA	1° 45' 57.90" S	103° 50' 45.23" E	2.006	2.006	34.88	23/10/2018	MJ.01.021
21	BASORI	PETALING JAYA	1° 46' 24.92" S	103° 50' 51.35" E	1.978	1.978	35.27	25/10/2018	MJ.12.009
22	BIBIT	PETALING JAYA	1° 45' 47.45" S	103° 50' 45.30" E	1.92	1.92	46.98	20/10/2018	MJ.01.002

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
	BIBIT	PETALING JAYA	1° 45' 50.48" S	103° 50' 38.64" E	1.908	1.908	29.07	23/10/2018	MJ.01.028
23	BONANGIN	PETALING JAYA	1° 47' 29.73" S	103° 49' 31.86" E	2.01	2.01	19.49	25/10/2018	MJ.08.001
24	CASBARI	PETALING JAYA	1° 45' 55.87" S	103° 50' 39.09" E	1.959	1.959	45.57	20/10/2018	MJ.01.004
25	CASLANI	PETALING JAYA	1° 45' 47.53" S	103° 50' 51.08" E	2.008	2.008	39.77	20/10/2018	MJ.01.003
26	CASMURI B MAMAD	PETALING JAYA	1° 47' 53.11" S	103° 50' 11.04" E	2.021	2.021	30.75	25/10/2018	MJ.10.003
27	DARMO SUHARSONO	PETALING JAYA	1° 46' 5.35" S	103° 50' 11.51" E	2.005	2.005	28.44	25/10/2018	MJ.02.009
28	DOMO	PETALING JAYA	1° 47' 33.45" S	103° 50' 30.78" E	2.005	2.005	29.72	14/11/2018	MJ.11.010
29	DURAHMAN	PETALING JAYA	1° 47' 19.97" S	103° 49' 38.36" E	2.016	2.016	18.54	25/10/2018	MJ.08.002
30	DWI PUSPA SARI	PETALING JAYA	1° 46' 35.16" S	103° 49' 12.32" E	1.98	1.98	39.10	25/10/2018	MJ.04.031
	DWI PUSPOSARI	PETALING JAYA	1° 46' 16.50" S	103° 49' 5.76" E	2.025	2.025	48.02	06/08/2020	MJ.05.003
31	DWI RAHAYU	PETALING JAYA	1° 45' 39.49" S	103° 50' 38.82" E	1.904	1.904	40.84	23/10/2018	MJ.01.027
32	EKO MAWAN SAHARI	PETALING JAYA	1° 46' 39.16" S	103° 49' 18.83" E	2.015	2.015	28.41	25/10/2018	MJ.05.015
33	GIMAH*	PETALING JAYA	1° 45' 51.06" S	103° 50' 51.10" E	2.064	2.064	26.18	23/10/2018	MJ.01.015
34	GIMAN	PETALING JAYA	1° 47' 25.02" S	103° 50' 35.15" E	2.007	2.007	37.27	30/11/2018	MJ.06.019
35	GIMAN	PETALING JAYA	1° 47' 29.61" S	103° 49' 11.97" E	2.002	2.002	20.31	01/09/2020	MJ.11.021
36	GUNAWAN	PETALING JAYA	1° 46' 55.93" S	103° 49' 5.50" E	2.002	2.002	42.93	13/08/2020	MJ.05.025
37	H AHMAD EFENDI	PETALING JAYA	1° 46' 46.34" S	103° 49' 5.54" E	1.98	1.98	31.26	10/08/2020	MJ.05.018
38	HARDIONO	PETALING JAYA	1° 46' 58.69" S	103° 49' 18.69" E	2.23	2.23	37.52	11/08/2020	MJ.05.019
39	HARNO SUMARTO	PETALING JAYA	1° 46' 6.66" S	103° 49' 58.63" E	1.925	1.925	31.46	08/11/2018	MJ.02.003
40	HARTATI	PETALING JAYA	1° 47' 39.76" S	103° 50' 11.13" E	1.997	1.997	34.07	25/10/2018	MJ.10.001
41	HARTATI	PETALING JAYA	1° 47' 46.30" S	103° 50' 24.18" E	2.064	2.064	39.00	25/10/2018	MJ.11.003
42	HARTATO*	PETALING JAYA	1° 46' 2.05" S	103° 50' 39.29" E	1.958	1.958	29.39	23/10/2018	MJ.01.007
	HARTATO	PETALING JAYA	1° 46' 3.20" S	103° 50' 24.61" E	2.000	2.000	28.64	23/10/2018	MJ.01.005
	HARTATO	PETALING JAYA	1° 47' 26.87" S	103° 50' 4.53" E	2.096	2.096	42.72	23/10/2018	MJ.09.005
43	HERMANTO	PETALING JAYA	1° 47' 1.02" S	103° 49' 35.13" E	2.019	2.019	24.66	21/12/2018	MJ.07.014
44	HERMANTO	PETALING JAYA	1° 47' 46.37" S	103° 50' 17.71" E	2.011	2.011	43.96	25/10/2018	MJ.11.015
45	IIN	PETALING JAYA	1° 47' 23.24" S	103° 49' 18.45" E	2.036	2.036	35.26	19/08/2020	MJ.08.020
46	IKSANUDIN	PETALING JAYA	1° 46' 13.20" S	103° 49' 5.86" E	2.025	2.025	15.44	27/10/2018	MJ.04.018

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
47	IR IMAM MARJUKI	PETALING JAYA	1° 45' 56.11" S	103° 50' 31.35" E	1.964	1.964	40.32	20/10/2018	MJ.01.017
48	ISTANTO	PETALING JAYA	1° 47' 56.40" S	103° 50' 4.51" E	2.01	2.01	40.68	16/12/2018	MJ.10.013
49	JAINEM	PETALING JAYA	1° 46' 6.39" S	103° 49' 25.71" E	2.01	2.01	37.39	25/10/2018	MJ.03.004
50	JAITUN	PETALING JAYA	1° 45' 59.01" S	103° 50' 39.10" E	1.943	1.943	44.11	20/10/2018	MJ.01.022
	JAITUN	PETALING JAYA	1° 46' 19.98" S	103° 49' 5.70" E	2.025	2.025	40.08	24/11/2018	MJ.04.016
51	JENAL	PETALING JAYA	1° 46' 22.42" S	103° 49' 25.60" E	2.013	2.013	32.43	22/11/2018	MJ.04.024
52	JJAR	PETALING JAYA	1° 45' 53.72" S	103° 49' 19.23" E	1.999	1.999	39.10	25/10/2018	MJ.04.003
53	JON ALFENDI	PETALING JAYA	1° 47' 3.49" S	103° 49' 38.69" E	1.975	1.975	46.23	28/08/2020	MJ.07.016
	JON ALFENDI	PETALING JAYA	1° 46' 29.06" S	103° 50' 56.08" E	1.955	1.955	42.24	22/08/2020	MJ.12.024
54	JUAN	PETALING JAYA	1° 46' 33.08" S	103° 49' 15.87" E	1.955	1.955	30.86	03/09/2020	MJ.05.022
55	JUMADI	PETALING JAYA	1° 45' 55.08" S	103° 50' 4.48" E	2.006	2.006	50.70	08/11/2018	MJ.02.004
56	JUMATIN	PETALING JAYA	1° 46' 6.39" S	103° 49' 32.40" E	1.904	1.904	32.29	25/11/2018	MJ.03.009
57	JUMIATI	PETALING JAYA	1° 46' 49.26" S	103° 49' 18.63" E	1.982	1.982	42.08	20/10/2018	MJ.05.008
	JUMIATI	PETALING JAYA	1° 47' 13.40" S	103° 49' 45.13" E	2.008	2.008	34.73	11/08/2020	MJ.09.027
58	KADIYEM	PETALING JAYA	1° 46' 55.56" S	103° 49' 45.22" E	1.955	1.955	27.48	11/09/2020	MJ.07.021
59	KARMIN	PETALING JAYA	1° 45' 53.90" S	103° 49' 45.442" E	2	2	34.02	08/11/2018	MJ.02.005
60	KARMIN	PETALING JAYA	1° 47' 23.67" S	103° 50' 30.76" E	2.083	2.083	45.38	23/10/2018	MJ.09.007
61	KARTUMI	PETALING JAYA	1° 45' 50.94" S	103° 50' 29.86" E	1.938	1.938	24.12	20/10/2018	MJ.01.013
62	KARYONO	PETALING JAYA	1° 47' 9.85" S	103° 49' 18.59" E	2.002	2.002	22.47	15/11/2018	MJ.06.015
63	KASIMUN	PETALING JAYA	1° 47' 39.78" S	103° 50' 24.21" E	2.006	2.006	36.40	24/11/2018	MJ.11.002
64	KATI SUJIATI	PETALING JAYA	1° 46' 49.67" S	103° 51' 0.12" E	1.95	1.95	45.99	15/12/2018	MJ.12.011
65	KATIJO	PETALING JAYA	1° 47' 29.94" S	103° 49' 58.03" E	2.137	2.137	35.60	23/10/2018	MJ.09.009
66	KILI	PETALING JAYA	1° 47' 30.71" S	103° 50' 21.48" E	2.454	2.454	34.98	23/10/2018	MJ.09.010
67	KOMARUDIN	PETALING JAYA	1° 46' 55.62" S	103° 49' 51.05" E	2.047	2.047	32.38	15/12/2018	MJ.07.003
68	KURSIN	PETALING JAYA	1° 46' 27.01" S	103° 49' 5.61" E	2.12	2.12	35.28	15/08/2020	MJ.04.029
69	KUSNI	PETALING JAYA	1° 46' 55.61" S	103° 49' 25.29" E	2.012	2.012	31.83	15/12/2018	MJ.07.004
70	LILIS SULISTIOWATI	PETALING JAYA	1° 47' 19.45" S	103° 49' 45.07" E	2.007	2.007	30.71	23/10/2018	MJ.09.020
71	LUCKLI B SULAIMAN	PETALING JAYA	1° 46' 53.57" S	103° 50' 54.59" E	2.015	2.015	39.87	15/12/2018	MJ.12.012

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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/S)	Longitude (E)	Total Certified Area	Planted Area			
72	M AMIN	PETALING JAYA	1° 47' 8.58" S	103° 49' 56.82" E	1.965	1.965	24.62	23/10/2018	MJ.09.011
73	M DEDY BUDIMAN	PETALING JAYA	1° 47' 14.82" S	103° 49' 56.31" E	1.977	1.977	36.76	23/10/2018	MJ.09.001
	M DEDY BUDIMAN	PETALING JAYA	1° 47' 25.17" S	103° 50' 12.50" E	2.774	2.774	30.88	23/10/2018	MJ.09.004
74	M NURYAKIN	PETALING JAYA	1° 47' 22.78" S	103° 49' 57.06" E	2.017	2.017	39.51	23/10/2018	MJ.09.013
75	M ROSID	PETALING JAYA	1° 46' 5.07" S	103° 50' 39.04" E	1.94	1.94	33.12	23/10/2018	MJ.01.009
76	M SOFFA S	PETALING JAYA	1° 47' 13.35" S	103° 49' 31.80" E	2.03	2.03	22.59	14/09/2020	MJ.08.021
77	M YANI	PETALING JAYA	1° 47' 56.27" S	103° 49' 57.87" E	2.023	2.023	34.41	16/08/2020	MJ.10.017
78	M YASIN	PETALING JAYA	1° 46' 10.84" S	103° 50' 3.05" E	1.904	1.904	20.95	15/12/2018	MJ.02.012
79	MAHUDI*	PETALING JAYA	1° 46' 0.13" S	103° 49' 45.63" E	1.904	1.904	35.26	15/12/2018	MJ.02.010
80	MAHYUDIN DAULAI	PETALING JAYA	1° 46' 21.25" S	103° 50' 45.37" E	1.958	1.958	24.24	16/08/2020	MJ.12.022
	MAKSUM	PETALING JAYA	1° 46' 23.71" S	103° 49' 5.65" E	2.025	2.025	38.16	24/11/2018	MJ.04.022
81	MAKSUM	PETALING JAYA	1° 47' 26.34" S	103° 49' 18.48" E	2.002	2.002	44.31	25/10/2018	MJ.08.014
82	MANISIH	PETALING JAYA	1° 46' 50.74" S	103° 49' 12.07" E	2.109	2.109	34.74	25/10/2018	MJ.09.024
83	MARJUKI	PETALING JAYA	1° 47' 19.95" S	103° 49' 31.76" E	2.031	2.031	44.58	25/10/2018	MJ.08.003
84	MARLENI	PETALING JAYA	1° 47' 43.15" S	103° 50' 24.14" E	2.091	2.091	37.69	22/10/2018	MJ.11.014
85	MARSINI*	PETALING JAYA	1° 46' 0.14" S	103° 49' 39.06" E	1.902	1.902	33.57	12/11/2018	MJ.03.020
86	MARSONO	PETALING JAYA	1° 46' 36.97" S	103° 49' 5.70" E	1.999	1.999	14.76	20/10/2018	MJ.05.004
87	MARTO MULYO	PETALING JAYA	1° 45' 57.01" S	103° 49' 25.81" E	1.99	1.99	38.46	25/11/2018	MJ.03.021
	MARYADI SE.MM	PETALING JAYA	1° 46' 30.26" S	103° 49' 12.29" E	2.008	2.008	50.91	27/10/2018	MJ.04.009
88	MARYADI SE.MM	PETALING JAYA	1° 47' 23.33" S	103° 49' 31.80" E	2.014	2.014	36.65	17/08/2020	MJ.08.024
89	MINAR	PETALING JAYA	1° 45' 56.90" S	103° 49' 52.16" E	1.902	1.902	33.86	25/10/2018	MJ.02.021
90	MINTO KARYONO	PETALING JAYA	1° 46' 52.46" S	103° 49' 31.98" E	1.936	1.936	32.29	11/08/2020	MJ.07.018
91	MISDIONO	PETALING JAYA	1° 47' 23.99" S	103° 49' 51.51" E	2.012	2.012	26.41	23/10/2018	MJ.09.012
92	MISTI	PETALING JAYA	1° 45' 54.66" S	103° 50' 45.20" E	2.014	2.014	32.10	23/10/2018	MJ.01.026
93	MISWANTO	PETALING JAYA	1° 46' 8.72" S	103° 50' 5.33" E	2.013	2.013	21.63	30/10/2018	MJ.02.002
	MUDIONO	PETALING JAYA	1° 47' 26.45" S	103° 49' 31.80" E	2.007	2.007	24.65	09/08/2020	MJ.08.017
	MUDIONO	PETALING JAYA	1° 47' 16.46" S	103° 49' 31.76" E	2.119	2.119	24.67	07/09/2020	MJ.08.019
94	MUDIONO	PETALING JAYA	1° 47' 36.47" S	103° 50' 11.08" E	2.002	2.002	29.41	09/08/2020	MJ.10.015

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
95	MUGINI	PETALING JAYA	1° 47' 10.13" S	103° 49' 31.80" E	1.975	1.975	26.96	25/10/2018	MJ.08.006
96	MUHAMAD BASIR	PETALING JAYA	1° 45' 39.90" S	103° 50' 51.06" E	2.006	2.006	31.13	23/10/2018	MJ.01.025
	MUHAMAD SHOFA SF	PETALING JAYA	1° 47' 27.26" S	103° 49' 51.57" E	2.01	2.01	40.78	23/10/2018	MJ.08.004
	MUHAMAD SHOFA SF	PETALING JAYA	1° 47' 13.35" S	103° 49' 31.80" E	2.027	2.027	19.73	25/10/2018	MJ.09.014
97	MUHAMMAD	PETALING JAYA	1° 47' 36.43" S	103° 50' 30.84" E	1.998	1.998	29.26	29/10/2028	MJ.11.018
98	MUINAH	PETALING JAYA	1° 47' 3.38" S	103° 49' 25.20" E	2.031	2.031	28.64	24/10/2018	MJ.07.002
99	MUKLIS*	PETALING JAYA	1° 47' 16.57" S	103° 49' 25.19" E	2.014	2.014	38.81	04/08/2020	MJ.08.023
100	MULYANTI	PETALING JAYA	1° 46' 19.65" S	103° 49' 18.96" E	2.009	2.009	38.67	14/08/2020	MJ.04.026
101	MULYONO	PETALING JAYA	1° 46' 3.15" S	103° 49' 58.64" E	1.915	1.915	27.66	30/10/2018	MJ.02.011
102	MURSAID	PETALING JAYA	1° 46' 33.84" S	103° 49' 25.55" E	1.999	1.999	27.58	20/10/2018	MJ.05.012
103	MUSTOFA	PETALING JAYA	1° 47' 26.49" S	103° 49' 38.42" E	1.999	1.999	35.75	25/10/2018	MJ.08.011
104	MUTMAINAH	PETALING JAYA	1° 46' 55.62" S	103° 49' 18.67" E	2.009	2.009	49.41	11/08/2020	MJ.05.023
105	NAILIS SHOLEHAH	PETALING JAYA	1° 47' 43.08" S	103° 50' 4.54" E	2.01	2.01	33.82	25/10/2018	MJ.10.002
106	NANIK SETYOWATI	PETALING JAYA	1° 46' 6.60" S	103° 49' 52.11" E	1.9	1.9	46.37	27/08/2020	MJ.02.023
107	NGATIDJO	PETALING JAYA	1° 46' 11.23" S	103° 50' 51.02" E	1.975	1.975	25.04	24/10/2018	MJ.12.019
108	NGATIMAN	PETALING JAYA	1° 47' 16.34" S	103° 49' 12.04" E	2.016	2.016	25.39	15/11/2018	MJ.06.017
109	NGATINI	PETALING JAYA	1° 47' 12.90" S	103° 49' 18.59" E	2.019	2.019	21.31	15/11/2018	MJ.06.018
110	NUR MUKLIS	PETALING JAYA	1° 47' 43.83" S	103° 50' 29.69" E	2.199	2.199	40.62	06/11/2018	MJ.11.019
111	NURDIN*	PETALING JAYA	1° 47' 13.41" S	103° 49' 38.35" E	2.053	2.053	29.99	25/10/2018	MJ.08.005
112	NURKHAMIM	PETALING JAYA	1° 47' 27.19" S	103° 50' 24.56" E	2.078	2.078	36.05	23/10/2018	MJ.09.008
113	NURUL NASRIFAH	PETALING JAYA	1° 46' 41.46" S	103° 50' 55.38" E	1.958	1.958	40.48	05/11/2018	MJ.12.007
114	PAERAN	PETALING JAYA	1° 47' 30.10" S	103° 50' 36.17" E	1.984	1.984	27.42	22/10/2018	MJ.11.005
115	PAIDI A	PETALING JAYA	1° 47' 39.70" S	103° 50' 17.73" E	2.014	2.014	43.73	22/10/2018	MJ.11.006
116	PAIDI B	PETALING JAYA	1° 47' 49.78" S	103° 50' 23.36" E	2.019	2.019	34.34	06/11/2018	MJ.11.007
117	PAINO	PETALING JAYA	1° 47' 59.49" S	103° 49' 57.92" E	2.012	2.012	3.98	22/11/2018	MJ.10.005
118	PAMUJI*	PETALING JAYA	1° 46' 2.88" S	103° 50' 29.28" E	2.005	2.005	44.30	20/10/2018	MJ.01.010

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119	PANDU	PETALING JAYA	1° 47' 33.39" S	103° 50' 17.70" E	2.005	2.005	36.87	24/10/2018	MJ.11.022
120	PARAWAN	PETALING JAYA	1° 47' 12.94" S	103° 49' 5.39" E	2.009	2.009	12.25	15/11/2018	MJ.06.007
121	PARIYANTO	PETALING JAYA	1° 46' 0.29" S	103° 49' 12.67" E	2.048	2.048	27.59	24/11/2018	MJ.04.005
122	PARTU	PETALING JAYA	1° 47' 55.92" S	103° 50' 16.32" E	2.003	2.003	49.73	22/10/2018	MJ.11.008
123	PARULIAN PAKPAHAN	PETALING JAYA	1° 46' 6.73" S	103° 49' 12.61" E	2.048	2.048	30.99	24/11/2018	MJ.04.019
124	PAYUTI	PETALING JAYA	1° 47' 26.27" S	103° 49' 5.32" E	2.02	2.02	31.31	11/09/2020	MJ.06.021
125	PURWO UTOYO	PETALING JAYA	1° 46' 12.06" S	103° 50' 10.43" E	1.903	1.903	47.63	08/11/2018	MJ.02.007
126	RAJINEM	PETALING JAYA	1° 46' 40.02" S	103° 49' 5.68" E	1.971	1.971	17.80	23/10/2018	MJ.05.010
127	RAMIATI	PETALING JAYA	1° 47' 9.87" S	103° 49' 25.25" E	2	2	19.14	21/10/2018	MJ.07.001
128	RANEM	PETALING JAYA	1° 46' 23.66" S	103° 49' 12.29" E	2.12	2.12	16.44	09/08/2020	MJ.04.032
129	RINI PUJI ASTUTI	PETALING JAYA	1° 45' 53.07" S	103° 50' 38.70" E	1.97	1.97	33.72	23/10/2018	MJ.01.016
130	ROHMAD	PETALING JAYA	1° 47' 36.51" S	103° 50' 24.27" E	2.048	2.048	40.54	22/10/2018	MJ.11.009
131	ROHMADI	PETALING JAYA	1° 46' 1.29" S	103° 50' 51.07" E	2.056	2.056	30.41	15/12/2018	MJ.12.014
132	ROSMAIDA SIAHAAN	PETALING JAYA	1° 46' 6.50" S	103° 49' 19.14" E	1.98	1.98	35.46	24/11/2018	MJ.04.020
133	RUSTAM*	PETALING JAYA	1° 46' 2.92" S	103° 50' 33.83" E	2.093	2.093	46.78	20/10/2018	MJ.01.011
	RUSTAM	PETALING JAYA	1° 47' 10.21" S	103° 49' 38.45" E	1.987	1.987	44.47	25/10/2019	MJ.04.030
	RUSTAM	PETALING JAYA	1° 46' 20.49" S	103° 50' 37.38" E	2.014	2.014	38.45	24/10/2018	MJ.08.015
	RUSTAM	PETALING JAYA	1° 46' 20.49" S	103° 50' 37.38" E	2.107	2.107	43.32	24/10/2018	MJ.12.018
	RUSTAM	PETALING JAYA	1° 47' 46.26" S	103° 49' 57.90" E	2.02	2.02	49.11	06/08/2020	MJ.12.020
134	RUSWATI	PETALING JAYA	1° 46' 0.31" S	103° 49' 6.02" E	2.025	2.025	35.14	25/11/2018	MJ.04.001
135	SAFII	PETALING JAYA	1° 46' 44.43" S	103° 49' 12.16" E	1.982	1.982	32.44	16/08/2020	MJ.05.024
136	SAHRI	PETALING JAYA	1° 47' 6.72" S	103° 49' 18.54" E	2.031	2.031	29.83	15/11/2018	MJ.06.008
137	SALIAH	PETALING JAYA	1° 47' 8.56" S	103° 49' 51.64" E	2.003	2.003	34.05	23/10/2018	MJ.09.003
138	SAMIN	PETALING JAYA	1° 47' 29.66" S	103° 49' 18.49" E	2.015	2.015	34.35	25/10/2018	MJ.08.008
139	SAMINI*	PETALING JAYA	1° 45' 44.96" S	103° 50' 38.78" E	1.914	1.914	31.48	23/10/2018	MJ.01.012
140	SAMSUL BAHRI	PETALING JAYA	1° 46' 46.10" S	103° 49' 18.72" E	1.998	1.998	14.44	20/10/2018	MJ.05.011
141	SANDI	PETALING JAYA	1° 47' 13.18" S	103° 49' 25.07" E	2.008	2.008	34.54	25/10/2018	MJ.08.009
142	SARIMAN	PETALING JAYA	1° 47' 18.09" S	103° 49' 51.58" E	2.013	2.013	34.77	23/10/2018	MJ.09.006

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143	SARINI	PETALING JAYA	1° 47' 16.57" S	103° 49' 38.40" E	2.000	2.000	18.05	25/10/2018	MJ.08.013
144	SARJU	PETALING JAYA	1° 47' 26.39" S	103° 49' 25.08" E	1.996	1.996	26.62	25/10/2018	MJ.08.010
	SARJU	PETALING JAYA	1° 47' 21.56" S	103° 50' 16.85" E	2.305	2.305	35.19	25/10/2018	MJ.09.025
145	SARMI	PETALING JAYA	1° 46' 49.34" S	103° 49' 5.49" E	1.962	1.962	38.70	06/09/2020	MJ.05.020
146	SARSITI	PETALING JAYA	1° 47' 6.71" S	103° 49' 25.22" E	2.025	2.025	40.24	25/10/2018	MJ.07.011
147	SEMI	PETALING JAYA	1° 47' 39.76" S	103° 49' 57.99" E	2	2	37.51	20/10/2018	MJ.10.004
148	SETIYONO	PETALING JAYA	1° 45' 43.81" S	103° 50' 51.06" E	2.006	2.006	49.74	23/10/2018	MJ.01.023
	SETIYONO	PETALING JAYA	1° 46' 0.03" S	103° 49' 32.48" E	1.904	1.904	42.82	08/11/2018	MJ.03.014
149	SIDIK PRAMONO	PETALING JAYA	1° 46' 29.29" S	103° 49' 19.20" E	2.023	2.023	23.32	25/11/2018	MJ.04.011
150	SIMAN	PETALING JAYA	1° 47' 26.31" S	103° 49' 11.94" E	2.016	2.016	25.84	15/12/2018	MJ.06.010
151	SIPAN*	PETALING JAYA	1° 47' 23.34" S	103° 49' 38.41" E	2.017	2.017	42.21	25/10/2018	MJ.08.016
152	SITI AMINAH	PETALING JAYA	1° 47' 25.35" S	103° 50' 17.41" E	2.208	2.208	30.21	23/10/2018	MJ.09.018
153	SITI MARIAH	PETALING JAYA	1° 45' 57.16" S	103° 49' 39.02" E	1.903	1.903	30.11	25/11/2018	MJ.03.016
154	SITI MUTIAH	PETALING JAYA	1° 47' 33.47" S	103° 50' 24.25" E	1.996	1.996	27.01	22/10/2018	MJ.11.001
155	SLAMET RIYANTO	PETALING JAYA	1° 46' 19.48" S	103° 49' 25.71" E	2.007	2.007	18.18	25/11/2018	MJ.04.008
156	SOIMAN	PETALING JAYA	1° 47' 49.62" S	103° 49' 57.89" E	2.009	2.009	33.41	21/08/2020	MJ.10.014
157	SOINI	PETALING JAYA	1° 45' 57.10" S	103° 49' 12.64" E	2.013	2.013	26.09	24/11/2018	MJ.04.010
158	SOLIHIN*	PETALING JAYA	1° 45' 53.98" S	103° 49' 38.94" E	2	2	37.79	25/11/2018	MJ.03.007
159	SOLIHIN	PETALING JAYA	1° 46' 45.42" S	103° 51' 0.29" E	1.935	1.935	31.23	15/12/2018	MJ.12.015
160	SOPIATI	PETALING JAYA	1° 46' 1.95" S	103° 50' 11.43" E	2.081	2.081	27.41	08/11/2018	MJ.02.006
161	SRIYATI	PETALING JAYA	1° 46' 6.63" S	103° 49' 45.43" E	1.911	1.911	49.52	27/10/2018	MJ.03.005
162	SUBAGIYO	PETALING JAYA	1° 47' 27.45" S	103° 50' 30.74" E	2.003	2.003	43.21	16/08/2020	MJ.11.025
163	SUCIPTO	PETALING JAYA	1° 47' 40.11" S	103° 50' 35.65" E	2.013	2.013	37.96	25/10/2018	MJ.11.012
164	SUGENG HARYANTO	PETALING JAYA	1° 45' 53.86" S	103° 49' 25.85" E	2.006	2.006	43.07	25/11/2018	MJ.03.010
165	SUGENG WARDOYO*	PETALING JAYA	1° 45' 51.01" S	103° 50' 45.24" E	2.07	2.07	28.00	23/10/2018	MJ.01.018
166	SUGIYEM	PETALING JAYA	1° 47' 6.84" S	103° 49' 45.19" E	2.032	2.032	40.19	15/10/2018	MJ.07.012
167	SUJONO	PETALING JAYA	1° 46' 30.79" S	103° 49' 28.47" E	1.944	1.944	33.99	25/11/2018	MJ.03.018

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168	SUKAMTO	PETALING JAYA	1° 47' 16.41" S	103° 49' 45.07" E	2.015	2.015	38.66	25/10/2018	MJ.02.022
	SUKAMTO	PETALING JAYA	1° 47' 19.86" S	103° 49' 5.40" E	2.02	2.02	38.61	15/12/2018	MJ.03.017
	SUKAMTO	PETALING JAYA	1° 46' 3.08" S	103° 49' 25.78" E	1.997	1.997	43.26	08/11/2018	MJ.03.019
	SUKAMTO	PETALING JAYA	1° 46' 58.73" S	103° 49' 25.28" E	2.013	2.013	46.49	08/11/2018	MJ.03.024
	SUKAMTO	PETALING JAYA	1° 46' 18.14" S	103° 50' 37.49" E	1.946	1.946	45.50	08/11/2018	MJ.06.002
	SUKAMTO	PETALING JAYA	1° 46' 8.77" S	103° 50' 11.43" E	2.017	2.017	34.79	14/08/2020	MJ.06.003
	SUKAMTO	PETALING JAYA	1° 46' 9.53" S	103° 49' 33.44" E	1.949	1.949	36.84	06/08/2020	MJ.06.004
	SUKAMTO	PETALING JAYA	1° 46' 13.08" S	103° 49' 25.66" E	1.987	1.987	29.25	25/11/2018	MJ.06.009
	SUKAMTO A	PETALING JAYA	1° 47' 23.06" S	103° 49' 5.48" E	2.014	2.014	41.33	08/11/2018	MJ.07.013
	SUKAMTO B	PETALING JAYA	1° 47' 3.27" S	103° 49' 12.04" E	2.153	2.153	39.66	08/11/2018	MJ.12.017
	SUKAMTO C	PETALING JAYA	1° 47' 6.74" S	103° 49' 12.08" E	2.011	2.011	27.26	08/11/2018	MJ.09.016
169	SUKATMI	PETALING JAYA	1° 47' 49.66" S	103° 50' 11.07" E	2.006	2.006	47.59	22/11/2018	MJ.10.006
170	SUKATNI	PETALING JAYA	1° 47' 6.75" S	103° 49' 5.49" E	2.016	2.016	23.20	25/11/2018	MJ.06.011
171	SUKINEM	PETALING JAYA	1° 46' 7.88" S	103° 50' 45.17" E	2.054	2.054	35.07	15/12/2018	MJ.12.006
172	SUKIRNO	PETALING JAYA	1° 47' 29.58" S	103° 49' 5.32" E	2.007	2.007	28.06	23/10/2018	MJ.06.012
173	SUKIYEM	PETALING JAYA	1° 47' 43.16" S	103° 50' 17.63" E	2.009	2.009	32.90	25/10/2018	MJ.11.011
174	SUMARDI	PETALING JAYA	1° 46' 1.27" S	103° 50' 45.23" E	2.019	2.019	45.21	23/10/2018	MJ.01.019
175	SUMARDI	PETALING JAYA	1° 46' 27.00" S	103° 49' 12.27" E	2.078	2.078	23.38	24/11/2018	MJ.04.023
176	SUMARYANTO*	PETALING JAYA	1° 47' 43.17" S	103° 50' 11.12" E	2.002	2.002	38.72	11/09/2020	MJ.10.016
177	SUNANTO	PETALING JAYA	1° 45' 53.97" S	103° 49' 58.58" E	1.9	1.9	27.75	25/10/2018	MJ.02.015
178	SUNARTO	PETALING JAYA	1° 47' 12.93" S	103° 49' 12.03" E	2.007	2.007	39.71	15/12/2018	MJ.06.005
	SUNARTO	PETALING JAYA	1° 47' 53.11" S	103° 50' 4.41" E	2.016	2.016	27.32	20/12/2018	MJ.10.011
179	SUNGKONO	PETALING JAYA	1° 46' 58.71" S	103° 49' 38.68" E	2.019	2.019	29.02	15/11/2018	MJ.06.016
	SUNGKONO	PETALING JAYA	1° 46' 59.57" S	103° 49' 5.52" E	1.996	1.996	25.89	11/11/2018	MJ.07.009
180	SUNGKOWO WIDODO	PETALING JAYA	1° 45' 45.87" S	103° 50' 30.81" E	2.49	2.49	28.65	10/08/2020	MJ.01.030
181	SUPARJO	PETALING JAYA	1° 45' 56.87" S	103° 49' 58.57" E	1.903	1.903	17.88	25/10/2018	MJ.02.014
182	SUPARLAN	PETALING JAYA	1° 46' 13.09" S	103° 49' 19.05" E	1.992	1.992	42.01	25/11/2018	MJ.04.004
183	SUPARLAN	PETALING JAYA	1° 46' 45.49" S	103° 50' 55.14" E	1.987	1.987	30.30	25/10/2018	MJ.12.008

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
184	SUPARMI	PETALING JAYA	1° 47' 16.37" S	103° 49' 18.52" E	2	2	32.72	06/08/2020	MJ.06.020
185	SUPARNO	PETALING JAYA	1° 45' 57.04" S	103° 49' 5.99" E	2.025	2.025	29.53	24/11/2018	MJ.04.021
	SUPARNO	PETALING JAYA	1° 47' 16.35" S	103° 49' 5.39" E	2.02	2.02	24.71	15/11/2018	MJ.06.013
186	SUPI	PETALING JAYA	1° 45' 54.04" S	103° 50' 9.50" E	1.904	1.904	35.92	30/10/2018	MJ.12.003
187	SUPIAH	PETALING JAYA	1° 46' 52.46" S	103° 49' 18.65" E	2.025	2.025	41.60	20/10/2018	MJ.02.018
188	SUPRIADI	PETALING JAYA	1° 46' 25.41" S	103° 49' 30.80" E	1.911	1.911	24.20	25/11/2018	MJ.05.007
189	SUPRIONO	PETALING JAYA	1° 46' 4.64" S	103° 50' 45.21" E	2.056	2.056	50.72	15/12/2018	MJ.03.008
190	SURATMAN	PETALING JAYA	1° 47' 36.49" S	103° 50' 17.70" E	2.016	2.016	22.23	14/11/2018	MJ.12.005
191	SURATNO	PETALING JAYA	1° 45' 39.91" S	103° 50' 45.29" E	1.67	1.67	27.91	16/08/2020	MJ.11.004
192	SURONO	PETALING JAYA	1° 46' 52.44" S	103° 49' 25.25" E	2.013	2.013	22.27	25/12/2018	MJ.01.029
193	SUROSO	PETALING JAYA	1° 47' 28.74" S	103° 50' 17.69" E	2.444	2.444	43.52	23/10/2018	MJ.07.008
194	SUROTO	PETALING JAYA	1° 47' 39.79" S	103° 50' 4.59" E	2.444	2.444	29.06	22/11/2018	MJ.09.019
195	SUROTO	PETALING JAYA	1° 46' 57.99" S	103° 50' 54.29" E	2.023	2.023	33.56	21/10/2018	MJ.10.012
	SUROTO	PETALING JAYA	1° 47' 36.28" S	103° 50' 37.40" E	2.012	2.012	38.94	06/11/2018	MJ.12.010
196	SURTRISNO	PETALING JAYA	1° 46' 0.05" S	103° 49' 19.20" E	1.982	1.982	21.97	27/11/2018	MJ.11.020
197	SURYANI	PETALING JAYA	1° 45' 42.80" S	103° 50' 31.47" E	1.948	1.948	34.25	23/10/2018	MJ.04.007
198	SURYI	PETALING JAYA	1° 46' 53.78" S	103° 49' 12.05" E	1.976	1.976	26.22	25/10/2018	MJ.01.024
199	SUSILAWATI	PETALING JAYA	1° 46' 38.26" S	103° 49' 12.26" E	1.98	1.98	31.60	25/10/2018	MJ.05.016
200	SUTARDI	PETALING JAYA	1° 47' 0.33" S	103° 49' 48.43" E	2.167	2.167	27.90	21/11/2018	MJ.01.008
201	SUTARTO	PETALING JAYA	1° 45' 53.67" S	103° 49' 12.54" E	1.964	1.964	45.98	27/11/2018	MJ.01.014
202	SUTARTO	PETALING JAYA	1° 47' 0.33" S	103° 49' 48.43" E	2.007	2.007	48.19	03/09/2020	MJ.04.002
	SUTARTO	PETALING JAYA	1° 45' 47.72" S	103° 50' 38.68" E	1.92	1.92	57.61	25/10/2018	MJ.05.017
	SUTARTO	PETALING JAYA	1° 47' 52.79" S	103° 50' 17.46" E	2.034	2.034	31.20	15/11/2018	MJ.05.021
	SUTARTO	PETALING JAYA	1° 45' 43.82" S	103° 50' 45.35" E	1.986	1.986	40.23	25/10/2018	MJ.07.015
	SUTARTO	PETALING JAYA	1° 47' 6.77" S	103° 49' 32.01" E	2.004	2.004	44.84	07/08/2020	MJ.07.010
	SUTARWAN	PETALING JAYA	1° 47' 6.81" S	103° 49' 38.54" E	2.01	2.01	45.54	25/10/2018	MJ.11.017
203	SUTARWAN	PETALING JAYA	1° 47' 10.24" S	103° 49' 45.12" E	1.998	1.998	37.07	25/10/2018	MJ.07.017
	SUTINI	PETALING JAYA	1° 46' 22.99" S	103° 49' 19.03" E	2.019	2.019	29.01	09/11/2018	MJ.08.007

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
204	SUTIRAH	PETALING JAYA	1° 47' 36.54" S	103° 49' 57.98" E	1.996	1.996	38.56	13/09/2020	MJ.04.017
205	SUTOMO	PETALING JAYA	1° 45' 57.93" S	103° 50' 51.12" E	2.086	2.086	34.82	21/08/2020	MJ.10.018
206	SUTRISNO	PETALING JAYA	1° 47' 11.74" S	103° 49' 51.56" E	2.039	2.039	32.02	23/10/2018	MJ.12.026
207	SUWANDI	PETALING JAYA	1° 47' 26.82" S	103° 49' 57.99" E	2.008	2.008	31.74	23/10/2018	MJ.09.021
208	SUWARDI	PETALING JAYA	1° 47' 33.22" S	103° 50' 11.10" E	2.083	2.083	40.16	16/09/2020	MJ.09.022
209	SUWARDI	PETALING JAYA	1° 46' 6.49" S	103° 49' 38.99" E	1.952	1.952	34.07	27/10/2018	MJ.10.019
210	SUWARNO	PETALING JAYA	1° 47' 0.11" S	103° 49' 12.03" E	2.029	2.029	41.30	15/11/2018	MJ.03.006
211	SUWONDO	PETALING JAYA	1° 46' 26.39" S	103° 49' 19.07" E	2.018	2.018	30.63	27/10/2018	MJ.03.015
212	SUWONDO	PETALING JAYA	1° 45' 53.94" S	103° 49' 32.46" E	1.907	1.907	36.50	25/11/2018	MJ.06.006
	SUWONDO	PETALING JAYA	1° 45' 53.34" S	103° 50' 30.91" E	1.907	1.907	24.06	11/08/2020	MJ.04.025
	SUYADI	PETALING JAYA	1° 46' 47.65" S	103° 49' 12.09" E	2.008	2.008	23.81	20/10/2018	MJ.01.032
213	SUYANTO	PETALING JAYA	1° 46' 58.72" S	103° 49' 45.12" E	2.032	2.032	27.01	21/11/2018	MJ.05.002
214	SUYATMI	PETALING JAYA	1° 46' 43.31" S	103° 49' 25.44" E	2.012	2.012	47.79	20/10/2018	MJ.07.006
215	SUYONO	PETALING JAYA	1° 47' 3.45" S	103° 49' 45.05" E	2	2	31.21	15/12/2018	MJ.07.007
216	SUYONO/TUMIJO	PETALING JAYA	1° 46' 0.03" S	103° 49' 32.48" E	1.991	1.991	39.96	25/11/2018	MJ.05.005
217	TAMIARJO	PETALING JAYA	1° 46' 25.71" S	103° 49' 25.71" E	2.001	2.001	41.11	24/11/2018	MJ.03.013
218	TARMINAH	PETALING JAYA	1° 46' 57.02" S	103° 49' 12.14" E	2.003	2.003	43.09	20/10/2018	MJ.04.006
219	TAUFIK HIDAYAT	PETALING JAYA	1° 45' 53.95" S	103° 49' 52.13" E	1.907	1.907	37.78	30/10/2018	MJ.05.014
220	TEKAT TARUNO REJO	PETALING JAYA	1° 46' 7.99" S	103° 50' 51.00" E	1.926	1.926	34.17	08/11/2018	MJ.02.016
221	TOMAS J	PETALING JAYA	1° 47' 9.91" S	103° 49' 12.05" E	2.014	2.014	52.33	15/11/2018	MJ.12.016
222	TRI JUNAIDI SIREGAR	PETALING JAYA	1° 46' 5.24" S	103° 50' 5.40" E	2.037	2.037	24.48	30/10/2018	MJ.06.001
223	TRIYATNO	PETALING JAYA	1° 46' 20.32" S	103° 50' 30.80" E	1.995	1.995	29.03	30/10/2018	MJ.02.017
224	TUGIMAN A	PETALING JAYA	1° 46' 55.62" S	103° 49' 32.07" E	2.024	2.024	36.73	15/11/2018	MJ.05.001
225	TUGIMAN B	PETALING JAYA	1° 46' 55.62" S	103° 49' 32.07" E	1.983	1.983	24.27	03/11/2018	MJ.07.005
226	TUKIYEM	PETALING JAYA	1° 46' 16.49" S	103° 49' 19.03" E	2.019	2.019	36.94	09/08/2020	MJ.04.033
227	TUKIYO	PETALING JAYA	1° 46' 9.45" S	103° 49' 48.18" E	2.000	2.000	44.24	25/11/2018	MJ.03.012

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N/S)	Longitude (E)	Total Certified Area	Planted Area			
228	TUMIRAN	PETALING JAYA	1° 47' 46.40" S	103° 50' 11.08" E	2.011	2.011	39.84	15/11/2018	MJ.10.007
229	TUMIYEM	PETALING JAYA	1° 47' 49.59" S	103° 50' 17.59" E	2.003	2.003	35.28	11/08/2020	MJ.11.024
230	TURINI	PETALING JAYA	1° 46' 9.75" S	103° 49' 19.08" E	2.072	2.072	38.93	14/08/2020	MJ.04.027
231	UMAR DANI	PETALING JAYA	1° 47' 53.04" S	103° 49' 57.88" E	2.018	2.018	24.94	24/11/2018	MJ.10.010
232	UMI WIJIANI	PETALING JAYA	1° 46' 49.31" S	103° 49' 25.34" E	2.018	2.018	28.45	20/10/2018	MJ.05.006
233	UMUL ASIAH	PETALING JAYA	1° 45' 48.71" S	103° 50' 30.07" E	1.956	1.956	23.15	19/08/2020	MJ.01.031
234	UNTUNG	PETALING JAYA	1° 47' 33.10" S	103° 50' 36.89" E	2.167	2.167	21.58	24/10/2018	MJ.11.016
235	WAHID	PETALING JAYA	1° 47' 49.66" S	103° 50' 4.49" E	2.006	2.006	22.39	15/11/2018	MJ.08.012
	WAHID	PETALING JAYA	1° 47' 29.81" S	103° 49' 38.39" E	2.004	2.004	41.16	25/10/2018	MJ.10.008
236	WAKIDI	PETALING JAYA	1° 45' 39.54" S	103° 50' 32.12" E	1.906	1.906	38.62	20/10/2018	MJ.01.020
	WAKIDI	PETALING JAYA	1° 46' 3.21" S	103° 49' 52.11" E	1.912	1.912	32.97	08/11/2018	MJ.02.008
237	WARJO*	PETALING JAYA	1° 46' 3.18" S	103° 49' 38.99" E	2.05	2.05	43.64	12/11/2018	MJ.03.011
238	WARSITO	PETALING JAYA	1° 46' 12.80" S	103° 49' 31.96" E	2.05	2.05	40.40	10/08/2020	MJ.03.023
239	WISMA	PETALING JAYA	1° 46' 58.19" S	103° 50' 59.26" E	2.685	2.685	43.74	15/08/2020	MJ.12.023
240	WIWIK TRISYANI	PETALING JAYA	1° 47' 42.97" S	103° 49' 57.90" E	2.008	2.008	30.32	25/10/2018	MJ.10.009
241	YAHMIN	PETALING JAYA	1° 46' 10.60" S	103° 50' 38.11" E	2.066	2.066	28.92	30/10/2018	MJ.04.028
	YAHMIN	PETALING JAYA	1° 47' 39.69" S	103° 50' 30.64" E	2.002	2.002	34.87	22/10/2018	MJ.07.020
	YAHMIN	PETALING JAYA	1° 46' 9.87" S	103° 49' 12.58" E	2.018	2.018	36.75	11/08/2020	MJ.08.022
	YAHMIN	PETALING JAYA	1° 46' 3.33" S	103° 49' 12.63" E	2.059	2.059	32.48	09/08/2020	MJ.09.026
	YAHMIN	PETALING JAYA	1° 47' 19.90" S	103° 49' 18.55" E	2.046	2.046	35.43	16/08/2020	MJ.09.028
	YAHMIN	PETALING JAYA	1° 47' 22.59" S	103° 49' 45.08" E	2.021	2.021	28.42	21/08/2020	MJ.11.013
	YAHMIN	PETALING JAYA	1° 47' 39.69" S	103° 50' 30.64" E	2.036	2.036	35.26	13/08/2020	MJ.12.002
	YAHMIN	PETALING JAYA	1° 47' 3.44" S	103° 49' 32.10" E	2.029	2.029	43.99	19/08/2020	MJ.12.021
242	YASEMI	PETALING JAYA	1° 47' 29.68" S	103° 49' 25.09" E	2.119	2.119	23.79	16/08/2020	MJ.08.018
243	YATI	PETALING JAYA	1° 47' 29.94" S	103° 50' 4.49" E	2.126	2.126	27.66	15/11/2018	MJ.09.017
244	YUNINA ARIANI	PETALING JAYA	1° 46' 58.74" S	103° 49' 32.12" E	2.03	2.03	35.80	02/08/2020	MJ.07.019
	YUNINA ARIANI	PETALING JAYA	1° 46' 33.75" S	103° 50' 55.91" E	2.014	2.014	42.43	22/08/2020	MJ.12.025

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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/S)	Longitude (E)	Total Certified Area	Planted Area			
245	ZUNAINA	PETALING JAYA	1° 46' 10.01" S	103° 49' 56.46" E	1.901	1.901	18.59	30/10/2018	MJ.02.013
Total					608.65	608.65	10,302.08		

Note: * are smallholders sampled in this audit.

The certified volume of FFB production is based on the prorate. Therefore, the certified volume of FFB production from October 2023 until March 2024 is 4.292.53 mt

Appendix F: List of Abbreviations

a.i	Active Ingredient
CB	Certification Bodies
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
KT	Kelompok Tani
KUD	Koperasi Unit Desa (Village Unit Cooperative)
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
RTWK	Regency Spatial Planning
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SNV	Stichting Nederlandse Vrijwilligers (Netherlands Development Organisation)
SOP	Standard Operating Procedure
SPPL	<i>Surat Pernyataan Pengelolaan Lingkungan</i> (Statement Letter of Commitment to environmental management and monitoring)
STDB	Surat Tanda Daftar Budidaya (Cultivation Registration Letter/Certificate)
TUS	Tim Unit Semprot (Spraying Team).