

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

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

<p><b>Client Company name (Parent Company):</b>  <b>SIPEF Group</b></p>
<p>Client company Address:  Forum Nine Building, 10<sup>th</sup> Floor, Suite 1-11  Jl. Imam Bonjol No.9, Medan - 20112  Sumatra Utara Province  Indonesia</p>
<p>Certification Unit:  <b>Koperasi Serba Usaha Suka Makmur</b>  Location of Certification Unit:  Sukoharjo Hamlet, Tanjung Mulia Village,  Kampung Rakyat District,  Labuhanbatu Selatan Regency,  Sumatera Utara Province,  Indonesia</p>
<p>Date of Final Report:  14/4/2021</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) .....	5
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 .....	6
11.   Actual Sold Volume (CPO) .....	7
12.   Actual Sold Volume (PK) .....	7
13.   Independent Smallholders Certification Claims.....	7
Section 2: Assessment Process .....	8
2.1   Assessment Methodology, Programme, Site Visits.....	8
2.2   BSI Assessment Team: .....	9
2.3   Assessment Plan .....	10
Section 3: Assessment Findings .....	13
3.1   Normative requirement applied for this assessment: .....	13
3.2   Multiple Management Units and Time Bound Plan.....	13
3.3   Progress of scheme smallholders and/or outgrowers.....	15
3.4   Details of Nonconformities .....	16
3.4.1 Status of Nonconformities Previously Identified and Observations.....	17
3.4.2 Summary of the Nonconformities and Status.....	18
3.5   Stakeholders and previous land owner / user consultation.....	18
3.6   Impartiality and conflict of interest .....	21
Formal Signing-off of Assessment Conclusion and Recommendation .....	22
Appendix A: Summary of Findings .....	23
Appendix B: Approved Time Bound Plan.....	89
<i>Note: Timebound Plan updated on 26 November 2020 .....</i>	90
Appendix C: GHG Reporting Executive Summary .....	91
Not applicable .....	91

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

Appendix D: List of Group Member and Total Certified Area (Ha)..... 92  
Appendix E: Location Map of Certification Unit and Supply bases..... 93  
Appendix F: List of Smallholder Sampled ..... 94  
Appendix G: Smallholder’s GPS Reference ..... 95  
Appendix H: List of Abbreviations .....101

### Section 1: Scope of the Certification Assessment

1. Company Details			
<b>Parent Company</b>	SIPEF Group		
<b>RSPO Membership Number</b>	1-0021-05-000-00	<b>Membership Approval Date</b>	7 December 2005
<b>Address</b>	Forum Nine Building, 10 <sup>th</sup> Floor, Suite 1-11 Jl. Imam Bonjol No.9, Medan - 20112 Sumatra Utara Province Indonesia		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	Koperasi Serba Usaha Suka Makmur		
<b>Location / Address</b>	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province – Indonesia		
<b>Website</b>	<a href="http://www.tolantiga.com">www.tolantiga.com</a>		
<b>Management Representative</b>	Mr. Sander Van den Ende	<b>E-mail</b>	<a href="mailto:svdende@sipef.com">svdende@sipef.com</a>
<b>Telephone</b>	+62 61 415 2043	<b>Facsimile</b>	+62 61 452 0908

2. Certification Information			
<b>Certificate Number</b>	<b>RSPO 687965</b>	<b>Date of First Certification</b>	05/04/2018
		<b>Certificate Start Date</b>	24/05/2019
		<b>Certificate Expiry Date</b>	04/04/2024
<b>Scope of Certification</b>	The production of certified Fresh Fruit Bunch (FFB) of Independent Smallholder Group		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>• Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>• Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
<b>Assessment Cycle</b>	<input type="checkbox"/> 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		
<b>Applicable Standards</b>	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> ( <i>Insert Country</i> ) National Interpretation ( <i>Insert year</i> ) for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019		

## RSPO P&C Public Summary Report

### Revision 11 (Sept 2020)

<b>Supply Chain Module</b>	<input checked="" type="checkbox"/> Identity Preserved <input type="checkbox"/> Mass Balance
<b>ISH certification status</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable

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

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Serba Usaha Suka Makmur	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	02°11' 29.00" N	100° 19' 57.89" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Serba Usaha Suka Makmur	60.15	0	0	60.15	100
<b>Total</b>	<b>60.15</b>	<b>0</b>	<b>0</b>	<b>60.15</b>	<b>100</b>

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Koperasi Serba Usaha Suka Makmur	0	60.15	0	0	0	60.15	0
<b>Total (ha)</b>	<b>0</b>	<b>60.15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60.15</b>	<b>0</b>

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated	Actual	Forecast

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

	<i>(Apr 2020 – Mar 2021)</i>	<i>(Jan – Dec 2020)</i>		<i>(Apr 2021 – Mar 2022)</i>
		Previous license period (Jan – Mar2020)	Current license period (Apr- Dec 2020)	
Koperasi Serba Usaha Suka Makmur	869.00	199.07	644.82	890.62
<b>Total</b>	<b>869.00</b>	<b>843.89</b>		<b>890.62</b>

<b>8. Certified Tonnage of FFB (from other certified unit(s))</b>				
Estate	Tonnage / year			
	Estimated (Apr 2020 – Mar 2021)	Actual (Jan– Dec 2020)		Forecast (Apr 2021 – Mar 2022)
	N/A	Previous license period (Jan- Mar 2020)	Current license period (Apr- Dec 2020)	N/A
Nil				
<b>Total</b>				

<b>9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)</b>				
Independent FFB Supplier	Tonnage / year			
	Estimated (Apr 2020 – Mar 2021)	Actual (Jan– Dec 2020)		Forecast (Apr 2021 – Mar 2022)
		Previous license period (Jan- Mar 2020)	Current license period (Apr– Dec 2020)	
Nil				
<b>Total</b>				

<b>10. Certified Tonnage</b>				
Mill Capacity: 00 MT/hr	Estimated (Apr 2020 – Mar 2021)	Actual (Jan – Dec 2020)		Forecast (Apr 2021 – Mar 2022)
	FFB	FFB		FFB
	869.00	Previous license period (Jan- Mar 2020)	Current license period (Apr – Dec 2020)	890.62
		199.07	644.82	
CPO (OER: 20%)	CPO (OER: 20%)		CPO (OER: 20%)	

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

	173.80	168.78	178.00
	<b>PK (KER: 5%)</b>	<b>PK (KER: 5%)</b>	<b>PK (KER: 5%)</b>
	43.45	42.19	44.50
	<b>PKO (PKO-ER: 45% from PK)</b>	<b>PKO (PKO-ER: 45% from PK)</b>	<b>PKO (PKO-ER: 45% from PK)</b>
	19.55	18.99	20.03
	<b>PKE (PKE-ER: 55% from PK)</b>	<b>PKE (PKE-ER: 55% from PK)</b>	<b>PKE (PKE-ER: 55% from PK)</b>
	23.90	23.21	24.48

<b>11. Actual Sold Volume (CPO)</b>					
<b>Current License period</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	0	0	0	0	0
<b>Previous License period</b>					
CPO (MT)	0	0	0	0	0

<b>12. Actual Sold Volume (PK)</b>					
<b>Current License period</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	0	0	0	0	0
<b>Previous License period</b>					
PK (MT)	0	0	0	0	0

<b>13. Independent Smallholders Certification Claims</b>		
	Credit	Physical Volume (MT)
IS-CSPO	0	0
IS-CSPKO	0	0
IS-CSPKE	0	0

## 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](mailto:Nicholas.Cheong@bsigroup.com))  
Website: [www.bsigroup.com](http://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 20 – 22 January 2021. The audit programme is included as Section 2.3.

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

The 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 Independent Smallholders Standard 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.

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.



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

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 (Re-Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Koperasi Serba Usaha - Suka Makmur	X	X	X	X	X

**Tentative Date of Next Visit: January 1, 2022 - January 3, 2022**

**Total No. of Mandays: 7**

**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>
Eko Purwanto	Team Leader	Holds a Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Institute of Agriculture (IPB) in 2001. He has working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implementing good agricultural practice including integrated pest management and limited pesticides uses. He has completed lead auditor training courses for RSPO P&C (2013), RSPO SCC (2012), ISPO (2012), LAC ISO 9001 (2012), ISO 14001 (2013) and ISO 45001 (2019). Refreshment training have been completed for RSPO P&C in May 2018, RSPO SCC in March 2018. He has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in RSPO and ISPO audit for several plantations and mills since October 2012. During this assessment, he assessed on the aspects of best management practice and social aspect.
Imam Fakhrurozi	Team Member	Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years

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

		working experience related to oil palm industry, as a sustainability and HSE officer in oil palm Plantation Company in Indonesia. Imam has completed a number of relevant trainings, the training includes ISO 9001:2008 and EMS 14001:2004 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed course. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015. During this assessment, he assessed on the aspects of Occupational Health and Safety and social aspect.
Yudwi Wisnu Rahmanro	Team Member	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this assessment, he assessed on the aspects of Legal, Environmental aspect-impacts and stakeholder consultation.

**Accompanying Persons: Nil**

**2.3 Assessment Plan**

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

Date	Time	Subjects	Eko	Imam	Wisnu
Tuesday, 19/01/2021	All Day	Traveling Jakarta – Medan – Site	√	√	√
Wednesday, 20/01/2021	08.00-09.00	Opening Meeting - Presentation by client - Presentation by BSI team (Objective, scope, audit plan, etc.)	√	√	√

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

Date	Time	Subjects	Eko	Imam	Wisnu
	09.00-12.00	<b>Document Review:</b> The requirements of the Group Manager and individual Group Members to demonstrate compliance with the RSPO Independent Smallholder Standard November 2019: Legal, manual, policy and procedure, HCV and SEIA documents, OHS, working safety, operational plan, Best Practices, IPM, Training record, social, continuous improvement, etc. The requirements of the Group Manager including the traceability.	√	√	√
	12.00-14.00	Break	√	√	√
	14.00-17.00	<b>Document Review:</b> The requirements of the Group Manager and individual Group Members to demonstrate compliance with the RSPO Independent Smallholder Standard November 2019: Legal, manual, policy and procedure, HCV and SEIA documents, OHS, working safety, operational plan, Best Practices, IPM, Training record, social, continuous improvement, etc. The requirements of the Group Manager including the traceability.	√	√	√
Thursday 21/01/2021	08.00-12.00	<b>Field Visit:</b> Interview and Inspection to Independent smallholders plot (Best practices, Occupational health and safety, worker welfare, HCV, environment, interview with workers, etc) each auditor for 2 sampled individual members	√	√	√
	12.00-14.00	Break	√	√	√
	14.00-17.00	<b>Field Visit:</b> HCV and water management	√		
		<b>Field Visit:</b> Warehouse, chemical store, interview with spraying team		√	
		<b>Stakeholder Consultation:</b> Visit and interview with government offices in Kabupaten Labuhanbatu Selatan and local NGO (if any), Plantation Agency (Disbun), Environment Agency.			√

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

Date	Time	Subjects	Eko	Imam	Wisnu
Friday 22/01/2021	08.00-10.00	<b>Document Review:</b> The requirements of the Group Manager and individual Group Members to demonstrate compliance with the RSPO Independent Smallholder Standard November 2019: Legal, manual, policy and procedure, HCV and SEIA documents, OHS, working safety, operational plan, Best Practices, IPM, Training record, social, continuous improvement, etc. The requirements of the Group Manager including the traceability.	√	√	√
	10.00-11.00	<b>Auditor Discussion</b>	√	√	√
	11.00-12.00	<b>Closing Meeting</b>	√	√	√
	12.00	<b>End of Audit</b>	√	√	√

### Section 3: Assessment Findings

#### 3.1 Normative requirement applied for this assessment:

- SIPEF Group 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
- (*Insert Country*) National Interpretation (*Insert Year*) 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?	SIPEF Group has disclose all of its companies, mills and estates. The timebound plan including un-certified units/companies.	Complied
Have all the estates and mills certified within five years after obtaining RSPO membership?	No. Not all the estates and mills certified within five years after obtaining RSPO membership. New estates and mills are under progress to be RSPO certified after RSPO NPP carried out in 2014.	Complied
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.	The latest acquisition noted for PT. Asri Rimba Wirabhakti in Bengkulu, announced end of 2018. Certification plan have been prepared, awaiting for RSPO LUC, RSPO RACP and RSPO NPP.	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?	Yes, there is changes from the last audit to include PT. Asri Rimba into timebound plan. Waiting for HCV ALS review, LUC review for preparation into RSPO NPP.  Based on ACOP reporting, target year to achive 100% RSPO certified FFB is 2029, therefore the timebound plan is still consistent with ACOP reporting.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	No isolated lapse. SIPEF is able to demonstrate adequate evidence related to changes 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 <b>Major</b> non-compliance shall be raised	The delay of not able to certify all the estate within the 5 years period from the day of RSPO membership is accepted by the assessment team.	Complied
<b>Un-Certified Units or Holdings</b>		
No replacement after dates defined in NIs Criterion 7.3:	Assessment team checked to confirm any land conflict/liabilities on RaCP tracker and found note "The compensation plans for PT. Umbul Mas	Complied

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

<ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	<p>Wisesa and PT. Toton Usaha Mandiri (SIPEF) have been approved by the Compensation Task Force during the staged implementation of the RaCP between May 2014 and November 2015”.</p>	
<p>Any new plantings since January 1<sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>All new planting after January 1<sup>st</sup>, 2010 have undergone and complies with RSPO New Planting Procedure.</p>	<p>Complied</p>
<p>Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&amp;C criteria 2.2, 6.4, 7.5 and 7.6.</p> <p><i>Note:</i>  <i>The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities <a href="https://www.rspo.org/certification/remediation-and-compensation/racp-tracker">https://www.rspo.org/certification/remediation-and-compensation/racp-tracker</a>. The progress on the Liabilities shall be verified and reported. Please refer to BSI-RSPO Secretariat approval.</i></p>	<p>The assessment team has conducted a search in internet to confirm that there is a lodged land conflict that was recorded as complaint under RSPO Case Tracker; raised by individual on those units that have not been certified.</p> <p>RSPO Case Tracker recorded complaint to PT. Agro Muara Rupit, dated 17 May 2017. The complainant brought forward the issue of fraudulent land title to RSPO. The complainant claimed that his land was fraudulently sold by his cousin to PT. Agro Muara Rupit, a subsidiary of SIPEF Group. The summary presented in the RSPO Case Tracker:</p> <p>On 25 July 2017 - Secretariat to write to the company and inform them on the complaint.  On 24 August 2017 (CP Meeting) - Secretariat to wait for reply from the company.  On 28 August 2017 - Secretariat received response from the company.  On 5 September 2017 - Complainant failed to provide the document.  On 11 September 2017 - Secretariat has sent an email to SIPEF.  On 26 September 2017 (CP Meeting) - Secretariat to draft the decision letter.  On 18 June 2018 – Complaint Panel to deliver a decision.  On 25 July 2018 – Complaint Panel to deliver a decision.  On 23 August 2018 – Draft decision letter to be reformatted.  On 19 September 2018 – Decision Letter – Complaints Panel.  On 26 September 2018 – The decision letter finalised and to be delivered to Parties.  On 24 October 2018 – Complaint Panel Decision letter has been sent to parties. Deadline for submission of appeals is on 20 December 2018.  On 20 December 2018 – The complaint is officially closed.</p> <p>The case tracker available on link <a href="https://askrspo.force.com/Complaint/s/case/5090000028Es1JAAS/detail">https://askrspo.force.com/Complaint/s/case/5090000028Es1JAAS/detail</a></p>	<p>Complied</p>

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

	Based on RaCP tracker in RSPO website there are 3 MU's which have potential liability, 2 of them are PT Umbul Mas Wisesa and PT Toton Usaha Mandiri (SIPEF) have been approved by the Compensation Task Force during the staged implementation of the RaCP between May 2014 and November 2015. Whilst the other one, PT Dendymarker Indah Lestari have submitted CN to the RSPO Secretariat and waiting for approval.	
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	No labor dispute noted. The assessment team has conducted a search in internet to confirm that there is no new comments or dispute raised by the communities on those units that have not been certified.	Complied
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	No legal non-compliance noted. The assessment team has conducted a search in internet to confirm that there is not new comments or dispute raised by the communities on those units that have not been certified.	Complied
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	The internal audit against the uncertified management units requirement has been conducted for all uncertified units: <ul style="list-style-type: none"> <li>• PT. Agro Rawas Ulu was conducted on 20-21 March 2019 – including assessment against criterion 2.1; 2.2; 2.3; 6.3; 6.4; 7.3; 7.5; 7.6;</li> <li>• PT. Agro Kati Lama was conducted on 4-6 March 2019 assessing criterion 2.1; 2.2; 2.3; 6.3; 6.4; 7.3; 7.5; 7.6;</li> <li>• PT. Agro Muara Rupit was conducted on 18-20 March 2019 – including assessment against criterion 2.1; 2.2; 2.3; 6.3; 6.4; 7.3; 7.5; 7.6;</li> </ul> Each Management Unit has provide correction and corrective action to ensure all RSPO P&C and partial certification requirements are implemented.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	No, there is no stakeholder comment related to uncertified units.	Complied

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

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>

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

<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>The Koperasi Serba Usaha Suka Makmur itself is the cooperative/independent smallholder guided by PT Umbul Mas Wisesa from SIPEF Group to be independent smallholder.</p>	<p>Complied</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 no Critical; no Minor nonconformities and no Opportunity For Improvement raised.

Non-conformity			
NCR Ref #	Nil	Clause & Category (Critical / Minor)	
Date Issued		Due Date	
Closed (Yes / No)		Date of nonconformity Closure	
<b>Statement of Nonconformity:</b>			
<b>Requirement Reference:</b>			
<b>Objective Evidence:</b>			
<b>Corrections:</b>			
<b>Root Cause Analysis:</b>			
<b>Corrective Actions:</b>			
<b>Assessment Conclusion:</b>			

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Good hospitality and cooperation during audit at KSU Suka Makmur



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

Non-conformity			
<b>NCR Ref #</b>	1872275-202001-N1	<b>Clause &amp; Category (Critical / Minor)</b>	RSPO Management System Requirements and Guidance for RSPO Group Certification of FFB Production, March 2016 indicator 4.6.10 (minor)
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	20 January 2021
<b>Statement of Nonconformity:</b>	KSU Suka Makmur produced hazardous waste from pesticide and herbicide spraying. However, not sufficient evidence disposal to licensed hazardous waste storage in 2019.		
<b>Requirement Reference:</b>	RSPO Management System Requirements and Guidance for RSPO Group Certification of FFB Production, March 2016 indicator 4.6.10 (minor): Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).		
<b>Objective Evidence:</b>	KSU Suka Makmur produced hazardous waste from pesticide and herbicide spraying. However, not sufficient evidence disposal to licensed hazardous waste storage in 2019. No minutes of handover and no monitoring report for hazardous waste being transferred to licensed hazardous waste storage in 2019.		
<b>Corrections:</b>	KSU Suka Makmur has handed over all hazardous waste in the temporary hazardous waste storage owned by KSU Suka Makmur resulted from pesticide and herbicide spraying activities to the Licensed hazardous Waste Storage on Thursday 30 January 2020 (Minutes of Handover no.002/KSUSM-PT.UMW/I/2020). •		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>KSU Suka Makmur does not yet have a licensed temporary hazardous waste storage because KSU Suka Makmur is not yet financially capable for the construction and management of temporary hazardous waste storage licenses.</li> </ul> <p>There are still administrative obstacles to deliver hazardous waste produced by KSU Suka Makmur to the licensed temporary hazardous waste storage.</p>		
<b>Corrective Actions:</b>	KSU Suka Makmur will deliver hazardous waste from the hazardous waste storage in KSU Suka Makmur that resulted from pesticide and herbicide spraying activities to licensed hazardous waste storage on a periodical basis.  PIC: KSU Group Manager		
<b>Assessment Conclusion:</b>	Verification during ASA 2, in January 2021: <ul style="list-style-type: none"> <li>Record of Neraca Limbah Bahan Berbahaya dan Beracun – KSU Suka Makmur, e.g: dated 15 October 2020 – empty pesticides containers was 2 pcs from smallholder member namely Mr Handoko, dated 17 October 2020 – empty pesticides containers was 1 pcs from smallholder member namely Mr Tusiwan.</li> </ul>		

	<ul style="list-style-type: none"> <li>Record of Neraca Limbah bahan Berbahaya dan Beracun month October - December 2020. Stock up to September 2020 (empty pesticides container was 23 pcs, dated 5 November 2020 (empty pesticides container was 2 pcs).</li> <li>Record of Handover as per "Berita Acara Serah Terima Barang Limbah Bahan Berbahaya dan Beracun (B3), dated 9 November 2020 total of empty pesticides container are 1,8 Kg (28 pcs). Delivered to temporary storage hazardous waste in UMW South Estate.</li> </ul> <p>Based on field visit during ASA 2, the hazardous waste has been sent to temporary hazardous waste storage in UMW South Estate. Corrective action has been followed up and effectiveness of corrective actions has been reviewed. The minor NC is closed.</p>
--	--

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)
1758778-201901-M1	Major	2.1.1	01/03/2019	Closed on 1 April 2019
1872275-202001-N1	Minor	4.6.10	28/01/2020	Closed on 20 January 2021

### 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 Koperasi Serba Usaha – Suka Makmur 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

<b>Internal Stakeholders</b> <ul style="list-style-type: none"> <li>- Pengurus Koperasi Serba Usaha Suka Makmur</li> <li>- Smallholder member of KSU Suka Makmur</li> </ul>	<b>Union/Contractors/Local communities</b> <ul style="list-style-type: none"> <li>- Village Head (Tanjung Mulia Village)</li> </ul>
<b>Government Departments</b> <ul style="list-style-type: none"> <li>- Plantation Agency of Labuhan Batu Selatan Regency</li> <li>- Environmental Agency of Labuhanbatu Selatan Regency</li> </ul>	<b>NGO</b>

Stakeholders comment	
<b>1</b>	<p><b>Feedbacks:</b>  <b>Bidang Pengawasan, Dinas Perkebunan dan Peternakan Kab. Labuhan Batu Selatan (Plantation Agency of Labuhan Batu Selatan Regency), 22 January 2021.</b></p> <ul style="list-style-type: none"> <li>- The existence of KSU Suka Makmur as independent smallholders is a form of partnership with PT Umbul Mas Wisesa and has been reported in the Plantation Business Activity/Development Report (LKUP/LPUP).</li> <li>- During 2020, no information came into the Office of Plantations regarding land disputes on KSU Suka Makmur's independent smallholders' land.</li> <li>- Due to the Covid-19 pandemic, field surveillance was not carried out but coordinated data requests using telephone and email.</li> <li>- The communication between the government and KSU Suka Makmur is going well, every request for information related data is always well responded to KSU Suka Makmur.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- PT Umbul Mas Wisesa through UMW POM has reported PT UMW's partnership/smallholder plantation in the annual Plantation Business Development Report (LKUP/LPUP) to the Labuhanbatu Selatan Regency Forestry and Plantation Service.</li> <li>- In line with the information received, during 2020 there was no land dispute in the Koperasi Serba Usaha Suka Makmur.</li> </ul> <p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- Audit Team acknowledge the positive comment given by the Plantation Agency of Labuhanbatu Selatan Regency.</li> <li>- No further comment needed.</li> </ul>
<b>2</b>	<p><b>Feedbacks:</b>  <b>Bidang Penataan dan Penataan Perlindungan Pencemaran Lingkungan, Dinas Lingkungan Hidup Kab. Labuhan Batu Selatan (Environmental Agency of Labuhanbatu Selatan Regency), 22 January 2021.</b></p> <ul style="list-style-type: none"> <li>- No environmental issues occurred during 2020 in the KSU Suka Makmur.</li> <li>- Koperasi Serba Usaha Suka Makmur already has a Surat Pernyataan Pengelolaan Lingkungan (SPPL) - Environmental Management Statement on behalf of the Cooperative.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- Koperasi Serba Usaha Suka Makmur has made a Surat Pernyataan Kesanggupan Pengelolaan Dan Pemantauan Lingkungan Hidup - Statement of Capability for Environmental Management and Monitoring on behalf of Lusiono Handoko (Chairperson of the Cooperative) and has been received by the Labuhanbatu Selatan Regency Environmental Office on 10 May 2017.</li> </ul>

	<ul style="list-style-type: none"> <li>- Koperasi Serba Usaha Suka Makmur has sent an application for evaluation of KSU Suka Makmur Environmental Management Capability (SPPL) to the Labuhanbatu Selatan Regency Environmental Service with Letter Number: 002/KUSM-KDLH/I/2019 dated 14 January 2019 and has been received by officers Labuhanbatu Selatan Regency Environmental Agency.</li> <li>- Koperasi Serba Usaha Suka Makmur has reported the SPPL implementation of KSU Suka Makmur on 12 January 2020 and received on 14 January 2020.</li> <li>- During 2020, there were no environmental issues related to the operation of the Koperasi Serba Usaha Suka Makmur.</li> </ul>
	<p><b>Audit Team Findings:</b> No need further comment.</p>
<p><b>3</b></p>	<p><b>Feedbacks:</b>  <b>Pengurus Koperasi Serba Usaha Suka Makmur</b></p> <ul style="list-style-type: none"> <li>- Koperasi Serba Usaha Suka Makmur has been assisted by PT Umbul Mas Wisesa, since 2014 in terms of best management practices for oil palm plantation, fertilizer provision, organization development, and road maintenance.</li> <li>- Koperasi Serba Usaha Suka Makmur received technical guidance related to the group management and RSPO P&amp;C requirements, for example training of best management practices of oil palm, dated 24 February 2020, training of Integrated Pest Management on 25 August 2020.</li> <li>- There was no land dispute between cooperative members and other parties.</li> <li>- All cooperation between company and Koperasi Serba Usaha Suka Makmur has been regulated under signed agreement.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- PT Umbul Mas Wisesa and SIPEF Group has given technical guidance to KSU Suka Makmur in best management practices, environment aspect and OHS aspect, e.g. refresh training of RSPO – ISH requirement on 7 December 2020, training implementation of hazardous waste management and OHS, dated 29 June 2020, Medical Check Up for pesticides applicator or handler (every 3 months), socialization of risk assessment on 14 December 2020.</li> <li>- PT Umbul Mas Wisesa and Group Manager will continue to assist Koperasi Serba Usaha Suka Makmur for information of best management practices of palm oil plantation and road maintenance.</li> </ul> <p><b>Audit Team Findings:</b> No need further comment.</p>
<p><b>4</b></p>	<p><b>Feedbacks:</b>  <b>Village Head (Tanjung Mulia Village)</b></p> <ul style="list-style-type: none"> <li>- The land of Koperasi Serba Usaha Suka Makmur was originated from expired “izin lokasi” (location permit) under PT MAS, which then returned to the government. By the village authority, as acknowledged by government, the land being distributed to community. The community holds valid legal ownership of the land, in form of “Surat Keterangan Tanah/SKT” and/or “Sertifikat Hak Milik/SHM”.</li> <li>- Cooperative – “Koperasi Serba Usaha Suka Makmur” have all relevant legal documents, such as “Akta Pendirian” – deed of establishment; “Anggaran Dasar/Anggaran Rumah Tangga” – organization statute; “Surat Izin Usaha Perdagangan” – Trade permit; “Sertifikat Hak Milik/SHM – land title.</li> <li>- Koperasi Serba Usaha Suka Makmur received assistance from PT Umbul Mas Wisesa to implement RSPO.</li> <li>- The commitment from Group Manager was good.</li> <li>- Communication with Group Manager and cooperative member with Tanjung Mulia Village is good.</li> <li>- There was no land dispute between cooperative members and other parties.</li> <li>- During 2019 - 2020, there were no cases of land fires in the KSU Suka Makmur area or in the community.</li> </ul>

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

	<p><b>Management Responses:</b>  PT Umbul Mas Wisesa and Group Manager of Koperasi Serba Usaha Suka Makmur will keep a good communication with the community leader.</p>
	<p><b>Audit Team Findings:</b>  Positive comments, no need further comment.</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

**Note:**  
History of smallholder’s land is from their own plots which is local communities since 2004. Planting development started since 2008 and 2009.

Previous land owner / user comment	
	<b>Feedbacks:</b> -
	<b>Management Responses:</b> -
	<b>Audit Team Findings:</b> -



**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.

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

**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 Koperasi Serba Usaha Suka Makmur has complied with the RSPO Independent Smallholders Standard 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 Koperasi Serba Usaha Suka Makmur is continued.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name:</b> <b>Eko Purwanto</b>	<b>Name:</b> <b>Mr. Sander Van den Ende</b>
<b>Company Name:</b> <b>on behalf of BSI Services Malaysia Sdn Bhd</b>	<b>Company Name:</b> <b>Koperasi Serba Usaha Suka Makmur</b>
<b>Title:</b> <b>Lead Assessor</b>	<b>Title:</b> <b>Regional Director Sustainability SIPEF Group</b>
<b>Signature:</b> 	<b>Signature:</b> <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
<b>Date: 6 March 2021</b>	<b>Date:</b> <i>9/3/21</i>

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance	
<p><b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b>            Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p><b>Criteria 1.1</b>            Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
<p>Eligibility</p>	<p>E Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> <li>1. Legal formation (as per country requirements)</li> <li>2. Fair and transparent decision making and governance</li> <li>3. Additional documents per requirements for Group Formation and Management.</li> <li>4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration).</li> </ol>	<p>1. <u>Legal Formation:</u></p> <ul style="list-style-type: none"> <li>• Deed of establishment under “Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29” under Notary John Marlon Maraganti SH. MKn. dated 22 January 2016. The deed establishment including the basic statute and operational statute.</li> <li>• Business Permit – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Kabuhanbatu Selatan issued “Surat Izin Usaha Perdagangan Kecil (SIUP) Kecil No.503/272/BPPTPM-LS/SIUP/2016 untuk Koperasi Serba Usaha (KSU) Suka Makmur, berlokasi untuk Kegiatan Usaha Perdagangan Besar Bahan Baku Hasil Pertanian Tanaman Perkebunan, Penjualan TBS Kelapa Sawit, Sembako, Transportasi, Ketenagakerjaan, Alat dan Sarana Produksi Pertanian, Gas” dated 29 February 2016 – valid until 29 February 2021.</li> <li>• Business registration – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Labuhanbatu Selatan issued “Tanda Daftar Perusahaan/Koperasi No.022926500052 untuk Koperasi Serba Usaha (KSU) Suka Makmur berlokasi Dusun Sukoharjo, Desa Tanjung Mulia, Kecamatan Kampung Rakyat, Kabupaten Labuhanbatu Selatan” dated 29 February 2016 – valid until 29 February 2021.</li> </ul>	<p>Complied</p>

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

		<ul style="list-style-type: none"> <li>• Registration as legal entity as per “Surat Menteri Negara Koperasi dan Usaha Kecil dan Menengah Republik Indonesia Kepala Dinas Perindustrian, Perdagangan, Koperasi dan UKM Kabupaten Labuhanbatu Selatan No.518/65/BH/Indagkop/IV/2016 tentang Pengesahan Akta Pendirian Koperasi Serba Usaha Suka Makmur” signed by regent of Labuhanbatu Selatan, dated 15 February 2016.</li> </ul> <p>2. <u>Fair and transparent decision making and governance</u></p> <ul style="list-style-type: none"> <li>• Available joint statement letter dated 30 November 2020, point No.10 stated that chief and member of cooperative have commitment to be fair and transparent in every decision making in cooperative operational management.</li> </ul> <p>3. <u>Additional documents per requirements for Group Formation and Management.</u></p> <ul style="list-style-type: none"> <li>• List of KSU member, consist of 31 members.</li> <li>• Available letter of appointment of chairman, “Surat Keputusan Pengangkatan Ketua No. 001/SKPTS/KSU-SM/X/2016, atas nama Lusiono Handoko”, dated 23 October 2016.</li> <li>• Available letter of appointment of Treasury, “Surat Keputusan Pengangkatan Bendahara No. 003/SKPTS/KSU-SM/X/2016 atas nama DTM Ridwan”, dated 23 October 2016.</li> <li>• Available letter of appointment of Secretary, “Surat Keputusan Pengangkatan Sekretaris No. 028/SKPTS/KSU-SM/VII/2020 atas nama Rizki Ananda”, dated 21 July 2020.</li> <li>• Available Tax number, NPWP 76.421.945.7-116.000 under KSU Suka Makmur</li> <li>• Available decree of chairman regarding appointment of Group Manager, “Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.024/SKPTS/KSU-SM/X/2018 tentang Penunjukan Manager Kelompok”, dated 18 October 2018.</li> </ul>	
--	--	--	--



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

		<p>4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2</p> <ul style="list-style-type: none"> <li>Available smallholder declaration:</li> </ul> <table border="1" data-bbox="1070 459 1787 794"> <thead> <tr> <th>No</th> <th>Blok</th> <th>Name</th> <th>Date of Declaration signed</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>09D30</td> <td>Intoha</td> <td>26 Nov 2020</td> </tr> <tr> <td>2</td> <td>09D34</td> <td>Mariati</td> <td>26 Nov 2020</td> </tr> <tr> <td>3</td> <td>09D36</td> <td>Sambungan Simanjuntak</td> <td>28 Nov 2020</td> </tr> <tr> <td>4</td> <td>09D39</td> <td>Mujiman</td> <td>26 Nov 2020</td> </tr> <tr> <td>5</td> <td>09E42</td> <td>Tanti Wahyuni</td> <td>26 Nov 2020</td> </tr> <tr> <td>6</td> <td>09F51</td> <td>Sugino</td> <td>26 Nov 2020</td> </tr> </tbody> </table>	No	Blok	Name	Date of Declaration signed	1	09D30	Intoha	26 Nov 2020	2	09D34	Mariati	26 Nov 2020	3	09D36	Sambungan Simanjuntak	28 Nov 2020	4	09D39	Mujiman	26 Nov 2020	5	09E42	Tanti Wahyuni	26 Nov 2020	6	09F51	Sugino	26 Nov 2020	
No	Blok	Name	Date of Declaration signed																												
1	09D30	Intoha	26 Nov 2020																												
2	09D34	Mariati	26 Nov 2020																												
3	09D36	Sambungan Simanjuntak	28 Nov 2020																												
4	09D39	Mujiman	26 Nov 2020																												
5	09E42	Tanti Wahyuni	26 Nov 2020																												
6	09F51	Sugino	26 Nov 2020																												
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	<p>Available checklist of Internal Control System made by Internal Audit Team and Group Manager. The checklist contains RSPO Independent Smallholder Standard 2019. Sample of internal audit records available:</p> <table border="1" data-bbox="1070 970 1787 1217"> <thead> <tr> <th>No</th> <th>Blok</th> <th>Name</th> <th>Date of Internal Audit</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>09D30</td> <td>Intoha</td> <td>26 Nov 2020</td> </tr> <tr> <td>2</td> <td>09D34</td> <td>Mariati</td> <td>26 Nov 2020</td> </tr> <tr> <td>3</td> <td>09D36</td> <td>Sambungan Simanjuntak</td> <td>28 Nov 2020</td> </tr> <tr> <td>4</td> <td>09D39</td> <td>Mujiman</td> <td>26 Nov 2020</td> </tr> <tr> <td>5</td> <td>09E42</td> <td>Tanti Wahyuni</td> <td>26 Nov 2020</td> </tr> <tr> <td>6</td> <td>09F51</td> <td>Sugino</td> <td>26 Nov 2020</td> </tr> </tbody> </table> <p>Smallholders complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	No	Blok	Name	Date of Internal Audit	1	09D30	Intoha	26 Nov 2020	2	09D34	Mariati	26 Nov 2020	3	09D36	Sambungan Simanjuntak	28 Nov 2020	4	09D39	Mujiman	26 Nov 2020	5	09E42	Tanti Wahyuni	26 Nov 2020	6	09F51	Sugino	26 Nov 2020	<p>Complied</p>
No	Blok	Name	Date of Internal Audit																												
1	09D30	Intoha	26 Nov 2020																												
2	09D34	Mariati	26 Nov 2020																												
3	09D36	Sambungan Simanjuntak	28 Nov 2020																												
4	09D39	Mujiman	26 Nov 2020																												
5	09E42	Tanti Wahyuni	26 Nov 2020																												
6	09F51	Sugino	26 Nov 2020																												

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

No	Training	Plan	Realization	Attendance List	Module and pictures
1	Filling in the farmer's note book	Jan, May and Sept	Jan, May and Sept	Available in the Farmer's Note book	Farmer's Note book
2	Land Preparation for Oil Palm on Peatlands	Feb	24 Feb 20	20 members	Available
3	Oil palms nursery and harvesting	Apr	24 Feb 20	20 members	Available
4	MSDS dan hazardous waste handling	Jun	29 Jun 20	25 members	Available
5	Mature upkeep and control of pest and disease	Aug	25 Aug 20	21 members	Available
6	P&C RSPO and OHS	Oct	12 Dec 20	10 members	Available
7	FFB pricing mechanism and financial management	Nov	7 – 18 Nov 2020	Available in the Farmer's Note book	Available
8	Water Management and Oil Palm Fertilizing	Nov	9 Jul 2019	Available in the Farmer's Note book	Available

KSU Suka Makmur has established Training Program 2021:

No	Training	Schedule
1	Filling Buku Catatan Petani	Feb and Aug
2	FFB pricing mechanism and financial management	Feb and Aug
3	Water Managemnet and fertilizing	Feb
4	Nursery, harvesting and pruning	Apr

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

		5	MSDS and waste management	Jun	
		6	Mature Upkeep and pest and disease control	Aug	
		7	RSPO P&C and OHS	Oct	
		8	Mature upkeep and weed control	Dec	
Milestone B	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> <li>Fair and transparent decision-making and governance</li> <li>Sustainable financial management</li> </ul>	<p>Group manager governance is carried out by making SOPs for related activities, policies and decrees. All SOP has been disseminated on 18 July 2020, 25 July 2020, 29 July 2020, 9 August 2020, 11 August 2020 and 19 September 2020.</p> <p>Available evidence of transparent decision making, namely discussion of operational cost rates on 3 January 2020 with a list of attendees consist of 23 members.</p> <p>Based on interview with smallholder members, noted that all member acknowledge the decision taken and it is fair, transparent and in accordance to group governance.</p> <p>Available Business Plan 2020 – 2025 of KSU Suka Makmur as evidence of sustainable financial management.</p>			Complied
<p><b>Criteria 1.2</b>          Smallholders have the capacity to effectively manage their farm.</p>					
Eligibility	Not Applicable				
Milestone A	<p>Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.</p>	<p>There is a training on Filling in the Farmer's Record Book which explains about keeping records for production, including production inputs and yields, transactions and varieties that have been carried out in January, May and September. Evidence is available in the farmer's daily / socialization book.</p>			Complied

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

		<p>Available training program 2021 that includes capacity building on record keeping for production, including inputs and yields, transactions, and variety. The training program has been included in the financial plan.</p> <p>Based on interview with smallholder members, noted that all member acknowledge record keeping for production, including inputs and yields, transactions, and variety.</p>																						
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale	<p>Plantation management is carried out by applying the Work Guidelines and policies that have been established.</p> <p>FFB production are recorded in the Farmer’s note book, as seen in sample:</p> <table border="1"> <thead> <tr> <th>Block No</th> <th>Name</th> <th>FFB Production</th> </tr> </thead> <tbody> <tr> <td>09D30</td> <td>Intoha</td> <td>Update January to December 2020</td> </tr> <tr> <td>09D34</td> <td>Mariati</td> <td>Update January to December 2020</td> </tr> <tr> <td>09D36</td> <td>Sambungan Simanjuntak</td> <td>Update January to December 2020</td> </tr> <tr> <td>09D39</td> <td>Mujiman</td> <td>Update January to December 2020</td> </tr> <tr> <td>09E42</td> <td>Tanti Wahyuni</td> <td>Update January to December 2020</td> </tr> <tr> <td>09F51</td> <td>Sugino</td> <td>Update January to December 2020</td> </tr> </tbody> </table> <p>Based on interview with members, all member interviewed can demonstrated knowledge to record FFB produced form their blocks, it is recorded once after the Group Manager get weighbridge slip and share to all member.</p>	Block No	Name	FFB Production	09D30	Intoha	Update January to December 2020	09D34	Mariati	Update January to December 2020	09D36	Sambungan Simanjuntak	Update January to December 2020	09D39	Mujiman	Update January to December 2020	09E42	Tanti Wahyuni	Update January to December 2020	09F51	Sugino	Update January to December 2020	Complied
Block No	Name	FFB Production																						
09D30	Intoha	Update January to December 2020																						
09D34	Mariati	Update January to December 2020																						
09D36	Sambungan Simanjuntak	Update January to December 2020																						
09D39	Mujiman	Update January to December 2020																						
09E42	Tanti Wahyuni	Update January to December 2020																						
09F51	Sugino	Update January to December 2020																						
<b>Criteria 1.3</b>																								
Smallholders implement good agricultural practices (GAP) on their farms.																								
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (see appendix 1 for details needed in declaration).	All members have signed an agreement “Surat Pernyataan Kesediaan Mengikuti Program Sertifikasi RSPO” as commitment to implement good agricultural practices on their farms. According to sample of	Complied																					

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

		<p>smallholders during this Surveillance, the records was verified as below:</p> <ol style="list-style-type: none"> <li>1. Mr. Intoha – signed on 10/08/2016.</li> <li>2. Mr. Mujiman – signed on 4/08/2016.</li> <li>3. Mrs. Mariati – signed on 27/08/2016.</li> <li>4. Mr Sambungan Simanjuntak – signed on 4/08/2016.</li> <li>5. Mrs. Tanti Wahyuni – signed on 2/08/2016.</li> <li>6. Mr. Wagino Winarno - signed on 8/08/2016.</li> </ol> <p>There was also new statement letter which in accordance to appendix 1 of this standard. Sample of statement letter seen:</p> <ol style="list-style-type: none"> <li>1. Tanti Wahyuni – signed on 26 November 2020.</li> <li>2. Aswanto – signed on 27 November 2020.</li> <li>3. Wagino W – signed on 27 November 2020.</li> <li>4. Intoha – signed on 26 November 2020.</li> <li>5. Taslim – signed on 27 November 2020.</li> <li>6. Mariati – signed on 26 November 2020.</li> <li>7. DTM Ridwan – signed on 27 November 2020.</li> </ol>																									
<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p>Smallholders has completed training on oil palm pricing mechanisms, financial management, and Good Agriculture Practices (GAP).</p> <table border="1" data-bbox="1070 1026 1888 1340"> <thead> <tr> <th>No</th> <th>Training</th> <th>Plan</th> <th>Realization</th> <th>Attendance List</th> <th>Module and pictures</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Filling in the farmer's note book</td> <td>Jan, May and Sept</td> <td>Jan, May and Sept</td> <td>Available in the Farmer's Note book</td> <td>Farmer's Note book</td> </tr> <tr> <td>2</td> <td>Land Preparation for Oil Palm on Peatlands</td> <td>Feb</td> <td>24 Feb 20</td> <td>20 members</td> <td>Available</td> </tr> <tr> <td>3</td> <td>Oil palms nursery and harvesting</td> <td>Apr</td> <td>24 Feb 20</td> <td>20 members</td> <td>Available</td> </tr> </tbody> </table>	No	Training	Plan	Realization	Attendance List	Module and pictures	1	Filling in the farmer's note book	Jan, May and Sept	Jan, May and Sept	Available in the Farmer's Note book	Farmer's Note book	2	Land Preparation for Oil Palm on Peatlands	Feb	24 Feb 20	20 members	Available	3	Oil palms nursery and harvesting	Apr	24 Feb 20	20 members	Available	<p>Complied</p>
No	Training	Plan	Realization	Attendance List	Module and pictures																						
1	Filling in the farmer's note book	Jan, May and Sept	Jan, May and Sept	Available in the Farmer's Note book	Farmer's Note book																						
2	Land Preparation for Oil Palm on Peatlands	Feb	24 Feb 20	20 members	Available																						
3	Oil palms nursery and harvesting	Apr	24 Feb 20	20 members	Available																						

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

		<table border="1"> <tr> <td data-bbox="1070 360 1137 440">4</td> <td data-bbox="1137 360 1357 440">MSDS dan hazardous waste handling</td> <td data-bbox="1357 360 1476 440">Jun</td> <td data-bbox="1476 360 1615 440">29 Jun 20</td> <td data-bbox="1615 360 1749 440">25 members</td> <td data-bbox="1749 360 1890 440">Available</td> </tr> <tr> <td data-bbox="1070 440 1137 520">5</td> <td data-bbox="1137 440 1357 520">Mature upkeep and control of pest and disease</td> <td data-bbox="1357 440 1476 520">Aug</td> <td data-bbox="1476 440 1615 520">25 Aug 20</td> <td data-bbox="1615 440 1749 520">21 members</td> <td data-bbox="1749 440 1890 520">Available</td> </tr> <tr> <td data-bbox="1070 520 1137 568">6</td> <td data-bbox="1137 520 1357 568">P&amp;C RSPO and OHS</td> <td data-bbox="1357 520 1476 568">Oct</td> <td data-bbox="1476 520 1615 568">12 Dec 20</td> <td data-bbox="1615 520 1749 568">10 members</td> <td data-bbox="1749 520 1890 568">Available</td> </tr> <tr> <td data-bbox="1070 568 1137 679">7</td> <td data-bbox="1137 568 1357 679">FFB pricing mechanism and financial management</td> <td data-bbox="1357 568 1476 679">Nov</td> <td data-bbox="1476 568 1615 679">7 – 18 Nov 2020</td> <td data-bbox="1615 568 1749 679">Available in the Farmer's Note book</td> <td data-bbox="1749 568 1890 679">Available</td> </tr> <tr> <td data-bbox="1070 679 1137 783">8</td> <td data-bbox="1137 679 1357 783">Water Management and Oil Palm Fertilizing</td> <td data-bbox="1357 679 1476 783">Nov</td> <td data-bbox="1476 679 1615 783">9 Jul 2019</td> <td data-bbox="1615 679 1749 783">Available in the Farmer's Note book</td> <td data-bbox="1749 679 1890 783">Available</td> </tr> </table> <p data-bbox="1055 820 1890 884">The training on GAP was conducted by the Smallholder's Team assisted by PT Umbul Mas Wisesa.</p> <p data-bbox="1055 892 1890 956">Based on interview with smallholder members, noted that all member has aware regarding good agricultural practices in oil palm cultivation.</p>	4	MSDS dan hazardous waste handling	Jun	29 Jun 20	25 members	Available	5	Mature upkeep and control of pest and disease	Aug	25 Aug 20	21 members	Available	6	P&C RSPO and OHS	Oct	12 Dec 20	10 members	Available	7	FFB pricing mechanism and financial management	Nov	7 – 18 Nov 2020	Available in the Farmer's Note book	Available	8	Water Management and Oil Palm Fertilizing	Nov	9 Jul 2019	Available in the Farmer's Note book	Available	
4	MSDS dan hazardous waste handling	Jun	29 Jun 20	25 members	Available																												
5	Mature upkeep and control of pest and disease	Aug	25 Aug 20	21 members	Available																												
6	P&C RSPO and OHS	Oct	12 Dec 20	10 members	Available																												
7	FFB pricing mechanism and financial management	Nov	7 – 18 Nov 2020	Available in the Farmer's Note book	Available																												
8	Water Management and Oil Palm Fertilizing	Nov	9 Jul 2019	Available in the Farmer's Note book	Available																												
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	<p data-bbox="1055 968 1890 1064">Based on field visit to smallholder blocks, noted that members has adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.</p> <p data-bbox="1055 1098 1223 1129">A. Harvesting</p> <ul data-bbox="1093 1129 1890 1225" style="list-style-type: none"> <li>- Available Guidelines for Harvesting Oil Palm No KSU-SM/PK/06</li> <li>- Available Production Data</li> <li>- Available Training of Harvesting on 24 February 2020</li> </ul> <p data-bbox="1055 1225 1200 1257">B. Spraying</p> <ul data-bbox="1093 1257 1890 1382" style="list-style-type: none"> <li>- Available guidance for weed control in Mature oil palms (KSU-SM/PK/02)</li> <li>- Available guidance for Integrated Pest Management in oil palms (KSU-SM/PK/04)</li> </ul>	Complied																														

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

		<ul style="list-style-type: none"> <li>- Available list of pesticides used, such as:               <ul style="list-style-type: none"> <li>a. Smart, Nov 2023</li> <li>b. Metsulindo, Mei 2021</li> <li>c. Regent 50 SC, 26 Feb 2023</li> </ul> </li> <li>- Training of spraying performed by UMWS Teams</li> <li>- Training of MSDS on 29 June 2020</li> <li>- Calibration of spraying tools performed by UMWS Team</li> <li>- Monitoring of pesticides used up to December 2020</li> </ul> <table border="1" data-bbox="1137 624 1839 775"> <thead> <tr> <th>No</th> <th>Pesticide</th> <th>2018</th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Smart 486 As</td> <td>18 Ltr</td> <td>108 Ltr</td> <td>159 Ltr</td> </tr> <tr> <td>2</td> <td>Gramoxone 276 SL</td> <td>118 Ltr</td> <td>58 Ltr</td> <td>0</td> </tr> <tr> <td>3</td> <td>Metsulindo 20 WP</td> <td>885 gr</td> <td>11187 gr</td> <td>7968 gr</td> </tr> <tr> <td>4</td> <td>Regent 50 SC</td> <td>13770 ltr</td> <td>4230 Ltr</td> <td>2610 Ltr</td> </tr> </tbody> </table> <p>C. Manuring</p> <ul style="list-style-type: none"> <li>- Available guidance of manuring oil palms (KSU-SM/PK/03).</li> <li>- Available "Berita Acara Pengambilan LSU di Koperasi Serba Usaha Suka Makmur" (note of leaf sampling handover) dated 27 Oct 2020.</li> <li>- Leaf nutrient level: 2.52% N; 0.164% P; 0.65% K; 0.43% Mg; 0.52% Ca; 14 ppm B; 2 ppm Cu; 9 ppm Zn.</li> <li>- Available leaf analysis result 2019 which include in Fertilizer Recommendation 2020.</li> <li>- Fertilizer input 2020:               <ul style="list-style-type: none"> <li>o RP: 4,700 kg</li> <li>o Urea: 900 kg</li> <li>o MOP: 1,350 kg</li> <li>o NPK: 8,650 kg</li> </ul> </li> <li>- Available record fertilizer input in sampled smallholders.</li> </ul> <table border="1" data-bbox="1137 1259 1800 1393"> <thead> <tr> <th>Name</th> <th>RP</th> <th>Urea</th> <th>MOP</th> <th>NPK</th> </tr> </thead> <tbody> <tr> <td>Intoha</td> <td></td> <td></td> <td></td> <td>200</td> </tr> <tr> <td>Mariati</td> <td>300</td> <td></td> <td></td> <td>200</td> </tr> <tr> <td>S. Simanjuntak</td> <td></td> <td></td> <td></td> <td>250</td> </tr> </tbody> </table>	No	Pesticide	2018	2019	2020	1	Smart 486 As	18 Ltr	108 Ltr	159 Ltr	2	Gramoxone 276 SL	118 Ltr	58 Ltr	0	3	Metsulindo 20 WP	885 gr	11187 gr	7968 gr	4	Regent 50 SC	13770 ltr	4230 Ltr	2610 Ltr	Name	RP	Urea	MOP	NPK	Intoha				200	Mariati	300			200	S. Simanjuntak				250	
No	Pesticide	2018	2019	2020																																												
1	Smart 486 As	18 Ltr	108 Ltr	159 Ltr																																												
2	Gramoxone 276 SL	118 Ltr	58 Ltr	0																																												
3	Metsulindo 20 WP	885 gr	11187 gr	7968 gr																																												
4	Regent 50 SC	13770 ltr	4230 Ltr	2610 Ltr																																												
Name	RP	Urea	MOP	NPK																																												
Intoha				200																																												
Mariati	300			200																																												
S. Simanjuntak				250																																												

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

		<table border="1" data-bbox="1137 360 1803 464"> <tr> <td>Wagino W.</td> <td></td> <td>250</td> <td>250</td> <td></td> </tr> <tr> <td>Mujiman</td> <td></td> <td></td> <td></td> <td>300</td> </tr> <tr> <td>Tanti Wahyuni</td> <td>250</td> <td></td> <td></td> <td>450</td> </tr> </table> <p>D. PHT</p> <ul style="list-style-type: none"> <li>- Available guidance of Integrated Pest Management in oil palms (KSU-SM/PK/04)</li> <li>- Available Integrated Pest Management program 2020</li> </ul> <table border="1" data-bbox="1111 592 1830 922"> <thead> <tr> <th>No</th> <th>Jenis Program</th> <th>Plan</th> <th>Actual</th> <th>Evidence</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Pembuatan/ Penambahan Gupon baru</td> <td>April</td> <td>April</td> <td>April</td> </tr> <tr> <td>2</td> <td>Pemantauan gupon yang sudah dipasang</td> <td>Jan-Des</td> <td>Jan-Nov</td> <td>24 Nov 2020</td> </tr> <tr> <td>3</td> <td>Pembibitan Turnera</td> <td>April</td> <td>06-08 April</td> <td>Maret &amp; April</td> </tr> <tr> <td>4</td> <td>Penanaman Turnera subuleta</td> <td>April</td> <td>Jun-Jul</td> <td>Juni &amp; Juli</td> </tr> <tr> <td>5</td> <td>Deteksi Hama &amp; Penyakit</td> <td>Jan-des</td> <td>Jan-Nov</td> <td>Jan – Nov 2020</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>- Training of IPM performed on 25 August 2020 attended by 21 participants.</li> <li>- Land Preparation based on Pedoman Kerja No. KSU-SM/PK/26 dated 19 Dec 2020.</li> </ul>	Wagino W.		250	250		Mujiman				300	Tanti Wahyuni	250			450	No	Jenis Program	Plan	Actual	Evidence	1	Pembuatan/ Penambahan Gupon baru	April	April	April	2	Pemantauan gupon yang sudah dipasang	Jan-Des	Jan-Nov	24 Nov 2020	3	Pembibitan Turnera	April	06-08 April	Maret & April	4	Penanaman Turnera subuleta	April	Jun-Jul	Juni & Juli	5	Deteksi Hama & Penyakit	Jan-des	Jan-Nov	Jan – Nov 2020	
Wagino W.		250	250																																													
Mujiman				300																																												
Tanti Wahyuni	250			450																																												
No	Jenis Program	Plan	Actual	Evidence																																												
1	Pembuatan/ Penambahan Gupon baru	April	April	April																																												
2	Pemantauan gupon yang sudah dipasang	Jan-Des	Jan-Nov	24 Nov 2020																																												
3	Pembibitan Turnera	April	06-08 April	Maret & April																																												
4	Penanaman Turnera subuleta	April	Jun-Jul	Juni & Juli																																												
5	Deteksi Hama & Penyakit	Jan-des	Jan-Nov	Jan – Nov 2020																																												
<p><b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b>          Comply with the law and respect communities' rights</p>																																																
<p><b>Criteria 2.1</b>          Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>																																																
<p>Eligibility</p>	<p>Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).</p>	<p>KSU Suka Makmur as independent smallholders' group can demonstrate the entire member plots on the map with assisted by GIS Department team of PT. Umbul Mas Wisesa. Map of "Lokasi Lahan Anggota KSU Suka Makmur Yang Ikut Program Sertifikasi RSPO" with</p>	<p>Complied</p>																																													



		<p>scale 1 : 25,000 completed with appropriate coordinates and Landuse information.</p> <p>Copy of ownership document for their members are maintained and retained with Group Manager and ICS.</p>	
Milestone A	<p>Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.</p>	<p>Group Manager can demonstrate legal ownership of its members. There are two type of legal ownership document that available in KSU Suka Makmur, Land Ownership Right or "Sertipikat Hak Milik (SHM)" AND Registration Letter or "Surat Keterangan Tanah".</p> <p>According to sample of smallholders document seen, as follow:</p> <ul style="list-style-type: none"> <li>• Mr. Intoha – register number 09D30; Surat Keterangan Tanah No: 593/1433/TML/2009, dated 29<sup>th</sup> August 2009. This letter is given from Siti Patimah Hasibuan as Chief Head of Tanjung Mulia to Mr. Intoha (smallholders) with area 20,000 m<sup>2</sup> (2 Ha). This letter issued by Head of Sub-District or "Camat" Kampung Rakyat. Simply map also available within this letter with size 200m x 100m. Also acknowledge by neighbor plot.</li> <li>• Mr. Mujiman – register number 09D39; SHM number 2513 (SK 573/HM/BPN.02.12/2016), dated 17<sup>th</sup> November 2016, area 16,909 m<sup>2</sup> (1.69 Ha) issued by Kantor Pertanahan Kabupaten Kota Labuhanbatu.</li> <li>• Mrs. Mariati – register number 09D34; SHM number 2512 (SK 573/HM/BPN.02.12/2016), dated 17<sup>th</sup> November 2016, area 16,953 m<sup>2</sup> (1.69 Ha) issued by Kantor Pertanahan Kabupaten Kota Labuhanbatu.</li> <li>• Mr Sambungan Simanjuntak – register number 09D36; Surat Keterangan Tanah No: 593/____/TML/2009, dated 29<sup>th</sup> August 2009. This letter is given from Siti Patimah Hasibuan as Chief Head of Tanjung Mulia to Mr. Sambungan Simanjuntak (smallholders) with area 20,000 m<sup>2</sup> (2 Ha). This letter issued by Head of Sub-District or "Camat" Kampung Rakyat. Simply map also available</li> </ul>	Complied

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

		<p>within this letter with size 200m x 100m. Also acknowledge by neighbor plot.</p> <ul style="list-style-type: none"> <li>• Mrs. Tanti Wahyuni – register number 09E42; SHM number 2356 (SK 564/HM/BPN.02.12/2014), dated 27<sup>th</sup> June 2014, area 19,968 m<sup>2</sup> (1.99 Ha) issued by Kantor Pertanahan Kabupaten Kota Labuhanbatu.</li> <li>• Mr. Wagino Winarno - register number 09D38; Surat Keterangan Tanah No: 593/344/TML/2006, dated 21<sup>st</sup> October 2006. This letter was issued by Chief of Tanjung Mulia to Mr. Wagino Warsino (smallholders) with area 20,000 m<sup>2</sup> (2.0 Ha). Simply map also available within this letter with size 100m x 200m, scale 1:2,500. Also acknowledge by neighbor plot.</li> </ul> <p>For several legal ownership known as Registration Letter or “Surat Keterangan Tanah” of its members will upgraded to Land Ownership Right or “SHM” is awaiting from Village team measurement and visiting their plots in the next period.</p>	
<p>Milestone B</p>	<p>Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.</p>	<p>Group Manager of KSU Suka Makmur has developed working guidance to verify boundary pegs of each plots. The guidance name is “Pedoman Kerja Pemeriksaan Patok Batas KSU-SM/PK/025”, dated 5 December 2020.</p> <p>Also, KSU Suka Makmur has an updated Pegs Monitoring Book with regularly 6 monthly bases. The latest updated of “Monitoring Pemeriksaan Patok” is period May and November 2020.</p> <p>Based on field observation with sample of smallholders, plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.</p>	<p>Complied</p>
<p><b>Criteria 2.2</b> Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.</p>			

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

Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Currently, smallholder’s area categorized as existing plots. History of smallholder’s land is from their own plots which is local communities since 2004. Planting development started since 2008 and 2009.	Complied
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Currently, smallholder’s area categorized as existing plots. History of smallholder’s land is from their own plots which is local communities since 2004. Planting development started since 2008 and 2009.	Complied
Milestone B	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Currently, smallholder’s area categorized as existing plots. History of smallholder’s land is from their own plots which is local communities since 2004. Planting development started since 2008 and 2009.	Complied
<b>Criteria 2.3</b>			
The right to use the land is not disputed by indigenous peoples, local communities or other users			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	<p>KSU Suka Makmur has developed land disputes procedure within “SOP Sengketa dan Konflik Lahan No: KSU-SM/PK/016”, dated 10 January 2018.</p> <p>Each smallholders have signed commitment in form of smallholder declaration or “Deklarasi Petani Swadaya Untuk Sertifikasi RSPO”. Based on smallholders sample, the declaration was signed on:</p> <ol style="list-style-type: none"> <li>1. Mr. Intoha – register number 09D30, signed on 26/11/2020.</li> <li>2. Mr. Mujiman – register number 09D39, signed on 26/11/2020.</li> <li>3. Mrs. Mariati – register number 09D34, signed on 26/11/2020.</li> <li>4. Mr Sambungan Simanjuntak – register number 09D36, signed on 28/11/2020.</li> <li>5. Mrs. Tanti Wahyuni – register number 09E42, signed on 26/11/2020.</li> <li>6. Mr. Wagino Winarno - register number 09D38, signed on 27/11/2020.</li> </ol>	Complied

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

Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Based on interview with smallholder sample, Group Manager and stakeholder (community representative), land disputes within smallholders area is absence since developed in 2008-2009.	Complied
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Based on interview with smallholder sample, Group Manager and stakeholder (community representative), land disputes within smallholders area is absence since developed in 2008-2009.	Complied
<b>Criteria 2.4</b>			
Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	<p>According to "Peta Kawasan Hutan Prov. Sumatera Utara" scale 1:250,000; KSU Suka Makmur located outside of national park or protected areas as classified by national regulation.</p> <p>The map is sources from Ministry of Environmental and Forestry Decree Number: SK.579/Menhut-II/2014, dated, 24 June 2014. According to this map indicated that KSU Suka Makmur located in Other Designated Area (Non-Forest Area) or "Area Penggunaan Lain". According to information gathered from Environmental and Forestry Agency of Labuhanbatu Selatan Regency during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p>	Complied

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

		<p>Whereas, until this Surveillance assessment conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Labuhanbatu Selatan Regency. Therefore, area of KSU Suka Makmur located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	
<p>Milestone A</p>	<p>Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).</p>	<p>According to "Peta Kawasan Hutan Prov. Sumatera Utara" scale 1:250,000; KSU Suka Makmur located outside of national park or protected areas as classified by national regulation.</p> <p>The map is sources from Ministry of Environmental and Forestry Decree Number: SK.579/Menhut-II/2014, dated, 24 June 2014. According to this map indicated that KSU Suka Makmur located in Other Designated Area (Non-Forest Area) or "Area Penggunaan Lain". According to information gathered from Environmental and Forestry Agency of Labuhanbatu Selatan Regency during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p> <p>Whereas, until this Surveillance assessment conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Labuhanbatu Selatan Regency. Therefore, area of KSU Suka Makmur located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	<p>Complied</p>

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

<p>Milestone B</p>	<p>Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).</p>	<p>According to "Peta Kawasan Hutan Prov. Sumatera Utara" scale 1:250,000; KSU Suka Makmur located outside of national park or protected areas as classified by national regulation.</p> <p>The map is sources from Ministry of Environmental and Forestry Decree Number: SK.579/Menhut-II/2014, dated, 24 June 2014. According to this map indicated that KSU Suka Makmur located in Other Designated Area (Non-Forest Area) or "Area Penggunaan Lain". According to information gathered from Environmental and Forestry Agency of Labuhanbatu Selatan Regency during stakeholder consultation, if referred to Regulation of Environmental and Forestry Minister Decree No: P.10/MENLHK/SETJEN/KUM.1/3/2019 related Identification, Determination and Management of Peat Dome with Peat Hydrological Unit, on Article 8 Section 6.b it was stated that "For the protection function of Peat Ecosystem and cultivation function of Peat Ecosystem which has been utilized, it can still be continued while maintaining its hydrological function."</p> <p>Whereas, until this Surveillance assessment conducted, the map of Peat Hydrological Unit scale 1:50,000 as required in Article 8 Section 5 in this regulation was not determined/issued for Labuhanbatu Selatan Regency. Therefore, area of KSU Suka Makmur located outside of areas classified as national parks or protected areas as defined by national, regional or local law.</p>	<p>Complied</p>
<p><b>Criteria 2.5</b> For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.</p>			
<p>Eligibility</p>	<p>For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and</p>	<p>KSU Suka Makmur is existing plots since 2008 and 2009. All the smallholder's plots are owned originally by the members since the</p>	<p>Not Applicable</p>

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

	informed consent, based on a simplified FPIC approach (refer to appendix 1).	beginning. There is no plan to develop new oil palm planting by the unit of certification.	
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	KSU Suka Makmur is existing plots since 2008 and 2009. All the smallholder's plots are owned originally by the members since the beginning. There is no plan to develop new oil palm planting by the unit of certification.	Not Applicable
Milestone B	Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.	KSU Suka Makmur is existing plots since 2008 and 2009. All the smallholder's plots are owned originally by the members since the beginning. There is no plan to develop new oil palm planting by the unit of certification.	Not Applicable
<p><b>Principle 3: Respect human rights, including workers' rights and conditions</b>  Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.</p>			
<p><b>Criteria 3.1</b>  There is no use of forced labour.</p>			
Eligibility	Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).	<p>KSU Suka Makmur has established the policy to no use of forced labour and ensure that any use of forced labour on the farm based "Suka Keputusan Ketua Koperasi Serba Usaha No : 002/SKPTS/KSU-SM/II/2017 Tentang Larangan Menggunakan Tenaga Kerja Anak Dibawah Umur,Wanita Hamil /Menyusui Dan Pekerja Paksa Poin 4".</p> <p>The policy has communicated to all smallholder member, e.g: dated 7<sup>th</sup> December 2020 to Mr Juniawati (block number: 09A01), Mr Samin R (block number: 09A02), dated 13<sup>th</sup> April 2020 was attended by Mr Tanti Wayuni (block number: 09E42), Mr Sugino (block number 09F51).</p>	Complied

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

		Group Manager of KSU Suka Makmur has shown the document of information on the source of labour on the farm, including family, contract and hired labour, updated on 3 <sup>rd</sup> January 2020.	
Milestone A	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> <li>Retention of identity documents including but not limited to passports;</li> <li>Payment of recruitment fees by workers;</li> <li>Contract substitution;</li> <li>Involuntary overtime;</li> <li>Lack of freedom of workers to resign;</li> <li>Penalty for termination of employment;</li> <li>Debt bondage;</li> <li>Withholding of wages</li> </ul>	<p>Group Manager of KSU Suka Makmur has demonstrated the record of training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices as per "Daftar Sosialisasi SKPTS", eg: dated 8<sup>th</sup> December 2020 was attended by Mr Parsian Lumban Batu (block number 09F55) and Mr Sumardi (block number 09C20), dated 7<sup>th</sup> December 2020 was attended by Mr Ahmad Zainuddin (block number 09B09), Mr Edi Gunawan (block number 09B11), Mr Victor H Girsang (block number 09B13).</p> <p>Training material has demonstrated during ASA-2, consisted of retention of identity documents including but not limited to passports, payment of recruitment fees by workers, contract substitution, involuntary overtime, lack of freedom of workers to resign, penalty for termination of employment, debt bondage and withholding of wages.</p>	Complied
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	<p>Based on interview with sample of smallholder member during ASA 2 – January 2021, they have stated that the workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen</p> <p>Spraying operators with contracted by Group Manager are five (5) persons, i.e: Mr. Mulyadi, Mr. Ahmad Zainuddin, Mr. Suriadi Nasution, Mr. Doni P. Siregar, Mr. Sahrel. Data verified: copy of Agreement Letter No 001/KSUSM/PKB/I/2019 "Salinan Kontrak Kerja" between Koperasi Suka Makmur and Spraying Team No 001/KSUSM/PKB/I/2019. The Agreement mentioned that worker was freedom of movement and can declare that their employment is freely chosen</p>	Complied
<b>Criteria 3.2</b>			



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

Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.			
Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> <li>1. Compliance with the minimum age of workers and as defined by local, state, or national law,</li> <li>2. Not exposing children to hazardous work.</li> <li>3. Providing adult supervision of young people working on the farm.</li> <li>4. Ensuring the practice of children’s rights to education is unrestricted and respected.</li> </ol> <p>(Refer to appendix 1).</p>	<p>Group Manager of Koperasi Serba Usaha Suka Makmur (KSU SM) has established and documented policy regarding child labor in decree letter of “Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.002/SKPTS/KSU-SM/II/2017 tentang Larangan Menggunakan Tenaga Kerja Anak di Bawah Umur, Wanita Hamil/Menyusui dan Pekerja Paksa”, dated 7 February 2017. Also available “Kebijakan &amp; Komitment Bersama” dated 25 Jan 2017. The policy prohibit member to employed children under 18 years old, pregnant women and forced labor. The policy written in Indonesian so that can be understood by all members.</p> <p>The policy has been disseminated to all members, last refreshment on socialization conducted on 7<sup>th</sup> December 2020 was attended by 23 smallholder members.</p>	Complied
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>	<p>Decree Letter from Chairman of KSU Suka Makmur No.002/SKPTS/KSU-SM/II/2017 dated 7 Feb 2017y mentioned that if there are children or family member under 18 years old helping their parent in doing plantation job, it shall be supervised by parent and not doing high risk job.</p> <p>The policy has been disseminated to all members, last refreshment on socialization conducted on 7<sup>th</sup> December 2020 was attended by 23 smallholder members.</p> <p>Based on interview during ASA-2 in January 2021, there was noted that the sample of smallholder member aware about child labor policy and implemented it. Members understood that they cannot employed children under 18 years old.</p>	Complied

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

		Members does not employed workers to do upkeep and harvesting job at their plantation. They do the job by themselves and sometimes assisted by their family member/relatives.	
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>	<p>Decree Letter from Chairman of KSU Suka Makmur No.002/SKPTS/KSU-SM/II/2017 dated 7 Feb 2017y mentioned that if there are children or family member under 18 years old helping their parent in doing plantation job, it shall be supervised by parent and not doing high risk job.</p> <p>The policy has been disseminated to all members, last refreshment on socialization conducted on 7<sup>th</sup> December 2020 was attended by 23 smallholder members.</p> <p>Based on interview during ASA-2, the sample of smallholder member was noted that they aware about child labor policy and implemented it. Members understood that they cannot employed children under 18 years old.</p> <p>Members does not employed workers to do upkeep and harvesting job at their plantation. They do the job by themselves and sometimes assisted by their family member/relatives.</p>	Complied
<p><b>Criteria 3.3</b>            Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p>			
Eligibility	Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).	Based on interview with sample of smallholder member, they are not employed workers to do upkeep and harvesting job at their plantation. They do the job by themselves and sometimes assisted by their family member/relatives However, workers for smallholders are casual workers and not working daily at the blocks.	Complied

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

		<p>Group Manager adjust the wage for workers is referred to Regional Minimum Wage of South Labuhanbatu Regency year 2020 based on Degree Letter No: 561/084/Naker/I/2020, dated 31 January 2020 - is IDR 3,330,000 per month. Or equal with IDR 132,000 per day (7 hours working). Where, casual worker only working average 3 hours per day. Therefore, payment from block owner to the workers already met the standard minimum wage.</p> <p>Data verified:</p> <ul style="list-style-type: none"> <li>- Contract No: 001/KSUSM/PKB/I/2019, dated 1 January 2019. Spraying operators with contracted by Group Manager are five (5) persons, i.e: Mr. Mulyadi, Mr. Ahmad Zainuddin, Mr. Suriadi Nasution, Mr. Doni P. Siregar, Mr. Sahrel. Total payment is IDR 200,000 per 2 Ha.</li> <li>- Payslip: Casual worker Mr. Mulyadi (ID Member: 009); Block 09D34. Payment on 16 July 2020; each activity paid IDR 200,000 (Circle and Path Spraying).</li> </ul>	
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>Workers for smallholders are casual workers and not working daily at the blocks.</p> <p>Group Manager adjust the wage for workers is referred to Regional Minimum Wage of South Labuhanbatu Regency.</p> <p>Data verified:</p> <ul style="list-style-type: none"> <li>- Contract No: 001/KSUSM/PKB/I/2019, dated 1 January 2019. Spraying operators with contracted by Group Manager are five (5) persons, i.e: Mr. Mulyadi, Mr. Ahmad Zainuddin, Mr. Suriadi Nasution, Mr. Doni P. Siregar, Mr. Sahrel. Total payment is IDR 200,000 per 2 Ha.</li> <li>- Payslip: Casul worker Mr. Mulyadi (ID Member: 009); Block 09D34. Payment on 16 July 2020; each activity paid IDR 200,000 (Circle and Path Spraying).</li> </ul>	<p>Complied</p>

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

<p>Milestone B</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.</p>	<p>During ASA2 in January 2021 – the sample of individual smallholders visited Mr. Mariati (09D34) and workers for their palm blocks. Documentation of pay and conditions are kept in KSU Suka Makmur office, i.e: Payslip: Casual worker Mr. Mulyadi (ID Member: 009); Block 09D34. Payment on 16 July 2020; each activity paid IDR 200,000 (Circle and Path Spraying).</p>	<p>Complied</p>
<p><b>Criteria 3.4</b>  Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.</p>			
<p>Eligibility</p>	<p>Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).</p>	<p>Group Manager Koperasi Serba Usaha Suka Makmur has established the procedure of grievance to handle complaint / grievance as per document "Pedoman Kerja Penanganan Keluh Kesah No.KSU-SM/PK/010" dated 6 January 2017.</p> <p>The guideline states that external and internal grievance communicated to group manager and will be responded in 14 days. Grievance can be in form of written and/or verbal.</p> <p>Group Manager has provided logbook to documents the grievance resolution process under "Rekaman Keluh Kesah".</p> <p>Data verified – the review of record "Rekaman Keluh Kesah" year 2020, there was 2 grievances, such as:</p> <ul style="list-style-type: none"> <li>- Dated 16<sup>th</sup> July 2020; from Mr DTM Ridwan: what are the benefits of joining the RSPO, so it is a hassle. Responded by Mr Handoko (Group Manager): In fact, joining the RSPO will improve the management of lots.</li> <li>- Dated 10<sup>th</sup> December 2020; form Mr Edy: Why is the payment of FFB to farmers late even though the agreement is 2x24 hours, but up to 4 days. Responded by Mr Handoko (Group Manager): FFB payment is late because the money stock in the POM has run out,</li> </ul>	<p>Complied</p>

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

		and 2x24 is since the invoice was received by the factory, not since the harvest day.	
Milestone A	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	<p>Group Manager of KSU Suka Makmur has demonstrated the record of training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices as per "Daftar Sosialisasi SKPTS", e.g.: dated 8<sup>th</sup> December 2020 was attended by Mr Parasian Lumban Batu (block number 09F55) and Mr Sumardi (block number 09C20), dated 7<sup>th</sup> December 2020 was attended by Mr Ahmad Zainuddin (block number 09B09), Mr Edi Gunawan (block number 09B11), Mr Victor H Girsang (block number 09B13).</p> <p>Training material has demonstrated during ASA-2, consisted of retention of identity documents including but not limited to passports, payment of recruitment fees by workers, contract substitution, involuntary overtime, lack of freedom of workers to resign, penalty for termination of employment, debt bondage and withholding of wages.</p>	Complied
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	<p>Group Manager has provided logbook to documents the grievance resolution process under "Rekaman Keluh Kesah".</p> <p>Data verified – the review of record "Rekaman Keluh Kesah" year 2020, there was 2 grievances, such as:</p> <ul style="list-style-type: none"> <li>- Dated 16<sup>th</sup> July 2020; from Mr DTM Ridwan: what are the benefits of joining the RSPO, so it is a hassle. Responded by Mr Handoko (Group Manager): In fact, joining the RSPO will improve the management of lots.</li> <li>- Dated 10<sup>th</sup> December 2020; form Mr Edy: Why is the payment of FFB to farmers late even though the agreement is 2x24 hours, but up to 4 days. Responded by Mr Handoko (Group Manager): FFB payment is late because the money stock in the POM has run out, and 2x24 is since the invoice was received by the factory, not since the harvest day.</li> </ul>	Complied

<b>Criteria 3.5</b>			
Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>Group Manager Koperasi Serba Usaha Suka Makmur has also prepared the risk assessment and control as in document "Penilaian Resiko", last review on 15 November 2020. The risk assessment has covered all activities in KSU Suka Makmur, e.g: harvesting, transportation of FFB, harvesting, office activities.</p> <p>To pay attention and implement risk assessment, using necessary PPE and implement in daily working with consideration on location and working condition. Harvester is obligate to use PPE (boot AP, helm) when harvesting.</p> <p>In order to control the risk, Group Manager Koperasi Serba Usaha Suka Makmur has prepared Occupational Health and Safety program has established under "Program Keselamatan dan Kesehatan Kerja tahun 2020 - Program of Work Safety year 2020" updated on 5 January 2020 as guidance for health and safety in smallholder's plantation.</p> <p>The OHS program year 2020, such as:</p> <ul style="list-style-type: none"> <li>• OHS meeting (every 3 months), last meeting conducted on 30 November 2020</li> <li>• Fire drill or training of emergency response – conducted on 13 April 2020</li> <li>• MCU for pesticides applicator or handler (every 3 months)</li> <li>• Socialization of risk assessment - conducted on 14 December 2020</li> <li>• Provides the PPE for workers in harvesting, manuring, and pesticides application</li> <li>• Monitoring of consistency on PPE using (every month)</li> </ul>	Complied

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

		<p>The strategy is through provision of appropriate PPE, maintenance of working area (individual platform, harvesting path in area slippery condition), signage and training. The hazard identification found to be sufficient.</p> <p>KSU Suka Makmur has also prepared the mechanism to control the health protocol of corona virus 2019 as Surat Edaran No.006/SE-INT/KSU-SM/IV/2020, tentang Pencegahan Covid-19 dated 13 April 2020.</p>	
Milestone A	Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them	<p>Group Manager of Koperasi Serba Usaha (KSU) Suka Makmur has appointed Mr. Khairul as the health and safety officer as in "Surat Keputusan Manager Kelompok Koperasi Serba Usaha Suka Makmur No.027/SKPTS/KSU-SM/XII/2018 tentang Penunjukan Petugas AK-3 (safety officer), namely Mr Ayudha Resky, who have responsible to health and safety performance in KSU.</p> <p>OHS expert has registered to Manpower Ministry in Republic of Indonesia as per SK AK3 Umum No KEP. 31194/NAKER-BINWASK3/X/2018 namely: Ms Ayudha Rezky Tanggal dated 12<sup>th</sup> October 2018 – valid until 3 years.</p> <p>Record of training and aware of health and safety risks associated with farm work, such as:</p> <ul style="list-style-type: none"> <li>- Training of MSDS (material safety data sheet), dated 16<sup>th</sup> December 2020, was attended by 19 smallholder members.</li> <li>- Socialization of risk assessment and first aider - conducted on 16<sup>th</sup> December 2020; attended by 19 smallholder members – document verified: attendance list, training material and documentation (photograph).</li> <li>- Training on implementation the ISH for smallholder member, dated 11<sup>th</sup> November 2020.</li> </ul>	Complied

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

<p>Milestone B</p>	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> <li>• Safe and adequate housing, where applicable,</li> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	<p>Based on review of accidents report year 2020 - "Buku Kecelakaan Kerja – Koperasi Serba Usaha Suka Makmur", during 2020 there was an accident was reported, grade low, there were no lost time by this accident.</p> <p>The first aid kit was with field mandor (Mr. Sutanto as first aider) – letter of appointment as per Surat Keputusan Manager Kelompok KSU Suka Makmur nomor: 023/SKPTS/KSU-SM/XI/2017 tentang Penunjukan Petugas K3, dated 20<sup>th</sup> November 2017.</p> <p>During ASA 2 – the auditor team has interviewed with sample of smallholder member understands that there is a first aid kit available at the work site when there is operation going on in the field. The first aid kit was with field Supervision (Mr Suratno as first aider).</p>	<p>Complied</p>
<p><b>Criteria 3.6</b> There is no discrimination, harassment, or abuse on the farm.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).</p>	<p>Member of group Koperasi Serba Usaha Suka Makmur does not develop policy themselves. Individual member refer to and follows policy related to prevent sexual harassment from Group Manager.</p> <p>Group Manager of Koperasi Serba Usaha Suka Makmur (KSU SM) has established and documented policy regarding to no discrimination, harassment, or abuse on the farm in decree letter of "Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.005/SKPTS/KSU-SM/II/2017.</p> <p>Based on interview with sample of individual members during ASA-2, there was noted that they aware about policy to no discrimination, harassment, or abuse on the farm.</p>	<p>Complied</p>



		<p>The policy written in Indonesian so that can be understood by all members.</p> <p>The latest dissemination of policy to no discrimination, harassment, or abuse on the farm conducted on 7 December 2020, was attended by 23 participants. Attendance list and training material were evident.</p>	
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.	<p>Based on interview with sample of individual members during ASA-2, there was noted that they aware about policy to no discrimination, harassment, or abuse on the farm.</p> <p>The policy written in Indonesian so that can be understood by all members.</p> <p>The latest dissemination of policy to no discrimination, harassment, or abuse on the farm conducted on 7 December 2020, was attended by 23 participants. Attendance list and training material were evident.</p>	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	<p>Based on interview with sample of individual members during ASA-2, there was noted freely express that they are working in a place that is free from discrimination, harassment, or abuse.</p> <p>In 2020, there was no case reported related to discrimination, harassment, or abuse.</p>	Complied

**Principle 4: Protect, conserve and enhance ecosystems and the environment**  
 Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

**Preamble**  
**High Conservation Value (HCVs) and High Carbon Stock (HCS) forests**  
 This Independent Smallholder Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices which also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and

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

HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting (see here).

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

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

**Remediation and Compensation Procedure (RaCP)**

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

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

**Criteria 4.1**

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

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	<p>Each smallholders have signed commitment in form of smallholder declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO", as required in Appendix 1.</p> <p>Example of a self-declaration signed by the farmer on behalf of Tanti Wahyuni no member 037 (block 09E42) regarding "Protecting HCV areas and HCS forests" and statements regarding no new planting / expansion of plantations in primary forest, HCV areas, High Carbon Stock (KST) forests ), a steep slope of more than 25 degrees, or as stipulated in the national interpretation".</p>	Complied
-------------	---	---	----------

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

Milestone A	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• The importance of maintaining and conserving HCVs and HCS forests</li> <li>• Human-wildlife conflict; and</li> <li>• Rare, threatened and endangered species and important ecosystems.</li> </ul>	<p>Each smallholder have attended the HCV training that provide by sustainability officer of PT Umbul Mas Wisesa. Latest awareness training of HCV was conducted on 25 August 2020 and attended by 17 smallholders.</p>	Complied
Milestone B	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable</p>	<p>Implementation of precautionary practices and manage RTE species and HCV area is by frequent socialisation and monitoring. Based on interview with sample of smallholders visited, actions to preserve and conserve the HCV, particularly RTE species, there is No hunting, catching, trap, kill or harm to wildlife was implemented by smallholders.</p>	Complied
<p><b>Criteria 4.2</b>            Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>			
Eligibility	<p>Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).</p>	<p>KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009 where the land is converted from shrubs/bushes. The smallholders plots located on peat areas and outside the area as classified by national regulation.</p> <p>HCV assessment of KSU Suka Makmur was carried out by Kompasnia Enviro Institute to scope of 2,834.77 Ha (this includes potential smallholder in the area) in 2016. The HCV assessment reported under "Laporan Penilaian Nilai Konservasi Tinggi di areal kebun sawit Smallholder Koperasi Mitra PT. Umbul Mas Wisesa, Provinsi Sumatera Utara - 2017". Based on HCV assessment, in Koperasi Serba Usaha Suka Makmur, identified with HCV 4 in form of main drain/canal of</p>	Complied

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

		<p>6.59 Ha of 0.73% of all smallholder plantation under the scope. There was no species listed as CR under IUCN redlist found in the landscape. From the HCV assessment it was known that no planting have replaced primary forest or affecting High Conservation Values/HCV.</p> <p>According to HCV Assessment final report March 2017, Land Cover Analysis was covered within the assessment through the remote sensing desktop study by overlaying map of land cover in four periodic timeline (1990, 2005, 2009 and 2016). The results are:</p> <ol style="list-style-type: none"> <li>1. Land cover map 2005 (prior land development), scale 1:100,000; source: Interpretation of satellite imagery Landsat 7 FTM, 2005. Result: KSU Suka Makmur located in disturbed forest (626.12 Ha), plantation (57.20 Ha), shrubland (222.40 Ha).</li> <li>2. Land cover map 2009 (post and ongoing land development), scale 1:100,000; source: Interpretation of satellite imagery Landsat 7 FTM, 2009. Result: KSU Suka Makmur located in plantation (380.22 Ha), temperate shrubland (181.25 Ha), grassland (344.22 Ha).</li> <li>3. Land cover map 2016 (at the time of conducting HCV assessment), scale 1:100,000; source: Interpretation of satellite imagery Landsat 7 FTM, 2016. Result: KSU Suka Makmur located in plantation area (905.69 Ha).</li> </ol>	
<p>Milestone A</p>	<p>Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.</p>	<p>KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009 where the land is converted from shrubs/bushes. The smallholders plots located on peat areas and outside the area as classified by national regulation.</p> <p>HCV assessment of KSU Suka Makmur was carried out by Kompasnia Enviro Institute to scope of 2,834.77 Ha (this includes potential smallholder in the area) in 2016. The HCV assessment reported under "Laporan Penilaian Nilai Konservasi Tinggi di areal kebun sawit Smallholder Koperasi Mitra PT. Umbul Mas Wisesa, Provinsi Sumatera</p>	<p>Complied</p>

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

		Utara - 2017". Based on HCV assessment, in Koperasi Serba Usaha Suka Makmur, identified with HCV 4 in form of main drain/canal of 6.59 Ha of 0.73% of all smallholder plantation under the scope. There was no species listed as CR under IUCN redlist found in the landscape. From the HCV assessment it was known that no planting have replaced primary forest or affecting High Conservation Values/HCV.	
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009 where the land is converted from shrubs/bushes. The smallholders plots located on peat areas and outside the area as classified by national regulation.  KSU Suka Makmur have no plan to develop new planting after November 2018. Therefore, RSPO-remediate plan is not applicable.	Complied
<p><b>Criteria 4.3</b></p> <p>New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> <li>• Do not replace any HCVs</li> <li>• Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach</li> <li>• Are not on steep slopes (more than 25 degrees or as in the National Interpretation)</li> <li>• Are not on peat areas of any depth.</li> </ul>			
Eligibility	Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).	KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009. The smallholders plots located on peat areas and outside the area as classified by national regulation.  Each smallholders have signed commitment in form of smallholder declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO", as required in Appendix 1.  KSU Suka Makmur does not have plans to develop new planting of smallholders area in the future.	Complied

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

<p>Milestone A</p>	<p>Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences</p>	<p>KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009. The smallholders plots located on peat areas and outside the area as classified by national regulation.</p> <p>HCV assessment of KSU Suka Makmur was carried out by Kompassia Enviro Institute to scope of 2,834.77 Ha (this includes potential smallholder in the area) in 2016. The HCV assessment reported under "Laporan Penilaian Nilai Konservasi Tinggi di areal kebun sawit Smallholder Koperasi Mitra PT. Umbul Mas Wisesa, Provinsi Sumatera Utara - 2017". Based on HCV assessment, in Koperasi Serba Usaha Suka Makmur, identified with HCV 4 in form of main drain/canal of 6.59 Ha of 0.73% of all smallholder plantation under the scope. There was no species listed as CR under IUCN redlist found in the landscape. From the HCV assessment it was known that no planting have replaced primary forest or affecting High Conservation Values/HCV.</p>	<p>Complied</p>
<p>Milestone B</p>	<p>Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.</p>	<p>KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009. The smallholders plots located on peat areas and outside the area as classified by national regulation.</p> <p>HCV assessment of KSU Suka Makmur was carried out by Kompassia Enviro Institute to scope of 2,834.77 Ha (this includes potential smallholder in the area) in 2016. The HCV assessment reported under "Laporan Penilaian Nilai Konservasi Tinggi di areal kebun sawit Smallholder Koperasi Mitra PT. Umbul Mas Wisesa, Provinsi Sumatera Utara - 2017". Based on HCV assessment, in Koperasi Serba Usaha Suka Makmur, identified with HCV 4 in form of main drain/canal of 6.59 Ha of 0.73% of all smallholder plantation under the scope. There was no species listed as CR under IUCN redlist found in the landscape. From the HCV assessment it was known that no planting have replaced primary forest or affecting High Conservation Values/HCV.</p>	<p>Complied</p>

<b>Criteria 4.4</b>			
Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	Available signed smallholder self-declaration that will apply "use best management practices for oil palm on peat".	Complied
Milestone A	Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.	<p>Available records of training on oil palm land preparation and oil palm nursery on peatlands on 24 February 2020. Training material by Field Head Assistant SHS PT UMW. Simultaneously with the socialization of household waste management.</p> <p>There is a list of firefighting infrastructure for KSU Suka Makmur members, namely in the form of knapsack sprayer, hoes, buckets, two-function axes, masks, shovels / taper, fire knots, sharp rakes, goggles, gumboots and helmets.</p> <p>Records of land fires are available until December 2020. There were no fire incidents in the KSU Suka Makmur area during 2020.</p>	Complied
Milestone B	Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.	<p>Water management program and peat subsident monitoring 2020, consist of activity upkeep water gate, water pole, monitoring of Watergate, water pole and peat subsidence pole. Monitoring of program are available up until December 2020. The program are documented in "Program Water Management dan Peat Subsidence KSU Suka Makmur Tahun 2020", below are sample of monitoring as recorded on 29 Jun 2020:</p> <ul style="list-style-type: none"> <li>- Water pole 1: 40 cm (main drain)</li> <li>- Water pole 2: 39 cm (collection drain)</li> <li>- Water pole 3: 38 cm (collection drain)</li> <li>- Water pole 4: 39 cm (collection drain)</li> <li>- Subsidence is 0.2 cm</li> </ul>	Complied

		<p>There is a list of firefighting infrastructure for KSU Suka Makmur members, namely in the form of knapsack sprayer, hoes, buckets, two-function axes, masks, shovels / taper, fire knots, sharp rakes, goggles, gumboots and helmets.</p> <p>Records of land fires are available until December 2020. There were no fire incidents in the KSU Suka Makmur area during 2020.</p> <p>Based on field visit and interview, the smallholders has implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat. Smallholders are aware fire prevention and how to respond to and manage fires in their plots. During interview with sample of smallholder members (Block 09D34 and Block 09D39), they understand about the zero burning's policy.</p>	
<p><b>Criteria 4.5</b>  Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			
Eligibility	Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).	<p>Available farmer self-declaration signed by the farmer regarding replanting on peatlands only in areas with a low risk of flooding and seawater intrusion. Each smallholders have signed commitment in form of smallholder declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO". Based on smallholders sample, the declaration was signed on:</p> <ol style="list-style-type: none"> <li>1. Mr. Intoha – register number 09D30, signed on 26/11/2020.</li> <li>2. Mr. Mujiman – register number 09D39, signed on 26/11/2020.</li> <li>3. Mrs. Mariati – register number 09D34, signed on 26/11/2020.</li> <li>4. Mr Sambungan Simanjuntak – register number 09D36, signed on 28/11/2020.</li> <li>5. Mrs. Tanti Wahyuni – register number 09E42, signed on 26/11/2020.</li> </ol>	Complied



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

		6. Mr. Wagino Winarno – register number 09D38, signed on 27/11/2020.	
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	Training on water management has been done on 9 July 2019. Record of training regarding best management practices of oil palm including on peat, has been performed on 24 February 2020, located in Group Manager Office, attended by 20 smallholder members. Refresh training of RSPO – ISH requirement, has been carried out on 7 December 2020, attended by 17 smallholder members. Training program 2021 stated training of water management scheduled in February 2021. Based on interview during field visit, smallholders are aware about the future risk of flooding or saline intrusion.	Complied
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.	Planting year of KSU Suka Makmur area is 2009, there are no replanting plan for the next five years.  Risk Assessment related to flooding or saline intrusion has been carried out on 15 Dec 2020, identification results: 1. Flood. Action Plan: installation and maintenance of water pole to monitor water surface; open water gate during high rainfall and closed water gate during low rainfall to keep water level in ≤ 40 cm. 2. Saline intrusion. Location of KSU Suka Makmur is 20 – 25 m above sea level; distance to sea is ±40 km. 3. Fire. Carried out regular inspection in monthly basis.	Complied
<b>Criteria 4.6</b>			
Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.			
Eligibility	Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).	KSU – Suka Makmur has demonstrated commitment to no burning for preparing land or for pest control, nor open fire for waste management. Statement produced to avoid burning as in “Surat Kesepakatan Terkait dengan Kesanggupan Zero Burning” dated 25 Jan 2017, signed by each member.	Complied

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

		<p>Individual member aware that they cannot use fire for land preparation during replanting from oil palm to oil palm or from any other crop.</p> <p>During interview with sample of smallholder members (no kav 09D34 and no kav 09D39), they understand about the zero burning's policy.</p>	
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• Alternatives to fire for land preparation and farm waste management (where appropriate possible).</li> <li>• Alternatives to fire for pest control.</li> <li>• Fire prevention and how to respond to and manage fires in their plots.</li> </ul>	<p>KSU – Suka Makmur has demonstrated commitment to no burning for preparing land or for pest control, nor open fire for waste management. Statement produced to avoid burning as in "Surat Kesepakatan Terkait dengan Kesanggupan Zero Burning" dated 25 Jan 2017, signed by each member.</p> <p>Individual member aware that they cannot use fire for land preparation during replanting from oil palm to oil palm or from any other crop.</p> <p>Smallholders complete training on and are aware fire prevention and how to respond to and manage fires in their plots. During interview with sample of smallholder members (no kav 09D34 and no kav 09D39), they understand about the zero burning's policy.</p>	Complied
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>KSU – Suka Makmur has demonstrated commitment to no burning for land preparation, waste management or pest control on the farm. Statement produced to avoid burning as in "Surat Kesepakatan Terkait dengan Kesanggupan Zero Burning" dated 25 Jan 2017, signed by each member.</p> <p>Individual member aware that they cannot use fire for land preparation during replanting from oil palm to oil palm or from any other crop.</p> <p>During interview with sample of smallholder members (no kav 09D34 and no kav 09D39), they understand about the zero burning's policy.</p>	Complied

<b>Criteria 4.7</b>			
Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			
Eligibility	Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).	<p>KSU Suka Makmur does not have new planting since November 2019. Planting year of entire members is 2008 and 2009. The smallholders plots located on peat areas and outside the area as classified by national regulation.</p> <p>Each smallholders have signed commitment in form of smallholder declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO", as required in Appendix 1.</p> <p>HCV assessment of KSU Suka Makmur was carried out by Kompasnia Enviro Institute to scope of 2,834.77 Ha (this includes potential smallholder in the area) in 2016. The HCV assessment reported under "Laporan Penilaian Nilai Konservasi Tinggi di areal kebun sawit Smallholder Koperasi Mitra PT. Umbul Mas Wisesa, Provinsi Sumatera Utara - 2017". Based on HCV assessment, in Koperasi Serba Usaha Suka Makmur, identified with HCV 4 in form of peat main drain/canal of 6.59 Ha of 0.73% of all smallholder plantation under the scope. There was no species listed as CR under IUCN redlist found in the landscape.</p> <p>From the HCV assessment it was known that no planting have replaced primary forest or affecting High Conservation Values/HCV.</p>	Complied
Milestone A	Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.	<p>Each smallholder have attended the HCV training that provide by sustainability officer of PT Umbul Mas Wisesa.</p> <p>Latest awareness training of HCV was conducted on 25 August 2020 and attended by 17 smallholders.</p>	Complied

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

Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	Sighted minutes of weeding upkeep on the border of KSU Suka Makmur canal on July 5 - 6 2020, where the realization of clearing of about 300 m by the Group Manager.	Complied
<b>Criteria 4.8</b> Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.			
Eligibility	Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by: <ul style="list-style-type: none"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul> (Refer to appendix 1)	Smallholders was not using any pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions in 2020. There are record of paraquat use in 2018 as much as 128 litre and in 2019 as much as 58 litre, there are no use of paraquat since then.  Available statement letter from smallholder member to not uses any of pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions; signed by all smallholder members, e.g. dated 6 Jan 2021 signed by Intoha (09D30), Mariati (09D34), Tanti Wahyuni (09E42), Mujiman (09D39) and Sambungan Simanjuntak (09D36); dated 7 Jan 2021 signed by Wagino (09D38).	Complied
Milestone A	Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	Available record of training related hazardous waste management that conducted at the same time with training of pesticide handling and MSDS on 29 June 2020, by FHA SHS. Record of pesticides purchase are available in "Buku Catatan Petani" as well as detail pesticide uses. List of pesticides uses summarized by KSU Suka Makmur, as follow: <ul style="list-style-type: none"> <li>- Smart 486 AS; active ingredient Isopropilamina Glyphosate 486 g/l; LD50 Oral 9041 mg/kg; WHO class U; target weeds; register RI01030119971313 up to 30 November 2023.</li> <li>- Metsulindo 20 WP; active ingredient Metil Metsulfuron 20%; LD50 Oral 5000 mg/kg; WHO class U; target fern, wide leaf, weeds; register RI01030119991484 up to 11 May 2021.</li> <li>- Regent 50 SC; active ingredient Pifronil 50 g/l; LD50 Oral 1070 mg/kg; WHO class II; target termit; register RI01010119951192 up to 26 February 2023.</li> </ul>	Complied

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

		<p>There are no use of pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions in 2020.</p>																													
<p>Milestone B</p>	<p>Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.</p>	<p>Smallholders implement best management practices for all pesticide use based on "Pedoman Kerja Penggunaan bahan Kimia Berbahaya" No. KSU-SM/PK/09 dated 6 January 2017, including prohibition of pesticide application by pregnant, breastfeeding and young workers. All pesticide application are performed by trained company (PT Umbul Mas Wisesa) workers, e.g. Muliadi, Ahmad Zainuddin, Suriadi Nasution, Doni Pranata Siregar and Sahril. All workers are male.</p> <p>Records of pesticide use are available in "Rekapitulasi Pemakaian Pestisida dan Herbisida di Lahan Anggota KSU Suka Makmur Tahun 2020", e.g.:</p> <table border="1" data-bbox="1061 783 1785 1051"> <thead> <tr> <th>Name</th> <th>Smart (litre)</th> <th>Metsulindo (gr)</th> <th>Regent (cc)</th> </tr> </thead> <tbody> <tr> <td>Intoha</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Mariati</td> <td>6.0</td> <td>300</td> <td>30</td> </tr> <tr> <td>S. Simanjuntak</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Wagino W.</td> <td>6.0</td> <td>300</td> <td>150</td> </tr> <tr> <td>Mujiman</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Tanti Wahyuni</td> <td>6.0</td> <td>300</td> <td>30</td> </tr> </tbody> </table> <p>Total pesticide uses in KSU Suka Makmur period 2020:</p> <ul style="list-style-type: none"> <li>- Smart 180 litre</li> <li>- Metsuliondo 9,023 gr</li> <li>- Regent 2,700 cc.</li> </ul> <p>There are no use of pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions in 2020.</p>	Name	Smart (litre)	Metsulindo (gr)	Regent (cc)	Intoha	6.0	300	120	Mariati	6.0	300	30	S. Simanjuntak	6.0	300	120	Wagino W.	6.0	300	150	Mujiman	6.0	300	120	Tanti Wahyuni	6.0	300	30	<p>Complied</p>
Name	Smart (litre)	Metsulindo (gr)	Regent (cc)																												
Intoha	6.0	300	120																												
Mariati	6.0	300	30																												
S. Simanjuntak	6.0	300	120																												
Wagino W.	6.0	300	150																												
Mujiman	6.0	300	120																												
Tanti Wahyuni	6.0	300	30																												
<p><b>Criteria 4.9</b>          The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.</p>																															

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

Eligibility	Not applicable																														
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Available record of training regarding good agricultural practices in mature oil palms including Integrated Pest Management on 25 August 2020, attended by 21 participants. As well as the socialization of HCVs, social impact management, supply chain procedures and traceability. Record of training regarding best management practices of oil palm including on peat, has been performed on 24 February 2020, located in Group Manager Office, attended by 20 smallholder members. Refresh training of RSPO – ISH requirement, has been carried out on 7 December 2020, attended by 17 smallholder members.	Complied																												
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	<p>KSU Suka Makmur only uses herbicides to control weeds, there are no use of pesticide to control pest. The uses of herbicides are minimized as program to minimized the uses of agrochemical “Smart” and “Metsulindo” dated 3 December 2020. It was evident by the farmer’s note book that the uses of herbicides is minimum. Records of pesticide use are available in “Rekapitulasi Pemakaian Pestisida dan Herbisida di Lahan Anggota KSU Suka Makmur Tahun 2020”, e.g.:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Smart (litre)</th> <th>Metsulindo (gr)</th> <th>Regent (cc)</th> </tr> </thead> <tbody> <tr> <td>Intoha</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Mariati</td> <td>6.0</td> <td>300</td> <td>30</td> </tr> <tr> <td>S. Simanjuntak</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Wagino W.</td> <td>6.0</td> <td>300</td> <td>150</td> </tr> <tr> <td>Mujiman</td> <td>6.0</td> <td>300</td> <td>120</td> </tr> <tr> <td>Tanti Wahyuni</td> <td>6.0</td> <td>300</td> <td>30</td> </tr> </tbody> </table> <p>Total pesticide uses in KSU Suka Makmur period 2020:</p> <ul style="list-style-type: none"> <li>- Smart 180 litre</li> <li>- Metsuliondo 9,023 gr</li> <li>- Regent 2,700 cc.</li> </ul>	Name	Smart (litre)	Metsulindo (gr)	Regent (cc)	Intoha	6.0	300	120	Mariati	6.0	300	30	S. Simanjuntak	6.0	300	120	Wagino W.	6.0	300	150	Mujiman	6.0	300	120	Tanti Wahyuni	6.0	300	30	Complied
Name	Smart (litre)	Metsulindo (gr)	Regent (cc)																												
Intoha	6.0	300	120																												
Mariati	6.0	300	30																												
S. Simanjuntak	6.0	300	120																												
Wagino W.	6.0	300	150																												
Mujiman	6.0	300	120																												
Tanti Wahyuni	6.0	300	30																												

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

		There are no use of pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions in 2020.	
<b>Internal Control System requirements for smallholder groups.</b>			
<b>A – ICS: Group entity and group management requirements</b>			
<b>A.1 The Group demonstrates that they are legally formed.</b>			
<b>A.1.1</b>			
Eligibility	The Group has appointed a group manager	<p>Koperasi Serba Usaha Suka Makmur appointed Mr. Lusiono Handoko, as the Group Manager, as per "Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.024/SKPTS/KSU-SM/X/2018 tentang Penunjukan Manager Kelompok", dated 18 October 2018.</p> <p>KSU Suka Makmur have latest organization structure "Struktur Organisasi Manager Kelompok KSU Suka Makmur" dated 2 August 2020. Mr. Lusiono Handoko is the group manager; Mr. Rizki Ananda is the group secretary; Mr.Suratno and Arihan as FFB Marketing Unit; Mr. Tusiwan and Marlan as Firefighting; Mr.Surya Fadli as RSPO documentation; Mr. Khairul and Suratno as OHS officer; Mr. Sumardi and Irwan Harahap as Conservation Officer.</p>	Complied
Milestone A	The Group has appointed a group manager	<p>Koperasi Serba Usaha Suka Makmur appointed Mr. Lusiono Handoko, as the Group Manager, as per "Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.024/SKPTS/KSU-SM/X/2018 tentang Penunjukan Manager Kelompok", dated 18 October 2018.</p> <p>KSU Suka Makmur have latest organization structure "Struktur Organisasi Manager Kelompok KSU Suka Makmur" dated 2 August 2020. Mr. Lusiono Handoko is the group manager; Mr. Rizki Ananda is the group secretary; Mr.Suratno and Arihan as FFB Marketing Unit; Mr. Tusiwan and Marlan as Firefighting; Mr.Surya Fadli as RSPO</p>	Complied

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

		documentation; Mr. Khairul and Suratno as OHS officer; Mr. Sumardi and Irwan Harahap as Conservation Officer.	
Milestone B	The Group has appointed a group manager	<p>Koperasi Serba Usaha Suka Makmur appointed Mr. Lusiono Handoko, as the Group Manager, as per "Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No.024/SKPTS/KSU-SM/X/2018 tentang Penunjukan Manager Kelompok", dated 18 October 2018.</p> <p>KSU Suka Makmur have latest organization structure "Struktur Organisasi Manager Kelompok KSU Suka Makmur" dated 2 August 2020. Mr. Lusiono Handoko is the group manager; Mr. Rizki Ananda is the group secretary; Mr. Suratno and Arihan as FFB Marketing Unit; Mr. Tusiwan and Marlan as Firefighting; Mr. Surya Fadli as RSPO documentation; Mr. Khairul and Suratno as OHS officer; Mr. Sumardi and Irwan Harahap as Conservation Officer.</p>	Complied
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	See Milestone B	Complied
Milestone A	The group manager has evidence of legal identity.	See Milestone B	Complied
Milestone B	The group manager has evidence of legal identity.	<p>KSU Suka Makmur can demonstrates that the organization, as a group manager is having legal entities as follow:</p> <ol style="list-style-type: none"> <li>1) Deed of establishment under "Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29" under Notary John Marlon Maraganti SH. MKn. dated 22 January 2016. The deed establishment including the basic statute and operational statute.</li> <li>2) Business Permit – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Kabuhanbatu Selatan issued "Surat Izin Usaha Perdagangan Kecil (SIUP) Kecil No.503/272/BPPTPM-LS/SIUP/2016 untuk Koperasi Serba Usaha (KSU) Suka Makmur, berlokasi untuk Kegiatan Usaha Perdagangan Besar Bahan Baku Hasil Pertanian Tanaman Perkebunan, Penjualan TBS Kelapa</li> </ol>	Complied



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

		<p>Sawit, Sembako, Transportasi, Ketenagakerjaan, Alat dan Sarana Produksi Pertanian, Gas” dated 29 February 2016 – valid until 29 February 2021.</p> <p>3) Business registration – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Labuhanbatu Selatan issued “Tanda Daftar Perusahaan/Koperasi No.022926500052 untuk Koperasi Serba Usaha (KSU) Suka Makmur berlokasi Dusun Sukoharjo, Desa Tanjung Mulia, Kecamatan Kampung Rakyat, Kabupaten Labuhanbatu Selatan” dated 29 February 2016 – valid until 29 February 2021.</p> <p>4) Registration as legal entity as per “Surat Menteri Negara Koperasi dan Usaha Kecil dan Menengah Republik Indonesia Kepala Dinas Perindustrian, Perdagangan, Koperasi dan UKM Kabupaten Labuhanbatu Selatan No.518/65/BH/Indagkop/IV/2016 tentang Pengesahan Akta Pendirian Koperasi Serba Usaha Suka Makmur” signed by regent of Labuhanbatu Selatan, dated 15 February 2016.</p>	
<b>A1.3</b>			
Eligibility	The group has membership requirements.	See Milestone B	Complied
Milestone A	The group has membership requirements.	See Milestone B	Complied
Milestone B	The group has membership requirements.	Holds RSPO Membership: KSU Suka Makmur was registered as part of SIPEF Group, RSPO membership No. 1-0021-05-000-00 since 7 December 2005. This has been declared in the Annual Communication of Progress (ACoP).	Complied
<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	The group manager has a prepared and update document named “Pedoman Kerja Koperasi Serba Usaha Suka Makmur Aturan Kepesertaan Anggota dalam Skema Sertifikasi Kelompok RSPO	Complied

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

		<p>No.KSU-SM/PK/018” dated January 2018, lines out the requirement for the participation of individual member in the group.          Section 3.1 “Penerimaan Anggota/Calon Anggota” – acceptance of member/potential member;          Section 3.2 “Hak dan Kewajiban Anggota Skema Sertifikasi RSPO” – Right and obligation of member;          Section 3.3 “Pemberhentian Anggota Skema Sertifikasi RSPO” – Exclusion from group;          Section 3.4 “Pengunduran Diri Menjadi Anggota Kepesertaan Sertifikasi Kelompok RSPO” – Resignation from group;</p> <p>Form/record seen:          - Application form – “Permohonan menjadi Anggota Koperasi”;          - Agreement to join RSPO certification – “Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO”;</p> <p>All members have signed an agreement “Surat Pernyataan Kesediaan Mengikuti Program Sertifikasi RSPO”. According to sample of smallholders during this Surveillance, the records was verified as below:          8. Mr. Intoha – signed on 10/08/2016.          9. Mr. Mujiman – signed on 4/08/2016.          10. Mrs. Mariati – signed on 27/08/2016.          11. Mr Sambungan Simanjuntak – signed on 4/08/2016.          12. Mrs. Tanti Wahyuni – signed on 2/08/2016.          13. Mr. Wagino Winarno - signed on 8/08/2016.</p>	
Milestone A	All members can demonstrate understanding of membership requirements.	During interview, all members can demonstrated understanding of membership requirements, such as no burning for preparing land or pest control, provide land legality, participate in trainings, and No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes.	Complied

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

Milestone B	All members can demonstrate understanding of membership requirements.	During interview, all members can demonstrated understanding of membership requirements, such as no burning for preparing land or pest control, provide land legality, participate in trainings, and No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes.	Complied
<b>A.2 The Group Manager is responsible for managing the Group for certification.</b>			
<b>A.2.1</b>			
Eligibility	The group manager has planned for the implementation of the ICS.	<p>KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) and interview with Group Manager (Mr Handoko), field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles and office utensils.</p> <p>Group manager has been assisted by PT Umbul Mas Wisesa in term of agronomist visit to check consistent implementation of procedures.</p> <p>Each members maintain "Buku Catatan Petani Tahun 2020", consist of record of oil palm plantation upkeep and management: Planning and implementation of weed control (circle and path, <i>alang</i> spraying, woody eradication); Pest and disease control (nettle caterpillar census, termite census, planting <i>Turnera</i>); Pruning; Fertilizer (MOP, Rock phosphate, Urea, CuSO<sub>4</sub>); Pesticide use record and calculation per MT FFB; Harvesting rotation and production record; FFB Sales; Cash record; Worker payment record; Tools/material/agrochemical purchase record.</p> <p>Other regular checks has been sets through monthly visit and annual internal audit to members</p>	Complied

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

<p>Milestone A</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) and interview with Group Manager (Mr Handoko), field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.</p> <p>Group manager has been assisted by PT Umbul Mas Wisesa in term of agronomist visit to check consistent implementation of procedures.</p> <p>Each members maintain "Buku Catatan Petani Tahun 2020", consist of record of oil palm plantation upkeep and management: Planning and implementation of weed control (circle and path, <i>alang</i> spraying, woody eradication); Pest and disease control (nettle caterpillar census, termite census, planting <i>Turnera</i>); Pruning; Fertilizer (MOP, Rock phosphate, Urea, CuSO<sub>4</sub>); Pesticide use record and calculation per MT FFB; Harvesting rotation and production record; FFB Sales; Cash record; Worker payment record; Tools/material/agrochemical purchase record.</p> <p>Other regular checks has been sets through monthly visit and annual internal audit to members</p>	<p>Complied</p>
<p>Milestone B</p>	<p>The group manager can demonstrate compliance of the ICS by individual members.</p>	<p>KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) and interview with Group Manager (Mr Handoko), field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.</p>	<p>Complied</p>

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

		<p>Group manager has been assisted by PT Umbul Mas Wisesa in term of agronomist visit to check consistent implementation of procedures.</p> <p>Each members maintain "Buku Catatan Petani Tahun 2020", consist of record of oil palm plantation upkeep and management: Planning and implementation of weed control (circle and path, <i>alang</i> spraying, woody eradication); Pest and disease control (nettle caterpillar census, termite census, planting <i>Turnera</i>); Pruning; Fertilizer (MOP, Rock phosphate, Urea, CuSO<sub>4</sub>); Pesticide use record and calculation per MT FFB; Harvesting rotation and production record; FFB Sales; Cash record; Worker payment record; Tools/material/agrochemical purchase record.</p> <p>Other regular checks has been sets through monthly visit and annual internal audit to members</p>	
<b>A.2.2</b>			
Eligibility	The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.	KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) as well as Interview with group manager, field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.	Complied
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) as well as Interview with group manager, field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.	Complied

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

		<p>Identification and regulation of roles and responsibility for group manager and the staff has been defined clearly under each appointment letter.</p> <p>Rules of group member has been established by group manager, such as: regulating receiving member, assessing potential member, sanction, and expulsion, exiting member, internal audit procedure, non-conformity handling and other procedures.</p>	
Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	<p>KSU Suka Makmur has appointed the Internal Control System, prepared the manpower for information officer (penyuluh) as well as Interview with group manager, field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.</p> <p>Identification and regulation of roles and responsibility for group manager and the staff has been defined clearly under each appointment letter.</p> <p>Rules of group member has been established by group manager, such as: regulating receiving member, assessing potential member, sanction, and expulsion, exiting member, internal audit procedure, non-conformity handling and other procedures.</p>	Complied
<b>A.2.3</b>			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>KSU - Suka Makmur has prepared the annual training plan year 2020 – prepared on 3<sup>rd</sup> January 2020, consist of:</p> <ul style="list-style-type: none"> <li>- Training on manuring application – planned in January, May, and September 2020</li> <li>- Awareness training of RSPO, planned in October 2020</li> <li>- Training of hazardous waste management, planned in June 2020</li> </ul>	Complied

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

		<ul style="list-style-type: none"> <li>- Training on pesticide handling and mixing and OHS, planned in November 2020</li> <li>- Training on best management practices of oil palm, planned in August 2020</li> <li>- Training on integrated pest management, planned in February 2020</li> <li>- Training of water management and HCV, planned in October 2020</li> <li>- Training of farming administration (farm book record activity), planned in May 2020</li> </ul>	
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	<p>KSU – Suka Makmur has demonstrated training record (attendance list, training material, documentation) year 2020 ensure members have progressively attended training on the ISH Standard, for example:</p> <ul style="list-style-type: none"> <li>- Report on implementation the training of hazardous waste management and OHS, dated 29<sup>th</sup> June 2020 – was attended by 25 smallholder’s members</li> <li>- Record of training of best management practices of oil palm, dated 24<sup>th</sup> February 2020, location in Group Manager Office, was attended by 20 smallholder’s members.</li> <li>- Training of refresh training of RSPO – ISH requirement, dated 7<sup>th</sup> December 2020 was attended by 17 smallholder’s member.</li> </ul>	Complied
Milestone B	All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.	<p>KSU – Suka Makmur has demonstrated training record (attendance list, training material, documentation) year 2020 ensure members have progressively attended training on the ISH Standard, for example:</p> <ul style="list-style-type: none"> <li>- Report of training implementation of hazardous waste management and OHS, dated 29<sup>th</sup> June 2020 – was attended by 25 smallholder’s members</li> <li>- Record of training of best management practices of oil palm, dated 24<sup>th</sup> February 2020, location in Group Manager Office, was attended by 20 smallholder’s members</li> <li>- Training of refresh training of RSPO – ISH requirement, dated 7<sup>th</sup> December 2020 was attended by 17 smallholder’s members.</li> </ul>	Complied

		Based on interview with smallholder member during ASA-2, sample no kavling 09D39 (namely Mr Mujiman) and no kavling 09D34 (namely Mrs Maryati), they have can demonstrated an understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations	
<b>B – ICS: Policies and management</b>			
<b>B.1 The group Internal Control System contains documented policies and procedures for operational management.</b>			
<b>B.1.1</b>			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>Group Manager of KSU Suka Makmur has prepared a procedure for Internal audit. The procedure has regulated the frequency, methodology, internal auditor requirements, management of corrective action plan and sanction for smallholder member “Pedoman Kerja Pelaksanaan Pengawasan dan Penilaian Internal Audit Sertifikasi TBS Berkelanjutan” document number: KSU-SM/PK/013, dated 17 December 2019.</p> <p>The procedure explained:</p> <ul style="list-style-type: none"> <li>- Scheduling/frequency: Minimum once per year, for all smallholder member. Internal audit schedule arranged by Group Manager.</li> <li>- Methodology: Visit directly to smallholder member’s oil palm block.</li> <li>- Competence of internal audit: based on Letter of Assign “Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur no: 025/SKPTS/KSU-SM/XI/2018, dated 1<sup>st</sup> November 2018</li> <li>- Addressing non-conformity: Correction and corrective action carried out maximum 1 month after assessment. The committee will report the progress of correction and corrective action to internal auditor.</li> </ul>	Complied



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

		<ul style="list-style-type: none"> <li>- Maintenance of Internal audit records: All internal audit records will be maintained in cooperative for 5 years.</li> </ul>	
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	<p>Internal audit 2020 record:</p> <ul style="list-style-type: none"> <li>- Program Internal Audit RSPO planned in November 2020 covered for all member (total 31 smallholder member).</li> <li>- Actual Internal Audit RSPO carried out in 30 November – 5 December 2020 – report dated 7<sup>th</sup> December 2020, issued 6 findings.</li> <li>- Internal audit was conducting by reviewing the compliance against RSPO Independent Smallholder Standards.</li> <li>- Follow up findings for corrective action for 6 findings, closed out as at 5<sup>th</sup> January 2021 based on report of Management Review.</li> <li>- Record of training on ISH dated 12<sup>th</sup> December 2020, location UMWS meeting room, was attended by 10 participans, ie: Mr Lusiono Handoko (Group Manager KSU), Mr Surya Fadli (Clerk SHS), Rizki Ananda (JFA SHS).</li> <li>- Internal audit program 2021 is evident.</li> </ul>	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	<p>Internal audit 2020 record:</p> <ul style="list-style-type: none"> <li>- Program Internal Audit RSPO planned in November 2020 covered for all member (total 31 smallholder member).</li> <li>- Actual Internal Audit RSPO carried out in 30 November – 5 December 2020 – report dated 7<sup>th</sup> December 2020, issued 6 findings.</li> <li>- Internal audit was conducting by reviewing the compliance against RSPO Independent Smallholder Standards.</li> <li>- Follow up findings for corrective action for 6 findings, closed out as at 5<sup>th</sup> January 2021 based on report of Management Review.</li> <li>- Record of training on ISH dated 12<sup>th</sup> December 2020, location UMWS meeting room, was attended by 10 participans, ie: Mr Lusiono Handoko (Group Manager KSU), Mr Surya Fadli (Clerk SHS), Rizki Ananda (JFA SHS).</li> <li>- Internal audit program 2021 is evident.</li> </ul>	Complied

<b>B.1.2</b>		
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Legal documentation:</p> <ul style="list-style-type: none"> <li>- Deed of establishment under "Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29" under Notary John Marlon Maraganti SH. MKn. dated 22 January 2016. The deed establishment including the basic statute and operational statute.</li> <li>- Business Permit – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Kabuhanbatu Selatan issued "Surat Izin Usaha Perdagangan Kecil (SIUP) Kecil No.503/272/BPPTPM-LS/SIUP/2016 untuk Koperasi Serba Usaha (KSU) Suka Makmur, berlokasi untuk Kegiatan Usaha Perdagangan Besar Bahan Baku Hasil Pertanian Tanaman Perkebunan, Penjualan TBS Kelapa Sawit, Sembako, Transportasi, Ketenagakerjaan, Alat dan Sarana Produksi Pertanian, Gas" dated 29 February 2016 – valid until 29 February 2021.</li> <li>- Business registration – Badan Pelayanan Perizinan Terpadu dan Penanaman Modal Kabupaten Kabuhanbatu Selatan issued "Tanda Daftar Perusahaan/Koperasi No.022926500052 untuk Koperasi Serba Usaha (KSU) Suka Makmur berlokasi Dusun Sukoharjo, Desa Tanjung Mulia, Kecamatan Kampung Rakyat, Kabupaten Labuhanbatu Selatan" dated 29 February 2016 – valid until 29 February 2021.</li> <li>- Registration as legal entity as per "Surat Menteri Negara Koperasi dan Usaha Kecil dan Menengah Republik Indonesia Kepala Dinas Perindustrian, Perdagangan, Koperasi dan UKM Kabupaten Labuhanbatu Selatan No.518/65/BH/Indagkop/IV/2016 tentang Pengesahan Akta Pendirian Koperasi Serba Usaha Suka Makmur" signed by regent of Labuhanbatu Selatan, dated 15 February 2016.</li> </ul>
		Complied

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

		<p>KSU Suka Makmur was registered as part of SIPEF Group, RSPO membership No. 1-0021-05-000-00 since 7 December 2005. This has been declared in the Annual Communication of Progress (ACoP).</p> <p>There is a documentary evidence which demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager.</p> <p>Group manager kept the original agreement. Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period</p> <p>KSU Suka Makmur – production data 2020:</p> <table border="1"> <thead> <tr> <th>Month - 2020</th> <th>FFB production (Kg)</th> </tr> </thead> <tbody> <tr><td>January</td><td>72,866</td></tr> <tr><td>February</td><td>60,795</td></tr> <tr><td>March</td><td>65,408</td></tr> <tr><td>April</td><td>63,359</td></tr> <tr><td>May</td><td>63,917</td></tr> <tr><td>June</td><td>97,440</td></tr> <tr><td>July</td><td>73,416</td></tr> <tr><td>August</td><td>79,018</td></tr> <tr><td>September</td><td>85,515</td></tr> <tr><td>October</td><td>59,894</td></tr> <tr><td>November</td><td>60,730</td></tr> </tbody> </table>	Month - 2020	FFB production (Kg)	January	72,866	February	60,795	March	65,408	April	63,359	May	63,917	June	97,440	July	73,416	August	79,018	September	85,515	October	59,894	November	60,730	
Month - 2020	FFB production (Kg)																										
January	72,866																										
February	60,795																										
March	65,408																										
April	63,359																										
May	63,917																										
June	97,440																										
July	73,416																										
August	79,018																										
September	85,515																										
October	59,894																										
November	60,730																										

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

		December	61,532																													
		Total	843,890																													
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager.</p> <p>Group manager kept the original agreement. Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period</p> <p>KSU Suka Makmur – production data 2020:</p> <table border="1"> <thead> <tr> <th>Month - 2020</th> <th>FFB production (Kg)</th> </tr> </thead> <tbody> <tr><td>January</td><td>72,866</td></tr> <tr><td>February</td><td>60,795</td></tr> <tr><td>March</td><td>65,408</td></tr> <tr><td>April</td><td>63,359</td></tr> <tr><td>May</td><td>63,917</td></tr> <tr><td>June</td><td>97,440</td></tr> <tr><td>July</td><td>73,416</td></tr> <tr><td>August</td><td>79,018</td></tr> <tr><td>September</td><td>85,515</td></tr> <tr><td>October</td><td>59,894</td></tr> <tr><td>November</td><td>60,730</td></tr> <tr><td>December</td><td>61,532</td></tr> <tr><td>Total</td><td>843,890</td></tr> </tbody> </table>		Month - 2020	FFB production (Kg)	January	72,866	February	60,795	March	65,408	April	63,359	May	63,917	June	97,440	July	73,416	August	79,018	September	85,515	October	59,894	November	60,730	December	61,532	Total	843,890	Complied
Month - 2020	FFB production (Kg)																															
January	72,866																															
February	60,795																															
March	65,408																															
April	63,359																															
May	63,917																															
June	97,440																															
July	73,416																															
August	79,018																															
September	85,515																															
October	59,894																															
November	60,730																															
December	61,532																															
Total	843,890																															

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

<p>Milestone B</p>	<p>Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager</p>	<p>There is a documentary evidence to demonstrate that group members have formally joined the group under "Kontrak Petani". Individual members can demonstrate the copy of agreement with group manager.</p> <p>Group manager kept the original agreement. Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period</p> <p>KSU Suka Makmur – production data 2020:</p> <table border="1" data-bbox="1059 847 1543 1316"> <thead> <tr> <th>Month - 2020</th> <th>FFB production (Kg)</th> </tr> </thead> <tbody> <tr><td>January</td><td>72,866</td></tr> <tr><td>February</td><td>60,795</td></tr> <tr><td>March</td><td>65,408</td></tr> <tr><td>April</td><td>63,359</td></tr> <tr><td>May</td><td>63,917</td></tr> <tr><td>June</td><td>97,440</td></tr> <tr><td>July</td><td>73,416</td></tr> <tr><td>August</td><td>79,018</td></tr> <tr><td>September</td><td>85,515</td></tr> <tr><td>October</td><td>59,894</td></tr> <tr><td>November</td><td>60,730</td></tr> <tr><td>December</td><td>61,532</td></tr> <tr><td>Total</td><td>843,890</td></tr> </tbody> </table>	Month - 2020	FFB production (Kg)	January	72,866	February	60,795	March	65,408	April	63,359	May	63,917	June	97,440	July	73,416	August	79,018	September	85,515	October	59,894	November	60,730	December	61,532	Total	843,890	<p>Complied</p>
Month - 2020	FFB production (Kg)																														
January	72,866																														
February	60,795																														
March	65,408																														
April	63,359																														
May	63,917																														
June	97,440																														
July	73,416																														
August	79,018																														
September	85,515																														
October	59,894																														
November	60,730																														
December	61,532																														
Total	843,890																														
<p><b>C – ICS: Group Business planning</b></p>																															

<b>C.1 The group has a Business Plan prepared with the participation and contributions of all group members</b>																															
<b>C.1.1</b>																															
Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> <li>• Production and income forecasting based on historical records</li> <li>• Plans for expansion</li> </ul>	<p>Annual group business plan is available for year 2021, covers FFB production estimates and income forecasting. There is no plan for expansion for year 2021. Estimated production for 2021 is 890 tons FFB as detail below:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Production Estimates (ton)</th> </tr> </thead> <tbody> <tr><td>January</td><td>63.00</td></tr> <tr><td>February</td><td>59.00</td></tr> <tr><td>March</td><td>56.00</td></tr> <tr><td>April</td><td>59.00</td></tr> <tr><td>May</td><td>66.00</td></tr> <tr><td>June</td><td>91.00</td></tr> <tr><td>July</td><td>92.00</td></tr> <tr><td>August</td><td>97.00</td></tr> <tr><td>September</td><td>82.00</td></tr> <tr><td>October</td><td>79.00</td></tr> <tr><td>November</td><td>78.00</td></tr> <tr><td>December</td><td>68.00</td></tr> <tr><td><b>Total</b></td><td><b>890.00</b></td></tr> </tbody> </table>	Month	FFB Production Estimates (ton)	January	63.00	February	59.00	March	56.00	April	59.00	May	66.00	June	91.00	July	92.00	August	97.00	September	82.00	October	79.00	November	78.00	December	68.00	<b>Total</b>	<b>890.00</b>	Complied
Month	FFB Production Estimates (ton)																														
January	63.00																														
February	59.00																														
March	56.00																														
April	59.00																														
May	66.00																														
June	91.00																														
July	92.00																														
August	97.00																														
September	82.00																														
October	79.00																														
November	78.00																														
December	68.00																														
<b>Total</b>	<b>890.00</b>																														
Milestone A	The group business plan is implemented and reviewed at least annually.	Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). The latest RAT conducted on 15 Sep 2020, reviewing 2019 performance, attended by all members and steering committee. Meeting discussed assignment of Chief, meeting disciplines, financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Serba Usaha Suka Makmur".	Complied																												
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). The latest RAT conducted on 15 Sep 2020, reviewing	Complied																												

		<p>2019 performance, attended by all members and steering committee. Meeting discussed assignment of Chief, meeting disciplines, financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Serba Usaha Suka Makmur".</p> <p>KSU Suka Makmur has established annual work program that demonstrated financial stability, consist of:</p> <ul style="list-style-type: none"> <li>- Members Annual Meeting</li> <li>- Meeting of Cooperative work program development</li> <li>- Cooperative work program evaluation meeting</li> <li>- Compilation of an annual cooperative business plan</li> <li>- Carry out the cooperative's annual business plan</li> <li>- Management of SHM (land tittle) for members' blocks</li> <li>- Management of Occupational Health and Safety</li> <li>- Purchase PPE and provides PPE loan facilities for members and workers</li> <li>- Establish facilities for submitting suggestions or complaints</li> <li>- Sales of FFB</li> <li>- Monitoring and maintenance of members' land boundary markers</li> <li>- Training of Good Agricultural Practices (GAP)</li> <li>- IPM training</li> <li>- FFB quality training</li> <li>- Internal audit training</li> <li>- Training of Forest and land fire prevention and control</li> <li>- Dissemination of the RSPO Standard for Independent Smallholders 2019.</li> <li>- Dissemination of SOPs</li> <li>- Internal Audit</li> <li>- External Audit.</li> </ul>	
<p><b>C.2 The ICS of the group is integrated with the group's management plan.</b></p>			

C.2.1			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• An approach to strengthen links within the supply chain.</li> <li>• Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any.</li> </ul>	<p>KSU Suka Makmur has established annual work program that demonstrated financial stability, consist of:</p> <ul style="list-style-type: none"> <li>- Members Annual Meeting</li> <li>- Meeting of Cooperative work program development</li> <li>- Cooperative work program evaluation meeting</li> <li>- Compilation of an annual cooperative business plan</li> <li>- Carry out the cooperative's annual business plan</li> <li>- Management of SHM (land tittle) for members' blocks</li> <li>- Management of Occupational Health and Safety</li> <li>- Purchase PPE and provides PPE loan facilities for members and workers</li> <li>- Establish facilities for submitting suggestions or complaints</li> <li>- Sales of FFB</li> <li>- Monitoring and maintenance of members' land boundary markers</li> <li>- Training of Good Agricultural Practices (GAP)</li> <li>- IPM training</li> <li>- FFB quality training</li> <li>- Internal audit training</li> <li>- Training of Forest and land fire prevention and control</li> <li>- Dissemination of the RSPO Standard for Independent Smallholders 2019.</li> <li>- Dissemination of SOPs</li> <li>- Internal Audit</li> <li>- External Audit.</li> </ul> <p>ICS – KSU Suka Makmur in corporation with PT Umbul Mas wisesa has prepared the relevant training, that attended by individual members. Individual members provided input to the development of the OHS policy and management plan, such as risk/danger in their farm site to group manager.</p>	Complied



		<p>Record of training or implementation on Occupational Health and Safety, sample record: e.g:</p> <ul style="list-style-type: none"> <li>• OHS meeting (every 3 months), last meeting conducted on 30<sup>th</sup> November 2020</li> <li>• Fire drill or training of emergency response – conducted on 13<sup>th</sup> April 2020</li> <li>• MCU for pesticides applicator or handler (every 3 months)</li> <li>• Socialization of risk assessment - conducted on 14<sup>th</sup> December 2020</li> <li>• Provides the PPE for workers in harvesting, manuring, and pesticides application</li> <li>• Monitoring of consistency on PPE using (every month).</li> <li>• Training of MSDS (material safety data sheet), dated 16 December 2020, was attended by 19 smallholder members..</li> <li>• Socialization of risk assessment and first aider - conducted on 16 December 2020; attended by 19 smallholder members – document verified: attendance list, training material and documentation (photograph).</li> <li>• Training on implementation the ISH for smallholder member, dated 11 November 2020.</li> </ul> <p>One of effort to improve productivity of group member is perform fertilization at the right dose, on time and on target. Fertilizer recommendation for smallholder blocks of KSU Suka Makmur was issued by Agronomist of Tolan Tiga Indonesia (Sipef). Visual observation by Agronomist of Tolan Tiga Indonesia (Sipef) was still taking into consideration as Fertilizer Recommendation, detailing fertilizer dosage per palm e.g. Urea 1 kg/palm for 1<sup>st</sup> Semester and 1 kg/palm for 2<sup>nd</sup> Semester; Rock Phosphate and MOP 1.5 kg/palm for 1<sup>st</sup> Semester and 1.5 kg/palm for 2<sup>nd</sup> Semester; HGFB and CuSO4 0.1 kg/palm for 1<sup>st</sup> Semester and 0.05 kg/palm for 2<sup>nd</sup> Semester.</p>	
--	--	--	--

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

		<p>An approach to strengthen links within the supply chain, e.g. annual member meeting, board meeting, counseling visit program, internal and external audit.</p> <p>Plan for continuous improvement projects, i.e. improvements from internal and external audit result; Training of Occupational Health and Safety, limited pesticide uses; training of HCV monitoring and management; training of forest and land fire control; training of Good Agriculture Practices; training of SOPs.</p>	
Milestone A	The group management plan is implemented and reviewed at least annually.	Review of Group Management Plan carried out during members annual review. Annual review carried out in cooperative level as "Rapat Anggota Tahunan" (RAT). The latest RAT conducted on 15 Sep 2020, reviewing 2019 performance, attended by all members and steering committee. Meeting discussed assignment of Chief, meeting disciplines, financial statement. Result of annual review, "Keputusan Rapat Anggota Koperasi Serba Usaha Suka Makmur".	Complied
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	ICS – KSU Suka Makmur has appointed Mr. Lusiano Handoko as the person in charge for the continuous improvement in key operations including to ensure the compliance with ISH standards. The group manager demonstrates compliance with ISH standard by showing compliance to legal requirements, annual business plan, annual work program, annual review, record of smallholder activity covering production, fertilizer input, upkeep, IPM and financial report. The group management plan being monitored by Group Manager.	Complied
<b>D – ICS: Group trading system for certified volumes</b>			
<b>D.1 The group has a procedure and system in place for the tracking of FFB.</b>			
<b>D.1.1</b>			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers	FFB sales are recorded in "Buku Catatan petani" (farmers book), that contains total bunches, total weight, average bunch weight and yield.	Complied

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

	<p>and/or traders are available.</p>	<p>Record seen "Buku Catatan Petani" of Mr. Sambungan Simanjuntak (Block 09D36) in December 2020:            1<sup>st</sup> round: dated 4 Dec 2020; 54 bunches; 567 kg;            2<sup>nd</sup> round: dated 15 Dec 2020; 52 bunches; 654 kg;            3<sup>rd</sup> round: dated 26 Dec 2020; 53 bunches; 500 kg            Total: 159 bunches; 1,721 kg.            Todate: 1,912 bunches; 21,232 kg.</p> <p>Available records of FFB sales, consist of "Surat Pengiriman TBS" (FFB delivery note), field weighing, Palm Oil Mill receiving slip, invoice. All documents are available in the KSU Suka Makmur's office. In FFB delivery notes stated each farmers production, block numbers, year of planting, number of bunches and weight. Information of certified product was stamped in delivery notes as "Sustainability Product – IP, RSPO Cert. No. 687965".</p>																																				
<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>FFB production data are kept by the group manager, available in "Rekap Hasil Produksi TBS tahun 2020". Below are record of FFB production of KSU Suka Mamur for 2020.</p> <table border="1" data-bbox="1061 975 1536 1378"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">2020</th> </tr> <tr> <th>Budget</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>62.00</td> <td>72.87</td> </tr> <tr> <td>February</td> <td>57.00</td> <td>60.80</td> </tr> <tr> <td>March</td> <td>55.00</td> <td>65.41</td> </tr> <tr> <td>April</td> <td>57.00</td> <td>63.36</td> </tr> <tr> <td>May</td> <td>64.00</td> <td>63.92</td> </tr> <tr> <td>June</td> <td>89.00</td> <td>97.44</td> </tr> <tr> <td>July</td> <td>91.00</td> <td>73.42</td> </tr> <tr> <td>August</td> <td>95.00</td> <td>79.02</td> </tr> <tr> <td>September</td> <td>80.00</td> <td>85.52</td> </tr> <tr> <td>October</td> <td>77.00</td> <td>59.89</td> </tr> </tbody> </table>	Month	2020		Budget	Actual	January	62.00	72.87	February	57.00	60.80	March	55.00	65.41	April	57.00	63.36	May	64.00	63.92	June	89.00	97.44	July	91.00	73.42	August	95.00	79.02	September	80.00	85.52	October	77.00	59.89	<p>Complied</p>
Month	2020																																					
	Budget	Actual																																				
January	62.00	72.87																																				
February	57.00	60.80																																				
March	55.00	65.41																																				
April	57.00	63.36																																				
May	64.00	63.92																																				
June	89.00	97.44																																				
July	91.00	73.42																																				
August	95.00	79.02																																				
September	80.00	85.52																																				
October	77.00	59.89																																				

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

		November	76.00	60.73																																													
		December	66.00	61.53																																													
		Total	869.00	843.89																																													
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>FFB production data are kept by the group manager, available in "Rekap Hasil Produksi TBS tahun 2020". Below are record of FFB production of KSU Suka Mamur for 2020.</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">2020</th> </tr> <tr> <th>Budget</th> <th>Actual</th> </tr> </thead> <tbody> <tr><td>January</td><td>62.00</td><td>72.87</td></tr> <tr><td>February</td><td>57.00</td><td>60.80</td></tr> <tr><td>March</td><td>55.00</td><td>65.41</td></tr> <tr><td>April</td><td>57.00</td><td>63.36</td></tr> <tr><td>May</td><td>64.00</td><td>63.92</td></tr> <tr><td>June</td><td>89.00</td><td>97.44</td></tr> <tr><td>July</td><td>91.00</td><td>73.42</td></tr> <tr><td>August</td><td>95.00</td><td>79.02</td></tr> <tr><td>September</td><td>80.00</td><td>85.52</td></tr> <tr><td>October</td><td>77.00</td><td>59.89</td></tr> <tr><td>November</td><td>76.00</td><td>60.73</td></tr> <tr><td>December</td><td>66.00</td><td>61.53</td></tr> <tr><td>Total</td><td>869.00</td><td>843.89</td></tr> </tbody> </table>			Month	2020		Budget	Actual	January	62.00	72.87	February	57.00	60.80	March	55.00	65.41	April	57.00	63.36	May	64.00	63.92	June	89.00	97.44	July	91.00	73.42	August	95.00	79.02	September	80.00	85.52	October	77.00	59.89	November	76.00	60.73	December	66.00	61.53	Total	869.00	843.89	Complied
Month	2020																																																
	Budget	Actual																																															
January	62.00	72.87																																															
February	57.00	60.80																																															
March	55.00	65.41																																															
April	57.00	63.36																																															
May	64.00	63.92																																															
June	89.00	97.44																																															
July	91.00	73.42																																															
August	95.00	79.02																																															
September	80.00	85.52																																															
October	77.00	59.89																																															
November	76.00	60.73																																															
December	66.00	61.53																																															
Total	869.00	843.89																																															
<b>D.2 The group documents and implements a system for the tracking of FFB</b>																																																	
<b>D.2.1</b>																																																	
Eligibility	Not Applicable																																																
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	<p>The group manager has maintained FFB production data of each farmer in monthly basis. Source of data are "Surat Pengiriman TBS" (FFB delivery note), field weighing, Palm Oil Mill receiving slip, invoice. All documents are available in the KSU Suka Makmur's office.</p>			Complied																																												

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

		<p>Record seen: FFB receiving slip of Umbul Mas Wisesa Palm Oil Mill No.FFB20026708W dated 16/12/2020; FFB from KSU Suka Makmur; truck BK 8042 YF; Nett weight 4,069 kg; Block 09D38 (138 bunches / 1,973 kg); 09D35 (100 bunches / 953 kg); 09D33 (109 bunches / 1,143 kg). Delivery of FFB from Field No. KSU.SM.0103 dated 16/12/2020.</p> <p>Invoice of FFB sales No.103/Inv/KSU-SM/XII/2020 dated 16 Dec 2020, on behalf Wagino Winarno, in detail:</p> <ul style="list-style-type: none"> <li>• FFB amount : 1,973 kg;</li> <li>• FFB price : Rp 1,790/kg;</li> <li>• Gross : Rp 3,531,670.-</li> <li>• Deduction:             <ul style="list-style-type: none"> <li>○ Supervisor : Rp 118,380.-</li> <li>○ Admin : Rp 39,460,-</li> <li>○ Weighing : Rp 78,920.-</li> <li>○ Transport : Rp 197,300.-</li> <li>○ Savings : Rp 15,000.-</li> <li>○ Road Infrastructure : Rp 96,977.-</li> <li>○ FFB handling : Rp 295,950.-</li> <li>○ Others : Rp 3,333.-</li> <li>○ Total : Rp 884,780.-</li> </ul> </li> <li>• Nett : Rp 2.646,890.-</li> </ul>									
<p>Milestone B</p>	<p>The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.</p>	<p>FFB production data are kept by the group manager, available in "Rekap Hasil Produksi TBS tahun 2020". Below are record of FFB production of KSU Suka Mamur for 2020.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="text-align: center;">Month</th> <th colspan="2" style="text-align: center;">2020</th> </tr> <tr> <th style="text-align: center;">Budget</th> <th style="text-align: center;">Actual</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Month	2020		Budget	Actual				<p>Complied</p>
Month	2020										
	Budget	Actual									

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

		January	62.00	72.87		
		February	57.00	60.80		
		March	55.00	65.41		
		April	57.00	63.36		
		May	64.00	63.92		
		June	89.00	97.44		
		July	91.00	73.42		
		August	95.00	79.02		
		September	80.00	85.52		
		October	77.00	59.89		
		November	76.00	60.73		
		December	66.00	61.53		
		Total	869.00	843.89		

**D.3 The group has a procedure and system for premium distribution.**

**D.3.1**

Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	The latest RAT conducted on 15 Sep 2020, reviewing 2019 performance, attended by all members and steering committee. Meeting discussed assignment of Chief, meeting disciplines, 2019 management accountability report, 2019 Regulatory body report, 2020 Cooperative Expenditure Budget Plan, SHU distribution, RAT plan for the 2020 financial year, Premium distribution, Dissemination (supply chain procedure, risk analysis, respond of information request, land conflict resolution). Available Mechanism of RSPO Premium distribution No.028/SKPTS/KSU-SM/X/2020 dated 30 Oct 2020, stated that all sales of FFB premium will be used for member and operational needs.	Complied
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Payment of FFB to smallholder via bank transfer by buyer (UMW POM); Invoice of FFB sales No.103/Inv/KSU-SM/XII/2020 dated 16 Dec 2020, on behalf Wagino Winarno, in detail:	Complied

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

		<ul style="list-style-type: none"> <li>• FFB amount : 1,973 kg;</li> <li>• FFB price : Rp 1,790/kg;</li> <li>• Gross : Rp 3,531,670.-</li> <li>• Deduction:             <ul style="list-style-type: none"> <li>○ Supervisor : Rp 118,380.-</li> <li>○ Admin : Rp 39,460,-</li> <li>○ Weighing : Rp 78,920.-</li> <li>○ Transport : Rp 197,300.-</li> <li>○ Savings : Rp 15,000.-</li> <li>○ Road Infrastructure : Rp 96,977.-</li> <li>○ FFB handling : Rp 295,950.-</li> <li>○ Others : Rp 3,333.-</li> <li>○ Total : Rp 884,780.-</li> </ul> </li> <li>• Nett : Rp 2.646,890.-</li> </ul> <p>FFB receiving slip of Umbul Mas Wisesa Palm Oil Mill No.FFB20026708W dated 16/12/2020; FFB from KSU Suka Makmur; truck BK 8042 YF; Nett weight 4,069 kg; Block 09D38 (138 bunches / 1,973 kg); 09D35 (100 bunches / 953 kg); 09D33 (109 bunches / 1,143 kg). Delivery of FFB from Field No. KSU.SM.0103 dated 16/12/2020.</p> <p>There is no payment of RSPO premium due to the KSU have not sold any RSPO credits.</p>	
<p>Milestone B</p>	<p>The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.</p>	<p>Payment of FFB to smallholder via bank transfer by buyer (UMW POM); Invoice of FFB sales No.103/Inv/KSU-SM/XII/2020 dated 16 Dec 2020, on behalf Wagino Winarno, in detail:</p> <ul style="list-style-type: none"> <li>• FFB amount : 1,973 kg;</li> <li>• FFB price : Rp 1,790/kg;</li> <li>• Gross : Rp 3,531,670.-</li> <li>• Deduction:</li> </ul>	<p>Complied</p>

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

		<ul style="list-style-type: none"> <li>○ Supervisor : Rp 118,380.-</li> <li>○ Admin : Rp 39,460,-</li> <li>○ Weighing : Rp 78,920.-</li> <li>○ Transport : Rp 197,300.-</li> <li>○ Savings : Rp 15,000.-</li> <li>○ Road Infrastructure : Rp 96,977.-</li> <li>○ FFB handling : Rp 295,950.-</li> <li>○ Others : Rp 3,333.-</li> <li>○ Total : Rp 884,780.-</li> <li>● Nett : Rp 2.646,890.-</li> </ul> <p>FFB receiving slip of Umbul Mas Wisesa Palm Oil Mill No.FFB20026708W dated 16/12/2020; FFB from KSU Suka Makmur; truck BK 8042 YF; Nett weight 4,069 kg; Block 09D38 (138 bunches / 1,973 kg); 09D35 (100 bunches / 953 kg); 09D33 (109 bunches / 1,143 kg). Delivery of FFB from Field No. KSU.SM.0103 dated 16/12/2020.</p> <p>There is no payment of RSPO premium due to the KSU have not sold any RSPO credits.</p>	
--	--	--	--



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

**Appendix B: Approved Time Bound Plan**

<b>Name of company</b>	<b>Name of Mill</b>	<b>Location</b>	<b>Supply Base</b>	<b>Time Bound Plan</b>	<b>Target Year for RSPO</b>
PT Tolan Tiga Indonesia	Perlabian POM	Labuhanbatu Selatan Regency, North Sumatera Province, Indonesia	Perlabian Estate and Tolan Estate.	2010	Certified May 2010
PT Eastern Sumatra Indonesia	Bukit Maradja POM	Simalungun Regency, North Sumatera Province, Indonesia	Bukit Maradja Estate	2010	Certified May 2010
PT Kerasaan Indonesia	No mill	Simalungun Regency, North Sumatera Province, Indonesia	Kerasaan Estate	2010	Certified May 2010 as supply base of Bukit Maradja POM, PT Eastern Sumatra Indonesia
PT Agro Muko	Muko Muko POM	Mukomuko Regency, Bengkulu Province, Indonesia	- Muko Muko Estate - Sei Betung Estate - Tanah Rekah Estate - Talang Petai Estate - Sei Kiang Estate - KMD (Smallholders)	2011	Certified
PT Agro Muko	Bunga Tanjung POM	Mukomuko Regency, Bengkulu Province, Indonesia	- Bunga Tanjung Estate - Air Bikuk Estate - Air Buluh Estate - KMD (Smallholders)	2011	Certified
PT Mukomuko Agro Sejahtera	No mill	Mukomuko Regency, Bengkulu Province, Indonesia	- Air Manjuntio Estate - Malin Deman Estate	2015	Certified as supply base of Mukomuko POM and Bunga Tanjung POM, PT Agro Muko
Ex. PT Asri Rimba Wirabhakti (acquisition in 2018)	No mill	Mukomuko Regency, Bengkulu Province, Indonesia	Sei Teramang Estate (Part of PT Mukomuko Agro Sejahtera)	2021	A new NPP submitted in 2020 to cover Ex PT ARWB as PT MMAS; Changes due to Covid-19 pandemic
PT Umbul Mas Wisesa	Umbul Mas Wisesa POM	Labuhanbatu Selatan Regency, North Sumatera Province, Indonesia	UMW South Estate, UMW North Estate	2015	Certified in March 2015

PT Toton Usaha Mandiri	No mill	Labuhanbatu Selatan Regency, North Sumatera Province, Indonesia	Toton Usaha Mandiri Estate	2015	Certified in March 2015 as supply base of Umbul Mas Wisesa POM
PT Dendymarker Indah Lestari	Dendymarker POM	Musirawas Utara Regency, South Sumatera Province, Indonesia	Sei Mandang Estate, Sei Liam Estate	2015	Acquired on 1 August 2017. RSPO certified in 2015.
PT Agro Kati Lama	Kati Lama POM	Musirawas Regency, South Sumatera Province, Indonesia	Kati Lama Estate	2023	Certification to take place after obtaining HGU. A new NPP submitted in 2019 to cover new areas licenced at the end of 2018.
PT Agro Muara Rupit	Muara Rupit POM	Musirawas Regency, South Sumatera Province, Indonesia	Muara Rupit Estate	2023	Certification to take place after obtaining HGU. A new NPP submitted in 2019 to cover new areas licenced at the end of 2018.
PT Agro Rawas Ulu	No mill	Musirawas Regency, South Sumatera, Indonesia	Rawas Ulu Estate	2023	Part of Muara Rupit POM supply base. Certification to take place after obtaining HGU.
PT Citra Sawit Mandiri	No mill	Labuhanbatu Regency, North Sumatera Province	Citra Sawit Mandiri Estate	2022	Certification to take place after HGU, following review by RSPO.
PT Timbang Deli Indonesia	-	Simalungun Regency, North Sumatera Province, Indonesia	Timbang Deli Estate	2018	Certified in 2018 as supply base of Bukit Maradja POM, PT Eastern Sumatra Indonesia
Hargy Oil Palm Limited (HOPL)	Hargy POM	East of Bialla, West New Britain Province, PNG	Hargy Estate	2009	Certified in April 2009
	Navo POM	50 Kms East of Bialla, West New Britain Province, PNG	Navo Estate, Bakada Estate and Mengen Estate	2009	Certified in April 2009
	Barema POM	30 km East of Bialla, West New Britain Province, PNG	Barema Estate	2014	RSPO Certified in April 2014

Note: Timebound Plan updated on 26 November 2020

**Appendix C: GHG Reporting Executive Summary**

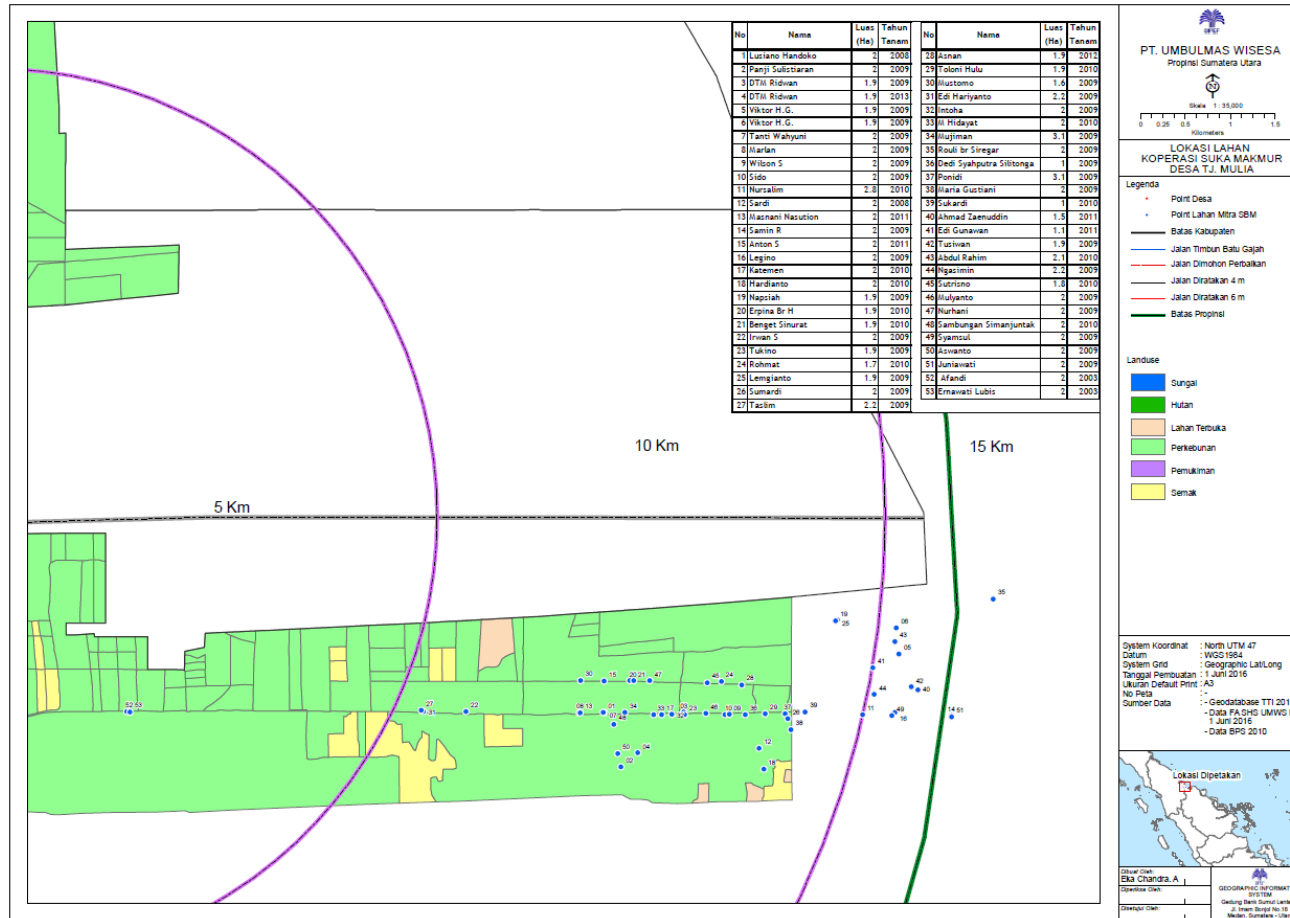
Not applicable

**Appendix D: List of Group Member and Total Certified Area (Ha)**

**Koperasi Serba Usaha Suka Makmur**

No.	Smallholder ID	Name	Certified Area (Ha)
1	09A01	Juniawati	2.04
2	09A02	Samin R	2.00
3	09A03	Alijah	2.00
4	09B09	Ahmad Zainuddin	1.40
5	09B10	Tusiwan	1.90
6	09B11	Edi Gunawan	1.10
7	09B12	Viktor H.Girsang I	1.99
	09B13	Viktor H.Girsang II	2.73
8	09C20	Sumardi	2.00
9	08C23	Sardi	2.00
10	09C26	Sido	2.00
11	09D30	Intoha	2.00
12	09D32	M Hidayat	1.90
13	09D33	Juriah	2.00
14	09D34	Mariati	2.00
15	09D35	Ari Panji Sulistiarto	2.00
16	09D36	Sambungan Simanjuntak	2.00
17	09D37	Aswanto	2.00
18	09D38	Wagino Winarno	2.00
19	09D39	Mujiman	2.00
20	09D40	DTM Ridwan	1.90
21	09E41	Tri Yuli Wardani	2.00
22	09E42	Tanti Wahyuni	2.00
23	08E43	Lusiono Handoko	2.00
24	09E46	Masnani Nasution	2.00
25	09E47	Marlan	1.70
26	09F51	Sugino	1.70
27	09F55	Parasian Lumban batu	1.79
28	09F56	Mustomo	1.60
29	09G57	Edi Hariyanto	2.20
30	09G58	Taslim	2.20
		<b>Total</b>	<b>60.15</b>

Appendix E: Location Map of Certification Unit and Supply bases



**Appendix F: List of Smallholder Sampled**

No.	Name	Smallholder Number
1.	Intoha	09D30
2.	Mariati	09D34
3.	Sambungan Simanjuntak	09D36
4.	Wagino Winarno	09D38
5.	Mujiman	09D39
6.	Tanti Wahyuni	09E42

**Appendix G: Smallholder's GPS Reference**

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
1	Juniawati	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 28.22" N	100° 22' 3.29" E	2.04	2.04	44.468	15 January 2016
2	Samin R	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 28.74" N	100° 22' 3.24" E	2.00	2.00	44.468	15 January 2016
3	Alijah	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 21.84" N	100° 22' 3.08" E	2.00	2.00	44.468	15 January 2016
4	Ahmad Zainuddin	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 38.13" N	100° 21' 51.07" E	1.40	1.40	20.328	15 January 2016
5	Tusiwan	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 39.11" N	100° 22' 48.74" E	1.90	1.90	31.763	15 January 2016
6	Edi Gunawan	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District,	2° 11' 46.09" N	100° 21' 34.85" E	1.10	1.10	17.787	15 January 2016

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
		Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia						
7	Viktor H.Girsang I	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 51.14" N	100° 22' 44.20" E	1.99	1.99	30.492	15 January 2016
8	Viktor H.Girsang II	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 12' 0.55" N	100° 21' 43.23" E	2.73	2.73	33.033	15 January 2016
9	Sumardi	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 27.65" N	100° 21' 4.14" E	2.00	2.00	22.869	15 January 2016
10	Sardi	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 16.86" N	100° 20' 53.70" E	2.00	2.00	25.410	15 January 2016
11	Sido	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.18" N	100° 20' 41.41" E	2.00	2.00	47.009	15 January 2016
12	Intoha	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.31" N	100° 20' 22.23" E	2.00	2.00	27.951	15 January 2016



No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
13	M Hidayat	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.21" N	100° 20' 15.59" E	1.90	1.90	26.681	15 January 2016
14	Juriah	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 10.98" N	100° 20' 11.81" E	2.00	2.00	24.140	15 January 2016
15	Mariati	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.77" N	100° 20' 8.30" E	2.00	2.00	22.869	15 January 2016
16	Ari Panji Sulistiarto	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 10.20" N	100° 20' 3.74" E	2.00	2.00	26.681	15 January 2016
17	Sambungan Simanjuntak	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 25.61" N	100° 20' 1.25" E	2.00	2.00	22.869	15 January 2016
18	Aswanto	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 14.96" N	100° 20' 2.59" E	2.00	2.00	22.869	15 January 2016

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
19	Wagino Winarno	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 11.53" N	100° 20' 2.37" E	2.00	2.00	25.410	15 January 2016
20	Mujiman	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.95" N	100° 20' 5.27" E	2.00	2.00	21.599	15 January 2016
21	DTM Ridwan	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 30.02" N	100° 20' 26.47" E	1.90	1.90	41.927	15 January 2016
22	Tri Yuli Wardani	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 30.12" N	100° 19' 59.92" E	2.00	2.00	22.869	15 January 2016
23	Tanti Wahyuni	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.93" N	100° 19' 57.89" E	2.00	2.00	27.951	15 January 2016
24	Lusiono Handoko	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.92" N	100° 19' 57.46" E	2.00	2.00	38.115	15 January 2016

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
25	Masnani Nasution	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.81" N	100° 19' 49.14" E	2.00	2.00	22.869	15 January 2016
26	Marlan	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 29.83" N	100° 19' 48.83" E	1.70	1.70	22.869	15 January 2016
27	Sugino	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 40.72" N	100° 20' 36.29" E	1.70	1.70	27.951	15 January 2016
28	Parasian Lumbanbatu	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 41.52" N	100° 22' 3.29" E	1.79	1.79	20.328	15 January 2016
29	Mustomo	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 41.58" N	100° 19' 49.31" E	1.60	1.60	27.951	15 January 2016
30	Edi Hariyanto	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 30.32" N	100° 18' 52.43" E	2.20	2.20	24.140	15 January 2016

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

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude	Longitude	Total Certified Area	Planted Area		
31	Taslim	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan Regency, Sumatera Utara Province, Indonesia	2° 11' 30.86" N	100° 18' 51.70" E	2.20	2.20	30.492	15 January 2016
<b>Total</b>					<b>60.15</b>	<b>60.15</b>	<b>890.621</b>	

## 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
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
KSU	Koperasi Serba Usaha
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
UMW	Umbul Mas Wisesa