

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment**
- Annual Surveillance Assessment (2)**
- Recertification Assessment** (Choose an item.)
- Extension of Scope**

<p>Client Company name (Parent Company): FGV Holdings Berhad</p>
<p>Client company Address: FGV Holdings Berhad, Wisma FGV, Level 20 West, Jalan Raja Laut, 50350, Kuala Lumpur, Malaysia.</p>
<p>Certification Unit: Kulai Palm Oil Mill and Supply Base</p> <p>Location of Certification Unit: FGV Palm Industries Sdn Bhd Kulai Palm Oil Mill Felda Taib Andak 81000 Kulai Johor, Malaysia</p>
<p>Date of Final Report: 23/02/2021</p>

TABLE of CONTENTS

Page No

Section 1: Scope of the Certification Assessment.....	4
1. Company Details	4
2. Certification Information	4
3. Other Certifications.....	5
4. Location(s) of Mill & Supply Bases	5
5. Description of Supply Base	5
6. Plantings & Cycle.....	5
7. Certified Tonnage of FFB (Own Certified Scope)	6
8. Certified Tonnage of FFB (from other certified unit(s)).....	6
9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)	6
10. Certified Tonnage	7
11. Actual Sold Volume (CPO)	7
12. Actual Sold Volume (PK)	7
13. Independent Smallholders Certification Claims.....	8
Section 2: Assessment Process	9
2.1 Assessment Methodology, Programme, Site Visits.....	9
2.2 BSI Assessment Team:	11
2.3 Assessment Plan	12
Section 3: Assessment Findings	14
3.1 Normative requirement applied for this assessment:	14
3.2 Multiple Management Units and Time Bound Plan.....	14
3.3 Progress of scheme smallholders and/or outgrowers (if applicable to this assessment)	22
3.4 Details of Nonconformities	22
3.4.1 Status of Nonconformities Previously Identified and Observations.....	26
3.4.2 Summary of the Nonconformities and Status.....	31
3.5 Stakeholders and previous land owner / user consultation.....	32
3.6 Impartiality and conflict of interest	34
Formal Signing-off of Assessment Conclusion and Recommendation	35
Appendix A: Summary of Findings <i>include the appropriate checklist used for assessment</i>	36
Appendix B: Approved Time Bound Plan.....	132
Appendix C: GHG Reporting Executive Summary	137
Appendix D: Supply Chain Declaration.....	139
Appendix E: Location Map of Certification Unit and Supply bases.....	141

**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

Appendix F: Estate Field Map142
Appendix G: List of Smallholder Sampled.....143
Appendix H: List of Abbreviations144

Section 1: Scope of the Certification Assessment

1. Company Details			
Parent Company	FGV Holdings Berhad		
RSPO Membership Number	1-0225-16-000-00	Membership Approval Date	27/12/2016
Address	FGV Holdings Berhad, Wisma FGV, Level 20 West, Jalan Raja Laut, 50350, Kuala Lumpur, Malaysia.		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	FGV Palm Industries Sdn Bhd- Kulai Palm Oil Mill		
Location / Address	Felda Taib Andak, 81000 Kulai, Johor, Malaysia		
Website	http://www.fgvholdings.com		
Management Representative	Ameer Izyanif Bin Hamzah	E-mail	ameer.h@fgvholdings.com
Telephone	03-27890497	Facsimile	03-27890440

2. Certification Information			
Certificate Number	RSPO 693237	Date of First Certification	19/02/2019
		Certificate Start Date	19/02/2019
		Certificate Expiry Date	18/02/2024
Scope of Certification	Palm Oil & Palm Kernel Production		
Visit Objectives	The objective of the ASA 2 assessment is to conduct a certification assessment to ensure the elements of the scope of registration and the requirements of the management standard are effectively addressed by FGV PISB Kulai POM and Supply Base's management system and the ability of the management system to ensure the organisation meets applicable statutory, regulatory and contractual requirements and as applicable, to identify areas for potential improvement of the management system.		
Assessment Cycle	<input type="checkbox"/> Initial Assessment <input type="checkbox"/> Recertification Assessment (Choose an item.) <input checked="" type="checkbox"/> Annual Surveillance Assessment (RA Choose an item. ; ASA 2) <input type="checkbox"/> Scope Extension		
Applicable Standards	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input type="checkbox"/> RSPO Independent Smallholders Standard 2019		
Supply Chain Module	<input type="checkbox"/> Identity Preserved <input checked="" type="checkbox"/> Mass Balance		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 693239	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 3	BSI Services Malaysia Sdn Bhd	11/06/2024
MSPO 693238	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 4		

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
FGVPISB Kilang Sawit Kulai	FGV Palm Industries Sdn Bhd (FGVPISB) Kulai Palm Oil Mill, Felda Taib Andak 81000 Kulai, Johor, Malaysia	1° 44' 21.00" N	103° 38' 50.00" E
FGV AS Bukit Besar/Taib Andak Estate	FGV Agri Services Sdn Bhd, Stesen Penyelidikan Bukit Besar, 81450 Kulai, Johor, Malaysia	1° 44' 31.00" N	103° 38' 48.00" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGV AS Bukit Besar/Taib Andak Estate	52.60	-	3.31	55.91	94.08
Total	52.60	-	3.31	55.91	94.08

Remarks:

In 2020, FGV AS Bukit Besar/Taib Andak Estate has undergone a land resurvey, conducted by Meridien Survey Consultants where it has been undersigned by Felda and FGV Agri Services Sdn Bhd, that the new resurveyed hectarage will be from 2020 henceforth as 55.91 Ha.

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGV AS Bukit Besar/Taib Andak Estate	-	52.60	-	-	-	52.60	-
Total (ha)	-	52.60	-	-	-	52.60	-

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

7. Certified Tonnage of FFB (Own Certified Scope)				
Estate	Tonnage / year			
	Estimated (Feb 20-Jan 21)	Actual (Nov 2019 – Oct 2020)		Forecast (Feb 21-Jan 22)
		Previous License (Nov 2019 – Jan 2020)	Current License (Feb 2020 – Oct 2020)	
FGV AS Bukit Besar/Taib Andak Estate	930.00	209.34	842.74	1304.59
Total	930.00	1052.08		1304.59

8. Certified Tonnage of FFB (from other certified unit(s))				
Estate	Tonnage / year			
	Estimated (Feb 20-Jan 21)	Actual (Nov 2019 – Oct 2020)		Forecast (Feb 21-Jan 22)
	N/A	Previous License (Nov 2019 – Jan 2020)	Current License (Feb 2020 – Oct 2020)	N/A
Nil		Nil	Nil	
Total		Nil		

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Independent FFB Supplier	Tonnage / year			
	Estimated (Feb 20-Jan 21)	Actual (Nov 2019 – Oct 2020)		Forecast (Feb 21-Jan 22)
		Previous License (Nov 2019 – Jan 2020)	Current License (Feb 2020 – Oct 2020)	
Estates/ Smallholders / Collection Centres	NA	21,161.86	71,978.86	NA
Total	NA	93,140.72		NA

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

10. Certified Tonnage				
Mill Capacity: 60 MT/hr	Estimated (Feb 20-Jan 21)	Actual (Nov 2019 – Oct 2020)		Forecast (Feb 21-Jan 22)
	FFB	FFB		FFB
	930.00	Previous License (Nov 2019 – Jan 2020)	Current License (Feb 2020 – Oct 2020)	1,304.59
		209.34	842.74	
	CPO (OER: 20.43 %)	CPO (OER: 20.24 %)		CPO (OER: 20.33 %)
	190.00	42.37	170.57	265.22
	PK (KER: 5.91 %)	PK (KER: 4.01 %)		PK (KER: 4.62 %)
	55.00	8.39	33.79	60.27
TOTAL	N/A		N/A	

11. Actual Sold Volume (CPO)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	-	-	-	-	-
Previous License period					
CPO (MT)	-	-	-	-	-

12. Actual Sold Volume (PK)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	40.48	-	-	-	40.48
Previous License period					
PK (MT)	-	-	-	-	-

13. Independent Smallholders Certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	-	-
IS-CSPKO	-	-
IS-CSPKE	-	-

Section 2: Assessment Process

Certification Body:

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

BSI is a leading global provider of management systems assessment and certification, with more than 84,000 certified locations and clients in over 180 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia.

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 24th November 2020 till 27th November 2020. The audit programme is included as Section 2.3.

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

The Critical NC close out remote assessment was conducted on 27th January 2021. The assessment was conducted remotely due to the Movement Control Order that has been implemented throughout the Peninsular of Malaysia that has halted inter-state travel during this period of time. 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. RSPO Principles & Criteria 2018 for the Production of Sustainable Palm Oil (MYNI 2019) was used to guide the assessment of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (and smallholders) of its supply base.

- The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (0.8\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula $(0.8\sqrt{y}) \times (z)$; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

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

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

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 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

For Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification Reviewer prior to certification decision by BSI.

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Kulai Palm Oil Mill	✓	✓	✓	✓	✓
FGV AS Bukit Besar/ Taib Andak Estate	✓	✓	✓	✓	✓

Tentative Date of Next Visit: November 15, 2021 - November 18, 2021

Total No. of Mandays: 10 Mandays

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Vijay Kanna Pakirisamy	Trainee Lead Auditor	He holds a bachelor’s degree in Agribusiness Science Management with Honours from University Utara Malaysia in 2010. He gained his working exposure in the plantation sector, serving as an Assistant Manager with KL Kepong and IOI Plantations and as a Sr. Assistant Manager with United Plantations Berhad. Throughout his 10 year tenure in the oil palm industry, he has been part of the operations team that implements standards within the estate such as RSPO, MSPO, ISCC and FINWATCH. He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course in November 2019, endorsed RSPO P&C Lead Auditor Course in October 2019 and endorsed MSPO Lead Auditor Course in November 2019. During this assessment, he assessed on the aspects of Occupational, Health & Safety and estate best practises. He is fluent in Bahasa Malaysia and English languages
Hafriazhar Mohd. Mokhtar	Team Member	Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and recently completed his RSPO P&C Lead Assessor training and has been involved in RSPO audits within Malaysia, Papua New Guinea, Solomon Islands and Gabon. During assessment, he covered the legal issues, social issues, worker’s welfare and stakeholder consultation. He is fluent in Bahasa Malaysia and English languages
Amir Bahari	Team Member	He obtained qualification in B.Sc. (Hons) Chemistry USM 1985 & Diploma in Palm Oil Milling Tech/Management MPOB 1996. He has been in the plantations industry for 30 years, among others managing rubber factories, palm oil mills and estates. During the tenure of employment he has been trained as an auditor in ISO 9001, ISO 14001, OHSAS 18001 & also RSPO. He has accumulated 38 man-days in the auditing profession after ending career in the plantation industry. During the assessment he covered mills and estates best practices and environmental aspects. He is fluent in both verbal/written in Bahasa Malaysia and English.

Accompanying Persons:

Name	Role
-	-

2.3 ASA 2 Assessment Plan

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

Date	Time	Subjects	(VK)	(HM)	(AB)
Monday, 23/11/2020	1500 2000	- Travel from KL to Kulai and check in Creator Hotel, Kulai.	√	√	√
Tuesday, 24/11/2020	0730 0830	- Travel from Kulai to Kulai POM	√	√	√
	0830 0900	- Opening Meeting: <ul style="list-style-type: none"> • Opening Presentation by Audit Team Leader. • Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation). 	√	√	√
	0900 1230	- Kulai POM Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, Lab, weighbridge and palm product storage area, etc.	√	√	√
	1230 1330	- Lunch	√	√	√
	1330 1700	- Kulai POM Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation.	√	√	√
	1700 1730	- Interim Closing Briefing	√	√	√
Wednesday 25/11/2020	0830 1230	- Kulai POM Continue documentation review/site visit. Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	√	√	√
	1230 1330	- Lunch	√	√	√

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Date	Time	Subjects	(VK)	(HM)	(AB)
	1330 - 1700	RSPO SCCS general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records.	√	√	
	1700 - 1730	Interim Closing Briefing	√	√	√
Thursday 26/11/2020	0830 - 1230	Bukit Besar Estate Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	√	√	√
	1230 - 1330	Lunch	√	√	√
	1330 - 1700	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	√	√	√
	1700 - 1730	Interim Closing Briefing	√	√	√
Friday 27/11/2020	0830 - 1100	Bukit Besar Estate Continue documentation review/site visit.	√	√	√
	1100 - 1130	Verify any outstanding issues & Preparation for closing meeting	√	√	√
	1130 - 1200	Closing meeting	√	√	√
	1200 - 1300	Travel from site to KL	√	√	√

Critical Non-Conformity Verification Assessment Plan

Date	Time	Subjects	VK
Wednesday 27.01.2021	1000 – 1030	Opening Meeting: Opening Presentation by Audit team leader. (via Microsoft Teams) Confirmation of assessment scope and finalize Audit plan	√
	1030 - 1130	Verification on Critical NC: <ul style="list-style-type: none"> • 1990470-202011-M1 • Site observation, workers interview (through Microsoft Teams & WhatsApp Call) Document review – implemented evidence	√
	1130 – 1200	Closing Meeting	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- FGV Holdings Berhad Multiple Management Units / Time Bound Plan
- RSPO Principle and Criteria (P&C) 2018 for the Production of Sustainable Palm Oil
- RSPO Group Certification Standard 2016
- Malaysia National Interpretation (2019) for RSPO P&C 2018
- Independent Smallholder Standard 2019

3.2 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	Yes, the plan include all current subsidiaries, estates and mills. As per time bound plan FY 2020.	Complied
Have all the estates and mills certified within five years after obtaining RSPO membership?	33 complexes have been certified from 2017-2019 : POM Selancar 2B, Aring, Keratong 9, Lepar Utara 6, Maokil, Bukit Sagu, Krau Kemasul, Selendang, Lepar Hilir, Kechau B, Palong Timur, Besout, Chini 3, Triang, Neram, Jerangau Baru, Chalok, Adela, Kota Gelanggi, Tenggaroh, Keratong 2, Nitar, Chiku, Belitong, Bukit Kepayang, Kerteh, Kulai, Seriting Hilir, Waha, Peggeli, Keratong 3 & Jengka 21. Remaining 33 mills	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	have undergone internal audit and 1 mill (KKS Seriting) has completed external audit waiting for certification. As per the Complaints Panel (CP) decision on 13/01/2020, all new certification under FGV is suspended.	
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	No. There are no new acquisition.	Complied
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?	No, changes to the time-bound plan since the last audit.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There are no lapses in implementation of the plan.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There were no failures to proceed with implementation of the plan.	Complied
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	There has been no replacement of primary forest area. There were 7 LUCA submitted to RSPO and all of them have been passed with no concept note or compensation plan required. However, there is one issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan. FGV already brief this issue to RSPO secretariat. As per time bound plan.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	There is no new planting after 1st January 2010. As per time bound plan.	Complied
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.	There is issue on land conflict although it was captured on Felda Membership, but FGV also indirectly involved as part of the claim involve FGVPM Sahabat 55 The issue still in progress. Data as per below: Member : Lembaga Kemajuan Tanah Persekutuan (FELDA) /Orang Dusun Desa Begahak Date Filed : 16 February 2015 Complaint : Community of Desa Begahak	Complied

**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

	<p>Complaint : The company has breached the communities user rights to the land in breach of Principle 2.2</p> <p>Status : Box F – Action Plan</p> <p><u>Synopsis</u></p> <p>According to the Enquiry National Hak Tanah of Malaysia conducted by SUHAKAM, the state government had given 1260 acres of land to the Dusun Begahak community in 1981. At the same time, the same land was alienated to FELDA for development.</p> <p>The complainant raised the issue that FELDA has no right to develop their land and should return it to the community because the land originally belonged to the community. The complainant also stated that the cemetery area is being developed by FELDA.</p> <p>FELDA enclaved 916 acres of the said land and gave it back to the community on the 25th of May 1982. The community planted fruits and other crops on the land.</p> <p>We have received some evidence from both sides. The evidence needs to be scrutinised and investigated further.</p> <p><u>Remarks</u></p> <p>2 July 2015 – It was agreed that the matter would be referred to the FELDA/FGV Sustainable Steering Committee on 7th July 2015.</p> <p>22 June 2015 – FELDA had another meeting with Robin Balud and the representatives of the community and agreed to exchange documents on the land claim. A site visit was also undertaken with the community members.</p> <p>4 June 2015 – FELDA met with Robin Balud again and agreed to do a joint mapping of the land. 10 April 2015 – FELDA met the complainant, Robin Balud, in Kota Kinabalu Sabah, to discuss the complaint.</p> <p>9 April 2015 – FELDA met the community (Desa Begahak) members and discussed the</p>	
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**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

	<p>issues from the complaint and the land claim.</p> <p>13 March 2015 – RSPO had a conference call meeting with the head of the Dusun Begahak community to understand the situation.</p> <p>16 March 2015 – RSPO had a conference call meeting with FELDA representatives to discuss the situation.</p> <p>17 March 2015 – The complaint was raised to the Complaint Panel for further discussion and action.</p> <p>4 June 2015 – FELDA met the complainant Robin Balud and discussed the main issues of the land claim and compensation.</p> <p>22 March 2016 – RSPO sent complaint notice to FELDA.</p> <p>1 April 2016 – State Land and Survey Department begin its mapping exercise.</p> <p>4 April 2016 – FELDA submits action plan to RSPO dated 27 March 2016.</p> <p>6 May 2016 – FELDA withdraws its RSPO Principle and Criteria’s certificates.</p> <p>26 July 2016 – Complainant send a formal letter to FELDA to settle the customary land dispute.</p> <p>19 August 2016 – Progress report submitted by Felda.</p> <p>20 September 2016 – Felda met with the community to discuss on how they will progress on the complaint, once the joint mapping report is received from the Sabah Land and Survey department.</p> <p>20 October 2016 - Secretariat to wait for the report from Land and Survey Department of Sabah.</p> <p>22 February 2017 - Secretariat to wait for further information and to follow up with the company on the response from the Sabah Land Department.</p> <p>22 March 2017 - No response received from the Sabah Land and Survey Department. Secretariat to monitor status and updates of the case.</p>	
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>19 April 2017 - Secretariat to determine if an attempt to contact Sabah Land and Survey Department should be sought.</p> <p>31 May 2017 - Secretariat is monitoring the case.</p> <p>21 July 2017-No further updates from Felda.</p> <p>25 July 2017 (CP meeting) - Secretariat to officially communicate with the Sabah Land and Survey Department for updates.</p> <p>18 August 2017 - Letter has been sent to the Sabah Land and Survey Department. Awaiting confirmation of an appointment.</p> <p>24 August 2017 (CP meeting) - Secretariat to wait for the appointment date.</p> <p>12 September 2017 - FGV stated that they are still waiting for the SLSD to revert with updates.</p> <p>26 September 2017 (CP Meeting) - Sabah Land and Survey Department acknowledged they received the letter and will revert with updates.</p> <p>23 October 2017 - Following up with the Sabah Land and Survey Department</p> <p>21 November 2017 (CP Meeting)- Secretariat to find alternate avenues of getting in touch with the Sabah Land and Survey Department.</p> <p>21 December 2017 (CP Meeting) -To proceed with the meeting with the Director of SLSD.</p> <p>24th January 2018 (CP Meeting) -To follow up with the Jurisdictional Approach Regional Committee to ensure the Sabah Land and Survey Department speed up the process.</p> <p>Further details, please refer to: https://rspo.org/members/5855</p>	
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.</p>	<p><u>Synopsis</u></p> <p>On the 26th of July 2015, WSJ ran an article by Syed Zain Al – Mahmood alleging that Felda has breached labour conditions in its plantations. The allegations mainly say that forced labour is being used and the workers are not paid minimum wages. Further, it is alleged that their health and working</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>conditions is are neglected and also that their employers withheld their passports.</p> <p><u>Remarks</u></p> <p>29 July 2015 - 12 NGOs urged the RSPO to conduct a transparent investigation into Wall Street Journal’s findings of forced labour, human trafficking, and other human and labour rights violations especially on RSPO member FELDA’s plantations.</p> <p>The Complaints Panel in its meeting on August 2015, decided that the member, Felda, be investigated on the issues raised by the WSJ article. The RSPO Secretariat will conduct an independent assessment to investigate the report on labour condition on all RSPO members. Malaysia would be the first country, where the assessment would be done.</p> <p>RSPO release the following statement on its website:</p> <p>http://www.rspo.org/news-andevents/news/3rd-update-rsponse-to-thereport-titled-palmoil-migrant-workers-tell-ofabuseson-malaysian-plantations-published-by-thewall-street-journal-on-</p> <p>26th July-2015 7 March 2016 - RSPO Complaints Panel reviewed the independent assessment reports and decided to suspend Pasoh palm oil mill owned by Felda until full clearance is given based on the re-audits.</p> <p>10 March 2016 - FGV had a meeting with RSPO regarding the ASI report and suspension decision by RSPO.</p> <p>18 March 2016 - FGV sent complaint acknowledgment letter to RSPO. FGV will submit 12 month time bound action plan addressing all the issues relating to ASI report.</p> <p>6 May 2016 - FGV withdraws its RSPO Principles and Criteria certificates.</p> <p>4 July 2016 - FGV submits the action plan to RSPO.</p> <p>22 August 2016 - Secretariat has reviewed the action plan and sent the action plan back to the company for further clarification.</p>	
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**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

	<p>20 October 2016 - Secretariat to wait for the updated action plan from the company.</p> <p>19 December 2016 - Secretariat to appoint an independent expert to verify action plan and set a time bound plan.</p> <p>22 March 2017 - Secretariat continues searching for an independent expert to review the action plan.</p> <p>31 May 2017 - Secretariat shares the action plan with the Complaints Panel and continues monitoring the case.</p> <p>5 October 2017 - FGV updated the Action Plan and upload to FGV website on the same day. A copy also sent to RSPO for their acknowledgement. Meeting with RSPO secretariat on 11 January 2017 at RSPO Bangsar, RSPO Compensation Panel would like to review the WSJ action plan and as suggested by RSPO CP a group of labour experts (lawyer and NUPW union org with 1 CP member as observer) will be engaged to verify the FGV and FELDA WSJ Action Plan. It were expected to have one operation unit for both FELDA and FGV in this verification exercise on the ground especially involving the policy and implementation. The verification is expected to be in this coming March 2018 and RSPO CP will share the scope and plan for the verification assessment once it is ready.</p> <p>25 July 2017 (CP Meeting) -Secretariat to proceed with the review of the Action Plan</p> <p>24 August 2017 (CP Meeting). 1) CP to wait for the report of the Review of FGV Action Plan; 2) Secretariat to work with the Technical department to develop a formula for identifying the number of units for verification; 3) Secretariat to start identifying a team of experts for the verification exercise.</p> <p>26 September 2017 (CP Meeting) - Secretariat to follow up with FGV on the 2 reports.</p> <p>23 October 2017 (CP Meeting) - Secretariat to send CP's response to the Company.</p> <p>21 November 2017 (CP Meeting) - Verification exercise to be carried out once</p>	
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>the schedule is confirmed with the verification team.</p> <p>21 December 2017 (CP Meeting) - Verification exercise to be carried out in March.</p> <p>24 January 2018 (CP Meeting) -TOR for the verification exercise to be drafted.</p> <p>Further details, please refer to: https://rspo.org/members/5855</p>	
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>There is 1 issue happen in FGVP M Palong Timur 04 (Now FGVP M Palong Timur 05) and the details is elaborated below: 1. FGVP M PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RM61,968.60 and summon status is Court Appeal.</p> <p>Auditor Verification: During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no : SJ 53-4/2016 ; Date 14.04.2016 in Mahkamah Seksyen Kuantan.</p> <p>Fixed for Trial on 01.03.2017, 02.03.2017 and 03.03.2017.</p> <p>All process still in progress and CB will verify this issue in next audit or during audit in this mill.</p>	<p>Complied</p>
<p>Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.</p>	<p>Yes, there have positive assurance statement from internal certification unit.</p> <p>Yes, at the current status only 34 complexes already have internal audit in year 2018/2019. Seen the internal audit done by Sustainability Compliance and Certification Department(SCCD).</p>	<p>Complied</p>
<p>Have there been any stakeholder (including NGO) consultation conducted?</p>	<p>Stakeholder comments are recorded in Stakeholder report 2018. No negative comment from stakeholder. Suggestion and recommendation from stakeholders were taking into consideration.</p>	<p>Complied</p>

3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>FGVPISB Kulai POM received FFB from smallholder and independent outgrower. No scheme smallholder under FGVPISB Kulai POM.</p>	<p>Not Applicable</p>

3.4 Details of Nonconformities

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

During this Assessment there were one (1) Critical and two (2) Minor nonconformities raised. The FGVPISB Kulai POM and Supply Base Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Critical Nonconformity 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 #	1990470-202011-M1	Clause & Category (Critical / Minor)	2.3.1 (Critical)
Date Issued	27/11/2020	Due Date	24/02/2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	27/01/2021
Statement of Nonconformity:	Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder was not available for FFB Suppliers.		
Requirement Reference:	<p>For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> Information on geo-location of FFB origins Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder One or more supporting documents for claims Valid MPOB license 		
Objective Evidence:	A list of all directly sourced FFB is available. It has the information about names of the suppliers, MPOB License number, geo-location and address. So far there were 32 suppliers registered from outside the certification scope. However, the evidence		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	to show the status of the third party FFB suppliers land ownership for example Land Application (LA), letter from Land & Survey Department, Surat Tuai Rumah/ Ketua Kampung, letter from Jabatan Kemajuan Orang Asli (JAKOA) (for Peninsular), Temporary Occupation Lease (TOL), Provisional Lease or Alienated Land was not available for verification.
Corrections:	<ol style="list-style-type: none"> 1. Appoint a responsible staff to update and provide required documentation of all FFB suppliers on a regular basis. 2. The Mill Management or the Head of the Regional Zone to issue a specific notification letter to all FFB suppliers and states the name of the company representative responsible in relations with all suppliers for this purpose. 3. Provide a specific file for each FFB supplier and update the supplier’s required information on a regular basis.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Lack of cooperation from FFB suppliers to provide complete information requirements such as proof of use of land rights because the suppliers are worried that the copy information provided will be misused by the staff involved. 2. There are no clear implementation of responsibility in the mill and no continuous implementation by the management to attain the documented information of all FFB providers.
Corrective Actions:	<ol style="list-style-type: none"> 1. The Sustainability Department will provide a clear SOP as a reference for mill management to implement the updating of information of all FFB suppliers periodically. 2. Include the discussion agenda on updating FFB supplier information directly and indirectly in the minutes of the mill management meeting as a continuous monitoring mechanism.
Assessment Conclusion:	<p><u>Critical Nonconformity Closure Verification</u></p> <p>The remote Critical Nonconformity was conducted on 27/01/2021 to assess the effectiveness of the corrective action plan that has been planned out by the management. The assessment conclusion are as below:</p> <ol style="list-style-type: none"> 1. Evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder was available for all FFB Suppliers. 2. The management has reviewed the Traceability SOP to include the Data Collection from FFB Suppliers which comprises the requirement of information on geo-location of FFB origins, evidence of the ownership status or the right/ claim to the land, or valid use of land by the grower/ smallholder, one or more supporting documents for claims and valid MPOB license. 3. Notification letter has been issued to all FFB Suppliers dated 01/12/2020, to request from all FFB suppliers to provide the evidence of the ownership status or the right/ claim to the land, or valid use of land by them, undersigned by the Mill Manager. 4. The Mill management has appointed Mr. Ayob Bin Othman as the person in-responsible for the Effective Management of FFB (Traceability) as verified in the appointment letter dated 01/12/2020 undersigned by the Mill Manager. 5. The Mill Management Meeting minutes dated 30/12/2020 was verified to include the agenda and discussion on the managements status of compliance towards obtaining all the required information from the FFB Suppliers.

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>6. The management has provided separate files for each and every FFB Suppliers which consist of all the required information. The files were sighted via the remote call during the verification assessment.</p> <p>The corrections done and the evidence of the corrective action plan has proven to be able to comply with the mentioned indicator. Therefore the critical non-conformity was successfully closed on 27/01/2021.</p>
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Non-conformity			
NCR Ref #	1990470-202011-N1	Clause & Category (Critical / Minor)	3.3.2 (Minor)
Date Issued	27/11/2020	Due Date	Next Surveillance Assessment
Closed (Yes / No)	No	Date of nonconformity Closure	-
Statement of Nonconformity:	The HIRARC for Workshop Operations did not include the Hazard and Risk associated with the usage of Oxygen and Acetylene Tanks.		
Requirement Reference:	The effectiveness of the H&S plan to address health and safety risks to people is monitored.		
Objective Evidence:	<p>SOP Quality Planning, Hazard Identification, Risk Assessment, Risk Control and Environmental Aspect; SOP Number: FGV/FGVPM/SOP/SOP (IMS)/001; Revision: 2.0; Document Date: 08.07.2019. Part 1.0; (b) <i>Mengenalpasti hazard melalui aktiviti-aktiviti rutin/bukan rutin dan menilai risiko dan melaksanakan langkah-langkah kawalan bagi mengurangkan risiko tersebut.</i></p> <p>The main hazard associated with oxygen and acetylene tanks are the decomposition which can generate heat and cause fire and explosions through flashbacks from welding & hot work operations and movement & separation of the gas and the porous mass inside the cylinder. FGVPI SB Kulai POM did not identify the possible hazard, evaluate the risks involved and develop risk control to manage possible hazardous incidences involving the usage of oxygen and acetylene tanks in the mill. During the visit to the mill, it was sighted that the oxygen and acetylene tank were placed at an upright position and were not chained. There was no usage of "flashback arrestors" to stop flames in its tracks. Hence the SOP was not adequately implemented.</p>		
Corrections:	<ol style="list-style-type: none"> Preparation of HIRADC Form by experienced staff conducting welding activities using oxygen and acetylene to obtain more accurate hazard identification. Submit HIRADC Form to SHO for review and verification. Letter of instruction given to the Legal Compliance Officer, who will be responsible for providing Training on Safety and Work SOP to each contractor before commencing work. 		
Root Cause Analysis:	<ol style="list-style-type: none"> HIRADC identification for the activity was provided and shown to the auditor during the audit but it is not adequate to identify the entire hazard from the activity because the staff who provided the HIRADC identification was never 		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>involved in doing the work directly to understand the entire hazard and the evaluation provided was not reviewed by SHO for complete verification.</p> <p>2. Welding work to cut scrap metal into smaller pieces carried out by contractor’s workers is a very rare work and done during short working periods. Therefore there was no safety briefing on SOP of acetylene oxygen welding work and only monitoring was carried out by the contractor.</p>
Corrective Actions:	<p>1. To include in the ‘Permit to Work Form’ on the acknowledgement by the contractor that Safety Briefing has been provided to all the contractors workers.</p> <p>2. Implement Work Site Safety Inspection Checklist for Contractors workers to ensure that all OSH SOPs are adhered to at all times.</p> <p>3. Continuous training on Welding SOP for all workers involved to ensure continuous compliance to the safety requirements.</p>
Assessment Conclusion:	Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.

Non-conformity			
NCR Ref #	1990470-202011-N2	Clause & Category (Critical / Minor)	7.3.2 (Minor)
Date Issued	27/11/2020	Due Date	Next Surveillance Assessment
Closed (Yes / No)	No	Date of nonconformity Closure	-
Statement of Nonconformity:	There was no proper storage and disposal of waste containers at the mill area.		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
Objective Evidence:	During the site visit to the mill scrap yard area and adjacent to workshop building, it was observed the presence of empty chemical containers, oil based paint containers and oil / grease containers, were evident without proper storage and segregation. This was not in accordance with the Environmental Plan.		
Corrections:	<p>1. Issued a reminder letter to the officer in charge of CepSWAM and the Head of the Division responsible for ensuring that the management of Scheduled Waste is according to the Environment Plans.</p> <p>2. Conduct Scheduled Waste Management Training again to all division heads and staffs involved.</p>		
Root Cause Analysis:	<p>1. Lack of enforcement by the mill management on compliance to ensure that all scheduled waste is placed in the store for recording and disposed in accordance with the management plan.</p> <p>2. The work site inspection checklist carried out every 3 months is not implemented effectively by the responsible staff and the checklist does not state for the needs of monitoring Scheduled Waste.</p>		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Corrective Actions:	<ol style="list-style-type: none"> 1. To install information and pictorial signages on Scheduled Waste Identification and disposal methods at relevant areas as an awareness and control method. 2. Review the current work site inspection checklist to include the monitoring of Schedule Waste 3. Safety, Health and Environment Meeting to discuss on the issues related to Scheduled Waste Management.
Assessment Conclusion:	Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.

Opportunity for Improvements	
OFI #	Description
OFI 1	-

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

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1847973-201906-M1	Clause & Category (Critical / Minor)	Indicator 2.1.1 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Evidence of incompliance with maximum hour worked per day per Employment Act 1955.		
Requirement Reference:	Evidence of compliance with relevant legal requirements shall be available.		
Objective Evidence:	<u>FGVPISB Kulai POM</u> "Borang Arahan/ Kebenaran Kerja Lebih Masa, Kerja Pada Hari Cuti Rehat dan Kerja Pada Hari Cuti Umum" for Employee No.: 1203228 found that he has worked more than 12 hours in a day not in accordance to the Employment Act 1955 in a day as below: (total of overtime hours worked excluding 8 ordinary work hours) Emp. No.: 1203228 - 12.05.2019 worked from 2200 to 0500 (7 hours) - 26.05.2019 worked from 2200 to 0512 (7 hours)		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<ul style="list-style-type: none"> - 06.01.2019 worked from 2200 to 0600 (8 hours) - 09.01.2019 worked from 2200 to 0700 (9 hours) - 20.01.2019 worked from 2200 to 0500 (7 hours) - 21.01.2019 worked from 2200 to 0600 (8 hours) - 23.01.2019 worked from 2200 to 0500 (7 hours) <p>Note: Process of FFB due to Boiler Charge man on leave</p>
Corrective Actions:	The mill will notify all work-related workers over the allowed time of day. The Executive Assistant of the mill will monitor continuously regarding OT of worker.
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> The permit from JTK for overtime work was available dated 22 September 2015. Management also appoint office admin as per letter (08)840A/4004/KL.4/PT.5 dated 10 November 2019 to ensure the overtime was followed as per JTK letter. The sampled workers and pays lips showed that all workers overtime was in accordance with the JTK Permit. Hence the Major Non-Conformity remains closed.

Non-conformity			
NCR Ref #	1847973-201906-M2	Clause & Category (Critical / Minor)	Indicator 6.1.1 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Social impacts identified in a participatory way, and plans to mitigate the negative impacts not documented in SIA report.		
Requirement Reference:	A social impact assessment (SIA) including records of meetings shall be documented.		
Objective Evidence:	Foreign worker (Bangladesh) states that they are paying recruitment fee of approx. 3 lakhs to recruiter/agency at the origin country was not identified in SIA assessment. Based on documented "Perjanjian Kontrak Kerja" section 10.1; states that FGV is responsible on cost in relates to recruitment of foreign workers. No objective evidence sighted that facility monitor the hiring of foreign workers agencies to prevent such fees incurred throughout the recruiting process		
Corrective Actions:	The authority of the FGV is in the process of hiring to follow the procedure set. Examine the source country on costs incurred on employees by designated agents as the costs of admission have been fully covered by FGV.		
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> No new recruitments as of now due to the travel restrictions nevertheless the management has ensured that FGV will be responsible for all recruitment cost incurred. Hence the Major Non-Conformity remains closed.		

Non-conformity			
NCR Ref #	1847973-201906-M3	Clause & Category (Critical / Minor)	Indicator 6.5.1 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Statement of Nonconformity:	<ol style="list-style-type: none"> 1. Pay and legal entitlement of contractors workers are not verifiable as at time of audit. 2. 1 out of 7 selected Taib Andak Estate worker not paid at minimum wage.
Requirement Reference:	Documentation of pay and conditions shall be available.
Objective Evidence:	<ol style="list-style-type: none"> 1. POM uses 2 contractors for domestic waste collector, sorting/grading and grass cutting. As at time of audit, contractor's worker's payslip is not made available for review. Worker interview states that they are not contributing to SIP / EIS and do not entitle to annual leave according to the legal requirement. All leaves applied is considered as unpaid / deducted from their basic salary. 2. One of the worker (Employee No.: PB001919012) was found did not achieve Minimum Wage Order 2018 on January 2019 where he has worked 26 days. The wages he obtained was RM 1067.64 which short of RM 32.36. Verified with the Assistant confirmed that this was due to low crop on January 2019
Corrective Actions:	<ol style="list-style-type: none"> 1. FGV has issued directives to all relevant mill starting in 2020, FGV Trading Sdn Bhd (FGVT) will be responsible for all contractors carrying out the sorter activities. 2. Require contractor to provide copy to mill management for a copy. 3. The estate management will ensure that the check roll is carefully reviewed before it is included in the workers' compensation system.
Assessment Conclusion:	<p><u>ASA 2 Verification Assessment</u> Sampled the payslips for workers in the mill and estate including contractor's workers all adhered to the minimum wages requirements. Hence the Major Non-Conformity remains closed.</p>

Non-conformity			
NCR Ref #	1847973-201906-M4	Clause & Category (Critical / Minor)	Indicator 6.3.2 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Documentation of process by which internal stakeholder request / complaint raised not being resolved timely according to the procedure.		
Requirement Reference:	Documentation of both the process by which a dispute was resolved and the outcome shall be available.		
Objective Evidence:	<p>For internal stakeholder communication; the mill has implemented Housing Defect Complaint Form to record complaints and requests reported by the internal workers. Records of complaint forms were sighted and evidence to show that the mill has implemented the actions as per the contractor's Surat Perintah Kerja, invoices and payment evidence. However, the request for repair work as shown in the form have no reporting date, that allow traceability of time taken to complete the repair against the procedure.</p> <p>Seen the Complaint Book for internal workers found that the complaint was not resolved in timely manner. The worker, Sultan has reported on the doorframe was rot on 29/7/2019. Inspection was carried out on 31/7/2019 and waiting for tendering the job to contractor. As to date, there was no tender sighted. The complaint was not resolved in 2 months as per the SOP above.</p>		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Corrective Actions:	Ensure new formats are used and reviewed periodically by management. The estate management should periodically review, ensure that action is taken and recorded.
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> Verified the request and response register in both the mill and the estate and identified that all request, response or complaints were recorded which included the name of complainer, date, issue, management’s response, response date and acknowledgement by both parties. Therefore the major non-conformity remains closed.

Non-conformity			
NCR Ref #	1847973-201906-M5	Clause & Category (Critical / Minor)	Indicator 6.5.2 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Employment contract for mill contractor’s workers not available for review.		
Requirement Reference:	Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.		
Objective Evidence:	Employment contract for contractor’s worker employed by Ahmad Hashim and Ajis Enterprise is not available for review.		
Corrective Actions:	FGVT has issued directives to all relevant mill starting in 2020, FGVT will be responsible for all contractors carrying out the sorter activities. To appoint responsible people to ensure contractor to provide copy to mill management for a copy and require contractors to provide copies of their employees to mill management for a copy.		
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> The sampled contractor’s workers contract agreement was available for verification during the assessment. As per interview with contractors, all contractors were aware on the requirement to provide a legal contract agreement for all their workers. Hence the major non-conformity remains closed.		

Non-conformity			
NCR Ref #	1847973-201906-M6	Clause & Category (Critical / Minor)	Indicator 4.6.11 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	The annual medical surveillance for pesticide operator was not demonstrated		
Requirement Reference:	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Objective Evidence:	The latest medical surveillance by Dr Halim Bin Ishak (JKKP HQ/08/DOC/00/387) was done last on 26 April 2018 however no medical surveillance been conducted for year 2019 thus Major NC been raised.
Corrective Actions:	Includes enforcement of CHRA and Medical Surveillance employee in safety and health plans.
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> Annual Medical Surveillance was conducted for 11 mill workers exposed to mineral oils in the mill. The medical surveillance was conducted on 5 th July 2020 by Dr. Nicole Kang (OHD: HQ/16/DOC/00/502). Annual Medical Surveillance was planned for the year 2020 for 2 estate workers exposed to chemicals. The request letter to conduct biological monitoring and medical surveillance on chemicals hazardous to health dated 20.10.2020 (Doc. Number: HSE/PPPTR/B/16 [Batch-2] Medical Surveillance) was available for verification. The proposed date for the medical surveillance was to be conducted on 18 th November 2020. Due to the surge in Covid 19 cases in surrounding areas, the medical surveillance has been postponed to a further date. Hence the major non-conformity remains closed.

Non-conformity			
NCR Ref #	1847973-201906-M7	Clause & Category (Critical / Minor)	RSPO SCCS 5.3.2 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	The internal audit was not carried out comprehensively		
Requirement Reference:	The site shall have documented procedures for receiving and processing certified and non-certified FFBS.		
Objective Evidence:	The latest internal audit was carried out on 26/9/2019 in FGVPISB Kulai POM by Sustainability Compliance & Certification Department. 3 non-conformities were raised for RSPO SCCS. However, the audit was incomprehensive where the requirements for Module E: Mass Balance was not audited.		
Corrective Actions:	Ensure the SCCS RSPO checklist is in the future for any amend. Ensure that internal auditors are trained before being allowed to conduct SCCS RSPO internal audits.		
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> Internal audit report conducted on 05/08/2020 was available for verification to include all relevant SCCS requirements. Hence the major non-conformity remains closed.		

Non-conformity			
NCR Ref #	1847973-201906-M8	Clause & Category (Critical / Minor)	RSPO SCCS 5.8.2
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Training for RSPO SCCS was ineffective.		

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

Requirement Reference:	Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed.
Objective Evidence:	Interviewed with Assistant Manager found that the training conducted on 24/9/2019 was ineffective where he does not know who is the person to be responsible if there is any overproduction issue.
Corrective Actions:	The mill management will conduct a review of the effectiveness / understanding after training the plant.
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> Interview with the Assistant Manager indicated that they were aware on the SCCS requirements. The latest SCCS training records was verified dated 22.07.2020. Thus the major non-conformity remains closed.

Non-conformity			
NCR Ref #	1847973-201906-M9	Clause & Category (Critical / Minor)	RSPO SCCS E.4 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	21/01/2020
Statement of Nonconformity:	Found the management not inform CB regarding to overproduction		
Requirement Reference:	The site shall inform the CB immediately if there is a projected overproduction.		
Objective Evidence:	Verification on-site confirmed that the relevant person in-charge of supply chain not aware of this procedure and found overproduction for CPO 120.08MT, PK 35.2MT and FFB 628.15MT than the RSPO Certificate.		
Corrective Actions:	Review all SOPs related to overproduction for clarity (1.1 RSPO SCCS Manual Mass Balance (isu 3.5) Revised 110919).		
Assessment Conclusion:	<u>ASA 2 Verification Assessment</u> The manual for SCCS was revised dated 21 Nov 2019 to include all SCCS requirements. The management and all involved parties have been trained on the revised SCCS SOP on 22/07/2020. For this assessment there were no overproduction CPO, PK or FFB. Hence the Major non-conformity remains closed.		

Opportunity for Improvement	
OFI#	Description
OFI 1	Nil

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1683545-201808-M1	Major	4.7.2	21/09/2018	Closed on 25/11/2018
1683545-201808-N1	Minor	4.2.1	21/09/2018	Closed on 05/11/2019

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

1683545-201808-N2	Minor	4.6.10	21/09/2018	Closed on 05/11/2019
1847973-201906-M1	Major	2.1.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M2	Major	6.1.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M3	Major	6.5.1	07/11/2019	Closed on 21/01/2020
1847973-201906-M4	Major	6.3.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M5	Major	6.5.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M6	Major	4.6.11	07/11/2019	Closed on 21/01/2020
1847973-201906-M7	Major	SCCS 5.3.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M8	Major	SCCS 5.8.2	07/11/2019	Closed on 21/01/2020
1847973-201906-M9	Major	SCCS E.4	07/11/2019	Closed on 21/01/2020
1990470-202011-M1	Critical	2.3.1	27/11/2020	Closed on 27/01/2021
1990470-202011-N1	Minor	3.3.2	27/11/2020	"Open"
1990470-202011-N2	Minor	7.3.2	27/11/2020	"Open"

3.5 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 FGVPISB Kulai POM and Supply Base Certification Unit’s environmental and social performance, legal and any known dispute issues.

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

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

List of Stakeholders contacted

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

<p>Internal Stakeholders Field & Mill Workers NUPW Representative Gender Committee Representatives</p>	<p>Union/Contractors Ketua Peneroka FELDA Taib Andak 1 FELDA Taib Andak 1 FTP (Manager) Polis Bantuan FELDA FELDA Inas Utara (Manager)</p>
<p>Government Departments Badan Kawalsedia Air Johor (BAKAJ) SK LKTP Bukit Besar (School)</p>	<p>NGO No complaint by NGO for Kulai POM's certification unit. Therefore, NGO was not contacted.</p>

Stakeholders comment	
1	<p>Feedbacks: Schools' Representatives – They informed that they have good relationship with the management. They attended the previous stakeholder meeting and are satisfied with the information provided.</p>
	<p>Management Responses: Management will continue to maintain good relationship with the stakeholders.</p>
	<p>Audit Team Findings: No further issue.</p>
2	<p>Feedbacks: Felda Taib Andak 1 FTP Manager – No issue among FGV estates and Felda settlers' unit operators. Both entities can cooperate very well in case of any issue arises.</p>
	<p>Management Responses: Management will continue to maintain good relationship with the stakeholders.</p>
	<p>Audit Team Findings: No further issue.</p>
3	<p>Feedbacks: Ketua Peneroka Felda Taib Andak 1 – FGV Management especially mill can communicate and cooperate very well with all settlers through the periodical session of meetings between settlers' representatives, Felda Managers and FGV Managers. Any issues arise can be discussed and settled during the meeting itself.</p>
	<p>Management Responses: FGV Management especially from mill give the utmost priority to all settlers as their main FFB suppliers. Any issues arise will be taken action immediately.</p>
	<p>Audit Team Findings: No further issue.</p>
4	<p>Feedbacks: Felda Bukit Besar Managers (Unit Perladangan & Unit Komuniti) – FGV management and staff fully supportive in Felda operational activities well which have the same objective to continuously improve productivity and quality of products as per Felda and FGV ultimate goals under the same group.</p>

	<p>Management Responses: FGV management has responsibility towards Felda as part of leasing agreement between Felda and FGV.</p> <p>Audit Team Findings: No further issue.</p>
5	<p>Feedbacks: Canteen/Sundry shop's operator/owner – Have good relationship with the management. No issues with customers among FGV employees.</p>
	<p>Management Responses: Management will continue to maintain good relationship with the stakeholders.</p>
	<p>Audit Team Findings: No further issue.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Not Applicable as the Certification Unit has undergone the second cycle of replanting.					



Previous land owner / user comment	
-	Feedbacks: NA
	Management Responses: NA
	Audit Team Findings: NA

3.6 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that FGV PISB Kulai POM and Supply Base have complied with the RSPO Principles and Criteria 2018 for Sustainable Palm Oil (Malaysia National Interpretation 2019) and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of FGV PISB Kulai POM and Supply Base is continued.

Report prepared by	Acceptance of Assessment Conclusion
Name: VIJAY KANNA PAKIRISAMY	Name: Ahmad Shahrir Bin Ismail
Company Name: BSI Services Malaysia Sdn Bhd	Company Name: FGV Holdings Berhad
Title: Client Manager	Title: Senior Manager
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 28 January 2021	Date: 8 February 2021

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has established SOP for information request from relevant stakeholders and documented in '<i>Komunikasi, Penglibatan dan Rundingan</i>' with Doc. No.: FGV/ML-1A/L2-Pr12 dated 01/06/2016. The objective of the SOP is to establish an effective system for communication between company and stakeholder.</p> <p>List of documents that made available upon request are as below:</p> <ul style="list-style-type: none"> - Minutes meeting - Complaint report - Land title - Safety and Health Plan - HCV report - Stakeholder list - SEIA assessment report and management plan - Policies - etc. <p>Some company documents such FGV Annual Report 2019 and FGV Sustainability Report 2019 as able to be review or downloaded from the company's website.</p>	Complied
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Information provided in both English and Bahasa Malaysia and accessible to all stakeholders in FGV Bukit Sagu Certification Unit upon request. Policies & guidelines were available in the company's</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		website: https://www.fgvholdings.com/sustainability/policies-guidelines/ .	
1.1.3	(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -	<p>Sample requests including records of DOE Field Citation Visit conducted by DOE Johor dated on 8/3/2020. DOE requested the mill to response by 22/3/2020 however due to the COVID-19 pandemic the mill has responded on 21/7/2020 and acknowledged receipt by DOE on 22/7/2020. Other requests records sighted as following:</p> <ul style="list-style-type: none"> i) Made by DOSH via inspection visit dated 8/1/2020 which was responded immediately by the mill on the same day. ii) Visit by RC dated on 27/10/2020 requested improvement on some areas at the mill which was responded immediately on 29/7/2020. 	Complied
1.1.4	(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative. - Critical (Major) compliance -	<p>FGV has developed procedure of <i>'Komunikasi, Penglibatan dan Rundingan</i> with Doc. No.: FGV/ML-1A/L2-Pr12 dated 01/06/2016. The objective of the SOP is to establish an effective system for communication between company and stakeholder. The stakeholders have been briefed on the procedure during stakeholder meeting and internal training. Assistant Manager of Kulai Palm Oil Mill, Mohamad Khabib Bin Khalid and Hanif Nur Bin Ngamidon were appointed as Communication Officers as per sighted appointment letters dated 4/1/2019.</p> <p>Meeting with external stakeholders was conducted on 31/10/2019 at Dewan Raya Felde Taib Andak. The meeting was attended amongst all by SMK Bukit Besar, Pejabat Kesihatan Kota Tinggi, FTSPB Taib Andak PDRM, Ladang YPJ etc. Based on the minutes of meeting records, some stakeholders raised few issues which found not critical and managed to be resolved by the management.</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	Stakeholder list has been updated accordingly with the contact and details of stakeholder. The list has included government authorities, contractors, local communities and suppliers.	Complied
Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	A written policy established as Code of Business Conduct & Ethics for Employees (COBCE) book by Mohd. Fadzly bin Zulkifli; Head Industrial Relation Group Human Resource Felda Global Ventures Holding Berhad; Copyright: 290316. This was communicated to all levels of the workforce and operations via company's website and directly at operating unit's level. The Group HRDesk has communicated the COBCE Policy to all levels of personals in the mill. Sighted the email dated 11.03.2020 where all personals were required to acknowledge that they have read and understand the policy. The acknowledgement attendance was verified dated 28.03.2020 for Kulai POM.	Complied
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	Implementation and monitoring of the compliance of the policy was conducted through contract agreements and the Supplier Code of Conduct (SCOC) that have been read and acknowledged by all suppliers and contractors. The sampled SCOC is stated under indicator 2.2.2 and 2.2.3.	Complied
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	(C) The Unit of Certification complies with legal requirements - Critical (Major) compliance -	The unit of certification continue to comply with all relevant legal requirements. Among the permits verified during the assessment are: <u>Kulai POM</u>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ol style="list-style-type: none"> 1. MPOB license (SPO, EFB); License Number: 500161004000; License valid from 01.04.2020 till 31.02.2021 2. MPOB License (FFB); License Number: 618378015000; License Valid from 01.07.2020 till 30.06.2021 3. MPOB License (CPO, PK); License Number: 618306003000; License Valid from 01.06.2020 till 31.05.2021. 4. Diesel Permit; Serial Number: J003446; Reference Number: KPDNKK.J-JB/26/5A/11/1101 (P/D) (P12); Storage Quantity: 21, 840 Litre; Valid from 14.05.2020 till 13.05.2021. 5. River Water Abstraction and Diversion License; File Number: BAKAJ/334/300/05/02/08/04; License Number: 09/A/KJ/091; Maximum Water Abstraction: 500m³/ day; Valid till 31.12.2020. 6. DOE Compliance License; License Number: 005353; Valid from 01.07.2020 till 30.06.2021. <p>FGV AS Bukit Besar/Taib Andak Estate MPOB License; License Number: 50267010200; License valid from 01.04.2020 till 31.03.2021</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.</p> <p>- Minor compliance -</p>	<p>Identification and documentation of applicable legal requirements is guided by Manual Procedure, Legal and Other Requirements (FPI/L2/QOSHE 2.0, 29/11/2016).</p> <p>The applicable legal requirements for the mill and estate were registered in "Daftar Perundangan dan Lain-lain Keperluan" (Register of Legal and Other Requirements) (FPI/L4/QOSHE-2.1 Pind 0) which was last updated on 31st October 2020. The register has info about:</p> <ul style="list-style-type: none"> • Legal and Other Requirements • Enforcer Body 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ul style="list-style-type: none"> • Main requirement • Enforcement standard • Penalty (RM) • Responsible Departments • Compliance status <p>Tracking system to identify changes in the relevant regulations were available through the head office, website information and is communicated from the Group Head Office. Sighted the latest review to include new updates for Workers Minimum Standards of Housing and Amenities (Amendment) Act 2019, Minimum Wages Order 2020, Auxiliary Police Regulations 1970 & Akta Pencegahan & Pengawalan Penyakit Berjangkit 1988.</p> <p>On the site verification, interviews with office personnel and records indicate that the system is appropriate to the operation. Tracking system on any changes in the law had been well implemented.</p>													
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>FGV AS Bukit Besar/Taib Andak Estate have maps showing the locations of boundary stones that have been physically located and marked. Inspection of boundary stones/markers/trenching at the estate, during the field inspection confirmed that they were clearly marked and maintained. All the physical markers/boundary stones along the legal boundaries between was visibly available.</p> <table border="1" data-bbox="1153 1169 1924 1321"> <thead> <tr> <th>No</th> <th>Estate</th> <th>Boundary</th> <th>Neighbouring Unit</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Bkt Besar</td> <td>P 14 Blk 3</td> <td>Felda Technoplant</td> </tr> <tr> <td>2</td> <td>Bkt Besar</td> <td>P 14 Blk 5</td> <td>KPOM Complex</td> </tr> </tbody> </table>	No	Estate	Boundary	Neighbouring Unit	1	Bkt Besar	P 14 Blk 3	Felda Technoplant	2	Bkt Besar	P 14 Blk 5	KPOM Complex	Complied
No	Estate	Boundary	Neighbouring Unit												
1	Bkt Besar	P 14 Blk 3	Felda Technoplant												
2	Bkt Besar	P 14 Blk 5	KPOM Complex												
<p>Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>															

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>A list of contractors was maintained by the mill and estate. The list included all contractors that are engaged by the certification units. The list is updated on a yearly basis and as and when there are new addition of contractors to the certification unit.</p>	Complied
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p> <p>- Minor compliance -</p>	<p>All contracts agreements with the contractors contain specific clauses on meeting applicable legal requirements. Attached with the contract agreement is an addendum, Supplier Code of Conduct (SCOC) where the contractors and suppliers have acknowledged to comply with. Sampled the following contract agreements to include and comply with applicable legal requirements as follows:</p> <p><u>Kulai POM</u></p> <ol style="list-style-type: none"> 1. UMW Equipment Sdn. Bhd; Date: 30.09.2020 2. B. Bir Design; Date: 19.10.2020 3. Tunas Giat Engineering; Date: 21.09.2020 4. I.C.E Electrical Engineering Works; 18.09.2020 5. Teknovasi Terbilang Sdn Bhd; Date: 18.09.2020 <p>FGV AS Bukit Besar/Taib Andak Estate</p> <ol style="list-style-type: none"> 1. Ahmad Bin Hashim; Date: 21.10.2020 <p>Due diligence – Foreign Labour Recruitment Verification Audit Report - Lombok Nusa Tenggara Barat, Indonesia; Prepared by Norolsaiful Hazri Hamid; Manager, Sustainability Compliance & Certification Enforcement; Assessment Period: 4-8/11/2019</p> <p>Assessment conducted of following agencies:</p> <ul style="list-style-type: none"> - PT Nusa Sinar Makmur - PT Kjang Lombok Raya 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ul style="list-style-type: none"> - PT Ruyung - PT Pamor Sapta Dharma - PT Suskes Mandiri Utama <p>FGV Foreign Workforce Department Guidelines and Procedures for Responsible Recruitment of Foreign Workers; Doc. # FGV/FGVPM-JTK/POL/001; Rev. 0; Approved by Group CEO; Date: 27/6/2019.</p>	
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>Kulai POM</p> <p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Attached with the contract agreement is an addendum, Supplier Code of Conduct (SCOC) where the contractors and suppliers have acknowledged to comply with. Sampled the following contract agreements to include and comply with the requirements as follows:</p> <ol style="list-style-type: none"> 1. UMW Equipment Sdn. Bhd; Date: 30.09.2020 2. B. Bir Design; Date: 19.10.2020 3. Tunas Giat Engineering; Date: 21.09.2020 4. I.C.E Electrical Engineering Works; 18.09.2020 5. Teknovasi Terbilang Sdn Bhd; Date: 18.09.2020 <p>FGV AS Bukit Besar/Taib Andak Estate</p> <ol style="list-style-type: none"> 1. Ahmad Bin Hashim; Date: 21.10.2020 	Complied
<p>Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins 	<p>A list of all directly sourced FFB is available. It has the information about names of the suppliers, MPOB License number, geo-location, address and hectarage. So far there were 32 suppliers registered.</p>	Non-compliance

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<ul style="list-style-type: none"> Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder One or more supporting documents for claims Valid MPOB license <p>- Critical (Major) compliance -</p>	<p>There is 1 Estates (within the certification Unit), 9 FFB Collection Centres, and 22 Organized Smallholders.</p> <p>Sampled the documents for the following directly sourced FFB suppliers as follows;</p> <ol style="list-style-type: none"> Din Bin Mohamed; MPOB License: 505721-61500; Valid till: 31.11.2021; Geo-location: Unavailable. Chai Tet Choy; MPOB License: 502374-501000; Geo-location: Unavailable. Felda Ulu Tebrau; MPOB License: 50083550200; Valid till 31.03.2021; Geo-Location: Available Bingan Jaya Sdn. Bhd.; License Number: 54632801500; Valid till 31.01.2021; Geo-location: Unavailable MD. Fadzir Bin Mohd. Lajim; Felda Ulu Tebrau; MPOB License Number: 268345-701000; Valid till 31.08.2021; Geo-location: Unavailable. <p>However, the evidence to show the status of the FFB suppliers land ownership for example Land Application (LA), letter from Land & Survey Department, Surat Tuai Rumah/ Ketua Kampung, letter from Jabatan Kemajuan Orang Asli (JAKOA) (for Peninsular), Temporary Occupation Lease (TOL), Provisional Lease or Alienated Land was not available for most FFB suppliers.</p>	
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>There are 7 collection centres registered in the mill's list of FFB suppliers. The mill is in the process of obtaining the information mentioned in Indicator 2.3.1 of the indirectly sourced FFB.</p>	Complied

Principle 3: Optimise productivity, efficiency, positive impacts and resilience

Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.																													
3.1.1	<p>(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>FGV AS Bukit Besar/Taib Andak Estate continued to commit to long term economic and financial viability. The annual budgets for 2021 to 2025 were sighted. The budget covers activities for upkeep, cultivation, harvesting & evacuation, welfare, capital expenditure, RSPO/MSPO compliance etc. The budget also included projections on yield/ha, and total cost of production per m ton & per ha Component of operating expenditure among other includes</p> <p>a) Penjagaan & Penyeliaan</p> <ul style="list-style-type: none"> • Merumput / Membaja • Parit / Jalan & jambatan • Pemuliharaan Tanah & Air • Mencantas / Sanitasi Pokok • Sempadan & ukur • Menyulam / Penyeliaan am <p>b) Pungutan</p> <ul style="list-style-type: none"> • Buruh / pengangkutan • Penyeliaan <p>CAPEX - capital expenditure mainly for buildings, furniture and others asset related expenses. The estates possessed the following format for the annual budget.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Year</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> </tr> </thead> <tbody> <tr> <td>Mature Ha</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>Immature Ha</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>Total Ha</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </tbody> </table>			Year	2021	2022	2023	2024	2025	Mature Ha	x	x	x	x	x	Immature Ha	x	x	x	x	x	Total Ha	x	x	x	x	x	Complied
Year	2021	2022	2023	2024	2025																								
Mature Ha	x	x	x	x	x																								
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Total Ha	x	x	x	x	x																								

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

FFB Tons	x	x	x	x	x
Yld/Ha	x	x	x	x	x
RM/mt FFB	x	x	x	x	x
RM/ha	x	x	x	x	x

Similarly FGVPISB Kulai Palm Oil Mill has a business plan prepared annually in the form of year budget and the projection for 5 years prepared as guidance for future planning. The business plan among others contains;

- a) FFB yield & CPO /CPK production forecast
- b) Extraction Ratios – OER / KER,
- c) Cost of production
 - administration / labour overhead
 - processing cost labour, maintenance, consumables
 - depreciation and head office charges
- d) EVIT running accounts
- e) CAPEX - capital expenditure.

Year	2020	2021	2022	2023
FFB processed	x	x	x	x
OER	x	x	x	x
KER	x	x	x	x
Administration	x	x	x	x
Production cost	x	x	x	x

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<table border="1"> <tr> <td>Maintenance</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>Depreciation</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>Gen Expenditure</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>RM/mt FFB</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> <tr> <td>RM/mt CPO</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table> <p>Budget/business management plan for all units were sighted and verified.</p>	Maintenance	x	x	x	x	Depreciation	x	x	x	x	Gen Expenditure	x	x	x	x	RM/mt FFB	x	x	x	x	RM/mt CPO	x	x	x	x	
Maintenance	x	x	x	x																								
Depreciation	x	x	x	x																								
Gen Expenditure	x	x	x	x																								
RM/mt FFB	x	x	x	x																								
RM/mt CPO	x	x	x	x																								
3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>The long-range replanting programs (LRRP) until 2025 were sighted at FGV AS Bukit Besar/Taib Andak Estate. The programs are reviewed annually and incorporated into their annual financial budget. The programs sighted for the forthcoming 5 years in hectares. Replanting will be initiated for palm age at 25 years and above as per FGV Replanting Policy dated 1/6/2014 signed by the CEO</p> <table border="1"> <tr> <td>Year</td> <td>2021</td> <td>2022</td> <td>2023</td> <td>2024</td> <td>2025</td> </tr> <tr> <td>Ha</td> <td>nil</td> <td>nil</td> <td>nil</td> <td>nil</td> <td>nil</td> </tr> </table>	Year	2021	2022	2023	2024	2025	Ha	nil	nil	nil	nil	nil	Complied													
Year	2021	2022	2023	2024	2025																							
Ha	nil	nil	nil	nil	nil																							
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake.</p> <p>- Minor compliance -</p>	<p>Management Review Meeting (MRM) were conducted annually to address the managements performance and Internal Audit assesment that has been conducted. The MRM minutes were available for verification dated</p> <ol style="list-style-type: none"> FGVPISB Kulai POM – 18.08.2020 FGVPISB Kulai POM (SCCS) – 05.08.2020 FGV AS Bukit Besar/Taib Andak Estate – 16.10.2020 	Complied																									

Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.		
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>The Kulai Certification Unit have implemented a continuous improvement plan to address the main social and environment impacts and documented them as below.</p> <p>FGVPISB Kulai POM</p> <ol style="list-style-type: none"> 1. Memastikan pelepasan air kumbahan effluent terawatt mamatuhi parameter yang dibenarkan oleh jabatan alam sekitar iaitu pepejal terampai (SS) < 100ppm pada tahun 2020 2. Memastikan pelepasan air kumbahan effluent terawatt mematuhi parameter yang dibenarkan oleh DOE iaitu BOD ,20ppm pada tahun 2020. 3. Memastikan sifar kemalangan jalanraya petugas KS Kulai pada tahun 2020 4. Memastikan kemalangan sifar di dalam kilang tahun 2020 <p>FGV AS Bukit Besar/Taib Andak Estate</p> <ol style="list-style-type: none"> 1. Planting of beneficial plants to reduce the usage of chemicals do control the pest and diseases such as bagworms. 2. Proper management of empty chemical containers to ensure no chemical pollution at land and water (river). 3. Effective use of papers to reduce usage of papers and avoid open burning. 4. Recycling Campaign to foster the spirit of harmony between the staffs and local residents.
		<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		5. Yasin Reading Ceremony to instil spiritual values among the community.	
3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE: The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed. Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required. - Minor Compliance -</p>	<p>The RSPO metrics template has not been issued by RSPO for reporting.</p> <p>The Annual Communication of Progress (ACOP) for 2019 was submitted to RSPO on 4th June 2020. The ACOP report for 2019 is available at the RSPO website. Link as below: - https://document.rspo.org/FGV_HOLDINGS_BERHAD_ACOP2019.pdf</p>	Complied
Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place. - Critical (Major) compliance -</p>	<p>Mill holds three SOP and documentation available at the mill for review. Noted the Sustainable Palm Oil Manual Procedure, Safety working procedure and Quality, Occupational Health, Safety and Environmental Procedure.</p> <p>Estate holds four SOP and documented in Plantation Sustainability and Quality Management, Sustainable Palm Oil Manual Procedure and Workers Health & Safety Guideline & Environmental Procedures.</p>	Complied
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -</p>	<p>SOP Quality Planning, Hazard Identification, Risk Assessment, Risk Control and Environmental Aspect; SOP Number: FGV/FGVPM/SOP/SOP (IMS)/001; Revision: 2.0; Document Date: 08.07.2019. Part 1.0; (b) <i>Mengenalpasti hazard melalui aktiviti-aktiviti rutin/bukan rutin dan menilai risiko dan melaksanakan langkah-langkah kawalan bagi mengurangkan risiko tersebut.</i></p>	Non-compliance

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		The main hazard associated with oxygen and acetylene tanks are the decomposition which can generate heat and cause fire and explosions through flashbacks from welding & hot work operations and movement & separation of the gas and the porous mass inside the cylinder. FGVPISB Kulai POM did not identify the possible hazard, evaluate the risks involved and develop risk control to avoid possible hazardous incidences involving the usage of oxygen and acetylene tanks in the mill. During the visit to the mill, it was sighted that the oxygen and acetylene tank were placed at an upright position and were not chained. There was no usage of "flashback arrestors" to stop flames in its tracks. Hence the SOP was not adequately implemented.	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	Records of monitoring were well maintained by the estates and mill. Among the records verified were the daily grading report, internal audit report, agronomist report and mill & plantation advisor report. Based on the report, appropriate actions were recommended and adhered to by the respective units. Operational records such as PPE Checklist, barn owl records, rat census, bagworm census and chemical usage records were available in the estates.	Complied
Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.			
3.4.1	(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/out-grower scheme, is documented. - Critical (Major) compliance -	There were no new planting in the estate. This is verified through the following document/facts. a) Hectare statement compared to the previous year. b) Interviews with the management c) Field visits and verification.	Complied

		<p>The assessment of both the above was made in Social/Environmental Management Plan 2020 among others meant;</p> <ul style="list-style-type: none"> a) To assess current condition based on identified potential aspects b) To verify presence of protected & conservation areas that could be significantly affected. c) To assess the social & environmental impact on the affected areas/stakeholders arising from the estate/mill activities. d) To comply with various sustainability certification schemes <p>The activities involved discussion with the estate management, sighting the documentation, observation on sites and surrounding, and interview with stakeholders adjacent to the conversion areas. The assessment covered the aspect of boundary control, water resources (if any), protection of river (if any), soil erosion and sedimentation of silt, planning of replanting program, protection of sensitive area, waste (oil, toxic soil and biomass) and air quality control. Interviews were conducted with stakeholders to obtain feedback on the impact of replanting activities on their daily lives.</p> <p>The Social Management Plan for compiled dated 09/8/2018 period revised produced among includes the following;</p> <ul style="list-style-type: none"> a) Organization information b) Scope of assessment & team c) Methodology assessment timeline, approach and parameters d) SEAI matrix and findings. <p>All sites and the reports were visited and sighted respectively by the auditors in presence of the SCCD, estates and mill personnel.</p>	
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<p>3.4.2</p>	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>The Management Plan for period 2020 is available for the Certification Unit to include social, environmental and health & safety aspects. The plan among others incorporated the objectives, category, action, frequency, person in charge and monitoring period. Among others issues as extracted below:</p> <ul style="list-style-type: none"> a) To ensure compliance to SOP and legal requirement regarding social (appointment of person in charge/committee to handle social matters, communication on policies/SOP on social to relevant stakeholders, monitoring of pay and agreement of workers and contractor’s workers and to maintain housing and facilities provided to workers). b) To contribute to local communities development c) Community and employee alert on the present pandemic Covid -19 d) Construction of shredder to reduce EFB and odor e) Domestic waste collection delayed schedule 2x/week f) Free supply of mill solid waste to nearby settlers upon request. g) Exhibition of license /permits at notice boards of main office h) PPE issuance and compliance for employees i) To provide uniform for the mill workers. j) CSR issuance of chicken, beef during festive holidays. k) Introduction of “Anti-Bribery Management System” policy l) Enhance understanding on LOTO guidelines in mill. m) Health awareness among employees. n) Work offer to employees where necessary for OT works. o) Feminine program for the female employees for income generation and foster better relationship. 	<p>Complied</p>
<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>The Social/Environmental Action Plan 2020 available for each units were available having information i.e issues, management plan, PIC and time frame. The input are gathered from the meeting minutes among others;</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>a) Gender Committee, union b) Safety Meeting, c) Complaint & Request from internal & external stakeholders d) Management meeting at estates/mill and regional level. e) Dialogue during the morning muster. f) Interview approach with employees.</p> <p>Management Plan for negative social impacts was developed in with the detail timeframe to mitigate the impacts. The last review was conducted on 22/09/2020 in Kulai POM and 17/9/2020 in Taib Andak Estate. The plan has been updated with completed actions for issues identified.</p>	
Criterion 3.5: A system for managing human resources is in place.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.</p> <p>- Minor Compliance -</p>	<p>FGV Group has established Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/6/2019 which available in company's website, https://www.fgvholdings.com/wp-content/uploads/2020/02/FGV-Group-Guideline-and-Procedures-For-Responsible-Recruitment-of-Foreign-Workers-Final.pdf. The procedure is to set a guideline and adopt the principles in Group Sustainability Policy including non-discrimination, respect for human rights and labour rights. The procedure has outlined the whole process starting from recruitment, hiring, employment and post-employment.</p> <p>Specific for FGV Mills, a Guidelines for Recruitment & Appointment of General Workers G7; Ref. # 2020/1; Rev. # 3; Effective date: 1/5/2020 was established and implemented by Kulai POM.</p>	Complied
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>FGV has signed agreement with the approved agents for India and Indonesia and outlined all the terms and conditions in the agreement. In the agreement, the agents agreed not to collect any</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>fees from workers during the recruitment process. The cost of the recruitment process was detailed out in the agreement.</p> <p>Both Kulai POM and Taib Andak Estate has published advertisement for any job vacancy available. Sighted the latest advertisement format and the last recruitment for local employee was Male General Worker for Ganoderma Research Nursery by Taib Andak Estate on 31/8/2019. All the relevant recruitment records such as interview evaluation form, resume, offer letter and medical check record were kept in their personal file.</p> <p>Seen the slide presentations to present during interview and recruitment session at origin countries such as India and Indonesia. Interviewed with the foreign workers confirmed that introduction of the job offered in FGV is presented during the interview session.</p>	
<p>Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.</p>			
<p>3.6.1</p>	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -</p>	<p>Kulai POM</p> <ol style="list-style-type: none"> 1. HIRARC was available for all operations in the mill. The HIRARC is reviewed on a yearly basis and as and when any accidents or incidents occur. Among the HIRARC sampled was Effluent & Bio Polishing Plant, FFB Grading, Stores, Engine Room, Boiler Station among others. 2. Annual Medical Surveillance was conducted for 11 workers exposed to mineral oils in the mill. The medical surveillance was conducted on 5th July 2020 by Dr. Nicole Kang (OHD: HQ/16/DOC/00/502). The results indicated that all workers tested had no traces of mineral oil contamination in the blood samples tested and they were all declared fit to work by the OHD. 	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ol style="list-style-type: none"> 3. Baseline Noise Risk Assessment was conducted, and the report was available at the mill. The assessment was conducted by Mr. Wong Tai Chen (HQ/14/PEB/00/38) on 9th March 2020. 4. Annual Baseline Audiometric Test was conducted on 06.06.2020 by Industry Safety Management Services in accordance with the Occupational Safety & Health (Noise Exposure) Regulations 2019. A total of 54 Mill workers were tested where all workers were declared to have normal results based on the Test Report. 5. Chemical Health Risk Assessment was conducted by Occumed Consultancy & Services Sdn Bhd on 23.10.2019 and the CHRA Report (Ref. No: JKPP HIE 127/171/2(8)-2019/170) was available for verification. <p>FGV AS Bukit Besar/Taib Andak Estate</p> <ol style="list-style-type: none"> 1. HIRARC was used to asses all risks identified by the estate. The HIRARC available were FFB Harvesting, Spraying, Manuring, Transport Workers to Estate, Rat Baiting, FFB Platform Construction and Field Grading. All HIRARC were reviewed on 01.01.2020. 2. CHRA Report (Report Reference Number: HQ/17/ASS/00/00002 – 2019/052) was available dated 03.12.2019. The assessment was conducted by Chan Ying Hou (JKPP HQ/17/ASS/00/00002). 	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>The effectiveness of the HIRARC is monitored and ensured through checklist and trainings that were conducted by Kulim POM and FGV AS Bukit Besar/Taib Andak Estate in each of the operations. Site visits around the mill and estate indicated the control measures of</p>	Complied

		the HIRARC were followed and ensured by the respective managements.																	
Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.																			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>A training programme has been developed and available in the Training Program for Workers and Contractors (Mills & Estate). The trainings were sighted to have included Gender Specific Training and involves staffs and workers.</p> <p>Covid-19 training and briefings were sighted at the mill and estates. Interview with the workers and staff indicated that they were aware on the SOP during the RMCO such as social distancing, regular sanitization and use of PPE (Face Mask).</p>	Complied																
3.7.2	<p>Records of training are maintained.</p> <p>- Minor Compliance -</p>	<p>Records of trainings were maintained by the Mill and all estates as below: -</p> <p><u>Kulai POM</u></p> <table border="1"> <thead> <tr> <th><u>Training</u></th> <th><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>Chemical Handling and Scheduled Waste Training</td> <td>19.11.2020</td> </tr> <tr> <td>Work at Height Training</td> <td>01.06.2020</td> </tr> <tr> <td>Fire Fighting User Training</td> <td>12.03.2020</td> </tr> <tr> <td>SOP Training</td> <td>12.01.2020</td> </tr> <tr> <td>First Aid Training</td> <td>15.01.2020</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th><u>FGV AS Bukit Besar/Taib Andak Estate Training</u></th> <th><u>Date</u></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	<u>Training</u>	<u>Date</u>	Chemical Handling and Scheduled Waste Training	19.11.2020	Work at Height Training	01.06.2020	Fire Fighting User Training	12.03.2020	SOP Training	12.01.2020	First Aid Training	15.01.2020	<u>FGV AS Bukit Besar/Taib Andak Estate Training</u>	<u>Date</u>			Complied
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

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3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor Compliance -</p>	The mill has conducted a RSPO SCCS Training at a Regional level for all relevant persons on 22.07.2020. The training was conducted based on the RSPO SCCS requirements and procedures.	Complied														
<p>Criterion 3.8: Supply chain requirement for mills (note: All supply chain requirements are considered as Critical (C). However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>																	
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	Kulai POM received and processed both RSPO certified and non-certified FFB hence applied Mass Balance Module for its supply chain. Thus, this requirement is not applicable.	Not Applicable														

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

<p>3.8.2</p>	<p>Mass Balance Module A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>Kulai POM received and processed both RSPO certified and non-certified FFB hence applied Mass Balance Module for its supply chain. FGV AS Bukit Besar/Taib Andak Estate is currently the only RSPO certified FFB supplier of Kulai POM which consists of less than 5% of its overall FFB received.</p>	<p>Complied</p>
<p>3.8.3</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in Table 10 of this public summary report.</p>	<p>Complied</p>
<p>3.8.4</p>	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	<p>Kulai POM registered in RSPO PalmTrace with following particulars: Member Name: FGVVISB Kilang Sawit Kulai Member ID: RSPO_PO1000001309 RSPO Member Number: 1-0225-16-000-00</p>	<p>Complied</p>
<p>3.8.5</p>	<p>Documented procedures The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following: a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p>	<p>FGVPISB Kulai has a Standard Operating Procedures to ensure implementation of RSPO SCCS available in the unit. Sighted the SOP for Mill RSPO SCCS; Doc Number RSPO SCCS; Issue No:1; Revision No: 03; Distribution Date: 01/09/2019. Complete and up to date records that demonstrated compliance with the supply chain requirements were available and verified. Amongst the records verified was the RSPO SCCS Internal Audit Report, Management Review Meeting Minutes, RSPO SCCS</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill’s procedures for the implementation of this standard.</p> <p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill.</p>	<p>Training Records, Mass Balance Sheets, Weighbridge Tickets of Incoming and Outgoing RSPO products.</p> <p>Kulai POM has appointed 7 personals as the committee members for RSPO & MSPO SCCS in the mill. The appointment letter dated 07.01.2019 undersigned by the Mill Manager was available for verification.</p>	
<p>3.8.6</p>	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill:</p> <p>a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b. Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>FGV has developed Internal Audit Procedure (Doc. No.: ML- 1A/L2-Pr11(0), Rev. 0 dated 1/6/2016) where the objective is to carry out internal audit to ensure implementation of RSPO, ISCC and MSPO. The frequency of the internal audit to be carried out is at least once a year.</p> <p>The latest internal audit was carried out on 22 – 23 July 2020 in Kulai POM by Sustainability Compliance & Certification Department. 4 non-conformities were raised for RSPO SCCS. The management have stated the corrective action plan and implemented the corrective action to address the non-conformities. All non-conformities were closed as stated in the management review for SCCS dated 05.08.2020. The internal audit report and management review meeting minutes records were available for verification.</p>	<p>Complied</p>
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>There is only one FFB supplier supplying RSPO Certified FFB to the mill which is FGV AS Bukit Besar/Taib Andak Estate. Verified the sampled incoming FFB weighbridge ticket as below:</p> <ol style="list-style-type: none"> 1. FFB Receive Acknowledgement <ul style="list-style-type: none"> - FFB Supplier: Felda Agricultural Services - Delivery Date: 11.10.2020 - Printed Date: 11.10.2020 	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ul style="list-style-type: none"> - RSPO License Number: 693237 - Receive Acknowledgement Number: A00016755 - Product: FFB – 02.61 mt <p>2. FFB Receive Acknowledgement</p> <ul style="list-style-type: none"> - FFB Supplier: Felda Agricultural Services - Delivery Date: 09.11.2020 - Printed Date: 09.11.2020 - RSPO License Number: 693237 - Receive Acknowledgement Number: A000017808 - Product: FFB – 04.12 mt 	
<p>3.8.8</p>	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); 	<p>There has been 2 transaction of Sales of RSPO Certified PK for the audit period November 2019 till October 2020. The details are as below:</p> <ol style="list-style-type: none"> 1. Buyer: XXX <ol style="list-style-type: none"> a) Contract Number: AT004066 b) Delivery Date: 03.09.2020 c) Printed Date: 03.09.2020 d) RSPO Certificate Number: 693237 e) Product: RSPO PK (MB) – 28.99mt (63.05%) & Product: Non-Certified: 16.99mt (36.95%) f) Delivery Note Number: L00000129 2. Buyer: XXX <ol style="list-style-type: none"> a) Contract Number: AT004327 	<p>Complied</p>

	<ul style="list-style-type: none"> g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<ul style="list-style-type: none"> b) Delivery Date: 28.10.2020 c) Printed Date: 28.10.2020 d) RSPO Certificate Number: 693237 e) Product: RSPO PK (MB) – 11.46mt (27.63 %) & Product: Non-Certified: 30.02mt (72.37 %) f) Delivery Note Number: L00000166 	
<p>3.8.9</p>	<p>Outsourcing Activities</p> <ul style="list-style-type: none"> i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification ii) The mill shall ensure the following: <ul style="list-style-type: none"> a) The mill has legal ownership of all input material to be included in outsourced processes b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary. c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance. 	<p>The mill does not outsource any of the activities to any third parties as verified during the audit. The transport of Certified RSPO CPO & PK is done by FGV Transport, which is under the mother company of FGV Holdings Berhad.</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	Kulai POM uses no contractors in the processing of its certified products except for delivery transportation. An internal outsource transporter i.e. FGV Transport Services Sdn. Bhd. involved in the physical handling of RSPO certified products which has been recorded in Kulai POM stakeholder list.	Complied
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	The procedure to inform CB available as per SOP for Mill RSPO SCCS; Doc. # RESPO SCCS; Issue # 1; Rev. # 3; Effective date: 1/9/2019. The mill's RSPO SCCS person in-charge will inform HQ's Sustainability Department personnel whom will inform CB in case of any requirement.	Complied
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements. ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock. iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis. b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. 	<p>Accurate up to date record available for following samples:</p> <ul style="list-style-type: none"> i) Kulai POM Operation and FFB Received Report; Form # FPIMP731; Mill code (new): 4004; Old: 470; Date: 23/11/2020; Daily OER: 18.51%; Daily KER: 6.08% ii) Kulai POM Operation and FFB Received Report; Form # FPIMP731; Mill code (new): 4004; Old: 470; Date: 1/11/2018; Daily OER: 19.10%; Daily KER: 6.15% iii) Kulai POM certified and implement as MB only iv) a) Balance records available as per sample Laporan Daily Figures ISCC/RSPO/MSPO (BTS, CPO, PK); Form # FPIMP739; Date: 31/10/2020 and Laporan Tahunan CPO ISCC/RSPO/MSPO 2020; Form #FPIMP755; Date: 24/11/2020 b) Volumes records available as per sample Laporan Daily Figures ISCC/RSPO/MSPO (BTS, CPO, PK); Form # FPIMP739; Date: 31/10/2020 and Laporan Tahunan CPO ISCC/RSPO/MSPO 2020; Form #FPIMP755; Date: 24/11/2020 c) Balance records available as per sample Laporan Daily Figures ISCC/RSPO/MSPO (BTS, CPO, PK); Form # FPIMP739; 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock.	Date: 31/10/2020 and Laporan Tahunan CPO ISCC/RSPO/MSPO 2020; Form #FPIMP755; Date: 24/11/2020.	
3.8.13	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	The actual and estimated OER and KER records available as per sample Laporan Daily Figures ISCC/RSPO/MSPO (BTS, CPO, PK); Form # FPIMP739; Date: 31/10/2020 and Laporan Tahunan CPO ISCC/RSPO/MSPO 2020; Form #FPIMP755; Date: 24/11/2020 and recorded in Table 10 of this public summary report.	Complied
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	Extraction rates were calculated based on process on daily basis, aggregated and reported daily, monthly and annually as per sample Laporan Daily Figures ISCC/RSPO/MSPO (BTS, CPO, PK); Form # FPIMP739; Date: 31/10/2020 and Laporan Tahunan CPO ISCC/RSPO/MSPO 2020; Form #FPIMP755; Date: 24/11/2020.	Complied
3.8.15	<p>Processing</p> <p>For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	Kulai POM received and processed both RSPO certified and non-certified FFB hence applied Mass Balance Module for its supply chain. Thus, this requirement is not applicable.	Not Applicable
3.8.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p>	<p>Based on the SOP for Mill RSPO SCCS; Doc. # RESPO SCCS; Issue # 1; Rev. # 3; Effective date: 1/9/2019 under Traceability chapter stated that announcement shall be made upon completion of contractual delivery within maximum 1-year period or prior to the next year audit.</p> <p>No RSPO Certified volumes were sold under different schemes or as conventional during the audit period.</p>	Complied

	ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.		
3.8.17	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	No claims made by Kulai POM of RSPO certified products. Thus, this requirement is not applicable.	Complied
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	FGV Holdings Berhad has stated the member's history with regard to RSPO in the company's website without the use of trademark logo.	Complied
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	FGV Holdings Berhad has stated the member's history with regard to RSPO in the company's website without the use of trademark logo.	Complied
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	The company does not make any statement that may misleading to the consumers to believe that RSPO membership by itself implies that selling of RSPO-certified oil palm products by verified through the website.	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	The communication that made via website is consistent, clear and does not mislead the consumer and stakeholders as to the certified content of oil palm products in their own products.	Complied
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	There was no RSPO corporate logo has been used verified through website, notice board, business card, shipping documentation and procurement/ purchasing document.	Complied
Business to business communications			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer. Verified the weighbridge tickets to buyer where claim of RSPO SCC Mass Balance was stamped on the tickets.	Complied
5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	Shipping documentation verified and conformance with the requirements of RSPO SCCS was shown. In the weighbridge ticket, it stated that the product is RSPO SCC Mass Balance with RSPO certificate number: RSPO 693237.	Complied
5.3	Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options: a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation. b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.	Kulai Palm Oil Mill is not under distributor or wholesaler category. Thus, this requirement is not applicable.	Not Applicable

Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be	No business to consumer communication on product specific claim made by Kulai Palm Oil Mill and only produce crude and unfinished product. This is not applicable for POM.	Not Applicable

	<p>undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org.</p>		
<p>MODULE B – MASS BALANCE SPECIFIC RULES</p>			
<p>Minimum Mass Balance content</p>			
	<p>95% or above of the oil palm content must be RSPO MB-certified.</p>	<p>Kulai POM processed 100% oil palm based FFB to produce its RSPO MB certified products. No source of non-oil palm-based source content in its products.</p>	<p>Complied</p>
	<p>Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.</p>	<p>Kulai POM processed 100% oil palm based FFB to produce its RSPO MB certified products. No source of non-oil palm-based source content in its products. Thus, this requirement is not applicable.</p>	<p>Not Applicable</p>
<p>Labelling and trademark (MB)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and 	<p>Kulai POM does not produced bottled products and/or consumer products that requires labelling and trademark use. Thus, this requirement is not applicable.</p>	<p>Not Applicable</p>

	<p>outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim.</p> <ul style="list-style-type: none"> • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. • Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). • In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> • [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. • The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p>	<p>Kulai POM does not produced bottled products and/or consumer products that requires labelling and trademark use. Thus, this requirement is not applicable.</p>	<p>Not Applicable</p>

	<ul style="list-style-type: none"> Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 		
Principle 4: Respect community and human rights and deliver benefits			
Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 where the company recognizes its responsibility to respect and uphold international principles, standards and practices as encapsulated in the Universal Declaration of Human Rights (UDHR), United Nations Guiding Principles on Business and Human Rights (UNGPs), United Nations Sustainable Development Goals (UNSDGs) and other applicable treaties, subject to the laws and regulations of the countries and territories in which FGV Group operates. Briefing of the policy was conducted on 2/11/2020 by Kulai POM management to all employees. Previous briefing of the policy was conducted on 30/10/2019 to all employees of Kulai POM and Taib Andak Estate by FGV Holdings SCCD Engagement personnel Pn. Azmariah Muhamed.</p>	Complied
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>FGV prohibits any form of harassment in their operation as per the policy above. Interview conducted with the workers confirmed that no harassment by the management.</p>	Complied
Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has established SOP for "<i>Menangani Aduan dan Rugutan</i>" with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019. The procedure is to provide a system for the internal and external stakeholders to lodge complaint and grievances to the management.</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint must be resolved within 2 months from the date of discussion in third stage.</p> <p>Besides, whistleblowing e-form was available in https://www.fgvholdings.com/whistleblowing/ for the stakeholders to report a grievance.</p>	
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>Refer to Indicator 4.2.1. The procedures were briefed to the external stakeholders on 31/10/2019 and internal workers on 27/8/2020. Seen the training records. Taib Andak Estate has issued memo dated 1/1/2018 to relevant stakeholders in related to the channels of report complaint and grievances. Interview conducted with the stakeholders confirmed that they are understand on the process of complaint and grievances.</p>	Complied
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Kulai POM has implemented Housing Repair Report to record any complaints related to housing. Sampled the complaint for the mill House # 22-A dated 28/6/2020 reported for leaked roof and. Interviewed with the complainant confirmed that the issue was rectified by the management.</p> <p>Taib Andak Estate also has implemented Complaint/ Improvement Form and Complaint & Grievance Record. The complainant will lodge complaint and written in the complaint form and the person in charge will transfer the complaint into the Complaint & Grievance Record to monitor. Any action taken will be recorded in the form and complainant will acknowledged after the issue has resolved.</p>	Complied
4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p>	<p>As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13 issue 01, revision 02 dated 01.04.2019, under clause 7.1.4 (4th stages) 7.1.4.1 if there is no agreement after complaint lodges to the headquarters, the complaint can be escalated to Jabatan</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	- Minor compliance -	Perhubungan Perusahaan, Kementerian Sumber Manusia or Panel Aduan Persijilan Kelestarian (RSPO or MSPO) as a solution.	
Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.			
4.3.1	Contributions to community development that are based on the results of consultation with local communities are demonstrated. - Minor compliance -	As per FGV Policy of Sponsorships & Donations; Policy # FGV/GCC/I/SDP/15/002; Rev. # 0.0; Effective date: 18/2/2015 Kulai POM contributed to local communities as per sample records sighted as following: - Majlis Sambutan Maulidur Rasul Bersama Masyarakat FELDA Taib Andak; Date: 17/11/2019 - SK Sinar Bahagia Graduation Day; Date: 10/9/2019 - Program Motivasi Dan Jati Diri Pelajar SPM 2019 MPKK FELDA Taib Andak; Date: 21/9/2019 - 18 September 2020 – FGV Holdings Berhad (FGV) contributes RM5 million annually to Yayasan FELDA (YF) as part of the Group's corporate social responsibility. Earlier this week, FGV has also distributed its business zakat contribution of RM52,500 directly to all patients and staff at the centre	Complied
Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history of land tenure and the actual legal or customary use of the land are available. - Critical (Major) compliance -	Leasing agreement available as per records of <i>Surat Perjanjian Antara Lembaga Kemajuan Tanah Persekutuan (Felda) Dan FELDA Palm Industries Sdn. Bhd.; Rancangan: FELDA Taib Andak; Bertarikh: 25/11/1996</i> and supplementary documents of Land Lease Agreement (<i>Perjanjian Pajakan Tanah</i>); Dated 1/11/2011	Complied
4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview	Complied

		conducted with the stakeholders confirmed that no encroachment of land by the company.	
4.4.2a	Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making. - Minor compliance -	There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.	Complied
4.4.2b	Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. - Minor compliance -	There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.	Complied
4.4.2c	Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land. - Minor compliance -	There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.	Complied
4.4.3	(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities). - Critical (Major) compliance -	The estate lands are legally owned by the company. The existing estates and POM are not encumbered by any customary land rights. Interview with the surrounding communities and stakeholders confirm that there is no dispute. Appropriate maps available as per following:	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>Mill: <i>Pelan Ukur Pengesahan Di Atas Lot 16502, Mukim Senai, Daerah Kulajaya; Pelan # SUC3397/11/12-DIM</i> by Sahabat Ukur Consultants.</p> <p>No recognised legal, customary or user rights were diminished or affected by the mill and estate.</p>	
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.</p>	Complied
4.4.5	<p>(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Critical (Major) compliance -</p>	<p>There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.</p>	Complied
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>There is no land dispute in the Kulai POM Certification Unit at the time of audit. FGV Holding Berhad leased the land from FELDA with tenancy agreement was made and it was confidential. The surrounding is owned by FELDA and the settlers. Interview conducted with the stakeholders confirmed that no encroachment of land by the company.</p>	Complied
<p>Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	<p>There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot</p>	Complied

		area land belongs to Felda and its settlers that already demonstrated their legal user rights.	
4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
4.5.4	<p>To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p> <p>- Minor compliance -</p>	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p>	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied

	- Minor compliance -		
4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator. - Minor compliance -	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
4.5.7	New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations. - Minor compliance -	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	There's neither new planting nor any acquisition of new land for oil palm planting within Taib Andak Estate. Boundaries of existing plot area land belongs to Felda and its settlers that already demonstrated their legal user rights.	Complied
Criterion 4.6: Any negotiations Concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	FGV has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied
4.6.2	(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.	Procedure is the same developed procedure of " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user	Complied

	- Critical (Major) compliance -	rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the settlers. Boundary stone and trenches were available to demarcate the boundary of land between the neighbouring stakeholders.	Complied
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the settlers. Boundary stone and trenches were available to demarcate the boundary of land between the neighbouring stakeholders.	Complied
Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	FGV has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied
4.7.2	(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.	Procedure is the same developed procedure of " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 01/06/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and	Complied

	- Critical (Major) compliance -	monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development. - Minor compliance -	No issues related to loss of access and rights to land for plantation expansion among indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the settlers. Boundary stone and trenches were available to demarcate the boundary of land between the neighbouring stakeholders.	Complied
Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.			
4.8.1	Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -	Neither any customary land nor issues of disputes occurred within Kulai POM certification units that requires compensation or FPIC process.	Complied
4.8.2	(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Critical (Major) compliance -	Neither any customary land nor issues of disputes occurred within Kulai POM certification units that requires compensation or FPIC process.	Complied
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use	Neither any customary land nor issues of disputes occurred within Kulai POM certification units that requires compensation or FPIC process.	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -		
4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	Neither any customary land nor issues of disputes occurred within FGVPIB Kulai POM certification units that requires compensation or FPIC process.	Complied
Principle 5: Support smallholder inclusion			
Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	There are no smallholders within the Unit of Certification. Nevertheless smallholders supplying non-certified FFB are accessible to current and previous period prices as it is displayed at the weighbridge counter and updated on a daily basis.	Complied
5.1.2	(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request). - Critical (Major) compliance -	There are no smallholders within the Unit of Certification. Nevertheless, FGVPIB Kulai POM conducts regular JPPK (Jawatankuasa Permuafakatan, Produktiviti dan Kualiti) Meetings with all FFB Suppliers to discuss and explain on the pricing of FFB, grievances, mill performance among others. The JKKP Meeting is conducted on a monthly basis. The latest meeting minutes was available dated 05.11.2020 attended by 8 FFB Supplier's representatives.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Critical (Major) compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the	There are no smallholders within the Unit of Certification therefore they do not partake in the decision-making processes.	Not Applicable

	contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable. - Critical (Major) compliance -		
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	Contract Agreement between FGVPISB Kulai POM and FFB Suppliers were available for verification. The contract agreement states the pricing of FFB that the oil mill uses to make payments. Pricing was in accordance with the MPOB Monthly average provided by MPOB.	Complied
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given. - Critical (Major) compliance -	The contracts states that payments will be done within 60 days after the invoice is provided to the management. As of now, payments for FFB Suppliers are done on a weekly basis. The Payment Advice were verified to include the date, pass number, lorry number, OER, total FFB, FFB Price, penalty and total amount paid.	Complied
5.1.7	Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government). - Minor compliance -	The weighbridge used to determine the weight of FFB for payment to smallholders are calibrated on an annual basis. The latest calibration was conducted by DE Metrology Sdn Bhd with the details below: i) <u>Weighbridge 1</u> <ul style="list-style-type: none"> • Weighbridge Serial Number: B812577831 • Calibration Certification Number: D 047060 • Safety Label Number: DE18-001207 • Weighbridge Registration Number: 00082 • NMIM Cert Reference: NMIM-2946-M-20 • Date: 06.10.2020 • Weighbridge Limit: 70,000 kg 	Complied

		ii) Weighbridge 2 <ul style="list-style-type: none"> • Weighbridge Serial Number: B812577826 • Calibration Certification Number: B 1550942 • Safety Label Number: 2.1KQ0121004 • Weighbridge Registration Number: 039663 • Date: 06.01.2020 • Weighbridge Limit: 70,000 kg 	
5.1.8	The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material. - Minor compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.1.9	(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner. - Critical (Major) compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification. - Minor compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.2	The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable

	competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -		
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	There are no smallholders in the Unit of Certification as defined by RSPO P&C 2018 (MYNI 2019). Therefore, this indicator is not applicable.	Not Applicable
Principle 6: Respect workers' rights and conditions			
Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age. - Critical (Major) compliance -	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 where all employees and workers shall receive equal treatment based on their relevant merits and competency regardless of gender, race, nationality, religion, age, physical condition, and marital status, reproductive rights of women, union membership/affiliation / employment status, or political affiliation.	Complied
6.1.2	(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers. - Critical (Major) compliance -	Interviewed with the workers comprises of different gender and nationalities confirmed that no discrimination has occurred in the plantations. The management treated all equally such as provided free accommodation and medical to all the workers, no charging of recruitment fees for the foreign workers and offered job based on capability.	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>The recruitment of foreign workers is through JTK Department in HQ based on the regulation requirements. For local workers, they will display job vacancy advertisement in the estates or Wilayah office. Medical test will be required for all the workers prior to start work. All the recruitment is done based on skills, capabilities, qualities and medical fitness.</p> <p>As per sample new recruitment of mill general staff; Letter ref. # (14)840/4004/KL/7.1; Date: 3/11/2020 for following:</p> <ul style="list-style-type: none"> - Hairul Ikmal Bin Razali; Grade 7(T) - Muhamad Zulkhairi Bin Shahwali; Grade 7(T) - Muhamad Azrul Bin Abdul Shukor; Grade 7(T) 	Complied
6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>Review of the recruitment record of the medical check-up found that pregnancy testing is not a criterion for pre-employment. Interviewed with the female workers confirmed that pregnancy testing is not a pre-requisite to join the company.</p>	Complied
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>Kulai POM organized a <i>Kelab Keluarga Dayabudi</i> as a gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women. Sighted committee meeting as per minutes of meeting records Ref. # 1/2020; Date: 10/11/2020.</p> <p>Meeting for Gender Committee in Taib Andak Estate was last conducted on 25/6/2020. Sighted the minutes of meeting chaired by the committee chairperson Siti Susilawati binti Abu Bakar whom was appointed on 13/1/2020 as per letter ref. # (01) JKKAS/02/2020.</p>	Complied
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>Review of sample payslips for January 2020, March 2020, April 2020 and September 2020 in Kulai POM and Taib Andak which consists of male and female workers found that their salary is the same for</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		the same job scope. They were paid according to the Minimum Wage Order 2020 without any discrimination.	
Criterion 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).			
6.2.1	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>Employment based on collective agreements as following:</p> <ul style="list-style-type: none"> - <i>Perjanjian Kolektif Bertarikh: 1/1/2019 Di Antara: FGV Palm Industries Sdn. Bhd. Dengan: Kesatuan Pekerja-Pekerja FGV Palm Industries Sdn. Bhd. (Semenanjung); Nombor Pengiktirafan 031/2020 bertarikh 31/1/2020</i> <p>All the workers have signed on the employment contract or offer letter (local worker) prior to work. The contract available in local Bahasa Malaysia and English languages as well as workers' national language including Indonesian and Bangladeshi. All terms and conditions were clearly outlined in the contract and briefed to all the workers before they signed the contract during induction training. Sampled of the contracts sighted in indicator 6.2.2 below.</p>	Complied
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed. This includes a form of record for work done by family members.</p> <p>- Critical (Major) compliance -</p>	<p>Kulai POM samples as per following:</p> <ul style="list-style-type: none"> - Employee ID # 1211777; Date joined: 1/8/2019; Post: Lab Attendance; Nationality: Malaysia - Employee ID # 2400503; Date joined: 2/1/2004; Post: Grader; Nationality: Malaysia - Employee ID # 1201595; Date joined: 1/5/1989; Post: Electrician; Nationality: Malaysia - Employee ID # 1211151; Date joined: 15/10/2019; Post: Boiler fireman; Nationality: Malaysia 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ul style="list-style-type: none"> - Employee ID # 1205997; Date joined: 15/3/1997; Post: Process worker Shift A; Nationality: Malaysia - Employee ID # 1211778; Date joined: 1/10/2019; Post: Process worker Shift B; Nationality: Malaysia <p>Taib Andak Estate samples as per following:</p> <ul style="list-style-type: none"> - Employee ID # PI001919031; Date joined: 25/5/2016; Post: General Worker; Nationality: Indonesia - Employee ID # PB001919010; Date joined: 22/11/2017; Post: Harvester; Nationality: Bangladesh - Employee ID # PB001910009; Date joined: 22/11/2017; Post: Harvester; Nationality: Bangladesh - Employee ID # PB001919012; Date joined: 22/11/2017; Post: Harvester; Nationality: Bangladesh - Employee ID # PB001919014; Date joined: 24/3/2018; Post: Harvester; Nationality: Bangladesh 	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Review of sample payslips for January 2020, March 2020, April 2020 and September 2020 in Kulai POM and Taib Andak confirmed that the workers were paid according to the Employment Act 1955 and Minimum Wage Order 2020. Deduction of wages was made as per approval from Labour Department as following:</p> <ul style="list-style-type: none"> - JTK permitted Salary Deduction for Insurance Premium; Ref. # BHG.PU/9/129 JLD 26 (22); Date: 30/9/2020 - JTK permitted Salary Deduction for electricity, water and medical; Ref. # (22) dlm BHG.PU/9/129 Jld 23; Date: 26/4/2016 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers’ Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>Adequate housing and facilities sufficiently provided by both Kulai POM and Taib Andak Estate. Upkeep of facilities was evidence through housing repair records as well as inspection records (<i>Rekod Pemantauan Perumahan Petugas/Pekerja</i>). Sighted the inspection records of the month of October 2020 by Kulai POM person in-charge for the following areas:</p> <ul style="list-style-type: none"> - House building - Electrical and wiring - Water supply - Housing area cleanliness <p>Resulted in good conditions which reflective of actual visited housing area conducted during on-site assessment.</p>	Complied
6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>Foods are accessible through sundry shops at the vicinity of the operating units as well as nearby town of Kulai and Bandar Tenggara. Most of the sundry shops are operated by the settlers (Felda) through its Village Committee (JKKR) and there’s also FGV parent company’s (Felda) own supermarket i.e. Felda D’Mart which sell sundries at reasonable prices.</p>	Complied
6.2.6	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE: STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya,</p>	<p>FGVPISB Kulai POM and Taib Andak Estate established the prevailing wage calculation to include all the in-kind benefits provided to the workers as per records of Decent Living Wages Plan Kulai Complex; Prepared by: Sustainability Compliance & Certification Department (SCCD); Date: 16/1/2020. The plan based on Kadar Upah Kerja (KUK) that has been reviewed and approved by Jabatan Tenaga Kerja SJTKSM. Analysis result shown the total value of prevailing wage as following:</p> <ul style="list-style-type: none"> - Local worker: RM 2,280.30 	Complied

<p>Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers’ union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</i></p> <p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. 	<p>- Foreign worker: RM 1,951.85</p>	
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	- Minor compliance -		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	All the core operational works are performed by permanent and full-time employees in Kualu POM and Taib Andak Estate. No contract worker was employed. Contractor’s workers were engaged as lorry driver to transport the FFB to mill.	Complied
<p>Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 where FGV commits to respect employees’ and workers’ right to freedom of movement, fair working hours, freedom of association and right to decent living condition. Briefing of the policy was conducted on 30/10/2019 to all employees of Kulai POM and Taib Andak Estate by FGV Holdings SCCD Engagement personnel Pn. Azmariah Muhamed.</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>Workers Union (<i>Kesatuan Pekerja-Pekerja FPISB</i>) was established in Kulai POM and meeting was conducted among the workers and with the management on periodical basis. The last meeting conducted among the workers was on 25/06/2020 and with the management was conducted on 12/06/2020. Actions have been taken for the issues raised during the meeting. Representative of the mill union also attended the annual nationwide meeting as per minutes records of <i>Kesatuan Pekerja-Pekerja Felda Palm Industries Berhad; Mesyuarat Agung Perwakilan Tahunan Kali Ke Tujuh Belas</i>; 14/9/2020 (Monday); 2.30pm; Venue: Dewan Hotel Tanjung Vista Kuala Terengganu.</p> <p>The management and workers of FGV AS Bukit Besar/Taib Andak Estate formed the Joint Consultative Committee for collective bargaining. Minutes of meeting available for meeting conducted</p>	Complied

		between workers of Taib Andak Estate with HR Unit Representatives latest on 27/8/2020.	
6.3.3	Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers. - Minor compliance -	The workers have the right to join or form trade unions of their own choosing without prior authorization and to bargain collectively. Interviewed with the workers confirmed that the election of the representatives was elected freely by the workers without any interference of management.	Complied
Criterion 6.4: Children are not employed or exploited.			
6.4.1	A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements. - Minor compliance -	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 where the company commits to eliminate any form of child labour and this has stated in the Supplier Code of Conduct which signed by every suppliers and contractors that engaged by the company.	Complied
6.4.2	(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure. - Critical (Major) compliance -	As per the Group Sustainability Policy, the minimum age for employment of workers is above 18 years old. For recruitment of foreign workers, the main criteria must be within 18 – 45 years old. Before interview for local worker, they are required to submit copy of certificate of education and identification card for age verification. Reviewed the master list of employees found that no child labour was employed.	Complied
6.4.3	(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work. - Critical (Major) compliance -	There was no young person employed by the company as their minimum age was 18 years old. This has verified with the Employee Master Listing and through interviewed with the stakeholders.	Complied
6.4.4	The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.	The management of Kulai POM and Taib Andak Estate has communicated the Group Sustainability Policy and Supplier Code of Conduct (SCOC) to the third party, FFB suppliers and local communities during stakeholder meetings and before providing	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>- Minor compliance -</p>	<p>services to the company. Contractor’s pledge as per sighted agreements for following samples:</p> <ul style="list-style-type: none"> - I.C.E Electrical Engineering Works; Contract # 3301449670 - Teknovasi Terbilang Sdn. Bhd.; Contract # 3301449663 - Tunas Giat Engineering; Contract # 3301449681 - R. Bir Design; Contract # 3301456407 - UMW Equipment Sdn. Bhd.; Contract # 3301451474 	
<p>Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
<p>6.5.1</p>	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 which includes the commitment against sexual and all other forms of harassment as well as violence in the workplace. Communication made from time to time to all employees through general assembly or meeting such as in latest <i>Kelab Keluarga Dayabudi</i> (Gender Committee) Kulai POM meeting as per minutes of meeting records Ref. # 1/2020; Date: 10/11/2020 and Taib Andak Estate last conducted on 25/6/2020.</p>	<p>Complied</p>
<p>6.5.2</p>	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 which includes the commitment to protect the reproductive rights of all especially women in the workplace. Kulai POM organized a <i>Kelab Keluarga Dayabudi</i> (Gender Committee) Kulai POM meeting as per minutes of meeting records Ref. # 1/2020; Date: 10/11/2020.</p> <p>Meeting for Gender Committee in Taib Andak Estate was last conducted on 25/6/2020. Sighted the minutes of meeting chaired by the committee chairperson Siti Susilawati binti Abu Bakar whom was appointed on 13/1/2020 as per letter ref. # (01) JKKAS/02/2020.</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 29/09/2019 which includes the commitment to protect the reproductive rights of all especially women in the workplace. In case of any new mothers, the Gender Committee personnel will conduct the assessment of their needs to facilitate them. No new mothers within Kulai POM and Taib Andak Estate as of the date of the audit.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13 issue 01, revision 02 dated 01.04.2019, under clause 7.1.4 (4th stages) 7.1.4.1 if there is no agreement after complaint lodges to the headquarters, the complaint can be escalated to Jabatan Perhubungan Perusahaan, Kementerian Sumber Manusia or Panel Aduan Persijilan Kelestarian (RSPO or MSPO) as a solution.</p> <p>Communication made from time to time to all employees through general assembly or meeting such as in latest <i>Kelab Keluarga Dayabudi</i> (Gender Committee) Kulai POM meeting as per minutes of meeting records Ref. # 1/2020; Date: 10/11/2020 and Taib Andak Estate last conducted on 25/6/2020.</p>	Complied
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All workers have entered into employment voluntarily and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment 	<p>FGV has signed agreement with the approved agents for India and Indonesia and outlined all the terms and conditions in the agreement. In the agreement, the agents agreed not to collect any fees from workers during the recruitment process. The cost of the recruitment process was detailed out in the agreement.</p> <p>Both Kulai POM and Taib Andak Estate has published advertisement for any job vacancy available. Sighted the latest advertisement format and the last recruitment for local employee was Male General Worker for Ganoderma Research Nursery by Taib Andak Estate on 31/8/2019. All the relevant recruitment records such as interview</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<ul style="list-style-type: none"> • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>evaluation form, resume, offer letter and medical check record were kept in their personal file.</p> <p>Seen the slide presentations to present during interview and recruitment session at origin countries such as India and Indonesia. Interviewed with the foreign workers confirmed that introduction of the job offered in FGV is presented during the interview session.</p> <p>Based on the evidence of records and interview, all workers entered into employment voluntarily without being forced.</p>	
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>FGV Group has established Guidelines and Procedures for Responsible Recruitment of Foreign Workers dated 27/6/2019 which available in company's website, https://www.fgvholdings.com/wp-content/uploads/2020/02/FGV-Group-Guideline-and-Procedures-For-Responsible-Recruitment-of-Foreign-Workers-Final.pdf. The procedure is to set a guideline and adopt the principles in Group Sustainability Policy including non-discrimination, respect for human rights and labour rights. The procedure has outlined the whole process starting from recruitment, hiring, employment and post-employment.</p> <p>Specific for FGV Mills, a Guidelines for Recruitment & Appointment of General Workers G7; Ref. # 2020/1; Rev. # 3; Effective date: 1/5/2020 was established and implemented by Kulai POM.</p>	Complied
Criterion 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p><u>Kulai POM</u></p> <ol style="list-style-type: none"> 1. The management have appointed the Mill Manager Mr. Sadilah Bin Othman as the Safety Ambassador for Kulai POM. Sighted the appointment letter dated 29th November 2019 undersigned by the Head of Group HSE Division. 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>2. Regular meetings were conducted every 3 months to discuss Health and Safety Issues. Sighted JKKP Meeting Minutes dated 19.11.2020 (03/2020), 25.08.2020 (02/2020) 27.02.2020 (01/2020)</p> <p>FGV AS Bukit Besar/Taib Andak Estate</p> <p>1. The management have appointed the Stesen Bukit Besar Manager as the Safety Ambassador for the Safety Committee. Sighted the appointment letter dated 02.01.2020 undersigned by the Caretaker R&D Division.</p> <p>2. Regular meetings were conducted every 3 months to discuss Health and Safety Issues. Sighted JKKP Meeting Minutes dated 18.09.2020 (02/2020) and 01.06.2020 (01/2020).</p>	
<p>6.7.2</p>	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p><u>Kulai POM</u></p> <p>1. Accident and emergency procedures were available and sighted at the Office Mill and the Mill Workstations. There is a formation of ERP Team & ERP for all the identified incidences (Evacuation, Evacuation – Confined Space, Fire Fighting & Spillage or Overflow). The ERP Team was appointed, and the organizational chart was displayed at the notice board together with the emergency contacts.</p> <p>2. Workers trained in first aid were present in the mill at the Office, Workshop and Boiler Station. Interview with the first aid box holders indicated that they were aware and trained on the usage of the first aid items. Inspection of the first aid box indicated all items were available as per the list and regular monitoring were done by the management to ensure the supplies were frequently replenished.</p>	<p>Complied</p>

**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

		<p>3. There were 2 accident cases reported for the year 2019 dated 19.08.2019 and 30.12.2019 involving the mill workers. The JKKP 6 form have been submitted to JKKP accordingly. The yearly summary of accident and poisoning have been reported to JKKP via JKKP 8 Form, available for verification. The report was submitted on 20.01.2020. There were 4 accident cases reported for the year 2020 as of to date. The most recent accident occurred on 29.10.2020 involving a worker at the Press Station. The JKKP 6 Form for all the 4 accident cases were submitted and available for verification.</p> <p>FGV AS Bukit Besar/Taib Andak Estate</p> <ol style="list-style-type: none"> 1. Accident and emergency procedures were available and sighted at the Estate Office and Field Stores. There is an Emergency Response Plan for all the identified incidences (Fire, Accident, Chemical Spillage & Flood). The ERP Team is appointed, and the organizational chart was displayed at the notice board together with the emergency contacts. Building Evacuation and Fire Fighting Training conducted on 07.08.2020 for estate staff and workers. 2. The estate has a total 5 workers in the estate. These workers work in a team and headed by a field officer. During the field visit to the harvesting operation it was verified that the first aid box handled by the field officer were well maintained with all required items. The officer showed good knowledge on the usage of first aid kit. The field officer has been provided with Basic Occupational First Aid, CPR and AED Training on 21 & 22 February 2019. 3. There were no accidents reported in FGV AS Bukit Besar/Taib Andak Estate for the year 2019 and 2020 as of to date. The JKKP 8 form for 2019 has been submitted to JKKP on 	
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		27.02.2020 and available for verification.							
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>All workers were provided with appropriate PPE where the cost is covered by the management. Interviews conducted during the site visit at the mill and estate showed the understanding from the workers that:</p> <ul style="list-style-type: none"> • The management bares the cost of all PPEs and the workers are entitled to work appropriate PPEs. • The importance of using appropriate PPE at all times during work. • Proper storage and disposal methods of PPE. • The importance of using the sanitation area to wash the PPE and themselves prior to returning home. 	Complied						
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>All workers were provided with medical care in the estate. If the workers are to be referred to the hospital or medical clinic, they are provided medical care with a subsidy of RM 200.00 as permitted by JTK in the Salary Deduction Permit (Reference Number: BHG. PU/9/129 Jld 23; Date: 26 April 2016). Expenses for workers warded in the hospital are fully bourn by the management. Workers are all covered by SOCSO. Monthly SOCSO deductions were sighted in the worker’s payslips and the monthly contribution to SOCSO was verified. The latest SOCSO contribution for FGV PISB Kulai POM and FGV AS Bukit Besar/Taib Andak Estate was available for verification.</p>	Complied						
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>Occupational Injuries were recorded unsing the Lost Time Accident metrics as below:</p> <table border="1"> <thead> <tr> <th>Operating Unit</th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>Kulai POM</td> <td>111 Days (2 Cases)</td> <td>23 days (4 Cases)</td> </tr> </tbody> </table>	Operating Unit	2019	2020	Kulai POM	111 Days (2 Cases)	23 days (4 Cases)	Complied
Operating Unit	2019	2020							
Kulai POM	111 Days (2 Cases)	23 days (4 Cases)							

		FGV AS Bukit Besar/Taib Andak Estate	Nil	Nil	
Principle 7: Protect, conserve and enhance ecosystems and the environment					
Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.					
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>IPM plans are available and implemented in the estate visited. The IPM Management Plan was verified which included:</p> <ol style="list-style-type: none"> 1. To control the pest damage at below 5%. 2. To plan and implement IPM methods to control pest. 3. Prioritise biological control to reduce the use of chemicals. 4. Conduct census to identify targeted areas to increase effectiveness. 5. Provide correct and accurate training in managing pest in the estate. 			Complied
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>The estate conducted assessment on list of species invasiveness used for biological control. No invasive species listed in the CABI.org introduced in the estate.</p> <p>Flora species were used for IPM such as Tunera subulata, Cassia cobanensis and Antigonan leptopus.</p>			Complied
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities.</p> <p>- Minor compliance -</p>	<p>No evidence and records of fire usage for pest control at the estate visited.</p>			Complied
Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.					

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>Justification for all pesticide available under Manual Lestari 1A, under Document: ML- 1A/L3-GP1(0) dated March 2012. In this Justification all chemical such as pesticide, Herbicide and Fungicide is available for each chemical.</p>	Complied								
7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>Records of pesticides used and a.i per Ha is monitored on a monthly basis in the 5 Years Pesticide Records for the year ending 2019. The records were available for verification as below:</p> <table border="1" data-bbox="1137 616 1921 810"> <thead> <tr> <th>Chemicals (Active Ingredient)</th> <th>Jan – Oct 2020 (a.i/Ha)</th> </tr> </thead> <tbody> <tr> <td>Glyphosate isopropylamine</td> <td>0.380</td> </tr> <tr> <td>Metsulfuron methyl</td> <td>26.616</td> </tr> <tr> <td>Polyethersiloxane</td> <td>30.528</td> </tr> </tbody> </table>	Chemicals (Active Ingredient)	Jan – Oct 2020 (a.i/Ha)	Glyphosate isopropylamine	0.380	Metsulfuron methyl	26.616	Polyethersiloxane	30.528	Complied
Chemicals (Active Ingredient)	Jan – Oct 2020 (a.i/Ha)										
Glyphosate isopropylamine	0.380										
Metsulfuron methyl	26.616										
Polyethersiloxane	30.528										
7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>The estate has implemented an Integrated Pest Management Plan and a Continuous Improvement Plan where they have stated the intention to reduce the usage of chemical through implementation of Integrated Pest Management Plan.</p> <p>Sighted during the site visit at the estate, the establishment of beneficial plants along the estate roads and immature areas as well as barn owl boxes placed at strategic areas.</p> <p>Paraquat was eliminated. In its place, alternatives such as Glyphosate is used instead.</p>	Complied								
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>There is no prophylactic use of pesticides in the estate.</p>	Complied								
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and</p>	<p>Sighted in the Chemical Registers showed that only class II, III & IV pesticides were used at the mill and estate. During the site visit</p>	Complied								

	<p>paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ul style="list-style-type: none"> a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>to the chemical stores it was justified that there were only class II, III and IV chemicals being used. Paraquat was eliminated. In its place, alternatives such as Glyphosate was used instead.</p>											
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide operators are given training on the safe handling and application of the pesticides. Suitable personal protective equipment's and application equipment provided to the operators. All precautions attached to the products explained to operators and understood by them. This was noted during the interview with workers in the estate.</p> <p>Sampled the training conducted for pesticide handlers as below: -</p> <table border="1" data-bbox="1137 1074 1926 1321"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>HIRADC Training</td> <td>21.04.2020</td> </tr> <tr> <td>Spraying SOP Training</td> <td>06.07.2020</td> </tr> <tr> <td>PPE Management & Application Training</td> <td>17.09.2020</td> </tr> <tr> <td>Latihan Bancuh Racun</td> <td>30.06.2020</td> </tr> </tbody> </table>	Training	Date	HIRADC Training	21.04.2020	Spraying SOP Training	06.07.2020	PPE Management & Application Training	17.09.2020	Latihan Bancuh Racun	30.06.2020	Complied
Training	Date												
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7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices. - Critical (Major) compliance -</p>	<p>Pesticides were found stored in the mill and all estate’s Chemical Store in accordance with the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) and their Regulations. The stores were at all times locked and at the time of visit the store clerk was seen to unlock the pad-lock to open entrance door for auditor to inspect the store. At the entrance door, signage requiring donning of PPE were visibly posted. The Chemical Store signage with required Hazard Symbols were available at the entrance. The facility ventilation fan was found working with adequate ventilation available, up-to-date chemical register, trade and generic names, and their Safety data Sheet were available.</p>	Complied
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes. - Minor compliance -</p>	<p>Pesticide containers were found to be recycled and used as premix containers for field spraying operations. The access containers were all triple rinsed and punctured and stored at the designated store before they are disposed to the licensed recycle waste collector.</p>	Complied
7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying. - Critical (Major) compliance -</p>	<p>No aerial spraying for pesticide were done in FGV AS Bukit Besar/Taib Andak Estate.</p>	Complied
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. - Critical (Major) compliance -</p>	<p>FGVPISB Kulai POM Annual Medical Surveillance was last conducted on 26.11.2019 for 3 workers deemed to be exposed to chemical hazardous to health. The medical surveillance was conducted by Klinik Sulaiman Temerloh (JKKP HQ/08/DOC/00/387). The results indicated that there were no traces of chemical contaminations in the samples and all 3 workers were fit to work.</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>FGV AS Bukit Besar/Taib Andak Estate Annual Medical Surveillance was planned for the year 2020 for the 2 workers exposed to chemicals. The request letter to conduct biological monitoring and medical surveillance on chemicals hazardous to health dated 20.10.2020 (Doc. Number: HSE/PPPTR/B/16 [Batch-2] Medical Surveillance) was available for verification. The proposed date for the medical surveillance was to be conducted on 18th November 2020. Due to the surge in Covid 19 cases in surrounding areas, the medical surveillance has been postponed to a further date.</p>							
7.2.11	<p>(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide handlers and sprayers in the estates were noted to be men only. It was verified from records, field inspections and interviews that no pregnant or breast-feeding woman had been offered work as pesticide operator.</p>	Complied						
Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.									
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	<p>FGVPISB Kulai POM and FGV AS Bukit Besar/Taib Andak Estate had identified all wastes and sources of pollution. The Waste Management Action Plan 2020 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estates and mill operations among others as summarized below;</p> <table border="1" data-bbox="1137 1077 1921 1353"> <thead> <tr> <th data-bbox="1137 1077 1281 1125">Receptor</th> <th data-bbox="1281 1077 1921 1125">Sources</th> </tr> </thead> <tbody> <tr> <td data-bbox="1137 1125 1281 1241">Air</td> <td data-bbox="1281 1125 1921 1241">Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG</td> </tr> <tr> <td data-bbox="1137 1241 1281 1353">Water</td> <td data-bbox="1281 1241 1921 1353">Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down</td> </tr> </tbody> </table>	Receptor	Sources	Air	Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG	Water	Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down	Complied
Receptor	Sources								
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<table border="1" data-bbox="1137 363 1926 443"> <tr> <td>Land</td> <td>Scheduled waste, domestic waste and industrial/process waste.</td> </tr> </table> <p>All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2020 renewed in Jan 2020. The waste generated from the mill/estate operations as shown below:</p> <table border="1" data-bbox="1164 651 1917 954"> <thead> <tr> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Scheduled waste</td> <td>Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries</td> </tr> <tr> <td>Domestic waste</td> <td>rubbish from the mill/estate complex and employees' quarters</td> </tr> <tr> <td>Industrial waste</td> <td>Fiber, palm kernel shell, boiler ash, scrap iron</td> </tr> <tr> <td>Sewage</td> <td>Sewage from housing/office complex</td> </tr> </tbody> </table> <p>The pollution identified from the mill/estate activities:</p> <table border="1" data-bbox="1164 1066 1917 1251"> <thead> <tr> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Black smoke</td> <td>Emission from Boilers/vehicles/engines</td> </tr> <tr> <td>Odor & gases</td> <td>Activities from the effluent treatment</td> </tr> <tr> <td>Leakage of lubricant</td> <td>Storage & vehicle maintenance</td> </tr> </tbody> </table>	Land	Scheduled waste, domestic waste and industrial/process waste.	Type of waste	Details	Scheduled waste	Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries	Domestic waste	rubbish from the mill/estate complex and employees' quarters	Industrial waste	Fiber, palm kernel shell, boiler ash, scrap iron	Sewage	Sewage from housing/office complex	Type of waste	Details	Black smoke	Emission from Boilers/vehicles/engines	Odor & gases	Activities from the effluent treatment	Leakage of lubricant	Storage & vehicle maintenance	
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Leakage of lubricant	Storage & vehicle maintenance																						
7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>In FGV POM and the estates in the CU, had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document</p> <p>a) <i>Manual Ladang Sawit Lestari</i></p>	Non-compliance																				

**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

		<ul style="list-style-type: none"> - <i>Prosedure Kerja Selamat</i> b) <i>Manual Sustainability</i> <ul style="list-style-type: none"> - <i>Prosedur Kerja Selamat</i> - <i>Prosedur membancuh Racun di PREMIX</i> - <i>Pengendalian Bahan Kimia</i> a) Management and disposal of waste water 2020 has been established compiled by Assistant Engineer/Assistants/Staff. b) Waste Management Plan 2020 has been established prepared by SCCD and verified by the Assistant Engineer/Assistants/Manager. c) Waste Management Plan 2020 has been established in Jan 2020. d) Interview with staffs and workers i.e. storekeepers and chemical mixer were trained and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner. e) Among the identified wastes include empty chemical containers including pesticides containers. Empty pesticides containers were washed at washing station prior to disposal. Disposals were carried out in compliance with relevant regulation of scheduled waste. Inventory and consignment documents verified for confirmation of proper management and disposal. The CU scheduled waste is disposed to Kualiti Alam Sdn Bhd registered with DOE. <table border="1" data-bbox="1153 1168 1926 1276"> <thead> <tr> <th>Mill</th> <th>Date</th> <th>SW 305</th> <th>SW 409</th> <th>SW410</th> <th>SW206</th> </tr> </thead> <tbody> <tr> <td>KPOM</td> <td>27/7/20</td> <td>0.569</td> <td>0.284</td> <td>0.032</td> <td>0.010</td> </tr> </tbody> </table> <table border="1" data-bbox="1153 1324 1926 1367"> <thead> <tr> <th>Estate</th> <th>Date</th> <th>SW 102</th> <th>SW 408</th> <th>SW410</th> <th>SW409</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Mill	Date	SW 305	SW 409	SW410	SW206	KPOM	27/7/20	0.569	0.284	0.032	0.010	Estate	Date	SW 102	SW 408	SW410	SW409							
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**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

BBE	18/6/20	-	-	-	0.020
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The CU scheduled waste is disposed to the following vendors registered with DOE. Letter DOE dated 09/8/2016 was sighted and verified.

Unit	Date	SW Buyers/Vendor
BBE	22/1/2020	Kualiti Alam Sdn Bhd via PPPTR
KPOM	22/1/2020	Kualiti Alam Sdn Bhd

Domestic waste for the operating units in CU was disposed as follows;

Estate	Landfill site	Remarks
Bkt Besar	Block 5	Collection 2/3 x week
KPOM	Local Municipal	Collection 2/3 x week

The requirement is established and in compliance. The procedure documented under this subject under Perlupusan Sisa Domestik. Document dated 01.06.2016. The procedure has detailed the definition of solid waste. The types of solid wastes has been categorized as follows;

- a) *Sisa pepejal komersial / pembinaan*
- b) *Sisa pepejal isi rumah / perindustrian.*
- c) *Sisa pepejal keinstitusian*
- d) *Sisa pepejal import / awam.*

		<p>In addition there are `Pelan Pengurusan Domestik Dan Bahan Buangan Tahun 2020. In this plan activities as scheduled are monitored with the date/month recorded. This was sighted and verified. The site Block 5 has signboard displayed and properly demarcated. The area is sufficiently distant from habitation and water contamination. The site disposal area (landfill area) is shown and marked in the estate map.</p> <p>The estate also identified the types of domestic waste;</p> <ul style="list-style-type: none"> a) Sisa baki (Home domestic) b) Sisa pukal e.g. old furnitures, electrical appliances. c) Sisa kitar semula (Recycled). <p>Inside the Management Plan the estate has included among others.</p> <ul style="list-style-type: none"> a) Identification of scheduled waste/ domestic waste. b) Process dispose domestic waste to the estate landfill. <p>The estate also maintained records of source identification source and type of scheduled waste.</p> <p>However on 25/11/2020 KPOM during the site visit to the mill scarp yard area and adjacent area to workshop building, it was observed that presence of empty containers, paint can, oil / grease containers, chemical containers were evident without proper storage and segregation.</p>	
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7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>FGV practices of “Zero open burning” is enforced and elaborated in the Group Sustainability Policy dated May 2019. Also included in the following guidelines;</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit Lestari <ul style="list-style-type: none"> - Prosedure Kerja Selamat b) Manual Sustainability <ul style="list-style-type: none"> - Prosedur Kerja Selamat - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia - Penyediaan tanah tanam semula <p>The operating units adhered to the policy of “Zero open burning” for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estates. FGV AS Bukit Besar/Taib Andak Estate had replanting program spanned over the forthcoming years as shown in 3.1.2. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>	Complied
Criterion 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>- Minor compliance -</p>	<p>The CU continued to use and implement SOP for each of the processes. Brief version of the SOP was displayed at the appropriate locations. Copies of the documented SOP were presented to the audit team. It was observed that activities being implemented which involved safety, health, environmental, quality, employees, etc. had followed the established SOP.</p> <ul style="list-style-type: none"> a) FGV Agriculture Manual 1998 <ul style="list-style-type: none"> - <i>Manual Ladang Sawit Lestari</i> - <i>Prosedur Kerja Selamat</i> - <i>Manual Sustainability 2016</i> - <i>Prosedur Kerja Selamat</i> 	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<ul style="list-style-type: none"> - <i>Prosedur membancuh Racun di PREMIX</i> - <i>Pengendalian Bahan Kimia</i> <p>b) Pictorial Safety Standards and Security Guidelines (PSS).</p> <p>c) Laboratory Process Control Manual</p> <p>Kulai Palm Oil Mill processing system is documented in the following documents;</p> <ul style="list-style-type: none"> a) Manual <i>Operasi Kilang Sawit</i> introduced on 2/1/01 revised 23/10/17 b) <i>Prosedur Kerja Selamat</i> c) <i>Manual Alam Sekitar EMS</i> d) Laboratory Process Control Manual <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from the reception, sterilisation, threshing, pressing, clarification, depericarping (nut polishing) station, effluent, laboratory, workshop, despatches etc.</p> <p>All the estates and mill operations were guided through the manuals and SOP.</p> <ul style="list-style-type: none"> a) The procedures as documented in the FGV Agriculture Manual were disseminated to the staff/workers through morning briefings and training. b) The Manuals are kept in the main office for references of employees particularly for the supervisory personnel. c) The documents included all operations in the estates from seedlings in nursery to planting of young palms and plantation upkeep to mill FFB receipt, grading, processing, quality analysis and security. d) Site inspection and interview with workers confirmed that the 	
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		<p>SOP had been implemented and they understood the requirements of the SOP, the bottom-line of which is Good Agricultural Practice and the care for their safety and health and the environment.</p>									
<p>7.4.2</p>	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health. - Minor compliance -</p>	<p>The internal Agronomist from FELDA Agriculture Services Sdn Bhd visited estate to perform foliar sampling prior to the fertilizer recommendation for the forthcoming year.</p> <p>a) Leaf and soil nutrient analysis are a common methodology used in the diagnosis of fertilizer requirements in oil palms.</p> <p>b) Foliar analysis reports were then issued to the estates for the program establishment and application. This includes the order of fertilizer and workforce/machine planning.</p> <p>c) For the estate Agronomic assessment and fertilizer recommendation was conducted by Agricultural Agronomic Services Dept to formulate the FY2020 manuring programme and to suggest relevant agronomic practices for oil palm yield and growth improvement. Annual foliar sampling for Ash, N, P, K, Mg, Ca & B had been were carried out in all estates. The latest being:</p> <table border="1" data-bbox="1162 1059 1919 1192"> <thead> <tr> <th></th> <th>Estate</th> <th>Report Date</th> <th>Report No</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>12/7/2020</td> <td>Yet to receive</td> </tr> </tbody> </table> <p>d) Soil sampling was carried out accordingly and analysis is made yearly on different fields. The soil analysis provided the indication of soil health and monitors the changes in the organic carbon and total nitrogen.</p>		Estate	Report Date	Report No	1	FGV AS Bukit Besar/Taib Andak Estate	12/7/2020	Yet to receive	<p>Complied</p>
	Estate	Report Date	Report No								
1	FGV AS Bukit Besar/Taib Andak Estate	12/7/2020	Yet to receive								

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>e) Soil analysis for PH, Org C, Total N, Total P, Avail P, Exchange K, Exchange Ca & Exchange Mg was carried out on a year cycle basis with the recent carried out as follows:</p> <table border="1" data-bbox="1200 491 1883 624"> <thead> <tr> <th></th> <th>Estate</th> <th>Report No</th> <th>Report Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>Yet to receive</td> <td>12/7/2020</td> </tr> </tbody> </table> <p>All foliar and soil sampling & analysis was conducted by FGV AS Bukit Besar/Taib Andak Estate Laboratory.</p>		Estate	Report No	Report Date	1	FGV AS Bukit Besar/Taib Andak Estate	Yet to receive	12/7/2020	
	Estate	Report No	Report Date								
1	FGV AS Bukit Besar/Taib Andak Estate	Yet to receive	12/7/2020								
<p>7.4.3</p>	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers. - Minor compliance -</p>	<p>The following practices are applied in the estate in relation to the nutrient recycling strategy;</p> <p>a) EFB application in designated fields at dosage of 20-40 mt/ha applied in inter rows subject to Agronomist recommendations. b) Cut frond are stacked in between the palms rows left to discompose. c) POME utilization is disposed via water discharge leading to Sg Semangar located 3 km away.</p> <table border="1" data-bbox="1182 1086 1917 1206"> <thead> <tr> <th>Estate</th> <th>Field no</th> <th>Ha</th> <th>Mt</th> </tr> </thead> <tbody> <tr> <td>Bkt Besar</td> <td>Blk1 -5</td> <td>52.60</td> <td>228</td> </tr> </tbody> </table>	Estate	Field no	Ha	Mt	Bkt Besar	Blk1 -5	52.60	228	<p>Complied</p>
Estate	Field no	Ha	Mt								
Bkt Besar	Blk1 -5	52.60	228								
<p>7.4.4</p>	<p>Records of fertiliser inputs are maintained. - Minor compliance -</p>	<p>Fertilizer application program was monitored using records i.e. program sheets, bin cards, field cost book, Fertilizer Application monitoring forms, etc.</p>	<p>Complied</p>								

		<p>a) Records of programs and applications of fertilizers were reviewed by the auditors.</p> <p>b) Review of the records revealed that the actual fertilizers applied in 2019/20 was in line with the program.</p> <p>c) he following fertilizers were applied in the estates on recommendation by the Agronomist FGVAS among others;</p> <table border="1" data-bbox="1205 603 1921 801"> <thead> <tr> <th>Fertiizer</th> <th>Kg/palm</th> <th>application month</th> </tr> </thead> <tbody> <tr> <td>NK 95</td> <td>2.50</td> <td>Feb-MaY</td> </tr> <tr> <td>Kieserite</td> <td>2.00</td> <td>April</td> </tr> <tr> <td>Rock Phosphate</td> <td>2.00</td> <td>Dec</td> </tr> </tbody> </table> <p>The management of soil fertility is guided by FGV's "Manual Ladang Sawit Lestari" (Oil Palm Plantation Sustainability Manual), Third Edition (2017), Section V: Manuring.</p>	Fertiizer	Kg/palm	application month	NK 95	2.50	Feb-MaY	Kieserite	2.00	April	Rock Phosphate	2.00	Dec					
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NK 95	2.50	Feb-MaY																	
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<p>Criterion 7.5: Practices minimise and control erosion and degradation of soils.</p>																			
<p>7.5.1</p>	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Description of the soil characteristics such as texture, depth, drainage, parent material and key aspect for management was available. There were no other problem soils (e.g. podzols and acid sulphate soils) in the estate. The soil map is prepared by Unit Komputer(GPS/GIS) from FELDA Agricultural Services Sdn Bhd.</p> <table border="1" data-bbox="1160 1161 1908 1359"> <thead> <tr> <th>Soil type</th> <th>%</th> <th>Soil type</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Rengam</td> <td>71.4</td> <td>Gong Chenak</td> <td>15.1</td> </tr> <tr> <td>Beserah</td> <td>11.2</td> <td>Lating</td> <td>2.3</td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>100</td> </tr> </tbody> </table>	Soil type	%	Soil type	%	Rengam	71.4	Gong Chenak	15.1	Beserah	11.2	Lating	2.3	Total			100	<p>Complied</p>
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<p>7.5.2</p>	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	<p>Like all FGV Estates, FGV AS Bukit Besar/Taib Andak Estate visited continued to have a management strategy for planting on slopes in order to minimize and control erosion and degradation of soils. The plantings on slopes between 9 and 25 degrees was guided by a Policy is available titled as '<i>Polisi Perlindungan Dan Penjagaan Alam Sekitar</i>' signed by Pengarah Besar on 15.4.2016. The content of the Policy among others includes the following;</p> <ul style="list-style-type: none"> a) Compliance with all related guidelines and regulatory laws. b) Implementation of GAP as stated in FELDA Lestari. c) Implement suitable remedial to reduce impact to the environment. d) To avoid pollution e) To adopt policy to others. <p>Other guidelines were also shown in the following documents among others;</p> <ul style="list-style-type: none"> a) Slope & River Protection Policy in Section 1A/L3 FGV Sustainability Manual b) Buffer Zone & 25-degree slope in Section 1A/L3 FGV Sustainability Manual c) Land Preparation for Terracing in Section 1A/L2 FGV Sustainability Manual. <p>It was observed that practices to minimize and control erosion and degradation of soils were in place through proper stacking of fronds, EFB application, avoidance of blanket spraying, construction terraces, road maintenance and maintenance of soft vegetation in the interlines. Cover crops were planted in the replants and in certain mature areas. The cover crop <i>mucuna bracteata</i> had been planted along crucial slopes by management.</p>	<p>Complied</p>
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>Large areas with <i>neprolepis biserrata</i> in the inter rows were sighted during the visit. The slope maps were provided by the FELDA Agricultural Services Sdn Bhd) with details as follows:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Topography</th> <th>%</th> <th>No</th> <th>Topography</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0-6</td> <td>62.01</td> <td>3</td> <td>13-24</td> <td>0.12</td> </tr> <tr> <td>2</td> <td>7-12</td> <td>37.87</td> <td>4</td> <td>>24</td> <td>0</td> </tr> <tr> <td colspan="5" style="text-align: right;">Total</td> <td>100</td> </tr> </tbody> </table>	No	Topography	%	No	Topography	%	1	0-6	62.01	3	13-24	0.12	2	7-12	37.87	4	>24	0	Total					100	
No	Topography	%	No	Topography	%																						
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Total					100																						
7.5.3	<p>There is no new planting of oil palm on steep terrain. - Minor compliance -</p>	<p>This compliance being addressed in the Sustainable Policy - "Slope and River Protection" signed by the Pengarah Besar dated May 2018 stating the following among others; <i>"Slope of >25 degree to be excluded from any new plantation development and replanting program. For slope <25 degree the existing crop all vegetative shall be maintained accordingly"</i>.</p>	Complied																								
<p>Criterion 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>																											
7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations. - Critical (Major) compliance -</p>	<p>Soil surveys are made and available in a soil map for FGV AS Bukit Besar/Taib Andak Estate. Topographic contour map are also available which are both used to manage the drainage and road works in the estate. The estate had no new planting for the current year and also for the forthcoming 5 years operations.</p>	Complied																								
7.6.2	<p>Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices. - Minor compliance -</p>	<p>FGV Group Estates had no planting on areas of more than 25 degree. Plantings on steep slope are either avoided or minimized.</p>	Complied																								

7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	Soil surveys are made and available in a soil map at the estate. Topographic contour map are also available which are both used to manage the drainage and road works in the estate. Details as per 7.5.1 and 7.5.2.	Complied
Criterion 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas. - Critical (Major) compliance -	There is no peat soil or soil categorized as marginal or fragile soil in all estates visited. There was also no new planting in the estate	Not Applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below). - Minor compliance -	There is no peat soil or soil categorized as marginal or fragile soil in all estates visited. There was also no new planting in the estate	Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	There is no peat soil or soil categorized as marginal or fragile soil in the estate visited. There was also no new planting in the estate.	Not Applicable
7.7.4	(C) A documented water and ground cover management programme is in place. - Critical (Major) compliance -	The water and ground cover management programme is documented in the FGV Agricultural Manual (Water Management in Inland, Costal and Peat lands) issued on 01.07.2011. Details are described in 7.8.1. individual estates and mill had their respective water management plan mainly to monitor among others the following; a) Bulk of the supply in view of the location are from SAJ for both mill and estate. b) Monitor the quality of main water inlet/outlet for pollutants from estate's operations. c) Contingency during water shortage.	Complied

		<p>d) Monitor the usage of fresh water on monthly basis</p> <p>e) Reuse/recycle waste water.</p>	
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p> <p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	Not Applicable
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	Not Applicable
7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2019) and associated audit guidance.</p>	<p>There is no peat soil or soil categorized as marginal or fragile soil in FGV AS Bukit Besar/Taib Andak Estate visited nor there is no new planting within.</p>	Not Applicable

	- Critical (Major) compliance -														
Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.															
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <ul style="list-style-type: none"> a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities. b) Workers have adequate access to clean water. <p>- Minor compliance -</p>	<p>The mill water management plan has been established with the recent review made on respectively by the OU. Among others the plan therein has emphasized;</p> <ul style="list-style-type: none"> a) rain water harvesting for cleaning purposes, b) water from the reservoir/catchment for the mill operations c) continual training for workers on water efficiency consumption, d) desilting of water reservoir to retain the reservoir optimal capacity. e) The action plan in event of draught/water pollution and <p>The estates similarly possessed the following water management plan. Among others containing the following initiatives.</p> <table border="1"> <thead> <tr> <th>Source</th> <th>Activity</th> <th>Threat</th> <th>Action Plan</th> </tr> </thead> <tbody> <tr> <td>Reservoir/ pond/ SAJ/ Rain</td> <td>Chemical mixing</td> <td>Pollution Draught Wastage</td> <td>Enforcement of buffer zone as non-spraying activities.</td> </tr> <tr> <td></td> <td>General Upkeep</td> <td>Pollution Draught Wastage</td> <td>Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.</td> </tr> </tbody> </table>	Source	Activity	Threat	Action Plan	Reservoir/ pond/ SAJ/ Rain	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.		General Upkeep	Pollution Draught Wastage	Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.	Complied
Source	Activity	Threat	Action Plan												
Reservoir/ pond/ SAJ/ Rain	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.												
	General Upkeep	Pollution Draught Wastage	Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.												

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

			<p>Line site</p>	<p>Pollution Draught Wastage</p>	<p>Every house is supplied with containers. To schedule water supply to avoid wastage. Awareness on water usage efficiency. Outsource from neighboring estates.</p>			
			<p>Drain upkeep</p>	<p>Interruption water flow at drainage system.</p>	<p>Periodic desilting Building of sand bags at specific points to contain water (weirs)</p>			
				<p>Water pollution</p>	<p>Prohibit workers from activities at water source Drinking water analysis. Monitor condition of septic tank Adhere SW management procedure to avoid pollution caused by SW.</p>			
		<p>Water Management Plan review date was sighted and verified with records as follows;</p>						
		<table border="1"> <tr> <td data-bbox="1131 1364 1480 1396">Estate/Mill</td> <td data-bbox="1480 1364 1706 1396">Review date</td> <td data-bbox="1706 1364 1921 1396">Issues</td> </tr> </table>	Estate/Mill	Review date	Issues			
Estate/Mill	Review date	Issues						

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<table border="1"> <tr> <td>FGV AS Bukit Besar/Taib Andak Estate</td> <td>Jan 2020</td> <td>NIL</td> </tr> <tr> <td>Kulai Palm Oil Mill</td> <td>Jan 2020</td> <td>NIL</td> </tr> </table>	FGV AS Bukit Besar/Taib Andak Estate	Jan 2020	NIL	Kulai Palm Oil Mill	Jan 2020	NIL																			
FGV AS Bukit Besar/Taib Andak Estate	Jan 2020	NIL																									
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		<p>The Mill Identification & Management of Waste Water 2020 among others as summarized below;</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Waste water produced</th> <th>Treatment/containment</th> <th>Reuse/recycle/disposal method</th> </tr> </thead> <tbody> <tr> <td>Processing stations</td> <td>Clarification condensate Sterilizer condensate Hydro cyclone condensate Mill floor cleaning water</td> <td>Oil recovery/ETP</td> <td>Recover into system</td> </tr> <tr> <td>Boiler</td> <td>Blow down, cleaning water</td> <td>Sludge pit, ETP</td> <td>Monsoon drain</td> </tr> <tr> <td>Process ramp</td> <td>Rainfall runoff</td> <td>Sedimentation trap</td> <td>Monsoon drain</td> </tr> <tr> <td>Engine room</td> <td>Steam condensate, turbine cooling water</td> <td>Monsoon drain, recycled tank</td> <td>Monsoon drain</td> </tr> <tr> <td>Lab</td> <td>Cleaning water</td> <td>Process drain</td> <td>Monsoon drain</td> </tr> </tbody> </table>	Location	Waste water produced	Treatment/containment	Reuse/recycle/disposal method	Processing stations	Clarification condensate Sterilizer condensate Hydro cyclone condensate Mill floor cleaning water	Oil recovery/ETP	Recover into system	Boiler	Blow down, cleaning water	Sludge pit, ETP	Monsoon drain	Process ramp	Rainfall runoff	Sedimentation trap	Monsoon drain	Engine room	Steam condensate, turbine cooling water	Monsoon drain, recycled tank	Monsoon drain	Lab	Cleaning water	Process drain	Monsoon drain	
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		Wash room	Toilet water, cleaning water	Septic tank	Collected by licensed contractor.																																																																				
		<p>The mill collected water samples for the domestic water consumption collected to <i>FELDA Makmal Bukit Besar</i> monthly own sampling. All results were sighted and verified and sample shown below. All parameters are within the limits under Raw Water Quality Standard MOH 2010.</p>																																																																							
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7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific</p>	<p>Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones has been verified at the estate and mill catchment. Riparian buffer zones have been identified and demarcated. No chemicals and fertilizer application</p>				Complied																																																																			

environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.
 - Critical (Major) compliance -

observed been used in their maintenance. In certain areas Guatemala grass / Vertivar sp were planted along the river banks. Guidelines of the width of the rivers and natural courses to be protected have been illustrated in the FGV Sustainability Manual Section 1A/L2 revised dated 01/06/2016. The buffer zones established are as follows:

	River width	Buffer zone
1	>40 meters	50 meters
2	20 - 40 meters	40 meters
3	10 - 20 meters	20 meters
4	5 - 10 meters	10 meters
5	< 5 meters	5 meters

Buffer zones were protected. Areas visited for the estates as tabled below;

	Estate	Location	Field no
1	Bkt Besar	Blok 5	P2014

Variations and action plan were discussed during the quarterly ESH meeting under agenda "*Laporan Kejadian Pencemaran Alam Sekitar*". Minutes of meeting dated 25/8/2020 ESH. Prevention is made especially during the manuring activities. FGV reviewed the environmental performances during the monthly EPMC Environmental Performance Monitoring Committee. Sighted minutes of meeting KPOM dated 15/3/2020 among others discussing the following;

a) Effluent treatment and performance

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>b) Scheduled wastes and others waste management c) Clean air monitoring d) Environmental Programs.</p> <p>The mill made a monthly water samples at 2 points in the mill complex i.e hulu & hilir . Results for the samples taken on 22/10/20 and 08/10/20 as shown below. No major issues were noted/recorded.</p> <table border="1" data-bbox="1155 679 1917 1225"> <caption><i>Kulai POM - Sg Semanggar River /stream water analysis</i></caption> <thead> <tr> <th colspan="3"></th> <th colspan="2">22/10/2020</th> <th colspan="2">08/10/2020</th> </tr> <tr> <th></th> <th>Parameter</th> <th>unit</th> <th>Hulu</th> <th>Hilir</th> <th>Hulu</th> <th>Hilir</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>PH</td> <td>-</td> <td>6.5</td> <td>7.4</td> <td>6.7</td> <td>8.1</td> </tr> <tr> <td>2</td> <td>BOD</td> <td>mg/L</td> <td>6</td> <td>6</td> <td>16</td> <td>30</td> </tr> <tr> <td>3</td> <td>COD</td> <td>mg/L</td> <td>259</td> <td>247</td> <td>134</td> <td>126</td> </tr> <tr> <td>4</td> <td>T Solids</td> <td>mg/L</td> <td>124</td> <td>421</td> <td>216</td> <td>2340</td> </tr> <tr> <td>5</td> <td>S Solids</td> <td>mg/L</td> <td>32</td> <td>15</td> <td>50</td> <td>101</td> </tr> <tr> <td>6</td> <td>O & G</td> <td>mg/L</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>7</td> <td>A Nitrogen</td> <td>mg/L</td> <td>ND</td> <td>ND</td> <td>ND</td> <td>ND</td> </tr> <tr> <td>8</td> <td>T Nitrogen</td> <td>mg/L</td> <td>1</td> <td>5</td> <td>6</td> <td>5</td> </tr> </tbody> </table>				22/10/2020		08/10/2020			Parameter	unit	Hulu	Hilir	Hulu	Hilir	1	PH	-	6.5	7.4	6.7	8.1	2	BOD	mg/L	6	6	16	30	3	COD	mg/L	259	247	134	126	4	T Solids	mg/L	124	421	216	2340	5	S Solids	mg/L	32	15	50	101	6	O & G	mg/L	-	-	-	-	7	A Nitrogen	mg/L	ND	ND	ND	ND	8	T Nitrogen	mg/L	1	5	6	5	
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7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored. - Minor compliance -</p>	<p>The effluent treatment plant was made in accordance and interview with operator in charge revealed that the operation was in accordance with standard operation procedure and legal requirements.</p>	Complied																																																																						

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>a) No over flow was observed, and flow meter reading was recorded daily. The mill monitoring the effluent and submits to DOE through 'Borang Penyata Suku Tahunan'.</p> <p>b) Kulai Mill DOE license no 004683 was for water discharge requirement of which is BOD less than 20 mg/l.</p> <p>c) The results from final discharge were compliance within parameter limit except for the BOD of which the mill had obtained via application letter dated 06/7/2020 to DOE of Johor. Record was sighted and verified.</p> <table border="1" data-bbox="1155 687 1924 1066"> <thead> <tr> <th>Sample date</th> <th>Std</th> <th>20/7/20</th> <th>27/8/20</th> <th>02/9/20</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>5.-9.</td> <td>8.10</td> <td>8.20</td> <td>8.50</td> </tr> <tr> <td>BOD</td> <td>20</td> <td>46</td> <td>44</td> <td>30</td> </tr> <tr> <td>COD</td> <td>-</td> <td>473</td> <td>344</td> <td>331</td> </tr> <tr> <td>Total solids</td> <td>-</td> <td>5616</td> <td>4844</td> <td>4826</td> </tr> <tr> <td>S Solids</td> <td>200</td> <td>80</td> <td>71</td> <td>71</td> </tr> <tr> <td>Oil & grease</td> <td>5.0</td> <td>6</td> <td>5</td> <td>9</td> </tr> <tr> <td>A Nitrogen</td> <td>20</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total N</td> <td>200</td> <td>31</td> <td>24</td> <td>27</td> </tr> </tbody> </table>	Sample date	Std	20/7/20	27/8/20	02/9/20	PH	5.-9.	8.10	8.20	8.50	BOD	20	46	44	30	COD	-	473	344	331	Total solids	-	5616	4844	4826	S Solids	200	80	71	71	Oil & grease	5.0	6	5	9	A Nitrogen	20	0	0	0	Total N	200	31	24	27	
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7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>The mill processing water are obtained from the water catchment adjacent to the mill complex. The water usage monitoring is made on a monthly basis with the latest recording (water usage per mt in 2020 of fresh fruit bunches (FFB) below;</p> <table border="1" data-bbox="1196 1257 1870 1388"> <thead> <tr> <th>No</th> <th>Month</th> <th>Water</th> <th>FFB /mt</th> <th>Water /FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Jan</td> <td>1720</td> <td>13450</td> <td>0.77</td> </tr> </tbody> </table>	No	Month	Water	FFB /mt	Water /FFB	1	Jan	1720	13450	0.77	Complied																																			
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7.9.1	<p data-bbox="255 1027 1111 1086">A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.</p> <p data-bbox="255 1099 501 1126">- Minor compliance -</p>	<p data-bbox="1144 1027 1924 1185">A plan for improving the efficiency of the use of fossil fuels is in place and has been incorporated into the Environmental Aspect and Impact activities report for 2020. The document was reviewed/updated on Jan 2020. The Environment Management Plan for efficiency of fossil fuel usage are detailed below:</p> <table border="1" data-bbox="1137 1235 1917 1396"> <thead> <tr> <th>No</th> <th>Target</th> <th>Objective</th> <th>Action plan</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Backhoe tractor/</td> <td>To reduce fossil fuel (diesel) consumption from</td> <td>To ensure the vehicle engine is turn off during idle time</td> </tr> </tbody> </table>	No	Target	Objective	Action plan	1	Backhoe tractor/	To reduce fossil fuel (diesel) consumption from	To ensure the vehicle engine is turn off during idle time	Complied																																					
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**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

			Machines	company-owned vehicles and fuel using mobile equipment	To record vehicle activity which consume fuel																																			
		2	Van / Supervisory vehicle	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To record vehicle activity in order to eliminate waste activity which consume fuel. To turn off vehicle engine during idle time.																																			
		3	Electrical supply	To reduce reliance on gen-sets for power supply	Utilization of TNB sources																																			
<p>The utilization of fossil fuel in 2020 is being monitored with records shown below:</p> <table border="1"> <thead> <tr> <th rowspan="2">Mth</th> <th colspan="3">Kulai Palm Oil Mill 2020</th> <th colspan="3">FGV AS Bukit Besar/Taib Andak Estate 2020</th> </tr> <tr> <th>FFB mt</th> <th>Diese l</th> <th>Diesel/F FB</th> <th>FFB mt</th> <th>Diesel</th> <th>Diesel/F FB</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>13450</td> <td>3258</td> <td>0.24</td> <td>71</td> <td>650</td> <td>9.21</td> </tr> <tr> <td>Feb</td> <td>12650</td> <td>5489</td> <td>0.43</td> <td>66</td> <td>550</td> <td>8.30</td> </tr> <tr> <td>Mac</td> <td>9000</td> <td>6166</td> <td>0.69</td> <td>67</td> <td>600</td> <td>8.93</td> </tr> </tbody> </table>							Mth	Kulai Palm Oil Mill 2020			FGV AS Bukit Besar/Taib Andak Estate 2020			FFB mt	Diese l	Diesel/F FB	FFB mt	Diesel	Diesel/F FB	Jan	13450	3258	0.24	71	650	9.21	Feb	12650	5489	0.43	66	550	8.30	Mac	9000	6166	0.69	67	600	8.93
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**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

Apr	13350	9790	0.73	81	600	7.44
May	7350	7992	1.09	89	600	6.73
June	11300	7928	0.70	105	625	5.95
July	12580	9220	0.73	114	650	5.68
Aug	15650	12424	0.79	115	675	5.86
Sept	14040	15221	1.08	106	625	5.91
Oct	12520	9573	0.76	99	600	6.05

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

Performance variation in view of several factors i.e.

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

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

**RSPO P&C Public Summary Report
Revision 11 (Sept 2020)**

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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

		<p>A plan for improving the efficiency of the use of fossil fuels is in place incorporated into the Environmental Aspect and Impact activities report for 2020 identified in the following</p> <ul style="list-style-type: none"> a) Environmental Aspect Identification Summary FY 2020 reviewed accordingly. b) Environmental Impact Evaluation Summary FY 2020 reviewed accordingly. c) Renewable energy usage & diesel consumption 2019/20 was established and monitored by monthly basis. 	
<p>Criterion 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>			
<p>7.10.1</p>	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>Kulai Palm Oil Mill and FGV AS Bukit Besar/Taib Andak Estate had identified emission of greenhouse gas (GHG) from their operations such as emission from their farm tractor and gen set operation.</p> <ul style="list-style-type: none"> a) The management from both estate and mill had planned to reduce emission by daily inspection and monitoring for their farm tractor and gen set to prevent any leakage and problem that could adverse impact the environment. b) Fuel Consumption, Peat Oxidation, POME and reported in the Palm GHG Summary Report. 	<p>Complied</p>
<p>7.10.2</p>	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>The CU has calculated the GHG using RSPO Palm GHG calculator and the calculation option used is Option 1. The CU records NIL new development within the certified area. There is no new planting in FGV AS Bukit Besar/Taib Andak Estate.</p>	<p>Complied</p>

<p>7.10.3</p>	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored. - Critical (Major) compliance -</p>	<p>An assessment of all polluting activities has been conducted and monitored. This included the gaseous emissions, particulate / soot emissions and effluent. The CU has continued to maintain its environmental aspects/impacts register associated with their activities. Environmental aspect and impact (EAI) records i.e. which covers estate (<i>Latest 28/9/2020</i>) and mill activities / operation. 'Pollution Identification Environmental Improvement Action Plan' is used to identify the waste products and sources of pollution, was in place and is reviewed accordingly. Among others the significant environmental receptors for the estates and mill operations were:</p> <table border="1" data-bbox="1160 742 1921 1236"> <thead> <tr> <th>Environmental Receptors</th> <th>Source</th> </tr> </thead> <tbody> <tr> <td>Air</td> <td>Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).</td> </tr> <tr> <td>Water</td> <td>Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down</td> </tr> <tr> <td>land</td> <td>Land – Scheduled waste, domestic waste and industrial / process waste.</td> </tr> </tbody> </table> <p>Kulai Palm Oil Mill has conducted boiler stack sampling for each of the boiler stack. Results were within the acceptable limit. The mill was also equipped with a Continuous Emission Monitoring System</p>	Environmental Receptors	Source	Air	Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).	Water	Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down	land	Land – Scheduled waste, domestic waste and industrial / process waste.	<p>Complied</p>
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land	Land – Scheduled waste, domestic waste and industrial / process waste.										

		<p>(CEMS). The audit team has verified the condition of the CEMS during the audit. The system was found to be in functional condition.</p> <p>Data from the stack is connected online to DOE office. Boiler smoke emission data are within the DOE limit. An assessment of identified polluting activities is being conducted and monitored, inclusive of gaseous emissions, particulate / soot emissions and effluent. <i>'Pollution Prevention Plan and Waste Management Action Plan 2020'</i> – is used to identify the waste products and sources of pollution – is in place and is being reviewed and implemented accordingly. Among others actions taken by the CU were:</p> <ul style="list-style-type: none"> a) Scheduled wastes – disposed to Kualiti Alam Sdn Bhd. b) Domestic wastes are disposed to local Municipal/landfill c) Full compliance to zero burning practices. d) Installation of ESP Vorsep System commissioned in Dec 2018. <p>The environmental issues are discussed together in the quarterly ESH meeting 4x/year. The agenda discussed among others as follows;</p> <ul style="list-style-type: none"> a) matters arising b) performance of environment compliance c) report on environmental pollution d) self-compliance checklist performance e) effluent treatment /clean air / scheduled waste f) audit report on ISO 14001 EMS / RSPO/MSPO g) Domestic waste issues <p>In addition, environmental issues were also discussed direct or indirectly during the management meeting the weekly muster.</p>	
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Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area

7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -</p>	<p>There was no land preparation of existence or new planting in FGV Estates by burning ever since the management practiced zero burning as per the policy in:</p> <ul style="list-style-type: none"> a) Manual Ladang Sawit LESTARI on reviewed 1/6/12 Sawit pra matang edisi II seksyen 3 b) Manual Ladang Sawit LESTARI reviewed on 1/6/12 Sawit matang edisi II seksyen 4 c) Manual Ladang Sawit LESTARI 1/6/12 Pembajaan sawit edisi II seksyen 5 d) Prosedur Kerja Selamat e) Manual Kelestarian (Sustainability) f) Work instructions <p>As advocated, the estates practiced zero burning. In the replants visited during the audit in the estate, it was evident that all palms were felled, shredded, windrow-ed and left to decompose. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</p>	Complied
7.11.2	<p>The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -</p>	<p>The Group policy of "Zero open burning" is enforced since 01/6/2014. The operating units adhered to the policy of "Zero open burning" for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estate. The estate recorded replanting program for the forthcoming 5 years. Refer details in 4.6.2.2.</p> <p>There is a fire ERP team established by the estate and mill.</p>	Complied
7.11.3	<p>The unit of certification engages with adjacent stakeholders on fire prevention and control measures.</p>	<p>FGV engaged smallholders on the fire prevention and control measures. This was mentioned in the stakeholder meeting of KPOM dated 05/11/2020 under item no B "Nota Pengurus Kilang and letter</p>	Complied

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>- Minor compliance -</p>	<p>from the Estate Manager dated 03/11/2020 " elaborating among others the following;</p> <ul style="list-style-type: none"> a. <i>Memelihara dan memulihara kepelbagaian biologi</i> b. <i>Pihak berkepentingan boleh melaporkan kepada FGV</i> c. <i>Jika berlaku kebakaran di persempadanan kawasan ladang/kilang</i> d. <i>Pihak ladang/kilang /pekebun kecil berhampiran juga boleh mendapatkan bantuan daripada FGV jika berlaku di kawasan mereka.</i> 	
<p>Criterion 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p>			
<p>7.12.1</p>	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new planting (refer 7.3.1 to 7.4.2) affecting present HCV and primary forest. There was no land clearing activities made nor had damaged any forest to protect or enhance the HCV.</p>	<p>Not Applicable</p>
<p>7.12.2</p>	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <ul style="list-style-type: none"> a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid. b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations. <p>PROCEDURAL NOTE:</p>	<p>The last assessment was conducted with details as follows; "<i>Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti; Ladang Penyelidikan FASSB Taib Andak & FPISB Kilang Sawit Kulai, Felda Taib Andak</i>". This report was updated and reviewed by En Amir Hamzah Dollah@Abdullah from the Due Diligence Unit, Plantations Sustainability Department dated 13/9/2018.</p> <p>In summary there was no HCV present in the CU except for buffer zone for Sungai Semanggar branch internal drainage flowing at the boundary of FGVASSB Taib Andak field. The report details the findings of a rapid appraisal of the biodiversity in the estates and</p>	<p>Complied</p>

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	<p>Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019).</p> <p>- Critical (Major) compliance -</p>	<p>addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following;</p> <ul style="list-style-type: none"> a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long term effect. 	
7.12.3	<i>Indicator is not applicable in Malaysia context</i>	Not Applicable	Not Applicable
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new HCVs, HCS forests peatland and other conservation areas been identified after 15 Nov 2018 in FGV AS Bukit Besar/Taib Andak Estate (refer 7.3.1 to 7.4.2).</p> <p>The recent HCV assessment methodology is through site observation, interviews, stakeholders consultation and desktop review on available secondary data. The assessment among others covers the following areas;</p> <ul style="list-style-type: none"> - Overview of HCV assessment. - Description of assessment areas. - Finding and discussion - landscape context - HCV criteria and application to agriculture - HCV monitoring and management <p>Monitoring of these areas are made through the daily field supervision by the field staff and executives. There were also visits by the PI/GM and also personnel from the SCCD unit. Sighting of RTE are made and recorded during the AP rounds in the estates if</p>	Complied

		any. Highlights if any are discussed during the management review or management meetings subject to the urgency of the situation.																									
7.12.5	Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas. - Minor compliance -	There was no rights of local communities been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas. a) The HCV Assessment report indicated that there is no threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations. b) There is only common bird, presence of wild boar and monkeys occasionally sighted. The appropriate measures that are expected to maintain and/or enhance them were implemented through an action plan reviewed in Jan 2020.	Complied																								
7.12.6	All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species. - Minor compliance -	There is no RTE found the entire FGV AS Bukit Besar/Taib Andak Estate Complex as recorded, with latest the following observation /report namely " <i>Pemantauan Hidupan Liar Di FASSB Taib Andak</i> ". Latest records extracted dated 1/11/2019 <table border="1" data-bbox="1137 946 1926 1361"> <thead> <tr> <th>Species</th> <th>Scientific</th> <th>IUCN Status</th> <th>Presence</th> </tr> </thead> <tbody> <tr> <td>Wild boar</td> <td>Sus scrofa</td> <td>LC</td> <td>Yes</td> </tr> <tr> <td>Monkey</td> <td>Macaca Fascicularis</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Striped rattlesnake</td> <td>Ophiophagus Hannah</td> <td>VU</td> <td>No</td> </tr> <tr> <td>Cobra snake</td> <td>Naja Kaouthia</td> <td>LC</td> <td>Yes</td> </tr> <tr> <td>Lizard</td> <td>Varanus</td> <td>LC</td> <td>Yes</td> </tr> </tbody> </table>	Species	Scientific	IUCN Status	Presence	Wild boar	Sus scrofa	LC	Yes	Monkey	Macaca Fascicularis	Yes	Yes	Striped rattlesnake	Ophiophagus Hannah	VU	No	Cobra snake	Naja Kaouthia	LC	Yes	Lizard	Varanus	LC	Yes	Complied
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RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

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7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>The audit findings have confirmed that there is no new HCVs, HCS forests peatland and other conservation areas been identified after 15 Nov 2018 in FGV AS Bukit Besar/Taib Andak Estate (refer 7.3.1 to 7.4.2).</p> <p>Monitoring of these areas are made through the daily field supervision by the field staff and executives. There were also visits by the PI/GM and also personnel from the SCCD Unit. Sighting of RTE are made and recorded during the AP rounds in the estate if any.</p>	Complied																												

7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	<p>The audit findings have confirmed that there is no new land clearing affecting areas of HCVs, HCS forests peatland and other conservation areas.</p>	Not Applicable

Appendix B: Approved Time Bound Plan

TIME BOUND PLAN FORECAST FOR RSPO CERTIFICATION OF ALL FGV PALM OIL MILLS & SUPPLY BASES				
Palm Oil Mill	Supply Bases (estates, plantations, associations)			
	FFB Supplier	Certification Year	Certification Standard	Status
KS SELANCAR 2B	FGVPM Selancar 06	2017	MYNI 2014	Certified
	FGVPM Selancar 08	2017	MYNI 2014	
	FGVPM Selancar 09	2017	MYNI 2014	
KS ARING A	FGVPM Aring 02	2017	MYNI 2014	Certified
	FGVPM Aring 15	2017	MYNI 2014	
	FGVPM Aring 03	2017	MYNI 2014	
	FGVPM Aring 04	2017	MYNI 2014	
	FGVPM Aring 05	2017	MYNI 2014	
	FGVPM Aring 06	2017	MYNI 2014	
	FGVPM Aring 08	2017	MYNI 2014	
	FGVPM Aring 10	2017	MYNI 2014	
KS SELENDANG	FGVPM Selendang 3	2018	MYNI 2014	Certified
	FGVPM Selendang 4	2018	MYNI 2014	
	FGVPM Selendang 5	2018	MYNI 2014	
	FGVPM Berabong 1	2018	MYNI 2014	
KS BUKIT SAGU	FGVPM Bukit Sagu 04	2017	MYNI 2014	Certified
	FGVPM Bukit Sagu 6	2017	MYNI 2014	
	FGVPM Bukit Sagu 07	2017	MYNI 2014	
	FGVPM Bukit Sagu 08	2017	MYNI 2014	
KS KERATONG 9	FGVPM Bera Selatan 05	2017	MYNI 2014	Certified
	FGVPM Bera Selatan 07	2017	MYNI 2014	
	FGVPM Merchong	2017	MYNI 2014	
	FGVPM Keratong Timur	2017	MYNI 2014	
	FASSB Merchong	2017	MYNI 2014	
KS LEPAR UTARA 6	FGVPM Lepar Utara 07	2017	MYNI 2014	Certified
	FGVPM Lepar Utara 08	2017	MYNI 2014	
	FGVPM Lepar Utara 09	2017	MYNI 2014	
	FGVPM Lepar Utara 11	2017	MYNI 2014	
KS MOAKIL	FGVPM Moakil 06	2018	MYNI 2014	Certified
	FGVPM Moakil 07	2018	MYNI 2014	
KS KEMASUL	FGVPM Mengkarak 1	2018	MYNI 2014	Certified
	FGVPM Mengkarak 2	2018	MYNI 2014	
KS KRAU	FVGPM Krau 2	2018	MYNI 2014	Certified
	FVGPM Krau 4	2018	MYNI 2014	
KS LEPAR HILIR	FGVPM Lepar Hilir 05	2017	MYNI 2014	Certified
	FGVPM Lepar Hilir 06	2017	MYNI 2014	

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	FGVPM Lepar Hilir 08	2017	MYNI 2014	
KS TRIANG	FGVPM Triang 2	2017	MYNI 2014	Certified
	FGVPM Triang Selatan 1	2017	MYNI 2014	
	FGVPM Triang 4	2017	MYNI 2014	
	FGVPM Kechau 06	2017	MYNI 2014	
KS KECHAU B	FGVPM Kechau 08	2017	MYNI 2014	Certified
	FGVPM Kechau 09	2017	MYNI 2014	
	FGVPM Kechau 10	2017	MYNI 2014	
	FGVPM Kechau 02	2017	MYNI 2014	
	FGVPM Kechau 03	2017	MYNI 2014	
	FGVPM Kechau 07	2017	MYNI 2014	
	FGVPM Kechau 11	2017	MYNI 2014	
	FGVPM Chegar Perah 2	2017	MYNI 2014	
	FGVPM Telang 01	2017	MYNI 2014	
	FASSB Telang	2017	MYNI 2014	
KS PALONG TIMUR	FGVPM Palong Timur 4/5	2018	MYNI 2014	Certified
	FGVPM Palong Timur 06	2018	MYNI 2014	
BESOUT	FGVPM Besout 06	2018	MYNI 2014	Certified
	FGVPM Besout 07	2018	MYNI 2014	
KS NERAM	FGVPM Cherul 03	2018	MYNI 2014	Certified
KS CHINI 3	FGVPM Terapai 1	2018	MYNI 2014	Certified
	FGVPM Chini Timur 4	2018	MYNI 2014	
KS CHIKU	FGVPM Ciku 4	2018	MYNI 2014	Certified
	FGVPM Ciku 8	2018	MYNI 2014	
KS KERATONG 2	FGVP Bera Selatan 03	2018	MYNI 2014	Certified
KS SERTING	FGVPM Palong 17	2018	MYNI 2014	Re-Certified (External Audit)
	FGVPM Palong 18	2018	MYNI 2014	
	FGVPM Palong 21	2018	MYNI 2014	
	FGVPM Serting Hilir 8	2018	MYNI 2014	
KS KERATONG 3	FGVPM Keratong 11	2018	MYNI 2014	Certified
KS KERTEH	FASSB Kerteh	2018	MYNI 2014	Certified
	FGVPM Semaring 01	2018	MYNI 2014	
KS KOTA GELANGGI	FASSB PPTR	2018	MYNI 2014	Certified
	FASSB K.GELANGGI 5/6	2018	MYNI 2014	
KS JENKA 21	FASSB Jenka 24/25	2018	MYNI 2014	Certified
KS PENGGELI	FGVPM Inas Selatan	2018	MYNI 2014	Certified
KS BELITONG	FASSB Ulu Belitong	2018	MYNI 2014	Certified
	FGVPM Bukit Tongkat B	2018	MYNI 2014	
KS KULAI	FASSB Bkt Besar/Taib Andak	2018	MYNI 2014	Certified
KS ADELA	FGVPM Kledang 2	2018	MYNI 2014	Certified
KS SERTING HILIR	FGVPM Tembangau 03	2018	MYNI 2014	Certified
	FGVPM Tembangau 05	2018	MYNI 2014	
	FGVPM Tembangau 06	2018	MYNI 2014	
	FGVPM Tembangau 07	2018	MYNI 2014	
	FGVPM Tembangau 08	2018	MYNI 2014	

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	FGVPM Tembangau 09	2018	MYNI 2014	
	FGVPM Serting Hilir 9	2018	MYNI 2014	
	FASSB Serting Hilir	2018	MYNI 2014	
KS BUKIT KEPAYANG	FGVPM Terapai 3	2018	MYNI 2014	Certified
KS JERANGAU BARU	FGVPM Rantau abang 1	2018	MYNI 2014	Certified
	FGVPM Rantau abang 2	2021	MYNI 2014	
	FGVPM Chador 1	2018	MYNI 2014	
KS TENGGAROH	FGVPM Tenggaroh 9	2018	MYNI 2014	Certified
	FGVPM Tenggaroh 11	2018	MYNI 2014	
	FGVPM Tenggaroh 13	2018	MYNI 2014	
KS NITAR	FGVPM Nitar Timur	2018	MYNI 2014	Certified
KS CHALOK	FGVPM Setiu 1	2018	MYNI 2014	Certified
KS WA HA	FGVPM BUKIT APING SELATAN	2018	MYNI 2014	Certified
KS KALABAKAN	FGVPM Kalabakan Utara 01	TBC	MYNI 2014	External Audit
	FGVPM Kalabakan Selatan	TBC	MYNI 2014	
KS HAMPARAN BADAI	FGVPM Sahabat 23	TBC	MYNI 2014	External Audit
	FGVPM Sahabat 24	TBC	MYNI 2014	
	FGVPM Sahabat 26	TBC	MYNI 2014	
	FGVPM Sahabat 28	TBC	MYNI 2014	
	FGVPM Sahabat 31	TBC	MYNI 2014	
	FGVPM Sahabat 33	TBC	MYNI 2014	
	FGVPM Sahabat 34	TBC	MYNI 2014	
	FGVPM Sahabat 25	TBC	MYNI 2014	
	FGVPM Sahabat 22	TBC	MYNI 2014	
	FASSB Tambisan	TBC	MYNI 2014	
KS UMAS	FGVPM Umas 05	TBC	MYNI 2014	External Audit
	FGVPM Umas 06	TBC	MYNI 2014	
KS PONTIAN FICO	Pontian Fico	TBC	MYNI 2014	External Audit
	Pontian Subok	TBC	MYNI 2014	
	Pontian Orico	TBC	MYNI 2014	
	Pontian Pendirosa	TBC	MYNI 2014	
	Pontian Kuril	TBC	MYNI 2014	
	Pontian Hillco	TBC	MYNI 2014	
	Pontian Korosah	TBC	MYNI 2014	
	Blossom Plantation Sdn. Bhd	TBC	MYNI 2014	
KS TEMENTI	FGVPM Bera Selatan 1	TBC	MYNI 2014	External Audit
	FGVPM Bera Selatan 4	TBC	MYNI 2014	
KS SAMPADI	FGVPM Sampadi 01	TBC	MYNI 2014	Internal Audit
	FGVPM Sampadi 03	TBC	MYNI 2014	
	FGVPM Sampadi 04	TBC	MYNI 2014	
	FGVPM Sampadi 05	TBC	MYNI 2014	
	FGVPM Sampadi 06	TBC	MYNI 2014	
KS KEMBARA SAKTI	FGVPM Sahabat 30	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 35	TBC	MYNI 2014	
	FGVPM Sahabat 40	TBC	MYNI 2014	

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

	FGVPM Sahabat 41	TBC	MYNI 2014	
	FGVPM Sahabat 42	TBC	MYNI 2014	
	FGVPM Sahabat 43	TBC	MYNI 2014	
KS NILAM PERMATA	FGVPM Sahabat 50	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 51	TBC	MYNI 2014	
	FGVPM Sahabat 52	TBC	MYNI 2014	
	FGVPM Sahabat 53	TBC	MYNI 2014	
	FGVPM Sahabat 54	TBC	MYNI 2014	
KS MERCU PUSPITA	FGVPM Sahabat 07	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 46	TBC	MYNI 2014	
	FGVPM Sahabat 48	TBC	MYNI 2014	
	FGVPM Sahabat 10	TBC	MYNI 2014	
	FASSB Sahabat 06	TBC	MYNI 2014	
KS LANCANG KEMUDI	FGVPM Sahabat 36	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 38	TBC	MYNI 2014	
	FGVPM Sahabat 39	TBC	MYNI 2014	
	FGVPM Sahabat 44	TBC	MYNI 2014	
	FGVPM Sahabat 45	TBC	MYNI 2014	
KS EMBARA BUDI	FGVPM Sahabat 11	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 12	TBC	MYNI 2014	
	FGVPM Sahabat 17	TBC	MYNI 2014	
	FGVPM Sahabat 56	TBC	MYNI 2014	
	FGVPM Sahabat 20	TBC	MYNI 2014	
	FASSB Sahabat 17	TBC	MYNI 2014	
	FGVPM Sahabat 21	TBC	MYNI 2014	
KS BAIDURI AYU	FGVPM Sahabat 09	TBC	MYNI 2014	Internal Audit
	FGVPM Sahabat 16	TBC	MYNI 2014	
	FGVPM Sahabat 55	TBC	MYNI 2014	
KS TENGGAROH TIMUR	FGVPM Tenggaraoh 12	2021	MYNI 2014	Internal Audit
	FGVPM Tenggaraoh Timur 2	TBC	MYNI 2014	
Asian Plantation Milling Sdn. Bhd	Incosetia Sdn. Bhd	2021	Group Cert	Internal Audit
	Kronos plantations Sdn. Bhd	2021	Group Cert	
	Fortune Plantation Sdn. Bhd	2021	Group Cert	
	BJ Corporation Sdn. Bhd	2021	Group Cert	
Tanah Emas Oil Palm Processing	Sri Kehuma	2021	Group Cert	Internal Audit
	Yapidmas AE	2021	Group Cert	
	Tanah Emas Corporation Berhad (TECB)	2021	Group Cert	
	Ladang Kluang	2021	Group Cert	
	Yapidmas D	2021	Group Cert	
	Sri Mosta 1	2021	Group Cert	
	Sri Mosta 2	2021	Group Cert	
	Sri Mosta 3	2021	Group Cert	
	Cepat Ringgit A	2021	Group Cert	
	Cepat Ringgit B	2021	Group Cert	
Cepat Ringgit D	2021	Group Cert		

	Karamuak	2021	Group Cert	
	Sg Milian	2021	Group Cert	
	Sg Imbak	2021	Group Cert	
	Kuamut	2021	Group Cert	
PT CITRA NIAGA PERKASA	TBA	2021	INA-NIWG	Internal Audit
PT TEMILIA AGRO ABADI	TBA	2021	INA-NIWG	Internal Audit
FGV estate without mills	TBA	2021	MYNI 2014	Internal Audit
Estate under RaCP	TBA	2021	MYNI 2018	Internal Audit

Remarks: TBC – As per the Complaints Panel (CP) decision on 13/01/2020, all new certification under FGV is suspended and to be confirmed on future date.

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in **2019** for FGVPI Kulai POM and supply base was calculated using the PalmGHG Calculator version 4.0. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in 2019 for FGVPI Kulai POM and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	1.11
PKO	0.00

Extraction	%
OER	19.25
KER	5.66

Production	t/yr
FFB Process	126190.00
CPO Produced	24294.16
PKO Produced	7137.78

Land Use	Ha
OP Planted Area	52.60
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	2.00
Total	54.60

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	519.51	0.59	0.00	0.00	0.00	0.00	519.51	0.59
CO ₂ Emission from fertilizer	41.98	0.05	0.00	0.00	0.00	0.00	41.98	0.05
NO ₂ Emission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fuel Consumption	39.60	0.04	0.00	0.00	0.00	0.00	39.60	0.04
Peat Oxidation	23.48	0.03	0.00	0.00	0.00	0.00	23.48	0.03
Sink								
Crop Sequestration	-492.43	-0.56	0.00	0.00	0.00	0.00	-492.43	-0.56
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	132.14	0.15	0.00	0.00	36338.2	0.00	36470.38	0.15

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	0.00	0.00
Fuel Consumption	274.19	0.00
Grid Electricity Utilization	477.42	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	-2367.34	-0.02
Total	-1615.73	-0.01

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0.00
Divert to anaerobic diversion (%)	100.00

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100.00
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

Appendix D: Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
1	November 2019	75.77	8050.90	8126.67
2	December 2019	63.00	6936.58	6999.58
3	January 2020	70.57	6174.38	6244.95
4	February 2020	66.28	7172.86	7239.14
5	March 2020	67.22	6624.81	6692.03
6	April 2020	80.60	9603.58	9684.18
7	May 2020	89.12	7624.15	7713.27
8	June 2020	105.02	9029.14	9134.16
9	July 2020	114.48	8548.52	8663.00
10	August 2020	115.12	8325.74	8440.86
11	September 2020	105.77	7943.38	8049.15
12	October 2020	99.13	7106.68	7205.81
	Total	1052.08	93140.72	94192.8

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	November 2019	15.34	3.03
2	December 2019	12.75	2.53
3	January 2020	14.28	2.83
4	February 2020	13.41	2.66
5	March 2020	13.61	2.70
6	April 2020	16.31	3.23
7	May 2020	18.04	3.57
8	June 2020	21.26	4.21
9	July 2020	23.17	4.59
10	August 2020	23.30	4.62
11	September 2020	21.41	4.24
12	October 2020	20.06	3.97
	Total	212.94	42.18

RSPO P&C Public Summary Report
Revision 11 (Sept 2020)

C. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	November 2019	-	-	-
2	December 2019	-	-	-
3	January 2020	-	-	-
4	February 2020	-	-	-
5	March 2020	-	-	-
6	April 2020	-	-	-
7	May 2020	-	-	-
8	June 2020	-	-	-
9	July 2020	-	-	-
10	August 2020	-	-	-
11	September 2020	CB99398	-	29.02
12	October 2020	CB99398	-	11.46
Total		-	-	40.48

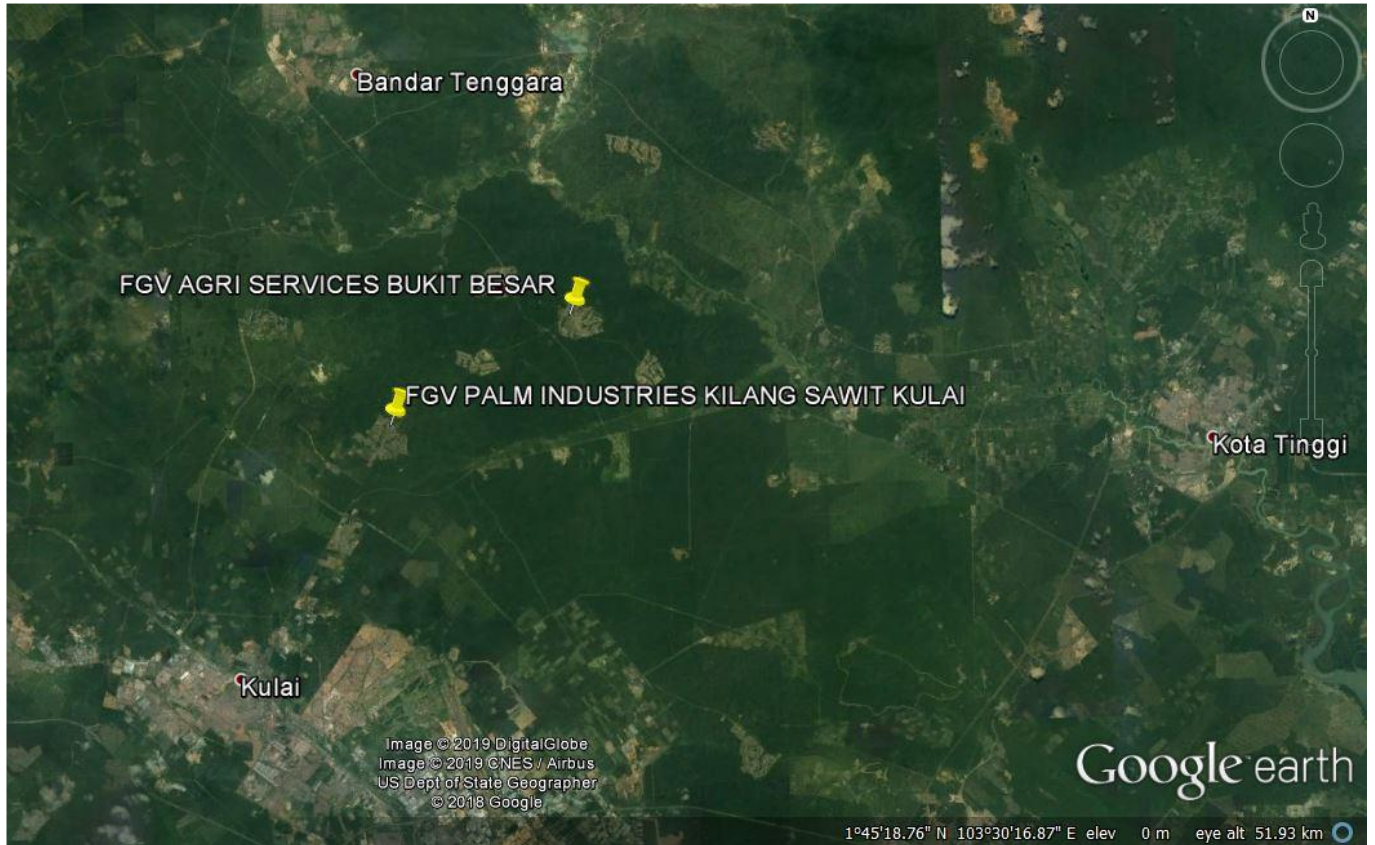
D. Records of CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
NA				

E. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
NA			

F. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
NA			

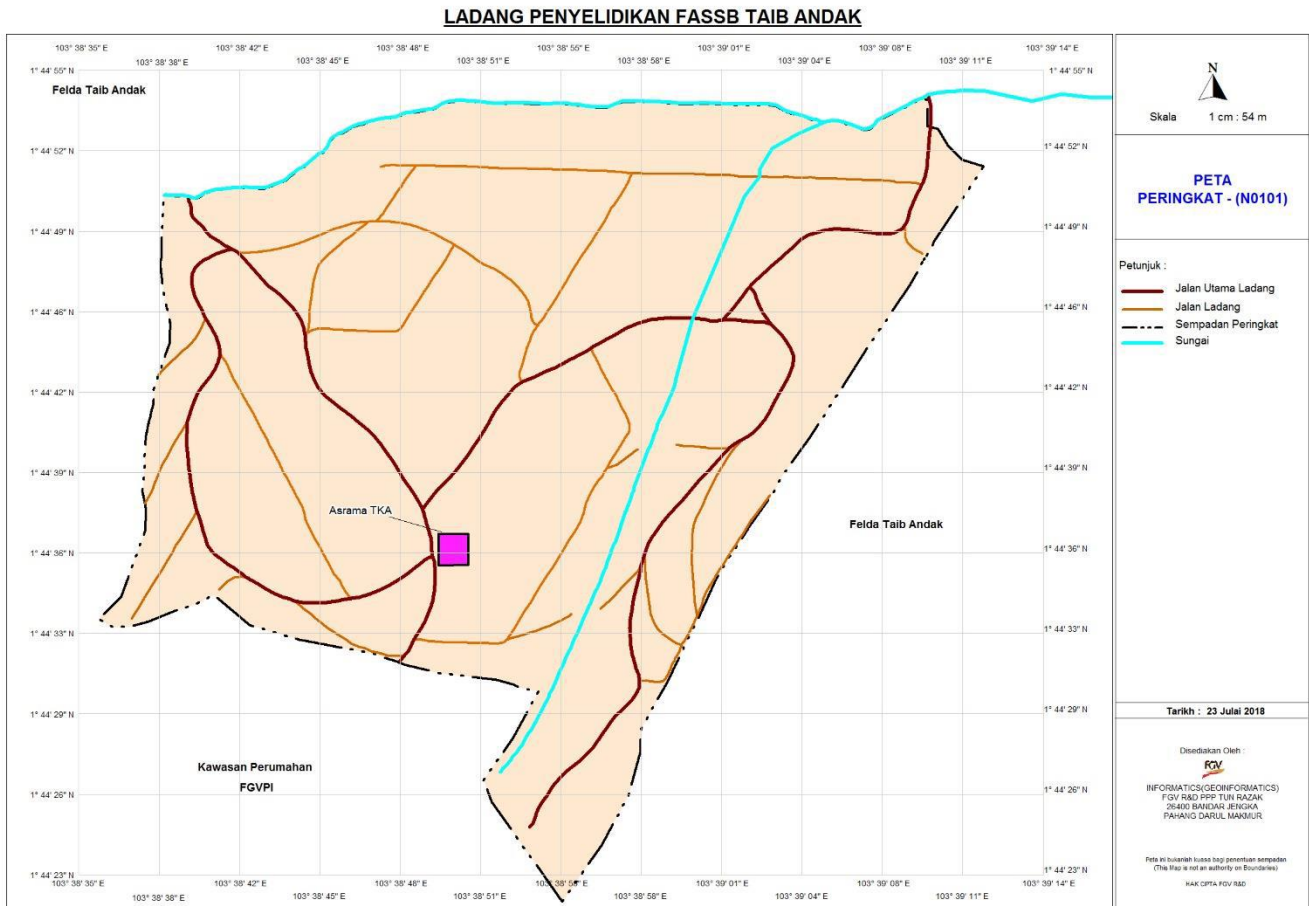
Appendix E: Location Map of Certification Unit and Supply bases

Location Map of FGVPI Kulai POM



Appendix F: Estate Field Map

Field Map of FGV AS Bukit Besar/Taib Andak Estate



Appendix G: List of Smallholder Sampled

NA

Appendix H: 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
FGVT	FGV Trading Sdn. Bhd.
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
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