

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**☒ **Initial Assessment**☐ **Annual Surveillance Assessment** (Choose an item.)☐ **Recertification Assessment** (Choose an item.)☐ **Extension of Scope**

<b>Client Company Name / Parent Company:</b> <b>Donsak Oil Palm Collaborative Farming Community Enterprise</b>
Client Company / Parent Company Address: No.4 Moo 5, Donsak Sub-District , Donsak District, Suratthani 84220, Thailand
Certification Unit: <b>Donsak Oil Palm Collaborative Farming Community Enterprise</b> Location of Certification Unit: No.4 Moo 5, Donsak Sub-District , Donsak District, Suratthani 84220, Thailand
Date of Final Report: 16/03/2024

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## Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Donsak Oil Palm Collaborative Farming Community Enterprise		
RSPO Membership Number	1-0378-22-000-00	Membership Approval Date	19 May 2022
Address	No.4 Moo 5, Donsak Sub-District, Donsak District, Suratthani 84220, Thailand		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Mr. Viroch Rukchuay (Group Manager)		
Location / Address	No.4 Moo 5, Donsak Sub-District, Donsak District, Suratthani 84220, Thailand.		
Website	None.		
Management Representative	Mr. Viroch Rukchuay (Group Manager)	E-mail	donsakoilpalm.cofarm@gmail.com
Telephone	+ 66 862684668	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 798336	Certificate Start Date	16/03/2024
Date of First Certification	16/03/2024	Certificate Expiry Date	15/03/2025
Scope of Certification	Production of Sustainable Oil Palm Fresh Fruit Bunch of Independent Smallholders		
Visit Objectives	<ul style="list-style-type: none"> <li>Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> Independent Smallholder Standard 2019		
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 checked="" type="checkbox"/> Milestone A <input 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
NA	NA	NA	NA

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Donsak Oil Palm Collaborative Farming Community Enterprise	No.4 Moo 5, Donsak Sub-District , Donsak District, Suratthani 84220, Thailand	9°18'51.64" N	99°41'20.47" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Donsak Oil Palm Collaborative Farming Community Enterprise	151.29	0	5.22	156.51	96.66
<b>Total</b>	<b>151.29</b>	<b>0</b>	<b>5.22</b>	<b>156.51</b>	<b>96.66</b>
<b>Note:</b>					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Donsak Oil Palm Collaborative Farming Community Enterprise	0	73.92	71.48	5.89	151.29	0
<b>Total (ha)</b>	<b>0</b>	<b>73.92</b>	<b>71.48</b>	<b>5.89</b>	<b>151.29</b>	<b>0</b>
<b>Note:</b> Only Mature area is considered as production area						

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (NA)	Actual (NA)		Forecast (Mar 2024 to Feb 2025)
		Previous license period (NA)	Current license period (NA)	
Donsak Oil Palm Collaborative Farming Community Enterprise	NA	NA	NA	3,309.55
Total	NA	NA		3,309.55
<b>Note:</b> <ul style="list-style-type: none"><li>This is initial audit</li><li>Forecasted annual FFB Production (MT) totally is 3,309.55. <b>However, this audit certify as Milestone A , thus the volume for certificate is 2,317.00 MT (70%)</b></li></ul>				

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (key in period)	Actual (key in period)		Forecast (key in period)
		Previous license period (key in period covered)	Current license period (key in period covered)	
NA		NA	NA	
Total		NA		
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 (key in period)	Actual (key in period)		Forecast (key in period)
		Previous license period (key in period covered)	Current license period (key in period covered)	
NA	NA	NA	NA	NA
Total	NA	NA		NA
Note: This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.				

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)
NA	NA	NA	NA	NA
<b>TOTAL</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>
<b>Note:</b> This table is not applicable for ISH.				

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

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
NA	NA	NA	NA
<b>TOTAL</b>		<b>NA</b>	<b>NA</b>
<b>Note:</b> 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 (NA)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
<b>CPO (MT)</b>	NA	NA	NA	NA	NA
<b>PK (MT)</b>	NA	NA	NA	NA	NA

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<b>Credits</b>	NA	NA	NA	NA	NA
<b>Previous License period (NA)</b>					
<b>CPO (MT)</b>	NA	NA	NA	NA	NA
<b>PK (MT)</b>	NA	NA	NA	NA	NA
<b>Credits</b>	NA	NA	NA	NA	NA
<b>Note:</b> Conventional is RSPO certified material but sold as non-RSPO. <i>This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.</i>					

<b>11A. Records of Certified CPO &amp; PK Sold under PalmTrace since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>PalmTrace Trading License Number</b>	<b>Certified CPO Sold (MT)</b>	<b>Certified PK Sold (MT)</b>
NA	NA	NA	NA	NA
<b>TOTAL</b>			<b>NA</b>	<b>NA</b>
<b>Note:</b> This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.				

<b>11B. Records of certified CPO &amp; PK Sold under other schemes since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>Scheme Name</b>	<b>Certified CPO Sold (MT)</b>	<b>Certified PK Sold (MT)</b>
NA	NA	NA	NA	NA
<b>TOTAL</b>			<b>NA</b>	<b>NA</b>
<b>Note:</b> This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.				

<b>11C. Records of CPO &amp; PK Sold as conventional since the last audit (if any)</b>			
<b>No.</b>	<b>Buyers Name</b>	<b>CPO Sold (MT)</b>	<b>PK Sold (MT)</b>
NA	NA	NA	NA
<b>TOTAL</b>		<b>NA</b>	<b>NA</b>
<b>Note:</b> This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.			

<b>11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)</b>			
<b>No.</b>	<b>Buyers Name</b>	<b>PalmTrace Trading License Number</b>	<b>RSPO Credits of Certified CPO Sold</b>
NA	NA	NA	NA
<b>TOTAL</b>			<b>NA</b>
<b>Note:</b> This table is not applicable for ISH. Fill up details in table 12, 12A, 13 and 13A.			

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12. Independent Smallholders Certified Tonnage (MT) / Volume									
	Estimated last year (NA)			Actual (NA)			Forecast (Mar 2024 to Feb 2025)		
Phase	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			0			0			3,309.55
IS-CSPO	0	0		0	0		0	463.33	
IS-CSPKO	0	0		0	0		0	52.12	
IS-CSPKE	0	0		0	0		0	63.71	
CSPK	0	0		0	0		0	115.83	

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)
NA	NA	NA	NA	NA	NA	NA
TOTAL		NA	NA	NA	NA	NA
<b>Note:</b> 1 mt = 1 credit Not applicable for initial certification audit						

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

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)
NA	NA	NA	NA	NA	NA	NA	NA
TOTAL			NA	NA	NA	NA	NA
<b>Note:</b> Not applicable for initial certification audit							



## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)  
Suite 29.01 Level 29, The Gardens North Tower,  
Mid Valley City, Lingkaran Syed Putra,  
59200 Kuala Lumpur, Malaysia.  
Tel +60 (3) 9212 9638; Fax +60 (3) 9212 9639  
Representative: Dr. Chaiyaporn Seekao ([Chaiyaporn.Seekao@bsigroup.com](mailto:Chaiyaporn.Seekao@bsigroup.com))  
Website: [www.bsigroup.com](http://www.bsigroup.com)

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### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 12-14 Dec 2023. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on 12 Nov 2023 to 14 Dec 2023.

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 16 Feb 2024. The audit programs are included in Section 2.3.

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

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

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (MSA)	Year 2 (MSB)	Year 3 (ASA1)	Year 4 (ASA2)	Year 5 (ASA3)
Donsak Oil Palm Collaborative Farming Community Enterprise	x	x	x	x	x

**Tentative Date of Next Visit: February 3, 2025 - February 5, 2025**

**Total Number of Mandays: 6.0 mandays**

## 2.2 BSI Assessment Team

Name	Role	Competency
Mrs. Chongrak Takard	Team Leader	<p><b>Education:</b> Bachelor of Science: Plant Protection (Plant Pathology) from Maejo University, Thailand in 1998, and a Master of Arts: Human Resource Development (HRD) from Ramkhamhaeng University, Thailand in 2016.</p> <p><b>Work experience:</b> more than 10 years of working experience where makes her familiar with local/regional knowledge of local laws, also undergone ISO9001, SA8000, TLS, SMETA, Social Second party audit (social audit), has been working in the agriculture sector for more than 10 years prior to joining BSI group. 5 years working experience as Sustainability Auditor for RSPO P &amp; C, RISH and SCC Scheme.</p> <p><b>Training attended:</b> successfully completed the Quality Management System Auditor/Lead Auditor Course ISO9001:2015, ISO14001:2015 Lead auditor IRCA 14154 EMS, BS OHSAS 18001:2007 standard, CQI-IRCA Certified : PR356: OHSMS ISO 45001:2018 Lead Auditor Conversion Training Course, Thai Labour Standard TLS Lead auditor TLS 8001, SA8000 Basic auditor Course and SA8000 Advances Auditor Course, ESEP Lead auditor course, RSPO P&amp;C-endorsed P&amp;C Lead Auditor course, refresher course for RSPO endorsed P&amp;C lead auditor, RSPO ISH Training (RISS 2019) as part of the qualification for RSPO Auditors in fulfilling the requirements of 4.8.6(f) of the RSPO Certification System 2020 and RSPO endorsed RSPO SCCS Lead Auditor</p> <p><b>Language proficiency:</b> fluent in Thai language and moderate in English.</p> <p><b>Aspect covered in this audit:</b></p>

		<p>☑ Good Agriculture Practice ☑ Health and Safety ☑ Social ☑ Environmental</p> <p>☑ ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Ms. Jutamas Gunthong	Team Member	<p><b>Education:</b> Hold a Bachelor degree of Science (Fisheries), Kasetsart University, Thailand and Master degree of Science in Aquaculture and Aquatic Resources Management, Asian Institute of Technology, Thailand.</p> <p><b>Work Experience:</b> Over 12 years of working experience as consultant/trainer of conformity assessment standards (e.g. ISO/IEC 17065, ISO/IEC 17021-1) and ICS for group certification of agricultural scope (Food crops, Rice, Aquatic animals) including certification of oil palm plantation. She also has audit experience and technical knowledge for audit GAP/Organic standards which according to ISO 19011.</p> <p><b>Training attended:</b> Successfully completed the Quality Management System Auditor/Lead Auditor Course ISO 9001:2015, ISO 14001:2015, OHSAS 18001 (now ISO 45001), Endorsed RSPO P&amp;C Lead Auditor Course, RSPO SCCS Lead Auditor course, RSPO ISH Training (RISS 2019) and also conformity assessment such as ISO/IEC 17020, ISO/IEC 17024, ISO/IEC 17065 and ISO/IEC 17021-1</p> <p><b>Language proficiency:</b> Fluent in Thai language and moderate in English.</p> <p><b>Aspect covered in this audit:</b></p> <p>☑ Good Agriculture Practice ☑ Health and Safety ☐ Social ☑ Environmental</p> <p>☑ ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Dr. Suhaili Bin Sahari	Peer Reviewer	<p><b>Education:</b> Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p><b>Work Experience:</b> Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan</p>

		<b>Training attended:</b> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. ASI reviewer training 3. Safety and Health 4. ISO 14001:2015 Standard 5. RSPO Standards: RSPO P&C 2018 MY-NI 2019 6. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4 7. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS 8. HACCP MS 1480:2019 9. GAP Standard: Global GAP, Euro GAP.
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**Accompanying Persons:**

Name	Role
NA	NA

## 2.3 Assessment Plan

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

Date	Time	Subjects	Chongrak (TL)	Jutamas (TM)
Tuesday ; 12 Dec 2023 (Day 1)	09:00-10.00	Description of activity for each day, including travelling/flight detail, opening meeting, documentation review, site visit, closing meeting, etc.	✓	✓
	10.00-17.30	<b>Field visit at the 5 smallholders' plantations</b> Interview with smallholders and Observation on harvesting, agrochemicals and fertilizers application, land use rights, land conflict, boundary demarcation, riparian zone protection, wastes management, occupational safety risk management, etc.	✓	
	10.30 -12.00	<b>Group Manager/Internal Control System (ICS A-C)</b> <ul style="list-style-type: none"> <li>• Review of members' profiles &amp; key management documents</li> <li>• Document Audit: Public documents, SOPs, Policies, LUCA &amp; RaCP, Internal audit, Production &amp; traceability requirements, FFB pricing, legal and other requirements, review on SEIA documents and records, wage records, complaint records, workers records, training records, permits, continual improvement plan, etc.</li> </ul>		✓
	13:00: 17.30	<b>Stakeholders' consultation</b> (surrounding communities, government agencies, contractors, vendors, NGO, etc.) (Onsite or Phone ) <ul style="list-style-type: none"> <li>• Mr. Somchart Kanhom/ Head of village Moo. 14, Donsak Subdistrict, Surat Thani province</li> <li>• Mr. Prapas Srithongkul/ Subdistrict headman, Chacram Subdistrict, Surat Thani province</li> <li>• Ms.Preedarat Sungpetch/ Head of village Moo. 7, Pak-Prak Subdistrict, Surat Thani province</li> <li>• Ms.Wantanee Angthong. Senior Deputy District Chief, Donsak District Office, Surat Thani province</li> <li>• Ms. Siriphorn Sukmuang, P.C.PALM (2550) Co.,Ltd., Surat Thani province</li> </ul>	✓	✓
	12.00-13.00	Lunch Break	All	
	17.30 -18.00	Interim closing briefing of Day 1	All	

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Wednesday ; 13 Dec 2023 (Day 2)	09:00 – 11:30	<b>Field visit at the 2 smallholders' plantations</b> Interview with smallholders and Observation on harvesting, agrochemicals and fertilizers application, land use rights, land conflict, boundary demarcation, riparian zone protection, wastes management, occupational safety risk management, etc.	√ (2 members)	
	09:00 – 17.30	<b>Group Manager: P1, P2 and P4</b> Document review: Land use type, customary right land, complaints and grievance, safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, HCV, ERT awareness, zero burning, best practices, site management and development of new planting (if any)	√	√
	13.00 – 17.30	<b>Group Manager: ICS D, P3 and P4</b> Document review: Land use type, customary right land, complaints and grievance, safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, HCV, ERT awareness, zero burning, best practices, site management and development of new planting (if any)	√	√
	12.00-13.00	Lunch Break	All	
	17.30 -18.00	Interim closing briefing of Day 2	All	
Thursday; 14 Dec 2023 (Day 3)	09:00 – 12:00 and 13:00-14:00	<b>Cont. Group Manager: ICS A- ICS D, P1 - P4</b> Document review: Land use type, customary right land, complaints and grievance, safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, HCV, ERT awareness, zero burning, best practices, site management and development of new planting (if any)	√	√
	12.00-13.00	Lunch Break	All	
	14:00-14:30	<b>Prepared closing meeting</b>	√	√
	14.30-15.00	<b>Closing meeting and end of Initial audit</b>	All	

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#### List of sampled group Members: Total actual 7 members

No.	Member		Location			GPS Coordinates		Area Summary (Ha)		Annual FFB Forecast (MT)	Auditor/date
			Sub-district	District	Province	Latitude	Longitude	Total Certified Area	Planted Area		
1	Kitisak Thongchan	A	Chaikram	Donsak	Suratthani	9° 11' 29.616" N	99° 40' 22.836" E	0.84	0.84	15.75	CT 12/12/2023
2	Tichaporn Panchana	B	Pakpraak	Donsak	Suratthani	9° 11' 20.544" N	99° 40' 0.264" E	0.63	0.63	11.81	CT 12/12/2023
3	Viroch Rugchouy	A	Chonkhram	Donsak	Suratthani	9° 11' 38.508" N	99° 42' 43.2" E	2.55	2.55	47.81	CT 12/12/2023
4	Phontip Janmueng	A	Pakpraak	Donsak	Suratthani	9° 11' 48.984" N	99° 41' 4.38" E	0.84	0.80	15.75	CT 12/12/2023
5	Wised Ounjai	A	Pakpraak	Donsak	Suratthani	9° 12' 11.736" N	99° 39' 57.528" E	1.14	1.14	21.37	CT 12/12/2023
6	Prayoon Maneerat	A	Donsak	Donsak	Suratthani	9° 13' 50.52" N	99° 40' 35.112" E	2.79	2.79	52.31	CT 13/12/2023
7	Wuttichai Khanom	A	Donsak	Donsak	Suratthani	9° 17' 36.6" N	99° 44' 55.14" E	0.68	0.68	12.75	CT 13/12/2023

#### NCR close-out offsite plan

Date	Time	Subjects	CHONGRAK
Friday, 16 Feb 2024	09.00-09.15	Opening briefing by the audit team leader	√
	09.15 -12.00	Verification of effective implementation of corrective and corrective action for 5 Major NCs <ul style="list-style-type: none"> <li>2435074-202312-M1, Critical 1.3 MS A</li> <li>2435074-202312-M2, Critical 3.1 E</li> <li>2435074-202312-M3, Critical 4.7 E</li> <li>2435074-202312-M4, Critical A2.3 MS A</li> <li>2435074-202312-M5, Critical B1.1 MS A</li> <li>2435074-202312-M6, Critical D1.1 E</li> </ul>	√
	12.00-13.00	Lunch break	
	13.00-16.00	Cont. Verification of effective implementation of corrective and corrective action from morning	√
	16.00-17.00	Closing meeting	

## Section 3: Assessment Findings

### 3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Not Applicable	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	Not Applicable
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	Not Applicable	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not Applicable	Not Applicable
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Not Applicable	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	Not Applicable	Not Applicable
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised	Not Applicable	Not Applicable
<b>Un-Certified Units or Holdings</b>		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	Not Applicable	Not Applicable
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	Not Applicable	Not Applicable
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance	Not Applicable	Not Applicable



with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Not Applicable	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not Applicable	Not Applicable
Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.	Not Applicable	Not Applicable
Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?	Not Applicable	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not Applicable	Not Applicable

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

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

**Approved Time Bound Plan**

Not Applicable

### 3.3 Details of Nonconformities

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

During this Assessment there were six (6) Critical; 0 Minor nonconformities and 1 Opportunity For Improvement raised. The Donsak Oil Palm Collaborative Farming Community Enterprise 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 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 #	2435074-202312-M1	Issued Date	14 Dec 2023
Due Date	13 Dec 2024	Closure Date	16 Feb 2024
Indicator & Category (Critical / Minor)	1.3 MS A/ Critical		
Statement of Nonconformity:	There was no evidence of organizing training for employees as needed and including content on pesticide use management and basic principles of integrated pest management in the group's training plans.		
Requirement Reference:	Criteria 1.3 MS. A Smallholders complete training on Good Agriculture Practices (GAP).		
Objective Evidence:	From document verification, inspection of planting plots and interviews with members Including group training records. The following inconsistencies were found. The group and its members have not yet organized training for each household member and employees as necessary and includes content on managing the use of pesticides and basic principles of integrated pest management so that they can aware of the risks to health and safety from garden work. (including the use of pesticides) and how to mitigate these risks in the group's training plan		
Corrections:	<ol style="list-style-type: none"> <li>1. Group Managers and Group Committees review the requirements of the standards regarding the training of employees and household members covering the management of pesticide use. and the basic principles of integrated pest management to be clarified by group committee meetings and related parties. Ready to prepare meeting minutes, completed by 19 January 2024.</li> <li>2. Organize training to transfer knowledge on integrated pest/plant disease management to the committee and members and employees (registration form + photos) by speakers from the Don Sak District Agricultural Office, at the group office, completed by 23 January 2024.</li> <li>3. The group manager and group committee create a form for household members and employees to complete a health and safety risk assessment from work in palm oil plantations. Including guidelines for reducing the impacts that occur, completed by 23 January 2024.</li> </ol>		
Root Cause Analysis:	1. The group manager and group committee did not clearly understand the requirements of the standard regarding the training of employees and household members covering the management of pesticide use and basic principles of integrated pest management.		

	<p>2. Group managers and group committees do not communicate to farmers training on the use of pesticides and integrated pest management.</p> <p>3. The group manager and group committee did not communicate the issue of recording chemical use to farmers and workers.</p> <p>4. The Group Manager and Group Committee have not carried out an assessment of health and safety risks from work on palm oil plantations Including guidelines for reducing impacts in cases where there is risk.</p> <p>5. Labor and employee training plans still lack clarity on issues related to standard requirements.</p>
<b>Corrective Actions:</b>	<p>1. Train all members at least once a year on labor data surveys.</p> <p>2. Group Manager and Group Committee Follow up on changes in farmer information regularly, such as when training is taking place in order to keep the information current</p> <p>3. Group Manager and Group Committee Review the data survey plan at least once a year.</p> <p>4. Group Manager and Group Committee Update and review the labor registration of farmers at least once a year.</p>
<b>Assessment Conclusion:</b>	<p>Verified the objective evidence by during NC closure offsite on 16 Feb 2024, found that the correction and corrective action have been implemented on Jan 2024, the objective evidence as follows ;</p> <ol style="list-style-type: none"> <li>1. The group manager reviewed and updated the training plan of Y2024 to follow RISH requirement V. 2019 on 12 Jan 2024. (They verify together with the requirement what the indicator defines as "complete training" that is a point.</li> <li>2. The refresh training provide to all group members and contractor on IPM and GAP on 23 Jan 2024 by Khun Suratwadee S. (Department of Agricultural Extension), verifying the training record such as member ID DK-ST-007, DK-ST-010, DK-ST-062, for contractor such as Mr. Natthaphom J. and Mr. Peerapat P and Mr. Kittikorn N, were trained on 8 Feb 2024 by group member ID DK-ST-062 on Labor part, GAP and Safety part.</li> <li>3. The IPM and GAP material was available to reviewed that including the risks to health and safety from worked, how to use pesticides and how to mitigate these risks in the group's training plan.</li> <li>4. Interviewed some group members to ensure all members have been trained on GAP such as member ID DK-ST-010, she demonstrated awareness of IPM and GAP, aware of the risks to health and safety from worked (including the use of pesticides) and how to mitigate these risks in the group's training plan.</li> </ol> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>

<b>NCR Ref #</b>	<b>2435074-202312-M2</b>	<b>Issued Date</b>	<b>14 Dec 2023</b>
<b>Due Date</b>	<b>13 Dec 2024</b>	<b>Closure Date</b>	<b>16 Feb 2024</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	3.1 E/ Critical		
<b>Statement of Nonconformity:</b>	The group member not provide information on the number of workers, type of workers and what they do (harvest, picking loose fruit, weeding, etc.). Indicate the number of female and male workers, workers with families, and if family members are performing work tasks.		
<b>Requirement Reference:</b>	<p><b>3.1 E</b> Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).</p> <p>The information on the number of workers, type of workers and what they do (harvest, picking loose fruit, weeding, etc.). Indicate the number of female and male workers, workers with families, and if family members are performing work tasks.</p>		
<b>Objective Evidence:</b>	From reviewing at audit date, inquiries and employee registration documents revealed that members of the independent smallholder group did not provide full data of labor-related information to the group manager. The members recorded only the team leader. Only the part of the contractor team, cutting palm trees, putting in fertilizer or spraying herbicides and services for hire to do other work in the garden, including a team of contractors requesting a pouring yard that offers palm cutting and palm trucking services while there is no such record.		
<b>Corrections:</b>	<p>1. The group committee prepares a clear labor and group employee record form to be completed by 19 January 2024.</p> <p>2. Group managers and group directors organize training for farmers to know and understand the labor data recording and survey forms, completed by 24 January 2024.</p> <p>3. The group committee allows members to keep a comprehensive employee and labor registration record to be completed by 24 January 2024.</p> <p>4. The group manager follows up on the results of farmers' records and prepares a summary of the group, completed within 30-31 January 2024.</p> <p>5. The group committee prepares the group's plan for surveying and monitoring labor and informs the members. By allowing members to participate in preparing the plan, which will be completed by 24 January 2024.</p>		
<b>Root Cause Analysis:</b>	<p>1. The group manager have not a clear understanding of the relevant requirements.</p> <p>2. The group manager did not communicate to members about the group's survey and registration of employees and workers.</p> <p>3. Form for collecting labor data and the team is not yet covered</p> <p>4. Members still do not understand the matter of recording all information related to labor.</p> <p>5. The group manager does not monitor and verify the information received from farmers.</p>		

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<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Train at least once a year on labor data surveys for all members.</li> <li>2. The Group Manager and Group Committee follow up the updated data including training record or information regularly, such as the training registration record, the group's employee and labor registration form, and the labor survey plan for each year to update data.</li> <li>3. Group Manager and Group Committee Review the data survey plan at least once a year.</li> <li>4. Group Manager and Group Committee Update and review the labor registration of farmers at least once a year.</li> </ol>
<b>Assessment Conclusion:</b>	<p>Verified the objective evidence by during NC closure offsite on 16 Feb 2024, found that the correction and corrective action have been implemented on Jan 2024, the objective evidence as follows ;</p> <ol style="list-style-type: none"> <li>1. Group update the template of labour registered to cover all relevant data such as quantity of contractor, date of birth, joining date, type of work/job task, type of employed and etc.</li> <li>2. Verified the list of worker at group databased lasted update on 30 Jan 2024 was available and cover all information on their birth date, gender, number and type of workers, as and when required, and when there is worker turnover nature of employment, e.g. casual, outsourced to third party contractors, permanent, etc.</li> <li>3. The training plan of Y2024 was update on 12 Jan 2024 and available on Incorporate awareness on forced labour into group training plans and ensure timely execution.</li> <li>4. Sampling to members interview found they were complete training and demonstrate on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited on 24 Jan 2024 by Ms. Natthnana J. (Department of Agricultural Extension officer/Advisor) such as member ID DK-ST-007, DK-ST-010, DK-ST-062, for contractor such as Mr. Natthaphom J. and Mr. Peerapat P and Mr. Kittikorn N, were trained on 8 Feb 2024 by group member ID DK-ST-062 on Labor part.</li> </ol> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>

<b>NCR Ref #</b>	<b>2435074-202312-M3</b>	<b>Issued Date</b>	<b>14 Dec 2023</b>
<b>Due Date</b>	<b>13 Dec 2024</b>	<b>Closure Date</b>	<b>16 Feb 2024</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	4.7 E / Critical		
<b>Statement of Nonconformity:</b>	The group has not yet collected information from its members. Are there any vacant plots that have areas next to water sources? (There are waterways in and out around the planting plots)		
<b>Requirement Reference:</b>	4.7 E Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (reference 1.1 E, Annex 2).		

<b>Objective Evidence:</b>	The group has not yet collected information from its members. Are there any plots that have areas adjacent to water sources? (There are waterways in and out around the planting plot) to ensure that Members have practices in accordance with good practices and requirements regarding buffer zone management.
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. The group manager and group committee create a registration form and compile information on each member's area adjacent to water sources along with guidelines for managing buffer areas. for group information to be completed by 31 January 2024.</li> <li>2. The group manager went to the farmers' plots to survey the accuracy of what the farmers reported to the group from 15 January - 31 January 2024.</li> <li>3. Group managers and group committees provide knowledge to farmers whose plots are adjacent to river banks. It also explains the group's guidelines for operations in cases where there is an area next to a riverbank. (Going to the area and ready to educate members on managing riverbank areas) from 15 January - 31 January 2024</li> <li>4. The group committee creates a plan to follow up on information and practices of farmers listed in the group's registry at least every 3 months and complete it by February 2, 2024</li> </ol>
<b>Root Cause Analysis:</b>	The group has not yet designed a database or membership registry to compile which plots have riverbank land/buffer zone, and the group lacks understanding of this matter.
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Regarding the boundary of the riverbank area or next to the water net, a distance of 20 meters from the eye, the area around the source means <ol style="list-style-type: none"> <li>1) creating a line in that area where soil erosion may not create a row that can be planted. It can be used to create a barrier, such as vetiver grass or knowledge that causes soil to break up and prepare leaves to act as a barrier for areas near water sources for use in washing away soil into water sources.</li> <li>2) Place signs prohibiting the use of chemicals along the entire length. And use chemical fertilizers in it at a distance of 20 meters from the water source where the fertilizer is applied, put only on one side at the water source, drill a hole and bury it in the ground. 3) Go to the chemical disposal point by keeping a distance from the water source, such as canal 20 meters away, restaurants put up signs indicating areas where curry chemicals are used to eliminate and inspect 4) Use natural extracts for chemicals. 5) Officials prohibit kitchens to prevent them. The soil erosion for conversion has no line or buffer.</li> </ol> </li> <li>2. The group manager continuously organizes seminars for members and brings them to the group for the area next to the riverbank 1, continuing according to the annual traditional plan.</li> <li>3. Group manager who was updates and reviews the data register for areas adjacent to water sources in annually.</li> <li>4. Follow up on areas adjacent to water sources according to the practice of areas adjacent to water sources every 3 weeks.</li> </ol>
<b>Assessment Conclusion:</b>	Verified the objective evidence by during NC closure offsite on 16 Feb 2024, found that the correction and corrective action have been implemented on 31 Jan 2024, the objective evidence as follows ;

	<ol style="list-style-type: none"> <li>1. The updated group manual issued on 19 Jan 2024 by additional the detail as Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</li> <li>2. Collect information from members on presence of waterways in and directly around their plots, lasted update lists on 1 Feb 2024, found 16 oil palm plot planted closely riparian zone such as member ID DK-ST-004 B, established the monitoring plan by Internal audit program, follow up by group manager.</li> <li>3. Group provided the information board (Riparian buffer zones) presence of waterways in and directly around plots and update databased, verifying the photo and sampling interviewed member ID DK-ST-004, found member can demonstrate and aware of riparian buffer zone management.</li> <li>4. Provided training program on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones, at least once a year and lasted the training record was done on 15- 31 Jan 2024 such as member ID DK-ST-004, DK-ST-007 and DK-ST-010 was available.</li> </ol> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>
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<b>NCR Ref #</b>	<b>2435074-202312-M4</b>	<b>Issued Date</b>	<b>14 Dec 2023</b>
<b>Due Date</b>	<b>13 Dec 2024</b>	<b>Closure Date</b>	<b>16 Feb 2024</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	A2.3 MS A / Critical		
<b>Statement of Nonconformity:</b>	There is no evidence of training for some of the group's internal auditors.		
<b>Requirement Reference:</b>	A2.3 MS 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.		
<b>Objective Evidence:</b>	<p>Based on the sampling conducted, it was identified that some member and internal auditor lack evidence of training related to requirements such as the RSPO ISH standard and ICS such as</p> <ul style="list-style-type: none"> <li>• Ms. Pornthip C. (RSPO ISH and ICS standard courses)</li> <li>• Mr. Kritsana I. (RSPO ISH standard course)</li> </ul>		
<b>Corrections:</b>	The group is planning to conduct a training course to refresh the knowledge of RSPO ISH standard and ICS for its members. The training will be facilitated by a lecturer from the Don Sak District Agricultural Office and is scheduled to be completed on January 25, 2024, at the group office.		
<b>Root Cause Analysis:</b>	The Group Committee failed to verify and follow up on the training status of all Group Committee and members.		
<b>Corrective Actions:</b>	Prepare a Matrix (training verification form ) for use in verifying training information. Group committee and group members in each course. The group manager will review every 3 month.		



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	In the case where it is found that group committee or members have not received any training in any courses, the group will share knowledge to such people by organizing refresher training or on-the-job training. Scheduled for completion on the January 25, 2024
<b>Assessment Conclusion:</b>	<p>Verified the objective evidence by during NC closure offsite on February 16, 2024 which found that the correction and corrective action have been implemented on January 25, 2024.</p> <p>Verified the objective evidence as follows;</p> <ul style="list-style-type: none"> <li>- Training on RSPO ISH and ICS was conducted on January 25, 2024 and presented by Ms.Natthinan Jongkrajak from Surat Thani Provincial Agriculture Office. The training was attended by all group members, totaling 67 participants.</li> <li>- The group conducted a Training Verification Form during the group meeting on January 19, 2024. This form is designed to be used by the group manager, outlining the details of operations as explained during the meeting.</li> </ul> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>

<b>NCR Ref #</b>	<b>2435074-202312-M5</b>	<b>Issued Date</b>	<b>14 Dec 2023</b>
<b>Due Date</b>	<b>13 Dec 2024</b>	<b>Closure Date</b>	<b>16 Feb 2024</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	B1.1 MS A/ Critical		
<b>Statement of Nonconformity:</b>	There is no evidence of internal audits conducted for group managers in the year 2023.		
<b>Requirement Reference:</b>	B1.1 MS 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.		
<b>Objective Evidence:</b>	<p>Found an internal audit process that may not be effective, for example:</p> <ol style="list-style-type: none"> <li>1. No internal audit plan and results of internal audits for group managers for 2023, the latest results are dated 6/12/2022.</li> <li>2. No evidence of the meeting to consider certifying the results of the internal audit of members and following up on the results of the audit for Y2023 as specified in the group management manual.</li> </ol>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Create internal audit plans and conduct internal audits for group managers. Along with the results of the internal audit for group managers for Y2023. Scheduled for completion on January 31 , 2024.</li> <li>2. Consider and certify the results of the internal audit for Y2023 for group members who have already been audited. Scheduled for completion on January 25, 2024.</li> </ol>		
<b>Root Cause Analysis:</b>	The internal assessment committee still lacks a clear understanding of the assessment process as written in the group management manual.		
<b>Corrective Actions:</b>	The group plans to organize a training session to enhance the knowledge of the group committee and internal auditors. The focus will be on fostering an understanding of the internal audit process and details of related operations, as		

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	outlined in the group management manual. This training will occur annually on January. Scheduled for completion on January 29, 2024.
<b>Assessment Conclusion:</b>	<p>Verified the objective evidence by during NC closure offsite on February 16, 2024 which found that the correction and corrective action have been implemented on January 2024.</p> <p>Verified the objective evidence as follows;</p> <ul style="list-style-type: none"> <li>- The group conducted an internal audit plan for group managers as per the internal audit plan for the year 2023 and there was internal audit for group managers by Ms.Natthinan Jongkrajak from Surat Thani Provincial Agriculture Office on January 31, 2024 and found that there was 1 NC (D1.1 E) which has been corrected.</li> <li>- The group organized a meeting to consider and review the results of the internal audit for the year 2023 by the group committee together with the internal auditor on January 25, 2024 , which found that there were 10 group members who needed to improve their performance out of a total of 67 members, and internal auditors will follow up on the results of corrections.</li> <li>- The group held a meeting to explain the details of conducting internal audits according to the steps specified in the group management manual for the group committee and Internal auditors on January 19, 2024, with a total of 15 participants.</li> </ul> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>

<b>NCR Ref #</b>	<b>2435074-202312-M6</b>	<b>Issued Date</b>	<b>14 Dec 2023</b>
<b>Due Date</b>	<b>13 Dec 2024</b>	<b>Closure Date</b>	<b>16 Feb 2024</b>
<b>Indicator &amp; Category (Critical / Minor)</b>	D1.1 E/ Critical		
<b>Statement of Nonconformity:</b>	Record sheets to track the annual production and sales of certified volumes, still not covering traceability of producers and/or traders.		
<b>Requirement Reference:</b>	D1.1 E Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.		
<b>Objective Evidence:</b>	<p>From the verification of the production volume of group members and group data collection The following inconsistencies were found.</p> <p>1. From the verification of the group's output from December 2022 to November 2023, it was found that the output of some members still contamination from plots that have not yet participated. This is because the group has references to information from the system i-PALM which the quantity that members recorded in the system were total weighing sheet from all plots. The produce is not collected separately, only for plots participating in RSPO.</p> <p>2. From the sampled group members' interviews, it was found that some members still lack understanding of the training information, particularly in using and managing the i-Palm application. It was discovered that there were inaccuracies in recording Fresh Fruit Bunches (FFB) data in i-Palm. Additionally, the i-Palm application does not support some crucial functions, such as limitations in recording purchase source data. This limitation prevents member</p>		

	farmers from recording purchases that are not specified in the application, leading to missing data. This, in turn, impacts the accuracy of production quantity data, resulting in contamination issues, as mentioned in point 1 above.
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. The group committee organized a meeting to explain the recording of production data into the system along with recommendations for recording production into the i-Palm system (i-Palm user manual). Scheduled for completion on January 30, 2024.</li> <li>2. The group committee created a form for tracking production recording into the application system. Scheduled for completion on February 2, 2024</li> <li>3. The group committee has created a form to check information on the amount of production and purchasing sources. Scheduled for completion on February 10, 2024</li> </ol>
<b>Root Cause Analysis:</b>	<ol style="list-style-type: none"> <li>1. The committee lacks communication with members to ensure their understanding of the process of recording production into the system.</li> <li>2. The committee lacks follow-up on the recording of production into the application system.</li> </ol> <p>The committee has failed to verify information regarding the quantity of produce and the sources of purchases.</p>
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• The group has an updated the procedure and system in place for the tracking of FFB.</li> <li>• Track and check information in the i-Palm system with member notebooks and receipts every 3 months .</li> </ul>
<b>Assessment Conclusion:</b>	<p>Verified the objective evidence by during NC closure offsite on February 16, 2024 which found that the correction and corrective action have been implemented on 30 January 2024.</p> <p>Verified the objective evidence as follows;</p> <ol style="list-style-type: none"> <li>1. The group has an updated the procedure and system in place for the tracking of FFB. Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders (The group manual issued 19 Jan 2024).</li> <li>2. The group committee held a meeting to explain to group members. Regarding guidelines for storing FFB data both in notebooks and using the i-Palm application on January 30 , 2024, with a total of 68 participants.</li> <li>3. It was found that the group committee has prepared forms for tracking the recording of production into the i-Palm system and for checking the quantity data of members' purchasing sources, all completed.</li> <li>4. From an interview with the group committee informed that FFB data recording will be monitored every 3 months/time according to the guidelines set out at the meeting on January 30, 2024.</li> </ol> <p>The action plan by group is effective, this non-conformity has been addressed and it is now closed. Effectiveness of corrective action taken will be further verified in the next assessment.</p>

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Opportunity for Improvements	
OFI #	Description
OFI 1	<p>D.3.1 : According to this initial audit, there is only evidence that the group manager has set up a model on how the premiums should be used, and the agreement was recorded on 8, 11 Dec 2023 (60:40) but still not agreed on how the premiums should be used, and communicated to the group members.</p> <p>Moreover, based on interviews with the ISH members, they were not acknowledged and aware of how the premiums should be used. Thus, it can be potential non-conformity in the next audit if clear procedure information related to evidence of communication and transparency to all group members for the premiums disbursed to members at all stages has not been set and record for the premiums that are going to be paid in correct a timely and consistent. Reference OFI no. 2376484-202308-I1.</p>

Positive Findings	
PF #	Description
PF 1	None

### 3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Not applicable, according to this is an initial audit

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	None.

### 3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2435074-202312-M1	Critical	1.3 MS A	14 Dec 2023	Closed & 16 Feb 2024
2435074-202312-M2	Critical	3.1 E	14 Dec 2023	Closed & 16 Feb 2024
2435074-202312-M3	Critical	4.7 E	14 Dec 2023	Closed & 16 Feb 2024
2435074-202312-M4	Critical	A2.3 MS A	14 Dec 2023	Closed & 16 Feb 2024
2435074-202312-M5	Critical	B1.1 MS A	14 Dec 2023	Closed & 16 Feb 2024
2435074-202312-M6	Critical	D1.1 E	14 Dec 2023	Closed & 16 Feb 2024

### 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 Donsak Oil Palm Collaborative Farming Community Enterprise Certification Unit's environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO ISH standard 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. 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	Mr. Somchart Kanhom/ Head of village Moo. 14, Donsak Subdistrict, Surat Thani province	Face to face
Communities	Mr. Prapas Srithongkul/ Subdistrict headman, Cha-cram Subdistrict, Surat Thani province	Phone interview
Communities	Ms.Preedarat Sungpetch/ Head of village Moo. 7, Pak-Prak Subdistrict, Surat Thani province	Phone interview
Governmental Department	Ms.Wantanee Angthong. Senior Deputy District Chief, Donsak District Office, Surat Thani province	Face to face
Contractor	Ms. Siriphorn Sukmuang, P.C.PALM (2550) Co.,Ltd., Surat Thani province	Phone interview

Stakeholders comment	
1,2 and 3	<p><b>Feedbacks:</b> Subdistrict headman, Head of Village</p> <ul style="list-style-type: none"> <li>• Communication has been done</li> <li>• All members have land deed and the boundaries of the plantation are clear and also, no complaint raised by people who lived surrounding the plantation.</li> <li>• There is no complaints issue from all contractor.</li> <li>• No reports of accidents caused by working in palm plantations or during transportation of FFB.</li> <li>• Group members have intended to receiving training to provide agricultural knowledge from relevant agencies.</li> </ul>

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	<b>Audit Team verification and response:</b> <ul style="list-style-type: none"> <li>Positive feedback not required to follow-up.</li> <li>Coordination and communication must be maintained properly.</li> </ul>
4	<b>Feedbacks:</b> Senior Deputy District Chief, Donsak District Office <ul style="list-style-type: none"> <li>No conflict of land right. The boundaries of the plantation are clear and also, no complaint raised by people who lived surrounding the plantation.</li> <li>The district office has good relations with group members in terms of being a place to hold meetings on various meeting.</li> </ul>
	<b>Audit Team verification and response:</b> <ul style="list-style-type: none"> <li>Positive feedback not required to follow-up</li> <li>No Complaints from local community and the government.</li> </ul>
5	<b>Feedbacks:</b> P.C.PALM (2550) Co.,Ltd., Surat Thani province <ul style="list-style-type: none"> <li>No conflict of land right and no complaint raised by the company to the group or group members to company.</li> <li>The company intends to support operations according to the group's RSPO standards and expect that a contract will be made with group when they get certification.</li> </ul>
	<b>Audit Team verification and response:</b> <ul style="list-style-type: none"> <li>Positive feedback not required to follow-up</li> </ul>

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
Mr. Viroch R. (Title Deed No. 882)	26 Nov 2014	2.55	Yes	Yes	Transfer to inheritance with Father about 10 year
Mr. Kittisak T. (Title Deed No. 12706)	06 Feb 2010	0.84	Yes	Yes	Original owner
Mrs. Tichaporn P. (Title Deed No. 12821)	17 Sep 2013	0.63	Yes	Yes	Transfer to inheritance with Father about 11 year
Mr. Wised O. (Title Deed No. 12784)	09/ Dec 2015	1.14	Yes	Yes	Transfer to inheritance with Father about 9 year
Mr. Wuttichai K. (Title Deed No. 3974)	14 Sep 2010	0.68	Yes	Yes	Transfer to inheritance with Father about 14 year
Mr. Udom B. (Title Deed No. 12776)	22 Jul 2010	0.58	Yes	Yes	Original owner
<i>Assessor Notes: Although the land acquisition is before November 2005 without HCV assessment, the LUCA process has been done by RSPO</i>					

Previous land owner / user comment	
All	<b>Feedbacks:</b> <ul style="list-style-type: none"> <li>• The process of transferring land ownership was carried out well, there is no coercion and problems related to land.</li> <li>• Before buying and selling land, a survey of the land in question is carried out to determine the boundaries of the land and the completeness of the land legality documents. The location survey was carried out by landowners (sellers) and prospective land buyers (buyers) and witnessed by several witnesses (village heads, community leaders and neighbouring land borders) to ensure that the land was not in a problematic condition.</li> <li>• The transfer of land ownership can be proven by the issuance of a land sale and purchase receipt, which will then be processed at the Land Department Office to issue land title deed. So far, there is no conflict or grievance have occurred after the land sale and purchase process was carried out</li> </ul>
	<b>Audit Team verification and response:</b> <ul style="list-style-type: none"> <li>• The process of transferring land ownership rights (land sale and purchase) has not experienced problems or conflicts, either internal or external.</li> <li>• The right as a member of Donsak Oil Palm Collaborative Farming Community Enterprise be processed freely and voluntarily for the new landowner. The rights of the new landowner as a member of Donsak Oil Palm Collaborative Farming Community Enterprise) will be communicated according to established procedures.</li> </ul>
	<b>Audit Team Findings:</b> Coordination and the process of transferring land ownership is carried out well must be maintained properly.

### 3.5 Impartiality and conflict of interest

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

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The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that Donsak Oil Palm Collaborative Farming Community Enterprise has complied with 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 Donsak Oil Palm Collaborative Farming Community Enterprise is certified.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name: Mrs. Chongrak Takard</b>	<b>Name: Mr. Viroch Rukchuay</b>
<b>Company Name: on behalf BSI Malaysia Services Sdn Bhd.</b>	<b>Company Name: Donsak Oil Palm Collaborative Farming Community Enterprise</b>
<b>Title: Client Manager</b>	<b>Title: Group Manager</b>
<b>Signature:</b> 	<b>Signature:</b> 
<b>Date: 16 Feb 2024</b>	<b>Date: 16 Feb 2024</b>



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#### Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
<b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b> Implement professional and transparent operations to secure sustainable livelihood improvements.			
<b>Criteria 1.1</b> Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.			
Eligibility	E Legally registered entities have documented evidence to include: <ol style="list-style-type: none"> <li>1. Legal formation (as per country requirements)</li> <li>2. Fair and transparent decision making and governance</li> <li>3. Additional documents per requirements for Group Formation and Management.</li> <li>4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration).</li> </ol>	Donsak Oil Palm Collaborative Farming Community Enterprise is an organization that has fulfilled the requirements as a legal entity that manages oil palm smallholders in the form of "Community Enterprise" and has related documented evidence as follow; <ol style="list-style-type: none"> <li>1) The group has registered with Donsak District Agriculture Office and hold license no. 8-84-03-04/1-0023 since on dated 19 March 2019, and for Y2023 was registered on 27 January 2023 valid till 31 December 2023. As required by Thai laws, the group has to re-register with Donsak District Agricultural Office annually to update the change especially list of the group members. Based on the list of group members as annex in this license, there are a total 67 group members.</li> <li>2) Decision making and governance made fair and transparent via 2022 annual meeting with all members on 06 December 2022. All group members were informed about general information and group's regulations such as;             <ul style="list-style-type: none"> <li>• Information about group structure, group policy, procedures for applying for group membership, member punishment, etc.</li> <li>• Guidelines for recording production data in the application i-PALM, method of calculation for member's productivity and informed about group management fee to be collected which approximately 5-10%.</li> </ul> </li> </ol>	Complied

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		<p>3) All existing group members have signed declaration letter on acknowledge and understanding for applied to be group member which accepted by group manager. Sampling the signed declaration letter as following;</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-062 (Viroch R.), Joining group on 24 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member DK-ST-012 (Kittisak T.), Joining group on 20 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-065 (Wised O.), Joining group on 21 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-066 (Wuttichai K.), Joining group on 22 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-056 (Sutisa S.), Joining group on 28 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> </ul>	
Milestone A	Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has implemented an internal control system by following the documents "Group Management Manual" issue dated 27 January 2022.</p> <p>The organization structure of ICS and qualification of Group manager, group committee and group members as defined in "Group Management Manual" pg. 11-14.</p> <p>Based on document verification, group manager, group committee and group member who were sampled could show proof of their qualification as identified</p> <ul style="list-style-type: none"> <li>• Found first appointment of the Group Manager and ICS group committee (19 persons) on 22 September 2021, and revised appointment of Group Manager and ICS group committee as</li> </ul>	Complied

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		<p>indicate in group meeting report on 15 June 2022 (18 persons). Responsibilities of the group manager and other positions (e.g. chairman, sustainability manager, database and document control manager, occupational health and safety department, garden manager) are defined in "Group Management Manual".</p> <ul style="list-style-type: none"> <li>Found application form with personal documents of group members and signed declaration letters e.g. Udom B. (signed on 20 December 2020), Prayoon M. (signed on 28 December 2020).</li> </ul> <p>Group has implemented ICS process as identified in "Group Management Manual" such as;</p> <ul style="list-style-type: none"> <li>New member registration</li> <li>Internal Audit</li> <li>Complaint management</li> <li>Training</li> <li>Communication</li> <li>Labor, Outsource, Contractors</li> </ul> <p>The group manager established plan for implementation of ICS at least once a year, which was conducted as business plan for 2023 which was specified training during July-August 2023, including:</p> <ul style="list-style-type: none"> <li>Occupational health and safety.</li> <li>Benefits from a sustainable group and collecting data into the application i-PALM.</li> </ul> <p>Training on oil palm pricing mechanisms, financial management, and best practices for new members was conducted on 24 February 2022 with 67 participants and brushed up member's knowledge on 07 February 2023.</p>	
Milestone B	Smallholder groups are operating in accordance to best management practices for groups, including:	NA	Not Applicable

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	<ul style="list-style-type: none"> <li>Fair and transparent decision-making and governance</li> <li>Sustainable financial management</li> </ul>		
<b>Criteria 1.2</b> Smallholders have the capacity to effectively manage their farm.			
Eligibility	Not Applicable	Not Applicable	Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	Donsak Oil Palm Collaborative Farming Community Enterprise has held trainings related to palm oil business. The trainings have been conducted as follow: <ul style="list-style-type: none"> <li>Training on Agricultural Management. Presented by Ms.Wichanee Aomsuasin from Oil Palm and Palm Oil Research and Innovation Institute on 23 December 2020 with 76 participants.</li> <li>Training on Benefits from a sustainable group and collecting data into the application i-PALM by Mr. Decha Kerdkaew on 09 December 2021, with 67 participants.</li> </ul> Based on interview, all member had downloaded i-PALM application and used it for production record along with recorded their production in the forms which were prepared by group.	Complied
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale	NA	Not Applicable
<b>Criteria 1.3</b> Smallholders implement good agricultural practices (GAP) on their farms.			
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E, Annex 2).	Donsak Oil Palm Collaborative Farming Community Enterprise has developed an application form and smallholders declaration letter which outlines the necessity to implement good agricultural practices in their farms.	Complied

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		<p>Smallholders' declaration form states the commitment toward implementing good agricultural practices on their farms and is signed by the members. Currently, there are 67 group members joined for Donsak Oil Palm Collaborative Farming Community Enterprise. Refer to documents of the group, for example members as follow:</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-065 (Wised O.), Joining group on 21 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-066 (Wuttichai K.), Joining group on 22 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-056 (Sutisa S.), Joining group on 28 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-030 (Phontip J.), Joining group on 1 Feb 2021, signed group agreement and signed the declaration letter on 24 February 2022.</li> </ul>	
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	<p>From verified the training plan of Y2022 - 2023, interviewed members sample found the group provide training as follows;</p> <ul style="list-style-type: none"> <li>• Training on GAP/BMP, Oil palm handling on 24 February 2022, with 67 participants.</li> <li>• Training on techniques and technology of palm oil production, Using fertilizer for palm plantations, Using of chemical pesticide on 07 December 2022 with 70 participants.</li> <li>• Refresher Training on Oil palm handling on 07 February 2023, with 70 participants.</li> </ul> <p>The training courses were presented by government officer as Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agricultural Office. The trainers have a competence of each topic to training.</p>	Non-compliance

		However, there is no evidence of training record of household members and employees as necessary knowledge which includes content on managing the use of pesticides and basic principles of integrated pest management in order to aware of the risks of health and safety from garden work (including the use of pesticides) and how to mitigate these risks in the group's training plan. Reference the details as Major NC no. 2435074-202312-M1	
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	NA	Not Applicable
<b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b> Comply with the law and respect communities' rights			
<b>Criteria 2.1</b> Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has created a database of land holdings of all group members, including member information, name of the member, address, ID code, coordinate points and the land ownership (land deed), planting year, total area. All of which are recorded in documents such as membership application form and application documents such as copies of land ownership documents of member.</p> <p>Moreover, the group was using Ling application for gathering the data of the member to help collecting and using of the data. The group also verifies the group's information using a shapefile to compare the land for confirming the consistency.</p>	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 members of Donsak Oil Palm Collaborative Farming Community Enterprise who were sampled could show proof of their land ownership as follows:	Complied

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		<table><tr><th>Smallholder</th><th>Plot</th><th>ID</th><th>Land title type and No.</th><th>Area (Ha)</th></tr><tr><td>Viroch R.</td><td>1</td><td>DK-ST-062</td><td>Title Deed No. 882</td><td>2.55</td></tr><tr><td>Kittisak T.</td><td>1</td><td>DK-ST-012</td><td>Title Deed No. 12706</td><td>0.84</td></tr><tr><td>Tichaporn P.</td><td>2</td><td>DK-ST-059</td><td>Title Deed No. 12821</td><td>0.63</td></tr><tr><td>Wised O.</td><td>1</td><td>DK-ST-065</td><td>Title Deed No. 12784</td><td>1.14</td></tr><tr><td>Wuttichai K.</td><td>1</td><td>DK-ST-066</td><td>Title Deed No. 3974</td><td>0.68</td></tr><tr><td>Udom B.</td><td>1</td><td>DK-ST-061</td><td>Title Deed No. 12776</td><td>0.58</td></tr></table>	Smallholder	Plot	ID	Land title type and No.	Area (Ha)	Viroch R.	1	DK-ST-062	Title Deed No. 882	2.55	Kittisak T.	1	DK-ST-012	Title Deed No. 12706	0.84	Tichaporn P.	2	DK-ST-059	Title Deed No. 12821	0.63	Wised O.	1	DK-ST-065	Title Deed No. 12784	1.14	Wuttichai K.	1	DK-ST-066	Title Deed No. 3974	0.68	Udom B.	1	DK-ST-061	Title Deed No. 12776	0.58	
Smallholder	Plot	ID	Land title type and No.	Area (Ha)																																		
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Udom B.	1	DK-ST-061	Title Deed No. 12776	0.58																																		
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	NA	Not Applicable																																			
<b>Criteria 2.2</b>																																						
Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.																																						
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, the group has 67 members with a total of 99 plots, which land acquisition of all members were found only land title deeds, therefore the smallholder never acquires land from indigenous peoples, local communities, or other users without their Free, Prior and Informed Consent (FPIC) based on a simplified FPIC approach.	Complied																																			
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, the group has 67 members with a total of 99 plots, which land acquisition of all members were found only land title deeds, therefore the smallholder never acquires land from indigenous peoples, local communities, or other users without their Free, Prior and Informed Consent (FPIC) based on a simplified FPIC approach.	Complied																																			

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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).	NA	Not Applicable
<b>Criteria 2.3</b> The right to use the land is not disputed by indigenous peoples, local communities or other users			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	<p>Based on document verification, land acquisition of all members was found only land title deeds, therefore, the customary right does not apply.</p> <p>Based on interviewed of example members, head village and related stakeholder organization found currently there are no land disputes between group members or with indigenous peoples, local communities or other users.</p> <p>Apart from that, they also have a land conflict resolution mechanism which member has been perceived by smallholder declaration and communicated these mechanism to members by training.</p>	Complied
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	<p>All group members hold land deeds for all land used for oil palm cultivation; therefore, the customary right does not apply.</p> <p>The group's record showed no evidence of any Land claim, dispute, or complaints raised from the indigenous, stakeholders, community leaders, governmental officers, and local communities and from stakeholder consultation not found disputes among indigenous peoples, local communities or other users.</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 resolution processes are implemented, and the process is accepted by all parties involve	NA	Not Applicable
<b>Criteria 2.4</b>			



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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).	As per coordinates, maps verification and checking on satellite image by Skymap Global (M) Sdn Bhd. Through the Smallholder LUCA, as at 28 December 2022, no smallholder plots are located under area classified as national park and protected area.	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).	<p>The result of the document review and interviewing during the audit found all plots of group members are located outside of areas classified as national parks or protected areas as defined by national, regional, or local law or as specified in National Interpretation.</p> <p>Based on the latest Land Use Change Analysis report on 28 December 2022, there is no evidence to suggest that any of the members have been planted in the national parks or protected areas.</p> <p>Based on verified during site visit, verified all the smallholders plot were located away from areas classified as national parks or protected areas.</p>	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).	NA	Not Applicable
<b>Criteria 2.5</b> For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.			
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).	As per Donsak Oil Palm Collaborative Farming Community Enterprise Declaration by members & Smallholder Evaluation Form maintained by group manager in individual members file. All members have signed the Smallholder Declaration Form on 24 February 2022 which include the commitment not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed	Complied

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		consent, based on a simplified FPIC approach requirements as per Appendix 1. Based on document verification and interviews with the group manager and ICS management, information was obtained that there were no plans for new oil palm planting.	
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	The group members were trained the simplified FPIC on 08 July 2021 by Ms.Natthinan Jongkrajak, Surat Thani Provincial Agriculture Office. Furthermore, interviewing sample members during onsite audit found that they understood the simplified FPIC. However, the group no plans for new oil palm planting / no development of new areas.	Complied
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.	NA	Not Applicable

**Principle 3: Respect human rights, including workers' rights and conditions**

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

**Criteria 3.1**

There is no use of forced labour.

Eligibility	Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).	Smallholder members have signed the agreement and smallholder declaration statement which stated, "No discrimination, harassment or abuse on the oil palm plantation". Donsak Oil Palm Collaborative Farming Community Enterprise has policies related to discrimination, violence, forced labor and abuses at	Non-compliance
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		<p>work based including the small holder declaration on Sustainable Group Manual issued 27 Jan 2022 at page no. 7-9.</p> <p>The policy explains: "prohibition of discrimination gender, religion, political affiliation, ethnicity, and others), prohibition against forced labour, prohibition of detention. Worker's wages if the worker resigns and prohibits trafficking in persons / labour in any form".</p> <p>This policy has been communicated to members and all casual workers at of Donsak Oil Palm Collaborative Farming Community Enterprise at the time with this policy was socialized to all members and workers at the time via annual meeting on 24 Feb 2022.</p> <p>This socialization was attended by 67 members and workers, attendance lists and materials can be shown during the audit. The group member signed a declaration to commit to not use forced labor. The group members provided information of workers as following:</p> <ul style="list-style-type: none"> <li>• The source of labor the group member both of family and hired labor.</li> <li>• Type of worker are Harvesting, trimming, and weeding.</li> <li>• The gender of the worker both of Men and Women.</li> <li>• The type of employment is daily employed, monthly employed, and casual employed. The most of employment was casual work.</li> </ul> <p>Verified the declaration form and interviewing the group members and casual worker from on-site assessment not found evidence of forced labor on the plot for example.</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.), Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Member ID DK-ST-036 (Prayoon M.), Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-059 (Tichaporn P.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-062 (Viroch R.), Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-065 (Wised O.), Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-066 (Wuttichai K.), Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022.</li> </ul> <p>However, from reviewing at audit date, found that members of the independent smallholder group did not provide full data of labor-related information to the group manager. See the details as Major NC no. 2435074-202312-M2</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"> <li>• Retention of identity documents including but not limited to passports;</li> <li>• Payment of recruitment fees by workers;</li> <li>• Contract substitution;</li> <li>• Involuntary overtime;</li> </ul>	<p>All 67 members of Donsak group completed training on free and fair labour and implemented measures to ensure that all work is voluntary, and prohibited, since on orientation program on orientation program, annual meeting on 24 Feb 2022 and lasted on 10 Aug 2023, by group manager and Ms. Sumonrat Nakmanee, Mr. Decha Kerdkaew from Donsak District Agriculture Office (Group Advisor), from verifying found the main topic as following practices are prohibited:</p> <ul style="list-style-type: none"> <li>• Prohibition of Discrimination, Forced Labor and Trafficking.</li> </ul>	Complied

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	<ul style="list-style-type: none"> <li>• Lack of freedom of workers to resign;</li> <li>• Penalty for termination of employment;</li> <li>• Debt bondage;</li> <li>• Withholding of wages</li> </ul>	<ul style="list-style-type: none"> <li>• Prohibition of employing minors and prohibition of Using Child Labor as well.</li> <li>• Prohibited 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.</li> <li>• Manpower socialization, including workers' rights, work contracts, standardization of wages, freedom of association, working overtime, and termination of employment in accordance with applicable laws and regulations. Providers of the training materials were Group Managers (if any).</li> </ul>	
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	NA	Not Applicable
<b>Criteria 3.2</b> Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.			
Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> <li>1. Compliance with the minimum age of workers and as defined by local, state, or national law,</li> <li>2. Not exposing children to hazardous work.</li> <li>3. Providing adult supervision of young people working on the farm.</li> <li>4. Ensuring the practice of children's rights to education is unrestricted and respected.</li> </ol> <p>(Refer to appendix 1).</p>	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has a policy regarding the prohibition of Using Child Labor, For Donsak Oil Palm Collaborative Farming Community Enterprise members not to employ children under 18 years of age.</p> <p>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. This policy refers to the existing laws and regulations in Thailand, concerning the prohibition of using child labor.</p> <p>This policy was socialized to all farmers and Labor Training for all workers at the time via orientation program, annual meeting on 24 Feb 2022 and lasted on 10 Aug 2023, by group manager and</p>	Complied

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		<p>Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office (Group Advisor), this socialization was attended by 67 members via meeting.</p> <p>From result of interview with sampling 7 members found that they were aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility and they were awareness of child labour and commitment to no child labour.</p>	
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has a policy regarding the prohibition of Child labor, the policy was state at page no. 7-9 of Sustain manual group issued 27 Jan 2022</p> <ol style="list-style-type: none"> <li>1) For Group members not to employ children under 18 years of age.</li> <li>2) And for children aged 15-17 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 such as picking the dropped fruit.</li> </ol> <p>Signed declaration to commit to not use child labour from all members available to verified.</p> <p>Based on sampling members to interview as Member ID DK-ST-012 (Kitisak T.), Member ID DK-ST-030 (Phontip J.), Member ID DK-ST-036 (Prayoon M.), Member ID DK-ST-059 (Tichaporn P.), Member ID DK-ST-062 (Viroch R.), Member ID DK-ST-065 (Wised O.) and Member ID DK-ST-066 (Wuttichai K.), they can implement, demonstrate and there are no practices used child labor on workplace.</p> <p>The youngest age on the list is Donsak Oil Palm Collaborative Farming Community Enterprise as harvester; Date of birth 12 Dec 2005 and working on Jun 2023 at the age of 18 years 6 month.</p>	Complied
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p>	NA	Not Applicable

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	<ol style="list-style-type: none"> <li>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.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>		
<b>Criteria 3.3</b> Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.			
Eligibility	Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).	<p>The group member signed a declaration to commit to paying workers according to minimum wage as legal requirements or mandatory industry standards. The Minimum wage effective on date 01 Oct 2022 at Suratthani province as 340 Baht/day.</p> <p>Group members are also encouraged and informed on the minimum wage, including all subcontractors employed.</p> <p>Verify the Oil palm record book's wage founded the palm harvested casual worker received the wage over the minimum wage (500 to 1,000 THB/ Ton FFB/day)</p> <ul style="list-style-type: none"> <li>- Donsak Oil Palm Collaborative Farming Community Enterprise or members (farmers) are prohibited from withholding worker's wages.</li> <li>- Casual workers were treated under the mechanism for making work agreements between farmers and workers that refer to applicable government regulations and RSPO requirements. Based on verified the logbook and pay slip record between worker, farmer</li> </ul>	Complied

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		<p>and Donsak Oil Palm Collaborative Farming Community Enterprise Group Manager found that that:</p> <ul style="list-style-type: none"> <li>• Workers are entitled to wages / salaries from members in accordance with the type of work they do:</li> <li>• Harvest work of 400-1000 baht per ton FFB.</li> <li>• Pruning work on average 20-25 baht per tree.</li> <li>• fertilization work of 50-60 baht per bag.</li> <li>• Spraying work of 150 baht per Litter.</li> <li>• Weed/Grass clearing work using machinery of 500 baht per ha.</li> <li>• FFB transportation of 200-300 per ton.</li> </ul>	
Milestone A	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.	<p>Document (Record payment / receipt) verification was conducted at the time of this audit. Based on the verification of harvesters' wages/pay record for the period of 2023, it was found that:</p> <ul style="list-style-type: none"> <li>• Record payment of wages on: 28 Jul 2023</li> <li>• On behalf of: Nantachai (gang leader)</li> <li>• Plot owner/Farmer: Mr. Woroj R.</li> <li>• Type of Work: Harvesting on 9 dec 2023</li> <li>• Total Weight: 4.68 MT</li> <li>• Wages received by workers (gang leader): 700 Baht (585 baht/Ton)</li> <li>• There are 4 workers in the team from verified found they received 585 baht/day/person (higher than minimum wage 340 baht/day)</li> </ul> <p>Harvest wages are paid as agreed in the harvester's verbal employment contract and did not specify that it was discriminatory against both male and female workers. From the record of the harvester's wages paid by the Farmers to workers are above minimum wage and equally between male and female.</p>	Complied



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		During the field assessment verified with the payment term record of Casual workers Joke (harvester), that the payment had been made fairly and with no discrimination.	
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.	NA	Not Applicable
<b>Criteria 3.4</b> Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).	<p>The group member signed a declaration to respect workers' rights to file a complaint/grievance. Verified the sampling member who signed a declaration to commit that respect the rights of workers to file a complaint such as members.</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.), Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-036 (Prayoon M.), Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-059 (Tichaporn P.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>Member ID DK-ST-062 (Viroch R.), Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>Member ID DK-ST-065 (Wised O.), Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>Member ID DK-ST-066 (Wuttichai K.), Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul> <p>The mechanism of the grievance and complaint is established in the group manual of group, issued 27 Jan 2022 on page 23-24. The member could be requested the complaint directly to the group manager number and the Donsak Oil Palm Collaborative Farming Community Enterprise office number +66 862 684 668</p> <p>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 subject of the complaint, which is confidential, if it cannot be resolved internally in the Donsak Oil Palm Collaborative Farming Community Enterprise group management will submit the matter to the competent authority for further action.</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.	All members of Donsak Oil Palm Collaborative Farming Community Enterprise was complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance since on orientation program, annual meeting on 24 Feb 2022 and lasted on 10 Aug 2023, by group manager and Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office (Group Advisor).	Complied

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		<p>The main topic provided at the training includes:</p> <ol style="list-style-type: none"> <li>1) Prohibition of Discrimination, Forced Labor and Trafficking</li> <li>2) Prohibition of employing minors and prohibition of Using Child Labor as well.</li> <li>3) Manpower socialization, including workers' rights, work contracts, standardization of wages, freedom of association, working overtime, termination of employment in accordance with applicable laws and regulations (if any).</li> </ol>	
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	NA	Not Applicable
<b>Criteria 3.5</b> Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>The group member signed a declaration to provide safe working conditions and facilities for the workers. The group established the Occupational health and safety stated on Donsak Oil Palm Collaborative Farming Community Enterprise manual issued 27 Jan 2022 on page 28-29.</p> <p>Smallholder members have signed the statement to provide PPE for permanent workers. However, all members had only casual workers and they been prepared by themselves for example</p> <ul style="list-style-type: none"> <li>• Harvester: Safety boots</li> <li>• Chemical Sprayer : Apron, Masker, Rubber Hand gloves, Safety Glasses</li> </ul>	Complied
Milestone A	Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them	All members of Donsak Oil Palm Collaborative Farming Community Enterprise was complete training on complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them since on orientation program, annual meeting on 24 Feb 2022 and lasted on 10 Aug 2023, by group	Complied

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		manager and Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office (Group Advisor).	
Milestone B	Workers, including smallholder family members, have access to safe working conditions and amenities that include: <ul style="list-style-type: none"> <li>• Safe and adequate housing, where applicable,</li> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	NA	Not Applicable
<b>Criteria 3.6</b> There is no discrimination, harassment, or abuse on the farm.			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has policies related to discrimination, violence, forced labor and abuses at work including the small holder declaration based on Sustainable Group Manual issued 27 Jan 2022 page no. 7-9.</p> <p>The policy explains: "prohibition of discrimination gender, religion, political affiliation, ethnicity, and others), prohibition against forced labour, prohibition of detention. Worker's wages if the worker resigns and prohibits trafficking in persons / labour in any form".</p> <p>This policy has been communicated to members and all casual workers of Donsak Oil Palm Collaborative Farming Community Enterprise. This policy was socialized to all members and workers at the time via annual meeting lasted on 24 Feb 2022, attended by 67 members/farmers and workers, attendance lists and materials can be shown during the audit.</p>	Complied

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Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.	All members of Donsak Oil Palm Collaborative Farming Community Enterprise was complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace since on orientation program, annual meeting on 24 Feb 2022 and lasted on 10 Aug 2023, by group manager and Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office (Group Advisor).	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	NA	Not Applicable

#### **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

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

**Criteria 4.1**

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

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	<p>Based on document verification, the group could demonstrate the group member's signature to commit to no new planting or no expansion of existing farm in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slope. From Interviewing, the group representative understood HCV areas and HCS forests' basic concepts. For example;</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.) , Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-036 (Prayoon M.) , Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-059 (Tichaporn P.) , Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-062 (Viroch R.) , Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-065 (Wised O.) , Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	Complied
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		<ul style="list-style-type: none"> <li>Member ID DK-ST-066 (Wuttichai K.) , Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	
Milestone A	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>The importance of maintaining and conserving HCVs and HCS forests</li> <li>Human-wildlife conflict; and</li> <li>Rare, threatened and endangered species and important ecosystems.</li> </ul>	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems had been conducted to group members on 08 July 2021 by Ms.Natthinan Jongkrajak, Surat Thani Provincial Agriculture Office, with 67 participants. Refresher training of these topics was conducted on 07 February 2023 by Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agricultural Office, with 67 participants.</p> <p>During field visit to smallholder plot and interview with sampled member, confirmed that they have perceived the training of HCV and HCS. They aware regarding importance of conserving and maintaining HCV, wildlife, RTE species and its protection.</p>	Complied
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable	NA	Not Applicable
<b>Criteria 4.2</b> Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).			
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>HCV assessment had been conducted by group manager and group committee and verify by group consulting. HCV Assessment on 08 August 2021. All results was none of the environmental impact on the member's farm plot.</p> <p>Moreover the latest Smallholder Land Use Change Analysis for Donsak Oil Palm Collaborative Farming Community Enterprise, Thailand completed on 28 December 2022. According to LUCA report confirmed that:</p> <ul style="list-style-type: none"> <li>Total smallholding area analyzed 151.29 ha</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>• Method used for LUCA: Supervised classification, visual interpretation</li> <li>• Result of LUCA methodology review: Satisfactory</li> <li>• Final conservation liability: 0 ha</li> <li>• Environmental remediation areas: 0 ha</li> </ul> <p>According to the HCV assessment, no HCV area non-RTE species is identified in the smallholder plot. Based on HCV and HCS identification, no forest is recognized, and an area with high carbon stock at the smallholder plot. The group manager has identified the riparian buffer zone and confirmed that there was a riparian buffer zone identified.</p>	
Milestone A	<p>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>	<p>It is verified during the current on-site assessment that the Donsak Oil Palm Collaborative Farming Community Enterprise has declared and submitted its Land Use Change details for analysis for those planting area since Nov 2005 until receiving the RSPO LUCA Report date 28 Dec 2022.</p> <p>The record of the submission made to the RSPO Secretariat for the current year was verified done on 28 Dec 2022 LUCAs been submitted and completed its review.</p> <ul style="list-style-type: none"> <li>• Remediation for planting in buffer zones is 0.0 ha; No plots overlap a riparian buffer zone</li> <li>• Remediation for planting on steep slope is 0.0 ha, No plots planted on steep slopes.</li> <li>• Remediation for planting on peat is 0.0 ha, No plots of the ISH group are located in peat areas.</li> </ul> <p>Based on the details provided in the record of submission, it is confirmed that there is no potential liability under the RSPO Remediation and Compensation Procedure at this Donsak Oil Palm Collaborative Farming Community Enterprise.</p> <p>Moreover, the group was surveyed and monitored yearly during the internal audit. There are currently no HCV set-asides with existing</p>	Complied



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		rights of local communities that have been identified. As such, there are no negotiated agreements with the local communities regarding the protection of HCVs and ownership of local communities. Donsak Oil Palm Collaborative Farming Community Enterprise is not applicable since there is no new planting after November 2005.	
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	NA	Not Applicable
<b>Criteria 4.3</b> New planting of independent smallholders, since November 2019: <ul style="list-style-type: none"> <li>• Do not replace any HCVs</li> <li>• Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach</li> <li>• Are not on steep slopes (more than 25 degrees or as in the National Interpretation)</li> <li>• Are not on peat areas of any depth.</li> </ul>			
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>The group has no plans for new oil palm planting/development of new areas.</p> <p>However, all group members have signed to commit that if one day develops a new place, they will not carry out new planting in HCV areas or HCS forest, areas with steep slopes (more than 25 degrees or as stipulated in the National Interpretation), or on peat on the declaration form. Moreover, The group was surveyed and monitored yearly during the internal audit.</p>	Complied
Milestone A	Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences	As mention on 4.3(E) The group has no plans for new oil palm planting/development of new areas.	Complied

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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.	NA	Not Applicable
<b>Criteria 4.4</b> Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	<p>The group does not have a peat presence on existing plots of smallholder members. The member signed a declaration to commit no new planting on peat and replanting on peat only in areas with a low risk of flooding and saline intrusion. Moreover, commit to using of BMPs (Best management practices).</p> <p>Sampling sign commitment from member to confirm acknowledgments and understanding as the group has no presence of peat on existing plots within the group, and smallholder Water management and monitoring of subsidence rate are not applicable since there is no peat soil identified in the area of Donsak Oil Palm Collaborative Farming Community Enterprise and refer Suratthani Land Development Station Data such as member</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.), Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-036 (Prayoon M.), Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>Member ID DK-ST-059 (Tichaporn P.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>Member ID DK-ST-062 (Viroch R.), Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>Member ID DK-ST-065 (Wised O.), Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>Member ID DK-ST-066 (Wuttichai K.), Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	
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.	All members of Donsak Oil Palm Collaborative Farming Community Enterprise was complete training on best management practices (BMPs) for peat since on orientation program, refresh training Ms. Sumonrat Nakmanee, Mr. Decha Kerdkaew from Donsak District Agriculture Office on 24 Feb 2022, with 67 participants.	Complied
Milestone B	Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.	NA	Not Applicable
<b>Criteria 4.5</b> Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.			
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).	The group has no peat presence at the plots of members within the group, and smallholder water management and monitoring of subsidence rate are not applicable since there is no peat soil identified	Complied

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		in the area of Donsak Oil Palm Collaborative Farming Community Enterprise.	
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	<p>The group has no peat presence at the plots within the group, and smallholder water management and monitoring of subsidence rate are not applicable since there is no peat soil identified in the area of Donsak Oil Palm Collaborative Farming Community Enterprise.</p> <p>However, group provide to all members of Donsak Oil Palm Collaborative Farming Community Enterprise on best management practices (BMPs) for peat since on orientation program and refresh training Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office on 24 Feb 2022, with 67 participants.</p>	Complied
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.	NA	Not Applicable
<b>Criteria 4.6</b> Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.			
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>In the policy stated that there should be no uncontrolled, illegal or irresponsible use of fire for the purpose of land preparation for new and replanting and disease control, waste management and sanitation. Verifying the group relevant record found none of burning for land preparation before member joining to the group. Use of fire for waste disposal is also prohibited. Moreover, the zero burning policy was stated in the Donsak Oil Palm Collaborative Farming Community Enterprise manual issued 27 Jan 2022 on page 7-9.</p> <p>The group member signed a declaration to commit that no burning for preparing land or pest control. Member sign declaration below:</p>	Complied

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		<ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.) , Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-036 (Prayoon M.) , Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-059 (Tichaporn P.) , Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-062 (Viroch R.) , Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-065 (Wised O.) , Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-066 (Wuttichai K.) , Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul>	
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"> <li>• Alternatives to fire for land preparation and farm waste management (where appropriate possible).</li> <li>• Alternatives to fire for pest control.</li> <li>• Fire prevention and how to respond to and manage fires in their</li> </ul>	<p>Verifying during the audit found the content of training material covered all of the topics as best management practices, Basic Fire including the alternatives to fire for land preparation and farm waste management, alternatives to fire for pest control and Fire prevention, and how to respond to and manage fires in their plots. which trained by Ms. Wichanee Aomsuhsin from Oil Palm and Palm Oil Research and Innovation Institute on 23 Dec 2020, and presented by Ms.Sumonrat</p>	Complied

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	plots.	<p>Nakmanee, Mr. Decha Kerdkaew from Donsak District Agriculture Office on 24 Feb 2022, with 67 participants.</p> <p>Verification of the evidence of the training record for Member ID DK-ST-012 (Kitisak T.), Member ID DK-ST-030 (Phontip J.), Member ID DK-ST-036(Prayoon M.), Member ID DK-ST-059 (Tichaporn P.), Member ID DK-ST-062 (Viroch R.), Member ID DK-ST-065 (Wised O.) and Member ID DK-ST-066 (Wuttichai K.) they were attended.</p> <p>During site verification and interview with sampled smallholders, they have committed of no burning for preparing land or for pest control, nor open fire for waste management. This verified as per site monitoring record by Donsak Oil Palm Collaborative Farming Community Enterprise officer and audit verification.</p>	
Milestone B	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.	NA	Not Applicable
<b>Criteria 4.7</b> Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			
Eligibility	Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).	<p>The best management practice for palm oil was stated in Donsak Oil Palm Collaborative Farming Community Enterprise manual on page 31 for apply distance between the riparian zones at least 4 meters. During interviewing and document review, the group identified riparian buffer zones (nearby the river and the canal) for the current time is total of 6 plots. The group has a strict action plan for 6 plots, such as no new plantings in riparian zones and trimming leaves to minimize and control erosion. Moreover, all members commit to no new planting in riparian zones, and acknowledgment of how to manage riparian buffer zones follows the group manual.</p>	Non-compliance

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		<p>Signed declaration to confirm all members commit to no new planting in riparian zones and acknowledgment as bellows :</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-030 (Phontip J.) , Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-036 (Prayoon M.) , Joining date 28 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-059 (Tichaporn P.) , Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-062 (Viroch R.) , Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-065 (Wised O.) , Joining date 21 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> <li>• Member ID DK-ST-066 (Wuttichai K.) , Joining date 22 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022</li> </ul> <p>However, at audit date found the group has not yet collected information from its members. Are there any plots that have areas adjacent to water sources? (There are waterways in and out around the planting plot) to ensure that Members have practices In accordance with good practices and requirements regarding buffer</p>	
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		zone management. See the details as Major NC no. 2435074-202312-M3	
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.	All 67 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 presented lasted trained and socialization about HCV and riparian on 24 February 2022 by Ms. Sumonrat Nakmanee, Mr. Decha Kerdkaew from Donsak District Agriculture Office.	Complied
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	NA	Not Applicable
<b>Criteria 4.8</b> Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.			
Eligibility	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> <p>(Refer to appendix 1)</p>	<p>The group member signed a declaration committing to phasing out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Convention by actions required by this indicator and referred to as the BMPs. Verify the Declaration document during the . The audit found a signature member on the declaration form stating that phase-out paraquat and pesticides are categorized as WHO Class 1A or 1B.</p> <p>During a field visit to smallholder plots and interviews with smallholders, members confirmed that they were aware of stopping purchasing paraquat and no longer using paraquat for weed control. Smallholder members provided a record of pesticide usage and recorded as per "Log Books" on-site found no usage pesticide. ICS Donsak Oil Palm Collaborative Farming Community Enterprise all pesticide/herbicide usage by smallholder members and keep the record in the office.</p> <p>During a field visit to smallholder plots and interviews with smallholders, members confirmed that they were aware of stopping purchasing paraquat and no longer using paraquat for weed control.</p>	Complied



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		From verified sampling 7 smallholder members was not found who used pesticide in oil palm planted.	
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 GAP/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.</p> <p>For example, it found the training record as below:</p> <ul style="list-style-type: none"> <li>• Training on Agricultural Management. Presented by Ms.Wichanee Aomsubsin from Oil Palm and Palm Oil Research and Innovation Institute on 23 December 2020 with 67 participants.</li> <li>• Training on GAP/BMP, Oil palm handling. Presented by Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office on 24 February 2022, with 67 participants.</li> </ul>	Complied
Milestone B	Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	NA	Not Applicable
<b>Criteria 4.9</b> The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable	NA	Complied
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.	The group established the training schedule according to the training plan for the years 2022 - 2023. The training content covered the topics	Complied

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		<p>listed in the indicator as IPM,BMPs , GAPs, record control, costing control task planning and etc.</p> <ul style="list-style-type: none"> <li>• Training on Agricultural Management. Presented by Ms.Wichanee Aomsubsin from Oil Palm and Palm Oil Research and Innovation Institute on 23 December 2020 with 67 participants.</li> <li>• Training on GAP/BMP, Oil palm handling. Presented by Ms.Sumonrat Nakmanee, Mr.Decha Kerdkaew from Donsak District Agriculture Office on 24 February 2022, with 67 participants.</li> </ul> <p>The result from verification of the evidence of the training record, for example, Member ID DK-ST-012 (Kitisak T.), Member ID DK-ST-030 (Phontip J.), Member ID DK-ST-036(Prayoon M.), Member ID DK-ST-059 (Tichaporn P.), Member ID DK-ST-062 (Viroch R.), Member ID DK-ST-065 (Wised O.) and Member ID DK-ST-066 (Wuttichai K.)) were attended the training.</p>	
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	NA	Not Applicable
<b>Internal Control System requirements for smallholder groups.</b>			
<b>A – ICS: Group entity and group management requirements</b>			
<b>A.1 The Group demonstrates that they are legally formed.</b>			
<b>A.1.1</b>			
Eligibility	The Group has appointed a group manager	<p>Mr. Viroch Rugchouy has been appointed as group manager of Donsak Oil Palm Collaborative Farming Community Enterprise. He was appointed since on 15 June 2022, with the approval of the group committee members at group meeting.</p> <p>The group manager is the individual and he is one of the group members. The meeting for the appointment of the group manager is made available to the group members. All members were</p>	Complied
Milestone A	The Group has appointed a group manager		Complied

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		acknowledgement and approved Group manager including Group committee.	
Milestone B	The Group has appointed a group manager	NA	Not Applicable
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	Donsak Oil Palm Collaborative Farming Community Enterprise is a registered organization according to the Community Enterprise Promotion Act, B.E.2548 (2005) that registered with Donsak District Agriculture office of Year 2023 valid till 31 December 2023. The registration number is 8-84-03-04/1-0023. As required by Thai laws, the group has to re-register with Donsak District Agriculture Office, Surat Thani Province. The certificate of registration is kept by group manager at the office.  Based on the list of group members as annex in this license, there are a total 67 group members (New members) which is in compliance with the group database.	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.	NA	Not Applicable
<b>A1.3</b>			
Eligibility	The group has membership requirements.	The Group has established a "Group Management Manual" which includes procedures and relevant forms. It covers all activities for the management of the group members.  The procedure for new member registration and related member requirements was also state in the manual at page no. 14-15; Topic: "Membership and Registration" which including sub-topic as follow: <ul style="list-style-type: none"> <li>• Member qualification.</li> <li>• Membership recruitment process.</li> </ul>	Complied
Milestone A	The group has membership requirements.		Complied

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		<ul style="list-style-type: none"> <li>• Rights and duties of members</li> <li>• Apply members by repeating requests.</li> <li>• Termination of membership.</li> <li>• Termination process</li> </ul> <p>Furthermore, there are other member requirements such as Compliant process (P.23), Record Control (P.23), Compensation (P.24).</p> <p>The implementation for registration has been verified based on review of personal file of each member, such as application letter, declaration to implement sustainability standard, ID card, land title. Agricultural coacher or ICS group committee evaluated the readiness of new applicants according to the readiness assessment form (Gap Analysis) by interview and documentary evidence and record information. The smallholder must sign the acknowledgment of the smallholder declaration letter and participate in various activities as determined by the group.</p> <p>There are 67 group members who have evaluated against the membership requirements. Sample new member as follow;</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-006 (Chrewan P.), Joining group on 21 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-032 (Prachuab D.), Joining group on 30 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-056 (Sutisa S.), Joining group on 28 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> </ul>	
Milestone B	The group has membership requirements.	NA	Not Applicable

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<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	<p>All members of group who joined the Donsak Oil Palm Collaborative Farming Community Enterprise (67 members) signed the application Letter of Membership and Member Group Declaration (see criteria 1.3). In addition, they also fulfil the membership requirement as described in indicator A1.3.</p> <p>Based on interviewed sampled member and sampling record signed and acknowledged and aware of membership requirements found that they can demonstrate understanding of membership requirements such as</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-029 (Phon B.), Joining group on 20 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-037 (Riamdara T.), Joining group on 30 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> <li>• Member ID DK-ST-41 (Samran Y.), Joining group on 21 December 2020, signed group agreement and signed the declaration letter on 24 February 2022.</li> </ul>	Complied
Milestone A	All members can demonstrate understanding of membership requirements.	<p>Based on interview with sample of smallholders, they have shown the understanding of membership requirements, such as to adhere the commitment to implement RSPO standard in the field and also for their workers.</p> <p>For example, Member ID DK-ST-012 (Kitisak T.), Member ID DK-ST-030 (Phontip J.), Member ID DK-ST-036(Prayoon M.), Member ID DK-ST-059 (Tichaporn P.), Member ID DK-ST-062 (Viroch R.), Member ID DK-ST-065 (Wised O.) and Member ID DK-ST-066 (Wuttichai K.)</p>	Complied

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		Moreover, the group had regulation for the one who fail to comply, will be given verbal warning, then warning letter by Group Manager up to withdrawal from the membership.	
Milestone B	All members can demonstrate understanding of membership requirements.	NA	Not Applicable
<b>A.2 The Group Manager is responsible for managing the Group for certification.</b>			
<b>A.2.1</b>			
Eligibility	The group manager has planned for the implementation of the ICS.	<p>The Group Manager has attended the Training of RSPO Independent Smallholder Standard 2019 on 21 October 2020 by Mr.Thitinai Pongpiriyakij (RSPO Thailand) and had refresh training of RSPO ISH standard on 07 February 2023 by Mr. Decha Kerdkaew, Ms. Malimas Sangkaew from Donsak District Agricultural Office.</p> <p>The group manager has formed organization structure and has managed sufficient resources to manage the group, the existing resources are managed based on the organizational structure of the group based on the direction of the group manager as follows:</p> <ul style="list-style-type: none"> <li>• The group committees announcement has the responsibility of RSPO ISH of Donsak Oil Palm Collaborative Farming Community Enterprise, which was reviewed and approved latest on 15 June 2022.</li> <li>• Mr. Viroch Rugchouy was announced to Group Manager representative for management and monitoring all of activity of RSPO ISH of Donsak Oil Palm Collaborative Farming Community Enterprise, which was reviewed and approved on 15 June 2022.</li> </ul> <p>Furthermore, the group manager also has sufficient funding to manage the group that comes from GIZ and Department of Agricultural Extension, Thailand and RSPO Smallholder Support Fund (RSSF) from RSPO. Moreover, they have plan to connect with palm oil mill in their area for conduct agreement about premium price after get</p>	Complied

		certification. All members accepted and agreed with the plan and no negative feedback from them.	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>Based on interview with group manager confirmed that he has sufficient understanding on RSPO ISH standard for independent smallholder and related topics to RSPO ISH standard. He had used his knowledge about GAP certification for pomelo production into GAP for palm oil and taught to group members. The group manager can explain the procedures for implement RSPO ISH standard e.g. process for recruiting group members, process of internal audit, etc.</p> <p>Based on the interview with the 7 sample group members found the ICS plan has been implemented such as conducted the group meeting, BMP refresher training, Health &amp; Safety including the risk assessment and internal audit.</p>	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.	NA	Not Applicable
<b>A.2.2</b>			
Eligibility	The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.	<p>From interviewing the group manager during the onsite assessment, found they were able to demonstrate a good understanding of the RSPO ISH Standard, Group certification and related topics are ICS system, oil palm plantation, sanction, complaint, and grievant, H&amp;S, continual improvement, financial status etc. all evidence were presented during the latest annual meeting report on 06 Dec 2022.</p> <p>Moreover, the Group Manager attended the Training of RSPO Independent Smallholder Standard 2019 on 21 October 2020 by Mr.Thitinai Pongpiriyakij (RSPO Thailand) and had refresh training of RSPO ISH standard on 07 February 2023 by Mr.Decha Kerdkaew, Ms.Malimas Sangkaew from Donsak District Agricultural Office.</p> <p>The group manager has formed an organizational structure and has managed sufficient resources to manage the group, the existing</p>	Complied

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		<p>resources are managed based on the organizational structure of the group based on the direction of the group manager as follows:</p> <ul style="list-style-type: none"> <li>• The group committee's announcement has the responsibility of RSPO ISH of Donsak Oil Palm Collaborative Farming Community Enterprise, which was reviewed and approved latest on 15 June 2022.</li> <li>• Mr. Viroch Rugchouy was announced to the Group Manager representative for management and monitoring all of the activity of RSPO ISH of Donsak Oil Palm Collaborative Farming Community Enterprise, which was reviewed and approved on 15 June 2022.</li> <li>• Furthermore, the group manager also has sufficient funding to manage the group that comes from GIZ and the Department of Agricultural Extension, Thailand, and the RSPO Smallholder Support Fund (RSSF) from RSPO. Moreover, they have a plan to connect with palm oil mills in their area to conduct an agreement about the premium price after getting certification. All members accepted and agreed with the plan and no negative feedback from them.</li> </ul>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	<p>Based on interview with group manager confirmed that he has sufficient understanding on RSPO ISH standard for independent smallholder and related topics to RSPO ISH standard. He had used his knowledge about GAP certification for pomelo production into GAP for palm oil and taught to group members. The group manager can explain the procedures for implement RSPO ISH standard e.g. process for recruiting group members, process of internal audit, etc.</p> <p>Furthermore, during an interview with ICS teams and group 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. The group manager has important perform for support ICS implementation such as advice and resolve the problems of ICS implementation and any control of group regulations.</p>	Complied



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Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	NA	Not Applicable
<b>A.2.3</b>			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>Group training plan was established and approved by group manager on 06 December 2022, which is identified in "Business plan 2023-2024". The plan was specified training during July-August 2023 and April-June 2024 including:</p> <ul style="list-style-type: none"> <li>• Refresh for RSPO ISH</li> <li>• GAP/BMP</li> <li>• Group management</li> <li>• HCV and HCS</li> <li>• Occupational health and safety</li> <li>• IPM and chemical handling</li> <li>• Benefits from a sustainable group and collecting data into the application i-PALM.</li> </ul>	Complied
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	<p>The group manager provided training to all the group members as per the training plan established. The training attended by the members which was recorded in attendance sheet and training documents are communicated and distributed to members in RSPO training courses book.</p> <p>However, based on document verification and interviewed sample members found that some member and internal auditor did not attend important training courses as following;</p> <ul style="list-style-type: none"> <li>• RSPO ISH standard course: Member ID DK-ST-030 (Phontip J.)</li> <li>• ICS course: Member ID DK-ST-030 (Phontip J.), Member ID DK-ST-017 (Kridsana I.)</li> </ul> <p>Reference the details as Major NC no. 2435074-202312-M4</p>	Non-compliance

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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.	NA	Not Applicable
<b>B – ICS: Policies and management</b>			
<b>B.1 The group Internal Control System contains documented policies and procedures for operational management.</b>			
<b>B.1.1</b>			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>A group ICS is available for operational management including procedures of expulsion and sanctions for members who fail to comply, which are specified in "Group Management Manual" on page 16 and the procedure for conduct internal audit on page 19-21.</p> <p>Detail of the procedures define that;</p> <ul style="list-style-type: none"> <li>Internal audit consists of 1) internal audits for group management and 2) internal audits for group members.</li> <li>Internal audit for group specify that there will be conducted at least once a year by internal auditor or 2<sup>nd</sup> party auditor.</li> <li>Members must get internal audit according to the Interpretation of the ISH Standard before certification.</li> <li>The process of internal auditing includes the preparation for audit plan, appoint internal auditors, audit preparation, conducting the audit, audit results summary, control of nonconformity and Internal Audit reporting.</li> <li>For the punishment process. It states that members who fail to comply with the requirements will be punished. There will be punishment in such cases as a warning 2 times, disqualification of references to certification.</li> </ul>	Complied
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	Group has shown the implementation of internal audit for 2022-2023. For Y2022, internal audit in Eligibility Stage was planned and conducted for all group members (67 members) on May 2022 and	Non-compliance

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		<p>internal audit for group manager was conducted on 06 December 2022. For Y2023 internal audit in Eligibility and Mile Stone A Stage was planned and conducted for group members on September - October 2023.</p> <p>Data verified of internal audit Y2023 implementation as following;</p> <ul style="list-style-type: none"> <li>• Found the internal audit plans for all members which divided into 3 audit teams and conducted for 62% of group members (42 members).</li> <li>• Found the appointment of internal auditors for group members which was appointed since 2022 as Letter No. 1/2022 regarding the appointment of an internal group assessment committee for the year 2022, dated 25 January 2022. The internal auditors divided to 3 teams as Team A (Viroj R, Komon C., Phitak N.), Team B (Kosom P., Panich T., Chatchai C.), Team C (Wanna P., Panya C., Kridsana I.)</li> <li>• Furthermore, found the appointment of 2<sup>nd</sup> party auditor for group management audit as Ms.Natthinan Jongkrajak, Surat Thani Provincial Agriculture Office through the group's invitation letter dated 01 December 2022.</li> <li>• All internal auditors have suitable competency as specified criteria, for example, having passed the ISH standard training and Internal Audit.</li> <li>• The result of the latest internal audit, all findings of member audit conformed with the standard, but for group management were 4 case of non-compliance of the RSPO ISH standard, as B1.1 E and C1.1 E. Corrective actions and monitoring of all NCs were conducted and had effectiveness.</li> </ul> <p>However, no evidence was found for plan and conduct for management audit of Y2023. Moreover, no evidence of the committee meeting to consider certifying the results of member audit and following up on the results of the audit for the year 2023 as specified</p>	
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		in the group management manual. Reference the details as Major NC no. 2435074-202312-M5	
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	NA	Not Applicable
<b>B.1.2</b>			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	Group has kept all member information including basic information, farm information, production data, legal documentation of group members and signed smallholder declarations. Documents verifications, interviews with the group manager, and group members during field visits it was known all members have signed and acknowledged membership requirements.	Complied
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>All members need to sign in several documents and submitted attach documents as follows:</p> <ul style="list-style-type: none"> <li>• Membership application.</li> <li>• Power of attorney (if any)</li> <li>• Plot location of member.</li> <li>• The land ownerships evidence such as a land deed.</li> <li>• Group member regulation and declaration letter for sustainable palm oil smallholders.</li> </ul> <p>For FFB production data, group members have record information in i-PALM application along with recorded their production in the forms which were prepared by group, then their information can be downloaded into excel platform and verification.</p> <p>Example of a group member data as;</p> <ul style="list-style-type: none"> <li>• Member ID DK-ST-012 (Kitisak T.), Joining date 20 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022, Title Deed No. 12706 covering the production area of 0.84 ha.</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>Member ID DK-ST-030 (Phontip J.) , Joining date 1 Feb 2021, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022, Title Deed No. 3000 covering the production area of 0.80 ha.</li> <li>Member ID DK-ST-062 (Viroch R.) , Joining date 24 Dec 2020, Signed agreement on 24 Feb 2022 and signed the declaration letter on 24 Feb 2022, Title Deed No. 795 covering the production area of 2.55ha.</li> </ul>	
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	NA	Not Applicable
<b>C – ICS: Group Business planning</b>			
<b>C.1 The group has a Business Plan prepared with the participation and contributions of all group members</b>			
<b>C.1.1</b>			
Eligibility	An annual group business plan is available, which includes <ul style="list-style-type: none"> <li>Production and income forecasting based on historical records</li> <li>Plans for expansion</li> </ul>	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has established the business plans. The production and income forecasting based on historical records in Y2022, which divided cost into 2 sources as administration cost 60% and member payments 40%.</p> <p>Reviewed the business plan 2023-2024. Among the importance component in the business plan as follows:</p> <ul style="list-style-type: none"> <li>Group meeting cost</li> <li>New member assessment cost</li> <li>Training cost</li> <li>Internal Audit cost</li> <li>External Audit cost</li> </ul>	Complied
Milestone A	The group business plan is implemented and reviewed at least annually.	The business plan was reviewed on an annual basis by the group committees, they plan to sell as the credit. All committees will discuss	Complied

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		the budget during the annual budget meeting. The last review was on 06 December 2022. All of the group members are involved in the implementation and review of the business plan when they have the annual meeting. For plan Y2023 was implemented but has not been reviewed due to the group has plan to review the business plan in group meeting on January 2024 (When conducted certify initial audit by CB .	
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	NA	Not Applicable
<b>C.2 The ICS of the group is integrated with the group's management plan.</b>			
<b>C.2.1</b>			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• An approach to strengthen links within the supply chain.</li> <li>• Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any.</li> </ul>	<p>Donsak Oil Palm Collaborative Farming Community Enterprise has established group management plan as business plans. Reviewed the business plan 2023-2024. Among the importance component in the business plan as follows:</p> <ol style="list-style-type: none"> <li>1. Group meeting cost</li> <li>2. New member assessment cost</li> <li>3. Training cost</li> <li>4. Internal Audit cost</li> <li>5. External Audit cost</li> </ol> <p>For training plan was reviewed by group manager and group committee, which considered for improve the system such as;</p> <ul style="list-style-type: none"> <li>• Refresh for RSPO ISH</li> <li>• GAP/BMP</li> <li>• Group management</li> <li>• HCV and HCS</li> <li>• Occupational health and safety</li> <li>• IPM and chemical handling</li> <li>• Benefits from a sustainable group and collecting data into the application i-PALM.</li> </ul>	Complied

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Milestone A	The group management plan is implemented and reviewed at least annually.	<p>All of management plan has implemented by identified person in charge. When this plan has implemented to the involved person or other related, they have a responsible to report the process and result to group manager and then to report in the meeting again.</p> <p>For plan Y2022 has reviewed at least once a year with the lasted reviews was done on 06 December 2022 (it included group annual meeting). Group manager has reviewed with all of group committee to consider and to ensure revised plan and communicated to group members, but for plan Y2023 will be reviewed as plan in January 2024 as mentioned in C1.1 MSA.</p>	Complied
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	NA	Not Applicable
<b>D – ICS: Group trading system for certified volumes</b>			
<b>D.1 The group has a procedure and system in place for the tracking of FFB.</b>			
<b>D.1.1</b>			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>Donsak Oil Palm Collaborative Farming Community Enterprise established practice to record and tracking annual production state on manual Group issued 27 Jan 2022 at page 30 of 56</p> <p>The RSPO certified FFB tracking and tracing will be based on current Donsak Oil Palm Collaborative Farming Community Enterprise on traceability. The Record sheets to track the annual production and sales of FFB volumes, covering traceability of producers will be collected by I Palm system and Excel file System by group manager.</p> <p>However, at audit date found the record sheets to track the annual production and sales of certified volumes, still not covering traceability</p>	Non-compliance

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		of producers and/or traders. see the details as Major NC no. 2435074-202312-M6	
Milestone A	Group manager maintains annual production records and sales of certified volumes.	Donsak Oil Palm Collaborative Farming Community Enterprise established practice to record, tracking annual production and maintained at manual Group issued 27 Jan 2022 at page 30 of 56	Complied
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	NA	Not Applicable
<b>D.2 The group documents and implements a system for the tracking of FFB</b>			
<b>D.2.1</b>			
Eligibility	Not Applicable	NA	Complied
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	According to this is initial certification assessment, the group manager informed planned the practice for maintaining 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. The group has determined more procedures (Group Manual) related to maintaining annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts and related to the group actual's method.	Complied
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	NA	Not Applicable
<b>D.3 The group has a procedure and system for premium distribution.</b>			
<b>D.3.1</b>			
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to	According to this initial audit, there is only evidence that the group manager has set up a model on how the premiums should be used,	OFI



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	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.	and the agreement was recorded on 8, 11 Dec 2023 (60:40) but still not agreed on how the premiums should be used, and communicated to the group members.  Moreover, based on interviews with the ISH members, they were not acknowledged and aware of how the premiums should be used. Thus, it can be potential non-conformity in the next audit if clear procedure information related to evidence of communication and transparency to all group members for the premiums disbursed to members at all stages has not been set and record for the premiums that are going to be paid in correct a timely and consistent. Reference OFI no. 2376484-202308-I1.	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	This is the initial certification. The group still has no income from credit sales. Therefore, there is still no evidence of the disbursement of premiums, including the price and timing of the disbursement to the group members to verify.	Complied
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	NA	Not Applicable

**Appendix B: GHG Reporting Executive Summary- Not applicable**

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

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

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

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

Extraction	%
OER	NA
KER	NA

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

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

**Summary of Field Emission and Sink**

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

\*Note: Includes both estates and smallholders

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#### Summary of Mill Emission and Credit

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

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

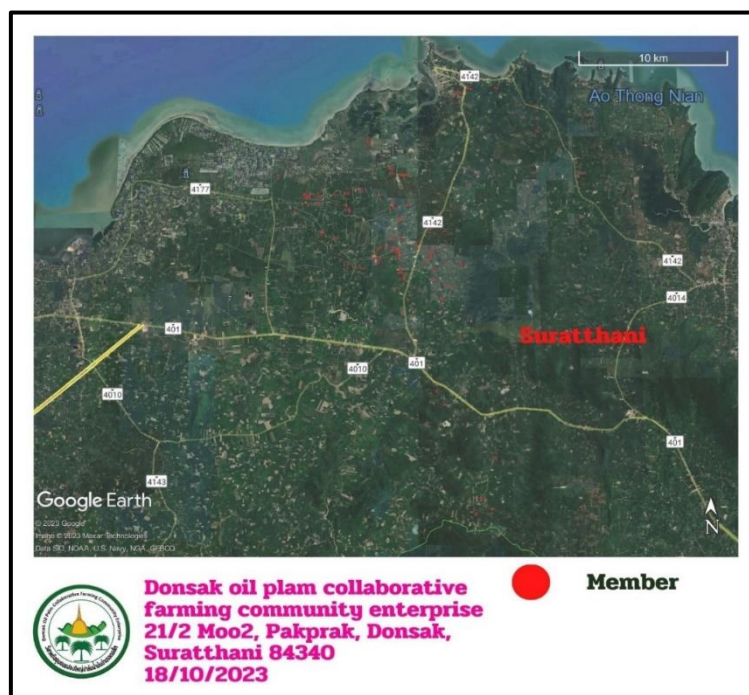
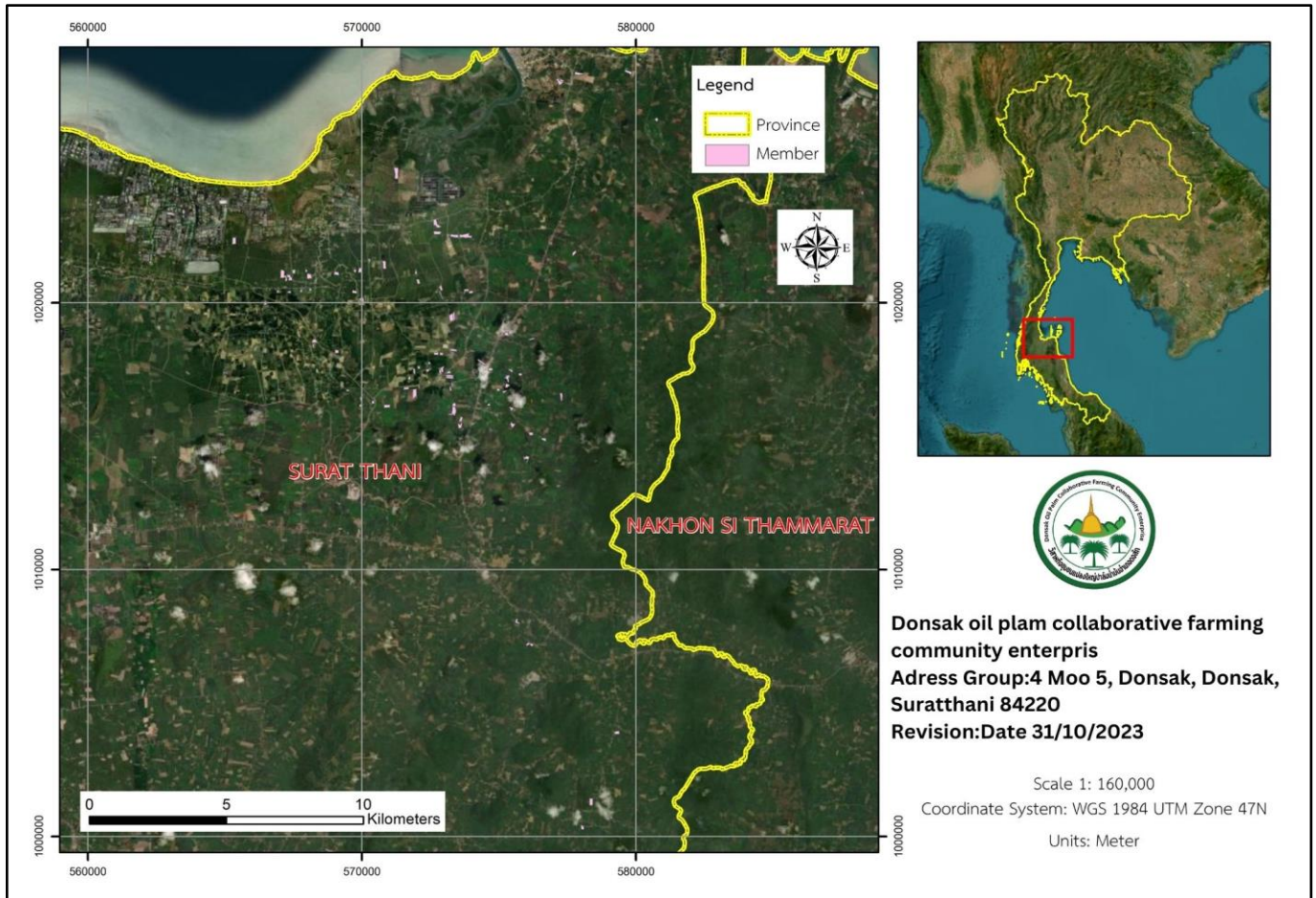
Emissions	tCO <sub>2</sub> e
PK from own mill	NA
PK from other source	NA
Fuel Consumptions	NA
<b>Total Crusher emissions</b>	NA

\*This mill has no kernel crusher operation.

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

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

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



**Appendix D: Estate Field Map**

Not Applicable

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## Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other: <i>Please specify</i>
67 New member	0.8 (assessment at MSA)	N/A	N/A
Justification of Risk Factor Applied	The ISH certification Phase Milestone A		
Number of samples	7 of 67 new members		
Remarks	None.		

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecast ed annual FFB Producti on (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
1	Arom Koedsuwan A	Pakpraak, Donsak, Suratthani	9° 12' 14.796" N	99° 40' 46.956" E	1.45	1.45	31.72	21/12/2020	DK-ST-001
2	Bantita Chamsom A	Pakpraak, Donsak, Suratthani	9° 11' 32.056" N	99° 40' 4.209" E	1.42	1.42	31.13	20/12/2020	DK-ST-002
3	Chaemchuen Pattanadech A	Pakpraak, Donsak, Suratthani	9° 10' 50.376" N	99° 40' 4.188" E	1.1	1.10	24.06	20/12/2020	DK-ST-003
4	Chamnian Buiriboon A	Pakpraak, Donsak, Suratthani	9° 11' 24.216" N	99° 40' 4.404" E	3.95	3.95	86.41	22/12/2020	DK-ST-004
	Chamnian Buiriboon B	Pakpraak, Donsak, Suratthani	9° 12' 5.04" N	99° 40' 0.264" E	1.62	1.62	35.44	22/12/2020	
5	Chatchai Chairat A	Chaikram, Donsak, Suratthani	9° 11' 47.112" N	99° 39' 16.056" E	4.29	4.29	93.84	28/12/2020	DK-ST-005
6	Chrewan Prateepgaw A	Pakpraak, Donsak, Suratthani	9° 13' 49.764" N	99° 40' 24.924" E	1.15	1.12	24.50	21/12/2020	DK-ST-006
7	Jaidee Kawsamoot A	Pakpraak, Donsak, Suratthani	9° 12' 58.824" N	99° 41' 7.224" E	1.53	1.53	33.47	20/12/2020	DK-ST-007
8	Jaree Thongkaewchan A	Pakpraak, Donsak, Suratthani	9° 13' 20.28" N	99° 40' 4.368" E	1.66	1.66	36.30	30/12/2020	DK-ST-008
9	Kamol Phonark A	Pakpraak, Donsak, Suratthani	9° 11' 26.34" N	99° 41' 16.368" E	0.26	0.26	5.77	12/10/2020	DK-ST-009
10	Kanda Maneerat A	Donsak, Donsak, Suratthani	9° 13' 50.52" N	99° 40' 35.112" E	4.93	4.93	107.84	28/12/2020	DK-ST-010

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecast annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
11	Karnjane Pechchoo A	Pakpraak, Donsak, Suratthani	9° 11' 29.616" N	99° 40' 22.836" E	0.16	0.16	3.50	27/12/2020	DK-ST-011
12	Kitisak Thongchan A*	Chaikram, Donsak, Suratthani	9° 11' 29.616" N	99° 40' 22.836" E	0.84	0.84	18.38	20/12/2020	DK-ST-012
	Kitisak Thongchan B	Chaikram, Donsak, Suratthani	9° 11' 54.852" N	99° 39' 21.852" E	0.66	0.66	14.44	20/12/2020	
	Kitisak Thongchan C	Chaikram, Donsak, Suratthani	9° 11' 50.136" N	99° 37' 57.756" E	0.56	0.50	10.94	20/12/2020	
	Kitisak Thongchan D	Chaikram, Donsak, Suratthani	9° 11' 31.596" N	99° 38' 2.472" E	0.57	0.57	12.48	20/12/2020	
13	Kittithat Thongsri A	Donsak, Donsak, Suratthani	9° 14' 24.36" N	99° 38' 40.632" E	3	3.00	65.63	23/12/2020	DK-ST-013
14	Kittiya Nualsuwan A	Pakpraak, Donsak, Suratthani	9° 12' 2.916" N	99° 41' 24.18" E	0.85	0.85	18.59	28/12/2020	DK-ST-014
15	Komon Choomee A	Chonkhram, Donsak, Suratthani	9° 13' 51.132" N	99° 36' 46.62" E	0.68	0.68	14.88	23/12/2020	DK-ST-015
	Komon Choomee B	Chonkhram, Donsak, Suratthani	9° 13' 55.848" N	99° 36' 12.924" E	0.61	0.61	13.34	23/12/2020	
16	Kosom Petfai A	Donsak, Donsak, Suratthani	9° 18' 6.3" N	99° 42' 42.732" E	2.31	2.31	50.53	19/12/2020	DK-ST-016
	Kosom Petfai B	Donsak, Donsak, Suratthani	9° 17' 54.42" N	99° 42' 24.156" E	3.54	3.54	77.44	19/12/2020	
17	Kridsana Iamsamhoke A	Pakpraak, Donsak, Suratthani	9° 3' 7.488" N	99° 43' 10.02" E	0.95	0.95	20.78	24/12/2020	DK-ST-017
18	Lao Aphilakkhanakun A	Pakpraak, Donsak, Suratthani	9° 9' 17.532" N	99° 39' 42.876" E	0.24	0.24	5.25	22/12/2020	DK-ST-018
19	Manoch Didtadate A	Pakpraak, Donsak, Suratthani	9° 16' 15.204" N	99° 38' 57.12" E	5.24	5.20	113.75	24/12/2020	DK-ST-019
20	Nipon Choopradit A	Chonkhram, Donsak, Suratthani	9° 14' 11.76" N	99° 37' 41.88" E	1.86	1.86	40.69	28/12/2020	DK-ST-020
21	Noppadon Maipan A	Donsak, Donsak, Suratthani	9° 17' 21.84" N	99° 44' 10.392" E	0.99	0.99	21.66	21/12/2020	DK-ST-021
22	Paison Pokwang A	Pakpraak, Donsak, Suratthani	9° 12' 51.948" N	99° 41' 36.852" E	0.84	0.80	17.50	29/12/2020	DK-ST-022



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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecast annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
23	Pakdee Junmeang A	Pakpraak, Donsak, Suratthani	9° 11' 49.272" N	99° 40' 57.18" E	0.86	0.86	18.81	20/12/2020	DK-ST-023
24	Panich Thongkaewchan A	Pakpraak, Donsak, Suratthani	9° 13' 41.592" N	99° 39' 49.428" E	0.87	0.87	19.03	20/12/2020	DK-ST-024
	Panich Thongkaewchan B	Pakpraak, Donsak, Suratthani	9° 13' 18.876" N	99° 40' 1.668" E	3.52	3.52	77.00	20/12/2020	
25	Pannatorn Roayutara A	Pakpraak, Donsak, Suratthani	9° 10' 23.916" N	99° 41' 29.508" E	1.94	1.94	42.44	22/12/2020	DK-ST-025
26	Panya Chookaew A	Pakpraak, Donsak, Suratthani	9° 13' 49.008" N	99° 40' 58.404" E	1.74	1.74	38.06	22/12/2020	DK-ST-026
	Panya Chookaew B	Pakpraak, Donsak, Suratthani	9° 12' 22.752" N	99° 40' 39.036" E	1.54	1.54	33.69	22/12/2020	
	Panya Chookaew C	Pakpraak, Donsak, Suratthani	9° 12' 13.86" N	99° 41' 11.94" E	0.91	0.91	19.85	22/12/2020	
27	Phisan Promsuwan A	Chonkhram, Donsak, Suratthani	9° 14' 8.448" N	99° 37' 11.1" E	2.74	2.74	59.94	27/12/2020	DK-ST-027
	Phisan Promsuwan B	Chonkhram, Donsak, Suratthani	9° 14' 16.044" N	99° 37' 7.5" E	0.49	0.49	10.64	24/12/2020	
28	Phitak Nuinoi A	Chaikram, Donsak, Suratthani	9° 14' 16.62" N	99° 38' 12.156" E	1.95	1.95	42.67	28/12/2020	DK-ST-028
	Phitak Nuinoi B	Chaikram, Donsak, Suratthani	9° 14' 15.792" N	99° 38' 6.036" E	0.69	0.69	15.09	28/12/2020	
	Phitak Nuinoi C	Chaikram, Donsak, Suratthani	9° 14' 26.3832" N	99° 38' 17.6964" E	0.72	0.72	15.75	28/12/2020	
29	Phon Bunthogkhao A	Pakpraak, Donsak, Suratthani	9° 14' 3.408" N	99° 39' 20.952" E	1.47	1.47	32.16	20/12/2020	DK-ST-029
	phon Bunthogkhao B	Pakpraak, Donsak, Suratthani	9° 14' 13.956" N	99° 39' 19.044" E	0.96	0.90	19.69	20/12/2020	
30	Phontip Janmueng A*	Pakpraak, Donsak, Suratthani	9° 11' 48.984" N	99° 41' 4.38" E	0.84	0.80	17.50	20/12/2020	DK-ST-030
31	Pichit Promaksorn A	Chaikram, Donsak, Suratthani	9° 12' 50.076" N	99° 37' 17.328" E	1.46	1.46	31.94	22/12/2020	DK-ST-031
	Pichit Promaksorn B	Chonkram, Donsak, Suratthani	9° 12' 44.352" N	99° 37' 15.78" E	0.5	0.50	11.00	22/12/2020	



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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecast ed annual FFB Producti on (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
	Pichit Promaksorn C	Chaikram, Donsak, Suratthani	9° 12' 31.356" N	99° 37' 46.956" E	0.1	0.10	2.23	22/12/2020	
	Pichit Promaksorn D	Chonkram, Donsak, Suratthani	9° 9' 53.964" N	99° 37' 43.176" E	1.9	1.90	41.55	22/12/2020	
32	Prachuab Damdook A	Pakpraak, Donsak, Suratthani	9° 11' 31.884" N	99° 40' 45.444" E	0.63	0.63	13.81	30/12/2020	DK-ST-032
33	Prakop Sukhiran A	Pakpraak, Donsak, Suratthani	9° 11' 51.792" N	99° 40' 0.264" E	0.81	0.81	17.66	21/12/2020	DK-ST-033
	Prakop Sukhiran B	Pakpraak, Donsak, Suratthani	9° 11' 55.5" N	99° 40' 1.992" E	0.6	0.60	13.13	21/12/2020	
34	Prapa Chirasathid A	Pakpraak, Donsak, Suratthani	9° 11' 42.864" N	99° 42' 12.708" E	1.92	1.92	42.00	28/12/2020	DK-ST-034
35	Prapai Chalothon A	Pakpraak, Donsak, Suratthani	9° 11' 8.988" N	99° 41' 13.848" E	1.91	1.91	41.78	23/12/2020	DK-ST-035
36	Prayoon Maneerat A*	Donsak, Donsak, Suratthani	9° 13' 50.52" N	99° 40' 35.112" E	2.79	2.79	61.03	28/12/2020	DK-ST-036
37	Riamdara Thongkerd A	Pakpraak, Donsak, Suratthani	9° 12' 35.244" N	99° 39' 42.48" E	1.36	1.36	29.73	30/12/2020	DK-ST-037
38	Sakon Thongkaerd A	Pakpraak, Donsak, Suratthani	9° 12' 34.416" N	99° 39' 48.996" E	0.92	0.92	20.13	30/12/2020	DK-ST-038
39	Saman Pariram A	Pakpraak, Donsak, Suratthani	9° 11' 6.18" N	99° 40' 11.028" E	1.94	1.94	42.36	22/12/2020	DK-ST-039
40	Samaporn Limpanuntaphon A g	Donsak, Donsak, Suratthani	9° 15' 2.124" N	99° 39' 44.496" E	2.63	2.63	57.53	20/12/2020	DK-ST-040
	Samaporn Limpanuntaphon B g	Donsak, Donsak, Suratthani	9° 15' 2.124" N	99° 39' 44.496" E	4.1	4.00	87.50	20/12/2020	
41	Samran Yangdam A	Pakpraak, Donsak, Suratthani	9° 11' 53.196" N	99° 39' 22.716" E	0.48	0.48	10.52	21/12/2020	DK-ST-041
42	Sanit Nannom A	Pakpraak, Donsak, Suratthani	9° 12' 3.312" N	99° 41' 7.404" E	2.11	2.11	46.16	28/12/2020	DK-ST-042
43	Sawai Sengphat A	Pakpraak, Donsak, Suratthani	9° 11' 29.076" N	99° 41' 12.084" E	1.3	1.20	26.25	22/12/2020	DK-ST-043
44	Siriwan Kaewkham A	Chaikram, Donsak, Suratthani	9° 12' 17.748" N	99° 39' 22.356" E	1.53	1.53	33.38	24/12/2020	DK-ST-044

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			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
	Siriwan Kaewkham B	Chaikram, Donsak, Suratthani	9° 11' 35.736" N	99° 38' 29.04" E	0.99	0.90	19.69	24/12/2020	
	Siriwan Kaewkham C	Chaikram, Donsak, Suratthani	9° 9' 55.332" N	99° 38' 22.668" E	1.18	1.18	25.81	24/12/2020	
	Siriwan Kaewkham D	Chaikram, Donsak, Suratthani	9° 11' 52.512" N	99° 39' 5.976" E	2.29	2.29	50.07	24/12/2020	
	Siriwan Kaewkham E	Chaikram, Donsak, Suratthani	9° 11' 34.044" N	99° 38' 26.844" E	0.72	0.72	15.86	24/12/2020	
45	Sirprae Poolsaeas A	Pakpraak, Donsak, Suratthani	9° 12' 38.952" N	99° 40' 3.432" E	1.7	1.70	37.19	22/12/2020	DK-ST-045
46	Somjai Sangduangyang A	Pakpraak, Donsak, Suratthani	9° 12' 38.88" N	99° 40' 29.856" E	1.25	1.24	27.13	25/12/2020	DK-ST-046
47	SomKiach Srikongkaew A	Donsak, Donsak, Suratthani	9° 18' 17.496" N	99° 43' 33.744" E	2.05	2.05	44.86	27/12/2020	DK-ST-047
48	Somphap Klaoechu A	Pakpraak, Donsak, Suratthani	9° 12' 14.796" N	99° 39' 27.756" E	1.15	0.75	16.41	29/12/2020	DK-ST-048
	Somphap Klaoechu B	Pakpraak, Donsak, Suratthani	9° 11' 13.956" N	99° 40' 12.288" E	1.52	1.52	33.25	29/12/2020	
49	Somporn Keawmanee A	Chonkhram, Donsak, Suratthani	9° 14' 9.924" N	99° 36' 40.932" E	5.17	5.17	113.09	24/12/2020	DK-ST-049
50	Sukhon Sinruen A	Pakpraak, Donsak, Suratthani	9° 3' 27.108" N	99° 42' 46.908" E	3	3.00	65.63	23/12/2020	DK-ST-050
51	Sunee Sripaneen A	Donsak, Donsak, Suratthani	9° 14' 37.644" N	99° 42' 29.952" E	1.44	1.44	31.50	21/12/2020	DK-ST-051
52	Supachai Chukaew A	Pakpraak, Donsak, Suratthani	9° 12' 16.812" N	99° 39' 47.268" E	2.13	1.98	43.31	21/12/2020	DK-ST-052
53	Supaporn Panraksamee A	Chaikram, Donsak, Suratthani	9° 13' 46.2" N	99° 38' 16.224" E	1.4	1.40	30.66	20/12/2020	DK-ST-053
	Supaporn Panraksamee B	Chaikram, Donsak, Suratthani	9° 13' 50.304" N	99° 38' 4.704" E	1.39	1.39	30.34	20/12/2020	
54	Suriya Thongkaewjan A	Pakpraak, Donsak, Suratthani	9° 13' 47.388" N	99° 39' 51.732" E	1.43	1.43	31.21	30/12/2020	DK-ST-054
55	Sutida chookew A	Pakpraak, Donsak, Suratthani	9° 12' 18" N	99° 39' 51.228" E	1.1	1.10	24.06	22/12/2020	DK-ST-055

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			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
56	Sutisa Srirungreang A	Chaikram, Donsak, Suratthani	9° 13' 38.388" N	99° 38' 13.992" E	1.69	1.69	36.93	28/12/2020	DK-ST-056
57	Tavee Noothongpan A	Pakpraak, Donsak, Suratthani	9° 10' 57" N	99° 41' 35.952" E	1.36	1.28	28.00	27/12/2020	DK-ST-057
58	Taweesak Kanom A	Pakpraak, Donsak, Suratthani	9° 4' 55.848" N	99° 43' 14.052" E	1.83	1.79	39.20	20/12/2020	DK-ST-058
	Taweesak Kanom B	Thautae, Donsak, Suratthani	9° 2' 55.932" N	99° 42' 36.36" E	1.4	1.40	30.63	20/12/2020	
59	Tichaporn Panchana A	Pakpraak, Donsak, Suratthani	9° 11' 58.596" N	99° 39' 57.06" E	0.1	0.10	2.19	20/12/2020	DK-ST-059
	Tichaporn Panchana B*	Pakpraak, Donsak, Suratthani	9° 11' 20.544" N	99° 40' 0.264" E	0.63	0.63	13.78	20/12/2020	
60	Tippaya Khanom A	Donsak, Donsak, Suratthani	9° 16' 37.524" N	99° 45' 1.404" E	1.63	1.63	35.66	22/12/2020	DK-ST-060
61	Udom BoriBun A	Pakpraak, Donsak, Suratthani	9° 12' 13.176" N	99° 39' 45.684" E	0.58	0.58	12.60	20/12/2020	DK-ST-061
62	Viroch Rugchouy A*	Chonkhram, Donsak, Suratthani	9° 11' 38.508" N	99° 42' 43.2" E	2.55	2.55	55.80	24/12/2020	DK-ST-062
	Viroch Rugchouy B	Chonkhram, Donsak, Suratthani	9° 13' 46.92" N	99° 37' 20.424" E	1.36	1.36	29.79	24/12/2020	
	Viroch Rugchouy C	Chonkhram, Donsak, Suratthani	9° 13' 54.084" N	99° 37' 13.62" E	0.68	0.68	14.79	24/12/2020	
	Viroch Rugchouy D	Chonkhram, Donsak, Suratthani	9° 13' 56.784" N	99° 37' 1.848" E	0.61	0.61	13.30	24/12/2020	
	Viroch Rugchouy E	Chonkhram, Donsak, Suratthani	9° 15' 13.968" N	99° 35' 41.172" E	3	3.00	65.63	24/12/2020	
	Viroch Rugchouy F	Chonkhram, Donsak, Suratthani	9° 13' 36.948" N	99° 36' 19.044" E	0.94	0.94	20.46	24/12/2020	
63	Wanna Hyutung A	Pakpraak, Donsak, Suratthani	9° 11' 55.212" N	99° 41' 7.872" E	1.48	1.48	32.38	22/12/2020	DK-ST-063
64	Wanna Pechyok A	Pakpraak, Donsak, Suratthani	9° 6' 39.204" N	99° 41' 32.496" E	1.44	1.44	31.50	21/12/2020	DK-ST-064
	Wanna Pechyok B	Pakpraak, Donsak, Suratthani	9° 7' 2.964" N	99° 41' 17.484" E	1.76	1.74	38.06	21/12/2020	

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			Latitude (N)	Longitude (E)	Total Certified Area	Plant ed Area			
65	Wised Ounjai A*	Pakpraak, Donsak, Suratthani	9° 12' 11.736" N	99° 39' 57.528" E	1.14	1.14	24.94	21/12/2020	DK-ST-065
66	Wuttichai Khanom A*	Donsak, Donsak, Suratthani	9° 17' 36.6" N	99° 44' 55.14" E	0.68	0.68	14.88	22/12/2020	DK-ST-066
67	Yutthaya Patthanadeeh A	Pakpraak, Donsak, Suratthani	9° 10' 23.124" N	99° 40' 16.716" E	0.31	0.31	6.78	21/12/2020	DK-ST-067
<b>Total</b>					<b>156.51</b>	<b>151.29</b>	<b>3309.55</b>		
Note: 1. * are smallholders sampled in this audit. 2. Forecasted annual FFB Production (MT) totally is 3,309.55. However, this audit certify as Milestone A , thus the volume for certificate is 2,317.00 MT (70%)									

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#### Appendix F: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
ISS	Independent Smallholder Standard
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure