

**RSPO PRINCIPLE AND CRITERIA
 PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (1_4)
- Recertification Assessment (RA 2)
- Extension of Scope

Client Company name (Parent Company): Sime Darby Plantation Berhad
Client company Address: Main Block, Level 3, Plantation Tower, No.2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor
Certification Unit: Guadalcanal Plains Palm Oil Limited Tetere Oil Mill
Location of Certification Unit: Tetere Estate, North Guadalcanal, Solomon Islands
Date of Final Report: 01/06/2021

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Section 1: Scope of the Certification Assessment

1. Company Details			
Parent Company	Sime Darby Plantation Berhad		
RSPO Membership Number	1-0008-04-000-00	Membership Approval Date	07/09/2004
Address	Main Block, Level 3, Plantation Tower, No.2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Guadalcanal Plains Palm Oil Limited Tetere Palm Oil Mill		
Location / Address	Tetere Estate, North Guadalcanal, Solomon Islands		
Website	www.nbpol.com.pg		
Management Representative	Mr Craig Gibsone	E-mail	Craig.gibsone@nbpol.com
Telephone	(677)21003	Facsimile	(677) 21009

2. Certification Information			
Certificate Number	RSPO 666858	Date of First Certification	18/03/2011
		Certificate Start Date	18/03/2021
		Certificate Expiry Date	17/03/2026
Scope of Certification	Palm Oil and Palm Kernel Production		
Visit Objectives	1) Determination of the conformity of the client's management system, or parts of it, with audit criteria. 2) Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.		
Assessment Cycle	<input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Recertification Assessment (RA 2) <input checked="" type="checkbox"/> Annual Surveillance Assessment (RA 1 ; ASA 4) <input type="checkbox"/> Scope Extension		
Applicable Standards	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Papua New Guinea & Solomon Islands National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input type="checkbox"/> RSPO Independent Smallholders Standard 2019		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved <input type="checkbox"/> Mass Balance		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
KC#260765-1	KOSHER	Rabbi Mordechai Gutnick	01/02/2021

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Longitude	Latitude
Tetere Palm Oil Mill	Guadalcanal, Solomon Islands	9° 26' 33.72" S	160° 13' 07.32" E
Tetere Estate	Guadalcanal, Solomon Islands	9° 26' 56.04" S	160° 13' 07.68" E
Ngalimbiu Estate	Guadalcanal, Solomon Islands	9° 27' 48.24" S	160° 08' 48.84" E
Mbalisuna Estate	Guadalcanal, Solomon Islands	9° 26' 50.64" S	160° 15' 20.52" E
Scheme Smallholders - West Zone	Guadalcanal, Solomon Islands	9° 27' 01" S	160° 08' 24" E
Scheme Smallholders - Central Zone	Guadalcanal, Solomon Islands	9° 27' 36" S	160° 12' 36" E
Scheme Smallholders - MBA East Zone	Guadalcanal, Solomon Islands	9° 28' 05" S	160° 15' 14" E
Scheme Smallholders - MBE East Zone	Guadalcanal, Solomon Islands	9° 29' 03" S	160° 19' 20" E

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5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Tetere	2,047.97	-	900.02	2,947.99	69.47
Ngalimbiu	2,312.84	-	185.81	2,498.65	92.56
Mbalisuna	¹ 2,394.73	-	475.25	2,869.98	83.44
Scheme Smallholders - West Zone	245.50	-	-	245.50	100.00
Scheme Smallholders - Central Zone	181.71	-	-	181.71	100.00
Scheme Smallholders - MBA East Zone	180.80	-	-	180.80	100.00
Scheme Smallholders - MBE East Zone	102.77	-	-	102.77	100.00
Total	7,466.32	-	1,561.08	9,027.40	82.71

Note: ¹Reduction of 10.55 Ha compared to previous report due to resurvey after replanting.

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Tetere	155.70	849.90	535.70		506.67	1,892.27	155.70
Ngalimbiu	163.52	1,658.14	491.18			2,149.32	163.52
Mbalisuna	¹ 347.85	519.69	1,527.19			2,046.88	347.85
Scheme Smallholders - West Zone		146.66	81.24	17.60		245.50	-
Scheme Smallholders - Central Zone		54.30	21.93	105.48		181.71	-
Scheme Smallholders - MBA East Zone		103.49	71.33	5.98		180.80	-
Scheme Smallholders - MBE East Zone		66.78	35.99			102.77	-
Total (ha)	667.07	3,398.96	2,764.56	129.06	506.67	6,799.25	667.07

Note: ¹Reduction of 10.55 Ha compared to previous report due to resurvey after replanting.

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7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (Mar 2019 – Feb 2021)	Actual (Feb 2019 – Dec 2020)	Forecast (Mar 2021 – Feb 2022)
Tetere	93,899.24	86,347.76	44,940.00
Ngalimbiu	98,437.90	99,959.32	52,568.00
Mbalisuna	107,390.12	101,368.51	54,180.00
Scheme Smallholders - West Zone	4,853.92	4,010.05	2,823.00
Scheme Smallholders - Central Zone	2,454.05	1,609.01	1,243.00
Scheme Smallholders - MBA East Zone	4,462.81	4,970.81	2,303.00
Scheme Smallholders - MBE East Zone	2,577.19	1,841.66	1,353.00
Total	314,075.23	300,107.12	159,410.00

8. Certified Tonnage of FFB (from other certified unit(s))			
Estate	Tonnage / year		
	Estimated (Mar 2019 – Feb 2021)	Actual (Feb 2019 – Dec 2020)	Forecast (Mar 2021 – Feb 2022)
Nil	N/A		N/A
Total			

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9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)			
Independent FFB Supplier	Tonnage / year		
	Estimated (Mar 2019 – Feb 2021)	Actual (Feb 2019 – Dec 2020)	Forecast (Mar 2021 – Feb 2022)
Nil			
Total			

10. Certified Tonnage			
Mill Capacity: 45 MT/hr	Estimated (Mar 2019 – Feb 2021)	Actual (Feb 2019 – Dec 2020)	Forecast (Mar 2021 – Feb 2022)
	FFB	FFB	FFB
	314,075.23	300,107.12	159,410.00
	CPO (OER: 23.90%)	CPO (OER: 23.67%)	CPO (OER: 23.84%)
	75,075.19	71,047.96	38,010.00
	PK (KER: 5.20%)	PK (KER: 5.41%)	PK (KER: 5.70%)
	16,341.42	16,225.00	9,086.00

11. Actual Sold Volume (CPO)					
Current License period (Feb 2019 – Dec 2020)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	68,365.75	-	-	-	68,365.75

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12. Actual Sold Volume (PK)					
Current License period (Feb 2019 – Dec 2020)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	16,225.00	-	-	-	16,225.00

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

Section 2: Assessment Process

Certification Body:

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

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

2.1 Assessment Methodology, Programme, Site Visits

The assessment was remotely conducted on 28-30/01/2021 and 01-05/02/2021 with the participation of three Audit Facilitators on-site. It was conducted under Scenario 4 and 5 according to RSPO classification in conducting assessment during travelling restrictions due to Covid-19 pandemic. Among the ICT used were MS Teams, WhatsApp and e-mails. The audit programme is included as Section 2.3.

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

The Critical NC close out was conducted through off-site assessment on 30/04/2021 due to the COVID-19 pandemic Movement Control Order (MCO) enforced by the government.

The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principle & Criteria PNG & SI NI 2019 (Revised 01 February 2020) for the Production of Sustainable Palm Oil 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

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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.

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 (Recertification)	Year 2 (ASA2_1)	Year 3 (ASA2_2)	Year 4 (ASA2_3)	Year 5 (ASA2_4)
Tetere Palm Oil Mill	✓	✓	✓	✓	✓
Tetere Estate	✓	✓	✓	✓	✓
Ngalimbiu Estate	✓	✓	✓	✓	✓
Mbalisuna Estate	✓	✓	✓	✓	✓
Smallholders	✓	✓	✓	✓	✓

Tentative Date of Next Visit: February 7, 2022 - February 11, 2022

Total No. of Mandays: 19.0

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2.2 BSI Assessment Team:

Team Member Names	Role	Qualifications <i>(Short description of the team members)</i>
Valence Shem (VSH)	Team Leader	He holds Bachelor Degree in Industrial Technology, graduated from University of Science Malaysia in 1998 and has 9 years working experience in oil palm plantation industry. He has been in the management system auditing line since 2009 for various standards such as ISO 140001, RSPO P&C, RSPO SCCS, MSPO and SMETA. He completed the ISO 14001 Lead Auditor Course in 2008, ISO 9001 Lead Auditor Course in 2013, Endorsed RSPO P&C Lead Auditor Course in 2011, Endorsed RSPO SCCS Lead Assessor Course in 2012, MSPO Awareness Training in 2014 and ISO 45000 Lead Auditor Course in 2019. During this assessment, he covers the aspects on legal requirements, environment, supply chain and HCV. Able to communicate in English.
Hafriazhar Mohd Mokhtar (HMM)	Team Member	Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and recently completed his RSPO P&C Lead Assessor training and has been involved in RSPO audits within Malaysia, Papua New Guinea, Solomon Islands and Gabon. During assessment, he covered the legal issues, social issues, worker’s welfare and stakeholder consultation. He is fluent in English language.
Vijay Kanna Pakirisamy (VKP)	Team Member	He holds a bachelor’s degree in Agribusiness Science Management with Honours from University Utara Malaysia in 2010. He gained his working exposure in the plantation sector, serving as an Assistant Manager with KL Kepong and IOI Plantations and as a Sr. Assistant Manager with United Plantations Berhad. Throughout his 10 year tenure in the oil palm industry, he has been part of the operations team that implements standards within the estate such as RSPO, MSPO, ISCC and FINWATCH. He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course in November 2019, endorsed RSPO P&C Lead Auditor Course in October 2019 and endorsed MSPO Lead Auditor Course in November 2019. During this assessment, he assessed on the aspects of Occupational, Health & Safety and estate best practises. He is fluent in English language.
Emily Vavanga (EVV)	Audit Facilitator	She is a Solomon Islander graduated with a Bachelor of Arts, in Environmental Studies from the University of the South Pacific, Laucala Campus Fiji in 2012. She has been working with the BSI Team several times in RSPO assessment at GPPOL as a translator and local expert. She also had been working in various organizations holding the positions such as Environmental/ Lands Officer, General Executive Secretary, Census District Superintendent, and Baseline Survey Consultant. She is fluent in Solomon Islands pidgin and able to communicate in English.
Brenda Wasiraro (BWS)	Audit Facilitator	She is a Solomon Islander graduated with a Bachelor of Science degree in Biological Sciences from the University of Papua New Guinea, Waigani campus in 2020. Working with the BSI Team is her first experience in the

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		field. Which during the assessment she assisted as an Audit Facilitator, Translator and Technical expert on the aspects of occupational health & safety. She is a Solomon Islander, a passionate footballer, fluent in Solomon Islands pidgin and also able to speak English.
Calvin Sese (CSS)	Audit Facilitator	He is a Solomon Islander attended a couple of programmes such as Graduate Diploma in Not-For-Profit Management for Conservation NGOs and Foundation Science at Unitec New Zealand (2010) and University of the South Pacific (1998) respectively. He had hold a couple of positions such as NGO Network/Information Communication Officer and Project Officer: Guadalcanal Youth Out Reach Program in two different organization between 2004 to 2015. He is able to communicate in Solomon Islands local language as well as English.

Accompanying Persons:

Name	Role
Shikin Rasikon	ASI auditor, to conduct witness accreditation assessment.
Haye Semail	ASI technical expert, to assist Shikin Rasikon in the witness accreditation assessment process.
Nicholas Cheong	Observer from BSI

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2.3 Assessment Plan

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

Date	Solomon Islands' Time	Subjects	VSH & EVV	HMM & CSS	VKP & BWS
Thursday 28/1/2021	0900-0930	Opening meeting: <ul style="list-style-type: none"> Opening presentation by audit team leader Confirmation of assessment scope and finalize audit plan (including stakeholder's consultation) 	✓	✓	✓
	0930-1300	Tetere POM Site visit - Observations on mill best practices and management of environment, OHS & supply chain: FFB receiving until CPO & PK production wastes management, ETP, smoke emissions, workshop, chemicals handling & storage, laboratory, workers housing & facilities, clinic.		✓	
	1000-1200	Interview with 20 sampled smallholders Please provide a private room/space for the interview session.	✓		✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	Tetere POM Document Review P1 – P7: <ul style="list-style-type: none"> Compliance with legal and other requirements Right to use land Risk assessment documents e.g. SEIA, HIRARC, HCV, HCS Risk assessments management & action plans including records of implementation Standard and Safe Operating Procedures & training records Records of request & complaint management Monitoring records related to environment & OHS Business & management plan Employees affair – wages, welfare, social policies implementation, etc. Management of contractors, vendors, suppliers, etc. Stakeholders consultation records Contributions to community development Supply chain implementation Management review and continuous improvement plan 		✓	
	1300-1700	Field visit to 6 smallholders	✓		✓
	1630-1700	Interim closing briefing	✓	✓	✓
	Friday 29/1/2021	0900-1300	Tetere POM Continue with document Review P1 – P7		✓

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	1000-1200	Stakeholder consultation Consultation with relevant stakeholders which consists of various categories such as government agencies/enforcers, NGO, contractors, suppliers, workers representative, surrounding communities (e.g. neighbouring premises, villages, etc.)		✓	
	0900-1300	Field visit to 8 smallholders	✓		✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	Tetere POM Continue with document Review P1 – P7		✓	
	1400-1700	Field visit to 6 smallholders	✓		✓
	1630-1700	Interim closing briefing	✓	✓	✓
Saturday 30/1/2021	0900-1300	Tetere POM Continue with document Review P1 – P7	✓	✓	✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	Tetere POM Continue with document Review P1 – P7	✓	✓	✓
	1630-1700	Interim closing briefing	✓	✓	✓
Monday 1/2/2021	0900-1300	Mbalisuna Estate Field visit: <ul style="list-style-type: none"> Boundary demarcation New planting (if any) Rehabilitation of riparian & other buffer zones HCV management Wastes management e.g. toxic wastes, recyclable wastes & organic wastes, empty pesticides containers, etc. 	✓		
		Field visit: <ul style="list-style-type: none"> Workers housing quarters and facilities e.g. water & electricity supply, recreational facilities, etc. Clinic Interview with sampled employees 		✓	
		Field Visit <ul style="list-style-type: none"> Harvesting & evacuation Pesticides application Fertilizers application Integrated Pest Management – beneficial plants, barn owl, etc. EFB & POME application Replanting field Peat soil management (if any) Agrochemicals store Workshop 			✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	Mbalisuna Estate Document Review P1 – P7: <ul style="list-style-type: none"> Compliance with legal and other requirements 	✓	✓	✓

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		<ul style="list-style-type: none"> • Right to use land • Risk assessment documents e.g. SEIA, HIRARC, HCV, HCS • Risk assessments management & action plans including records of implementation • Standard and Safe Operating Procedures & training records • Records of request & complaint management • Monitoring records related to environment & OHS • Business & management plan • Replanting programme • Employees affair – wages, welfare, social policies implementation, etc. • Management of contractors, vendors, suppliers, etc. • Stakeholders consultation records • Contributions to community development • Continuous improvement plan 			
	1630-1700	Interim closing briefing	✓	✓	✓
Tuesday 2/2/2021	0900-1300	Mbalisuna Estate Continue with Document Review P1 – P7.	✓	✓	✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	Ngalimbiu Estate Document Review P1 – P7: <ul style="list-style-type: none"> • Compliance with legal and other requirements • Right to use land • Risk assessment documents e.g. SEIA, HIRARC, HCV, HCS • Risk assessments management & action plans including records of implementation • Standard and Safe Operating Procedures & training records • Records of request & complaint management • Monitoring records related to environment & OHS • Business & management plan • Replanting programme • Employees affair – wages, welfare, social policies implementation, etc. • Management of contractors, vendors, suppliers, etc. • Stakeholders consultation records • Contributions to community development • Continuous improvement plan 	✓	✓	✓
	1630-1700	Interim closing briefing	✓	✓	✓
Wednesday 3/2/2021	0900-1300	Ngalimbiu Estate Field visit: <ul style="list-style-type: none"> • Boundary demarcation • New planting (if any) • Rehabilitation of riparian & other buffer zones • HCV management 	✓		

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		<ul style="list-style-type: none"> Wastes management e.g. toxic wastes, recyclable wastes & organic wastes, empty pesticides containers, etc. 			
		Field visit: <ul style="list-style-type: none"> Workers housing quarters and facilities e.g. water & electricity supply, recreational facilities, etc. Clinic Interview with sampled employees 		✓	
		Field Visit <ul style="list-style-type: none"> Harvesting & evacuation Pesticides application Fertilizers application Integrated Pest Management – beneficial plants, barn owl, etc. EFB & POME application Replanting field Peat soil management (if any) Agrochemicals store Workshop 			✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1630	<u>Ngalimbiu Estate</u> Continue with Document Review P1 – P7.	✓	✓	✓
	1630-1700	Interim closing briefing	✓	✓	✓
Thursday 4/2/2021	0900-1300	<u>Tetere Estate</u> Field visit: <ul style="list-style-type: none"> Boundary demarcation New planting (if any) Rehabilitation of riparian & other buffer zones HCV management Wastes management e.g. toxic wastes, recyclable wastes & organic wastes, empty pesticides containers, etc. 	✓		
		Field visit: <ul style="list-style-type: none"> Workers housing quarters and facilities e.g. water & electricity supply, recreational facilities, etc. Clinic Interview with sampled employees 		✓	
		Field Visit <ul style="list-style-type: none"> Harvesting & evacuation Pesticides application Fertilizers application Integrated Pest Management – beneficial plants, barn owl, etc. EFB & POME application Replanting field Peat soil management (if any) Agrochemicals store Workshop 			✓
	1300-1400	Lunch break	✓	✓	✓

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	1330-1630	<p>Tetere Estate Document Review P1 – P7:</p> <ul style="list-style-type: none"> • Compliance with legal and other requirements • Right to use land • Risk assessment documents e.g. SEIA, HIRARC, HCV, HCS • Risk assessments management & action plans including records of implementation • Standard and Safe Operating Procedures & training records • Records of request & complaint management • Monitoring records related to environment & OHS • Business & management plan • Replanting programme • Employees affair – wages, welfare, social policies implementation, etc. • Management of contractors, vendors, suppliers, etc. • Stakeholders consultation records • Contributions to community development • Continuous improvement plan 	✓	✓	✓
	1630-1700	Interim closing briefing	✓	✓	✓
Friday 5/2/2021	0900-1300	<p>Tetere Estate Continue with Document Review P1 – P7.</p>	✓	✓	✓
	1300-1400	Lunch break	✓	✓	✓
	1400-1500	<p>Tetere Estate Estate Continue with Document Review P1 – P7.</p>	✓	✓	✓
	1500-1600	Audit team discussion & preparation for closing meeting	✓	✓	✓
	1630-1700	Interim closing briefing	✓	✓	✓
	1600-1700	Closing meeting	✓	✓	✓

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Remote Critical NC close out assessment plan:

Date	SI Time	Subjects	VSH & BWS	ICT
Friday 30/4/2021	0900-0915	Opening briefing by the audit team leader and finalising the audit itinerary	✓	Microsoft Teams, whatsapp, e-mail, etc.
	0915-1100	Verification of effective implementation of corrective actions for NCR # 2014309-202101-M2: <ul style="list-style-type: none"> • Review of documents and records • Interview with some of the relevant employees whom have been provided with refresher training on how to handle the risk assessment process (PIIRO trainees) • Interview with some of the sustainability staff involved in internal audits 	✓	
	1100-1300	Verification of effective implementation of corrective actions for NCR # 2014309-202101-M3: <ul style="list-style-type: none"> • Review of documents and records • Visit to notice boards, where memo about paid sick days have been posted 	✓	
	1300-1400	Lunch break		
	1400-1500	Verification of effective implementation of corrective actions for NCR # 2014309-202101-M4: <ul style="list-style-type: none"> • Review of documents and records • Visit to labour quarters to verify the attempt & effort undertaken to address the matters 	✓	
	1500-1530	Closing meeting	✓	

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- NBPOL Guadalcanal Tetere POM 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
- Papua New Guinea & Solomon Islands National Interpretation 2019 for RSPO P&C 2018
- Independent Smallholder Standard 2019

3.2 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	Yes. SDP TBP has included all its operating units in Malaysia, Indonesia, Papua New Guinea and Solomon Islands. Refer to the Time Bound Plan table. As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI): https://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operations .	Yes
Have all the estates and mills certified within five years after obtaining RSPO membership?	Yes. All estates and mill has been certified with RSPO. Some units with exemption cases such as poor financial or sold as property development has been taken out from the certification unit.	Yes
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	No. There are no new acquisition.	Yes
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. Indonesia - PT Swadaya Andika: Mill closed down and all the supply bases was transferred to Rantau Mill - PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri - Rantau Factory certification. PT Mitral Austral Sejahtera: The properties was sold and currently SDP have no control in the management. The property was disposed on 25 June 2019 and an official letter on disposal of PT Mas was sent to RSPO Secretariat on 27 June 2019. Last meeting with all relevant stakeholders was done with RSPO CP during recent RT in Bangkok last November 2019.Both parties have	Yes

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	<p>responded to the legal reviewer report and submitted the comment to RSPO CP.</p> <p>Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd: The Remediation and Compensation Process is at the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public notification letter: https://www.rspo.org/certification/public-announcement.</p> <p>Malaysia - Pekaka Mill is being mothballed (at the time of SDP Annual Report 2018) and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate.) has been transferred to SOU Lavang. Bintang Oil Mill: SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold. As at 1st Oct 2018, the mill has completed the selling off transaction.</p> <p>Papua New Guinea - Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd: The Remediation and Compensation Process is at the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public notification letter: https://www.rspo.org/certification/public-announcement.</p> <p>For Liberia operations: As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI): https://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operation</p> <p>ACOP 2019 has been cross-referenced as below: https://document.rspo.org/Sime_Darby_Plantation_Berhad_ACOP2019.pdf.</p>	
<p>Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised</p>	<p>There are no lapses in implementation of the plan.</p>	<p>Yes</p>
<p>Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation</p>	<p>There were no failures to proceed with implementation of the plan.</p>	<p>Yes</p>

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of the plan? If yes a Major non-compliance shall be raised	Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as mentioned above.	
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	HCV assessment has been conducted for uncertified units i.e. PT Mas (by Aksenta in March 2009) and Sime Darby Plantation Liberia operations (by RSPO approved assessors – Dr SK Yap in 2011).	Yes
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	No new plantings. As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI): https://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operation .	Yes
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.	No land conflicts. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as mentioned above. Refer to the RaCP Tracker for details of RaCP-0356. https://www.rspo.org/certification/remediation-and-compensation/racp-tracker#growerTracker . Total 21 management units with potential liability and total 21 LUCA has been submitted. 7 out of 21 LUCA has been completed. 8 management units have submitted for compensation plan and 14 management units are required to submit for remediation plan.	Yes
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	No stakeholder comments or complaints received.	Yes
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	None noted. No stakeholder comments or complaints received.	Yes
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	Yes. The sustainability unit has conducted the internal audit for 9 units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. Other than that, land conflicts and land disputes also being audited and approved by Head of Sustainability-Indonesia (Alagendran Maniam) on 22/05/2019.	Yes
Have there been any stakeholder (including NGO) consultation conducted?	None noted. No stakeholder comments or complaints received.	Yes

3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>Yes. The smallholders are included in the certification unit.</p>	<p>Yes</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 three (3) Critical; two (2) Minor nonconformities raised. The Guadalcanal Plains Oil Ltd - Tetere Palm Oil Mill Certification Unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-conformity																		
NCR Ref #	2014309-202101-M2	Clause & Category (Critical / Minor)	3.6.1 (Critical)															
Date Issued	05/02/2021	Due Date	06/05/2021															
Closed (Yes / No)	Yes	Date of nonconformity Closure	30/04/2021															
Statement of Nonconformity:	Certain Risks were not assessed. Implementation was not in accordance to the Risk Register.																	
Requirement Reference:	All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.																	
Objective Evidence:	<p>1. The following are the records of accidents in Tetere POM for the year 2020.</p> <table border="1"> <thead> <tr> <th>Operation</th> <th>(1) Carriage Operation</th> <th>(2) Boiler Operation</th> </tr> </thead> <tbody> <tr> <td>Date</td> <td>02/03/2020</td> <td>16/07/2020</td> </tr> <tr> <td>Accident Description</td> <td><i>Scratch on right ankle by rebound wire rope and hook due to detach angle iron from moving FFB cages. The train of cages was halt by a released sterilizer door when its hook was slipped out of the anchor point due to stretch out.</i></td> <td><i>The Sterilizer Door 7 burst open with steam following, covering the worker where he narrowly escaped by jumping out from the area.</i></td> </tr> <tr> <td>Type of Injury</td> <td>Fracture & Dislocation</td> <td>1st Degree Burn & Scald</td> </tr> <tr> <td>Lost Days Work</td> <td>67</td> <td>10</td> </tr> </tbody> </table> <p>1st Incident – Since there was already an incident, the risk register was not updated to include this potential aspect. (Detached angle iron from moving FFB Cages) 2nd Incident – Identified in the Risk Register. The Likelihood score given was 2 (Unlikely - Has happened in other Industries) and the Severity Score given was 2 (Minor – Any injuries from these hazards may only require first aid treatment). Therefore, the risks associated to the accidents/incidents mentioned above were not identified or were not reassessed in accordance to the workplace experiences.</p>			Operation	(1) Carriage Operation	(2) Boiler Operation	Date	02/03/2020	16/07/2020	Accident Description	<i>Scratch on right ankle by rebound wire rope and hook due to detach angle iron from moving FFB cages. The train of cages was halt by a released sterilizer door when its hook was slipped out of the anchor point due to stretch out.</i>	<i>The Sterilizer Door 7 burst open with steam following, covering the worker where he narrowly escaped by jumping out from the area.</i>	Type of Injury	Fracture & Dislocation	1 st Degree Burn & Scald	Lost Days Work	67	10
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Lost Days Work	67	10																

	<p>2. Ngalimbiu Estate</p> <table border="1" data-bbox="507 405 1386 831"> <thead> <tr> <th>No</th> <th>Activity</th> <th>Potential Aspect</th> <th>Control Measure</th> </tr> </thead> <tbody> <tr> <td>61</td> <td>Spraying</td> <td>Exposure to agrochemicals mist</td> <td>Training for sprayers on how to spray and risks present for sprayers and other people. Continuous refreshers. Wear overalls, safety gum boots and gloves and face mask.</td> </tr> <tr> <td>62</td> <td>Spraying</td> <td>Sprayer without PPE</td> <td>Daily Checks on sprayers PPE. Restrict employees spraying without PPE. Training and awareness. Wear safety gum boots, gloves and face mask.</td> </tr> </tbody> </table> <p>The risk register states of the requirement to wear Overalls, Safety Gum Boots, Gloves and Face Mask. The Sprayers from Ngalimbiu Estate stated that they are not required to wear face masks during spraying operations. Since there were already provisions stated in the register</p>	No	Activity	Potential Aspect	Control Measure	61	Spraying	Exposure to agrochemicals mist	Training for sprayers on how to spray and risks present for sprayers and other people. Continuous refreshers. Wear overalls, safety gum boots and gloves and face mask.	62	Spraying	Sprayer without PPE	Daily Checks on sprayers PPE. Restrict employees spraying without PPE. Training and awareness. Wear safety gum boots, gloves and face mask.
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<p>Root Cause Analysis:</p>	<p>The evidence cited for the non-conformity has two components:</p> <p>The current risk register was not updated following an incident that occurred at the Tetere POM on the 2nd of March 2021. The incident has resulted in 67 lost work days. Furthermore following a second incident on the 16th of July 2020 the risk register was not updated for the Likelihood and Severity Score were not updated. The root cause of this relates to the GPPOL Safety Officer not following the established procedures. Further investigations identified that the root cause of this NC relates to the fact that the Standard Operational Procedure EMS 002 Identification of OHS Hazards and Risks did not specify under which circumstances the risk register has to be updated. As a result the risk register was not updated. After the investigations were complete the risk registers should have been reviewed to ensure that adequate control measures are put in place.</p> <p>The second aspect quoted as evidence for this non-conformity is GPPOL not providing facemasks to sprayers, despite the fact that various GPPOL documents refer to this requirement. The root cause of this is multiple:</p> <ul style="list-style-type: none"> • There is no legal requirement in PNG and the Solomon Islands to provide facemasks for sprayers; • The general approach in NBPOL is to provide respirators to those employees that handle concentrated chemicals, such as chemical mixers; • Employees handling diluted chemical mix are generally no provided facemasks because there are more effective, administrative control measures in place, such as: <ul style="list-style-type: none"> ○ Spraying should only take place below the knee level; ○ Spraying is not conducted if the wind could carry the spray mix onto the sprayers or areas that are protected from chemical application such as water bodies, buffer areas or HCV areas; • Our risk assessments concluded that providing face masks and glasses will actually increase the risk of chemical exposure due to the fact that the sprayers will adjust the mask and the glasses with their hands that is very likely to have some chemical mix on them; 												

	<ul style="list-style-type: none"> MSDSs of previous suppliers clearly differentiated between concentrated and diluted chemical handling and our practices were aligned; The MSDSs of the new supplier from Malaysia are of very poor quality and does not provide a clear direction on PPE use; Internal audits failed to identify this issue.
<p>Corrections:</p>	<p>GPPOL will revise the risk assessment in accordance with the report on the incidents that have been identified in the report. Update the risk register to include the other risks associated with the findings. Update the likelihood score to match the incident and the severity of its impact. Review the Incident report form and include the risk matrix section to capture any future incidents. All relevant employees will be provided with refresher training on how the handle this process.</p> <p>Furthermore the GPPOL ESH meetings will consider if risk registers are up to date following accidents.</p> <p>The GPPOL risk register will be updated and the need to provide facemasks for sprayers removed in line with our risk assessments. We are working with the supplier to develop a more precise MSDS that differentiates between concentrated and diluted application and recognises the administrative control measures we have implemented.</p> <p>Refresher training will be conducted to all relevant managers, chemical handlers and Sustainability staff involved in internal audits.</p>
<p>Corrective Actions:</p>	<p>An up to date risk register will be maintained and regularly reviewed. The GPPOL ESH meetings will consider the need for reviewing the risk register after accidents.</p> <p>The procedure (EMS 002 Identification of OHS Hazards and Risk Procedure has been revised and updated to include the specific details on any incidents a risk assessment must be done during investigation and update the risk register after assessment.</p> <p>Internal audits to check on the implementation of the proposed actions.</p>
<p>Assessment Conclusion:</p>	<p>Evidence verified:</p> <ol style="list-style-type: none"> The revised risk assessment in accordance with the report on the incidents that have been identified in the report The updated risk register which the other risks associated with the findings have been included The updated likelihood score that shows the incident and the severity of its impact are matched EMS 002 Identification of OHS Hazards and Risk Procedure has been revised and updated where the specific details on any incidents a risk assessment must be done during investigation and update the risk register after assessment have been included. The updated GPPOL risk register year 2021 that shows the need to provide facemasks for sprayers has been removed in line with the risk assessments, dated 03/2021 Evidence that shows GPPOL have worked with the supplier to develop a more precise MSDS that differentiates between concentrated and diluted

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	<p>application and recognises the administrative control measures you have implemented</p> <p>7) Evidence that shows the Incident Report Form has been reviewed</p> <p>8) Records that show refresher training has been conducted on 04/03/2021 to all relevant managers, chemical handlers in Tetere Estate, including Sustainability staff involved in internal audits</p> <p>9) The internal audits report that shows the checking on the implementation of the proposed actions</p> <p>The evidence of correction and corrective actions were found to be adequate to close the major NCR. Continuous effective implementation of the corrective actions shall be verified in the next assessment.</p>
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NCR Ref #	2014309-202101-M3	Clause & Category (Critical / Minor)	6.2.2 (Critical)
Date Issued	05/02/2021	Due Date	06/05/2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	30/04/2021
Statement of Nonconformity:	<ul style="list-style-type: none"> - The employment contracts and related documents has no detailing conditions of employment related to sick leave entitlements. - The casual employment contract of a sample worker was ended its operative period. 		
Requirement Reference:	<p>Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed, including work done by family members.</p> <p>Family members who work must be employed to ensure that they have access to those benefits. Notwithstanding that, young children may assist their parents on Smallholder blocks provided it does not interfere with their schooling, their physical and emotional development and they are under the direct supervision of their parents.</p>		
Objective Evidence:	<p>Referring to the documented Non-Executive Staff Service Contract and Casual Employment Contract for sample workers as following:</p> <p>Tetere Palm Oil Mill:</p> <ol style="list-style-type: none"> 1) Ishmael Pango; Employee ID # TM417; Designation: Laboratory; Date joined: 23/7/2009 2) Juliet Rukale; Employee ID # TM1001; Designation: General Worker; Date joined: 27/7/2015 3) John Tarakamana; Employee ID # TM1665; Designation: Pond Attendant; Date joined: 1/5/2017 4) George Sam; Employee ID # TM9109; Designation: Shift Labour; Date joined: 23/4/2020 5) Nancy Teku; Employee ID # TM9034; Designation: Upkeep Attendant; Date joined: 20/2/2018 		

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	<p>6) Eddie Daiwo; Employee ID # TM9022; Designation: Workshop Labour; Date joined: 18/1/2018</p> <p>7) Margaret Kemea; Employee ID # SI285; Designation: General Worker; Date joined: 23/5/2005</p> <p>8) Elliot Toloa; Employee ID # TM315; Designation: General Worker; Date joined: 9/10/2008</p> <p>9) Silverio Rupai; Employee ID # TM9118; Designation: Shift Labour; Date joined: 3/6/2020</p> <p>Mbalisuna Estate:</p> <p>1) Gordon Tamou; Employee ID # MB5921; Designation: Harvester; Date joined: 9/1/2017</p> <p>2) Gladys Bigha; Employee ID # SI7363; Designation: General Worker; Date joined: 11/8/2008</p> <p>3) Wale Pepetua; Employee ID # MB4621; Designation: Haus Meri / Housekeeper; Date joined: 21/2/2014</p> <p>4) Calson Tahi; Employee ID # MB18476; Designation: Wheeler; Date joined: 11/3/2020</p> <p>5) Edwin Mane; Employee ID # MB1768; Designation: Harvester; Date joined: 12/6/2017</p> <p>6) Rose Ngelea; Employee ID # MB1620; Designation: Field Worker; Date joined: 29/3/2017</p> <p>7) Rose Mary Kase; Employee ID # MB18326; Designation: Gardener; Date joined: 1/3/2019</p> <p>8) Nicholas Menapi; Employee ID # MB1512; Designation: Sprayer; Date joined: 20/2/2017</p> <p>9) Jolyn Yodu; Employee ID # MB18480; Designation: Sprayer; Date joined: 18/3/2020</p> <p>10) Philistus Lawii; Employee ID # MB18073; Designation: Loose Fruit Collector; Date joined: 14/3/2018</p> <p>11) Noelyn Ata; Employee ID # MB18660; Designation: Loose Fruit Collector; Date joined: 19/11/2020</p> <p>12) Banabas Medate; Employee ID # MB1544; Designation: Weeding; Date joined: 9/3/2017</p> <p>Ngalimbiu Estate:</p> <p>1) Steward Gida; Employee ID # NG2987; Designation: Tractor Driver; Date joined: 5/1/2009</p> <p>2) Mondy Levi; Employee ID # NG1482; Designation: Boss Boi; Date joined: 3/3/2017</p> <p>3) Max Mwebu; Employee ID # NG18882; Designation: Field Worker; Date joined: 27/7/2018</p> <p>4) William Maneali; Employee ID # NG18922; Designation: Field Worker; Date joined: 16/1/2019</p> <p>5) Fred Meva; Employee ID # NG8182; Designation: Field Worker; Date joined: 7/12/2016</p> <p>6) Victoria Ikabu; Employee ID # NG18941; Designation: Field Worker; Date joined: 13/3/2019</p>
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- 7) Naomi Oveti; Employee ID # NG18801; Designation: Field Worker; Date joined: 26/2/2018
- 8) Lillian Nieke; Employee ID # NG8260; Designation: Field Worker; Date joined: 8/2/2017
- 9) Alice Tonu; Employee ID # NG7938; Designation: Sprayer; Date joined: 27/11/2015
- 10) Casper Maemae; Employee ID # NG7959; Designation: Field Recorder; Date joined: 7/1/2016
- 11) Marcus Lolo; Employee ID # SI861; Designation: Handyman; Date joined: 20/9/2005
- 12) Veronica Valuku; Employee ID # NG7442; Designation: Loose Fruit Collector; Date joined: 1/4/2014
- 13) Wilson Meikabu; Employee ID # NG4321; Designation: Harvester; Date joined: 26/6/2006
- 14) Norman Palmer; Employee ID # NG18747; Designation: Harvester; Date joined: 16/10/2017
- 15) Susan Sobu; Employee ID # NG6830; Designation: Upkeep; Date joined: 25/10/2012

Tetere Estate:

- 1) Susan Boboli; Employee ID # TT18029; Designation: Sprayer; Date joined: 18/1/2018
- 2) James Melago; Employee ID # TT18180; Designation: Field Worker; Date joined: 23/5/2018
- 3) Serah Pamu; Employee ID # TE530; Designation: Cleaner; Date joined: 17/8/2010
- 4) Edison Ura; Employee ID # TE1310; Designation: Harvester; Date joined: 6/3/2012
- 5) George Wolo; Employee ID # TT591; Designation: Harvester; Date joined: 7/9/2016
- 6) Daina Inapla; Employee ID # SI7052; Designation: Loose Fruit Collector; Date joined: 2/6/2008
- 7) Andrew Tovu; Employee ID # TT1677; Designation: Tractor Crew; Date joined: 10/5/2017
- 8) Moffat Moali; Employee ID # TE1857; Designation: Harvester; Date joined: 12/2/2014
- 9) Don Talu; Employee ID # SI3640; Designation: Field Worker; Date joined: 26/4/2006
- 10) Monica Taunga; Employee ID # SI5093; Designation: Weeding; Date joined: 22/1/2007
- 11) Margaret Ngakia; Employee ID # TT8902; Designation: Harvester; Date joined: 21/7/2017
- 12) Anna Penei; Employee ID # TT332; Designation: Sprayer; Date joined: 9/11/2015
- 13) Batholomew Bania; Employee ID # TE1619; Designation: Gardener; Date joined: 14/11/2012
- 14) Judith Ukural; Employee ID # TT601; Designation: Gardener; Date joined: 14/9/2016

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	<p>15) Robert Koete; Employee ID # TT18489; Designation: Field Worker; Date joined: 10/8/2020</p> <p>These Non-Executive Staff Service Contract and Casual Employment Contract documents together with some available GPPOL Estate Employment Form and Plantation Employee Induction Check List has no detailing conditions of employment related to sick leave entitlements although newer Non-Executive Staff Service Contract Template Version Feb2019 included with a statement that The Employee is covered under the Labour Act (Cap 73) and other related legislation of Solomon Islands that may not be specifically stated in this Contract.</p> <p>This was not in compliance with national legal requirements of Labour Act Chapter 73 of following:</p> <p>THE HOLIDAYS, SICK LEAVE AND PASSAGES RULES; (Section 80); LN 19/1982; [26th March 1982]</p> <p>7. - (1) Subject to paragraph (2) of this rule, a worker who-</p> <p>(a) has been continuously employed in an undertaking for a minimum of 26 weeks; and</p> <p>(b) is absent from work because of sickness, shall be entitled to be paid by his employer during such absence from work for such period or periods not being more than 22 working days in any calendar year as may be certified to be necessary by a medical practitioner.</p> <p>Furthermore, during the interview sessions with sampled workers, there were misleading information received by the workers' on the entitlement of sick leave where their supervisors told them it was reduced to 5 days only and if they absent due to sick for more than 5 days, they won't get paid. Although there were briefing conducted on the awareness of workers entitlement at 21 days/year for sick leave was conducted as per sample records of Muster Chit; Dated 12/2/2020 by the management of Tetere Estate, however the understanding among the workers was found not adequate since no specific measures or methods available to assess the effectiveness of the awareness training given.</p> <p>For the Casual Employment Contract made on 3/6/2020 between GPPOL and Siverio Rupai (Employee ID # TM9118); Shift Labour of Tetere Palm Oil Mill which deemed to operate from 3/6/2020 and shall continue till 3/12/2020, it was found that it was ended. The contract specified that it is not subject to a probationary period and further employment at the end of six months' is at the company's discretion.</p> <p>However, as of the date of the audit when the worker been interviewed, he still doesn't receive any new contract and not been informed on the status of his current employment and its terms and conditions although he still received his fortnight pay.</p>
<p>Root Cause Analysis:</p>	<p>The non-conformity has two components:</p> <p>The first element found was the number of sick leave days that was not included in the individual contract but has always been referred to in the GPPOL Regulation and Policy Handbook.</p>

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	<p>However the interviews have indicated some confusion among our employees with regards to the duration of paid sick leave and as such GPPOL has decided to accept the finding and provide more clarity.</p> <p>Further aspects that have been identified as contributing factor relates to the legal register not specifically identifying specific legal requirements applicable to GPPOL. While the register has identified the applicable laws and regulations the actual requirements were not extracted.</p> <p>The second element of the NC relates to a casual employee whose contract has expired in December 2020 and the contract was not renewed. After 6 months of casual employment, if the employment continues, employees become permanent employees. The lapse in the contract is an administrative oversight. Further investigations concluded that this was an isolated case and simply an administrative error. The employee in question has been paid and his benefits were aligned with permanent employees despite the fact that his contract has not been renewed. While his contract was not renewed his actual employment conditions are as per company policy for permanent workers. Furthermore we note that he has not raised a query in his employment status with the management.</p>
Corrections:	<p>The Employment Contract will also be amended to capture other legal requirements that is not stipulated in the contract, including the number of sick days. A memo will be posted on all notice boards indicating the number of paid sick days and this will be covered in the morning musters. For existing contracts the Human Resource Manager will draft a cover letter detailing the updates to the contract template.</p> <p>Mr. Rupai will be issued with a new contract and GPPOL will review its employee database to identify other possible cases and corrections will be made.</p>
Corrective Actions:	<p>Furthermore the contract template will be reviewed to include other aspects that were not specifically stated in the contract for new employees moving forward. Also this issue will be covered in trainings for the clerks.</p>
Assessment Conclusion:	<p>Evidence verified:</p> <ol style="list-style-type: none"> 1) The amended Employment Contract that shows other legal requirements that is not stipulated in the contract, including the number of sick days, have been captured 2) memo has been posted on all notice boards indicating the number of paid sick days and covered in the morning musters 3) cover letter drafted by the Human Resource Manager that details the updates to the contract template 4) A copy of the new contract for Mr. Rupai 5) Training material that shows the issue about employment contract has been covered in training for the clerks and the training record is dated 18/3/2021 <p>The evidence of correction and corrective actions were found to be adequate to close the major NCR. Continuous effective implementation of the corrective actions shall be verified in the next assessment.</p>

NCR Ref #	2014309-202101-M4	Clause & Category (Critical / Minor)	6.2.4 (Critical)
Date Issued	05/02/2021	Due Date	06/05/2021

Closed (Yes / No)	Yes	Date of nonconformity Closure	30/04/2021
Statement of Nonconformity:	Provision of housing facilities not adequately according to national standards or above for workers in the mill and estate compound.		
Requirement Reference:	The Company provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure. Smallholders may live in houses of traditional materials or other accommodation of their choosing.		
Objective Evidence:	<p>Visit to the workers housing compound for house samples as following:</p> <ul style="list-style-type: none"> - Mbalisuna Estate Compound: House # QLQ1, QLQ2, QLQ3, QLQ4 & QLQ14 - Tetere Mill & Estate Compound: House # QLQ54 & QLQ60 - Ngalimbiu Estate Compound: House # QLQ8 <p>It was found that the workers slept on their own-purchased mattress with no bedframe on the concrete house flooring. This was not in compliance with national legal requirements of Labour Act Chapter 73 of following: LABOUR (HOUSING STANDARDS) RULES; (Section 80); LN 114/1970; Act 1 of 1981; [1st January 1971] Provisions of beds 11.-(1) In sleeping accommodation with earthen, concrete, coral or stone flooring, a raised bed shall be provided for each occupant: Provided that single bunks may be supplied instead of beds of fitted in not more than two tiers.</p>		
Root Cause Analysis:	After consideration of the requirement and consulting others with experience of the provision of raised beds at other sites, the raised beds is not considered to be a priority, nor has it been a topic of concern from our employees. Employees prefer to sleep on sleeping mats, or small mattresses that can be folded and put away during the times they are not in use. In line with the requirements outlined in the labour act we have taken the decision to seek for an exemption from having to comply with the requirement on providing raised beds. The request for exemption has been submitted on the 10th of February 2021.		
Corrections:	An exemption was obtained in March 2021. The letter is attached. GPOL will continue to invest in improving housing conditions for its employees.		
Corrective Actions:	Implementation of the housing improvement plan as presented during the audit.		
Assessment Conclusion:	<p>Evidence verified:</p> <ol style="list-style-type: none"> 1) A letter from the Commissioner of Labour, Solomon Islands Ministry of Commerce Industries dated 30/03/2021 [ref.: L1/2] that shows GPOL has been granted an exemption from meeting the Labour (Housing Standards) Rules LN 114/1970 for 2 years 2) Efforts of upgrading the wet area was seen during the site visit at Ngalimbiu labour quarters. 		

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	The evidence of correction and corrective actions were found to be adequate to close the major NCR. Continuous effective implementation of the corrective actions shall be verified in the next assessment.
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NCR Ref #	2014309-202101-N2	Clause & Category (Critical / Minor)	3.3.2 (Minor)
Date Issued	05/02/2021	Due Date	Next assessment
Closed (Yes / No)	No	Date of nonconformity Closure	Open
Statement of Nonconformity:	Procedures were not implemented adequately.		
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place.		
Objective Evidence:	<p>1) Operational Safety Management Plan Plantations; 6. GPPOL Safety Plan – All Sites; 6.10; Plant and Machinery; i. Operation; No riding on plant vehicle unless in a seat designated for such. Interview with the fertilizer applicators at Mbalisuna Estate indicated that workers do travel to the field for Manuring work by sitting on the Fertilizer that has been stacked on the trailer. Interview with chemical sprayers from Ngalmibiu Estate and Tetera Estate indicated that the workers travel to the field in the same trailer with the chemical containers where they sit on the chemical containers that has been arranged on the trailer.</p> <p>2) LTA Report for a worker, Francis Tengake whom incurred an injury on 29th July 2020 stated 'Lost Days Work' due to fracture & dislocation of 1 day. Further verification indicated that the worker was on medical leave for an additional of 28 days which was not captured in the LTA. The handling of this incident was not in accordance with the Work-Related Injury Flowchart and GPPOL EMS-025 Incident Reporting Procedure.</p> <p>Further discussion with the management confirms that there was a breakdown in the reporting in accordance with the 'Work Related Flow Chart' and breakdown in communication between the estate staff, medical staff and the worker to address the injury in accordance to the procedure. Since the management was unaware of the severity of the incident, the worker had been on annual leave after the initial 1-day Medical leave provided. Later, on an undisclosed date when the management were made aware of the workers condition, the "red form" and 'Incident Report Form' was generated and backdated to assist with the Workers Compensation Claims.</p>		
Root Cause Analysis:	The root cause of both of the aspects in quoted as evidence for the non-conformity relates to various employees not following the Injury reporting flow chart procedure. A detailed investigation by the SQM team concluded that the procedure is clear but employees not followed the reporting process. GPOL's conclusions is that this relates to the competency of the nurses and the focus will be on improving this aspect.		
Corrections:	A memo will be issued to all estates to ensure that transportation of employees is done in line with the SOPs. The refresher training will be conducted by the Sustainability Department to all relevant managers explaining the requirement		

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	and the rationale behind it. This requirement will be also captured in the Operational Management Plan Plantations. For the LTI case not properly reported an investigation will be conducted and based on the conclusion corrective actions implemented.
Corrective Actions:	Implementation of SOPs and monitoring through internal audits. Internal audits are the main avenue to monitor compliance with the requirements. Furthermore handling of LTI cases will be reviewed periodically in the GPOL safety meetings.
Assessment Conclusion:	The correction and corrective action were accepted. The evidence of effective implementation of the corrective action shall be verified in the next assessment visit.

NCR Ref #	2014309-202101-N3	Clause & Category (Critical / Minor)	4.2.2 (Minor)
Date Issued	05/02/2021	Due Date	Next assessment
Closed (Yes / No)	No	Date of nonconformity Closure	Open
Statement of Nonconformity:	Procedures in place to ensure that the system for dealing with complaints and grievances was not adequately understood by the affected parties, including by illiterate parties.		
Requirement Reference:	Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.		
Objective Evidence:	Despite a sample records (Attendance Register; GPPOL SMS FRM ESH001) provided for training of Grievance Procedure Awareness conducted on 6/7/2020, the understanding among the sample of 41 workers from both mill and estates consulted was found not adequate since no specific measures or methods to assess the effectiveness of the awareness available for the training given. Furthermore, during consultation with workers in all operating units, most of them said they don't know how and where to get the complaint form and some workers said they don't know how to write and just go to office to talk his grievance with the office personnel, but they don't really write it for him. Hence, when asked on any matters they want to share, they poured all their grievances mostly on issues related to pay, leave, housing conditions during the consultation sessions conducted.		
Root Cause Analysis:	The follow up to assess the quality of the awareness conducted on the GPPOL Grievance Procedure was inadequate to correctly measure the effectiveness and understanding of the procedure.		
Corrections:	<ul style="list-style-type: none"> a) Awareness on the GPPOL Grievance Procedure to all employees during morning musters. b) Training to be conducted on reporting and registering of grievances for estates/departments. c) Awareness on the Grievance Procedure to be carried to all employees by the Social Committee at each Estates. 		
Corrective Actions:	Continue with the implementation of grievance handling and awareness as programmed. Conduct follow up sessions with samples of employees as per the GPPOL attendance register to establish that the awareness objectives have been achieved.		

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Assessment Conclusion:	The correction and corrective action were accepted. The evidence of effective implementation of the corrective action shall be verified in the next assessment visit.
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Opportunity for Improvements	
OFI #	Description
	Nil

Positive Findings	
PF #	Description
PF 1	Good cooperation from the management team in the assessment activity.
PF 2	Retrieval of relevant documents was efficient.
PF 3	High interest was shown by the sampled associate smallholders in implementing the RSPO Standard requirements.
PF 4	<p>New GPPOL sanctuary for the Santa Cruz Ground Dove The Santa Cruz Ground Dove (<i>Alopecoenas sanctaecrucis</i>) was once common in eastern Melanesia, but has been heavily impacted by invasive pests such as rats, cats and feral pigs. The last known wild population, totalling perhaps 300 birds, is confined to the wooded slopes of the tiny island of Tinakula in Temotu Province, Solomon Islands. Consequently, the species is considered to be at serious risk of extinction. However, there is still hope that the Santa Cruz Ground Dove can be saved. In November 2017, 110 doves, poached from Tinakula and destined to be sold to wealthy collectors in the Middle East, were intercepted by a team of conservationists working in collaboration with the Solomon Islands Ministry of Environment and led by Joe Wood, a Conservation Biologist employed by Toledo Zoo (in Ohio, United States). While these birds were successfully rehabilitated, they could not be returned to Tinakula because of a volcanic eruption which destroyed much of the forest on the island. Instead, the birds were housed at an improvised facility in Honiara. 60 were subsequently sent to Wildlife Reserves Singapore as the nucleus of an 'assurance population', while the rest remained in temporary aviaries on the outskirts of the Capital. Despite their somewhat basic accommodation, there has been some breeding from this group, with nine chicks successfully raised to date. Nevertheless, there was obviously an urgent need to build in-country capacity for the conservation of threatened endemic species. In 2020, NBPOL entered into a partnership with Toledo Zoo to build and run a conservation breeding centre for Santa Cruz Ground Doves. GPPOL has donated an area of land in Teterere on which to construct the facility and will provide basic amenities and other in-kind support for the project. The Zoo has committed to financing the construction and upkeep of the facility as well as recruiting and training a team of animal keepers. In March 2020, construction began on the new breeding centre. Although building work was hampered by the impacts of the COVID-19 pandemic, the first phase is now complete, and we aim to transfer the birds to their new home by May 2021. The long-term plan is to use captive-bred birds for reintroduction, establishing additional populations once islands within their historic range have been cleared of invasive predators.</p>

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1744595-201902-N1	Clause & Category (Major / Minor)	5.1.3 (Minor)
Date Issued	01/03/2019	Due Date	05/02/2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	05/02/2021
Statement of Nonconformity:	Monitoring protocol used to monitor the effectiveness of the mitigation measures was not consistently demonstrated.		
Requirement Reference:	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts		
Objective Evidence:	i) Monitoring of buffer zone at mature area (2016 planting) near Mbalasuna river, location: water sampling point WM08 - no effective monitoring protocol used and the current procedure and checklist is developed only for immature area @ replant. ii) Discharge of rinsed water from premix activity - as per current practice, rinsed water from premix is connected to soak away sump/filter before discharge. According to MSDS, discharge to waterway is not allowed and yet no evidence to show that soak away sump/filter is effective to mitigate the risk of water pollution.		
Root Cause Analysis:	1. All current establishment of buffer zones around existing water ways were focused on replanting areas. Previously planted areas (now mature areas) did not have buffer zones established. Practice however is standard to not apply chemicals towards a watercourse depending on its width size. 2. All chemical mixing soak pits are designed to utilize natural filtration. Dilution is expected to occur in the process to the soak pits and as per practice, no high concentration of chemicals used is flushed down the waste water system		
Corrections:	1. Revised Buffer monitoring SOP to include mature planted areas next to streams to have buffer zone demarcations. Buffer zone maintenance and monitoring practices will be implemented at concern areas as practiced for replanted areas where applicable. Relevant best practices set in the SOP for mature palm zones. Also revise and include concerned best practice for mature palm areas in related SOP's for ESH and Plantation. Locations identified on survey done on the 08th March 2019 – a. Mbalisuna - Block DA0100, DA0610 and DA0620 b. Tetere 1 - Blocks CA0740 and CA0770 2. Four additional water sampling locations will be mandated for the relevant chemical parameter tests done per GPPOL Water Management Plan relatively near or at closest water proximity to any of the existing GPPOL mixing chemical sheds. Added location sample results will verify any high exposure for chemicals to the surrounding ecosystem.		
Corrective Actions:	1. Include inspections of the mature demarcated buffer areas in the established monthly inspection and quarterly audit checks practiced for all palm blocks/areas adjacent to a watercourse.		

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	<p>Revised SOP's - GPPOL SOP ESH-007 Buffer Zone Demarcation and Maintenance. - Other related SOP's associated with chemical application in the field are revised accordingly. All changes and best practices will be in reference to RSPO Document Code: RSPO-GUI-T03-003 V1.0 ENG. "BUFFER ZONE" signs put up on all identified locations on the 13th March 2019.</p> <p>2) GPPOL Water Management Plan revised. First test at added locations to be done in Quarter 1 of 2019 with other usual required locations. This is schedule at the end of March 2019. Locations added are: CM01 – Ngalimbiu, GPS Coordinates: 0626455° S: 8953478° E CM02 – Okea, GPS Coordinates: 0622482° S: 8955379° E CM03 – Mbalisuna, GPS Coordinates: 0637726° S: 8952140° E CM04 – Tetere, GPS Coordinates: 0633805° S: 8955348° E</p>
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next audit.
RA2 Verification	<p>Evidence verified:</p> <p>1) Revisits at the concerned blocks at Mbalisuna and Tetere estates showed that the buffer zones were clearly demarcated. The monitoring was found to be in-line with the newly revised Buffer Zones SOP (GPPOL SOP ESH-007). There was no signs of chemical application within the zones.</p> <p>2) Based on the water sampling analysis results, for the four newly added sampling points, there was no signs of pollutants are present.</p> <p>The evidence was found to be adequate to close the minor NCR. The continuous effective implementation of the corrective action shall be verified in the next assessment.</p>

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Opportunity for Improvement	
OFI#	Description
1744595-201902-I1	<p>Indicator 6.6.2 Minutes of meetings with main trade unions or workers representatives shall be documented. Details: GPPOL shall retained a copy of the meeting minutes that was held with GPPOWA.</p> <p><u>RA2 Verification:</u> Minutes of meeting available as per sample sighted as following:</p> <ul style="list-style-type: none"> - Guadalcanal Plains Palm Oil Workers’ Association (GPPOWA) Executive Committee Meeting; Date: 15/6/2020; Venue: Company Head Office Board Room - Guadalcanal Plains Palm Oil Workers’ Association (GPPOWA) Executive Committee Meeting; Date: 18/5/2020; Venue: Company Head Office Board Room <p>Interview with the committee members of the association confirmed that they were freely elected by the workers and the election process not been interfered by company management.</p>
1744595-201902-I2	<p>Indicator 6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p> <p>Details: During the smallholder interview, the smallholder had concern regarding the strategic location of the price publication. The smallholders will have challenges to know the price if they did not visit the smallholder office or unable to telephone the GPPOL smallholder office. The price list shall also be published at several strategic locations.</p> <p><u>RA2 Verification:</u> The current and previous list of FFB price for smallholders are publicly showed in front of the mill office. During the video site tour via the facilitator, it was confirmed that the FFB price is made available.</p>
1744595-201902-I3	<p>Indicator 4.1.1 Standard Operating Procedures (SOPs) for estates and mills shall be documented.</p> <p>Details: Documentation records and retention required by the company procedures at operating sites shall improve.</p> <p><u>RA2 Verification:</u> All the sampled records were made available during the assessment and retention of the documents found to be well maintained.</p>
1744595-201902-I4	<p>Indicator 6.5.3 Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>Details:</p>

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According to the Compound Upkeep Practices (NBPOL-EMP-MG14) the inspection shall be conducted monthly using PF29. However the documentation of PF29 is not consistent implemented and documented which links to inconsistent documentation of EMS013.

RA2 Verification:

Visit to the workers housing compound for house samples as following:

- Mbalisuna Estate Compound: House # QLQ1, QLQ2, QLQ3, QLQ4 & QLQ14
- Tetere Mill & Estate Compound: House # QLQ54 & QLQ60
- Ngalimbiu Estate Compound: House # QLQ8

It was found that the workers slept on their own-purchased mattress with no bedframe on the concrete house flooring. This was not in compliance with national legal requirements of Labour Act Chapter 73 of following:

LABOUR (HOUSING STANDARDS) RULES; (Section 80); LN 114/1970; Act 1 of 1981; [1st January 1971]

Provisions of beds

11.-(1) In sleeping accommodation with earthen, concrete, coral or stone flooring, a raised bed shall be provided for each occupant:

Provided that single bunks may be supplied instead of beds of fitted in not more than two tiers.

This indicated that the provision of housing facilities not adequately according to national standards or above for workers in the mill and estate compound.

Hence a noncompliance has been raised on the matter.

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
Non Conformity Number 1	Minor	4.7.2	21/01/2016	Closed on 19/1/2017
Non Conformity Number 1	Minor	4.8.2	21/01/2016	Closed on 19/1/2017
1430457-201701-M1	Major	6.5.1	19/01/2017	Closed on 17/02/2017
1430457-201701-N1	Minor	4.7.3	19/01/2017	Closed on 22/2/2018
1430457-201701-N2	Minor	4.7.5	19/01/2017	Closed on 22/2/2018
1430457-201701-N3	Minor	5.6.3	19/01/2017	Closed on 24/1/2017
1590313-201802-N1	Minor	4.1.2	22/02/2018	Closed on 01/03/2019
1590313-201802-N2	Minor	4.1.3	22/02/2018	Closed on 01/03/2019
1744595-201902-N1	Minor	5.1.3	01/03/2019	Closed on 05/02/2021
RSPO P&G and SI NI 2019				
2014309-202101-M2	Critical	3.6.1	05/02/2021	Closed on 30/04/2021
2014309-202101-M3	Critical	6.2.2	05/02/2021	Closed on 30/04/2021
2014309-202101-M4	Critical	6.2.4	05/02/2021	Closed on 30/04/2021
2014309-202101-N2	Minor	3.3.2	05/02/2021	Open
2014309-202101-N3	Minor	4.2.2	05/02/2021	Open

3.5 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone (Whatsapp) to arrange meetings at a location convenient to them to discuss Guadalcanal Plains Oil Ltd - Tetera Palm Oil Mill 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	
Internal Stakeholders <ul style="list-style-type: none"> - Workers’ representatives - Women committee representative 	Union/Contractors/Communities <ul style="list-style-type: none"> - Vendors - Land-owners Association - Smallholders representative - Local school representatives
Government Departments <ul style="list-style-type: none"> - Solomon Island Honiara State Authorities (Environmental) 	NGO Nil

Stakeholders comment	
1	Feedbacks: Mill & Estates vendor: No issue in contractual works and supplied spare parts pricing and payment. Has long business relationship with company for more than 10 years.
	Management Responses: Positive comments noted.
	Audit Team Findings: No further issue.
2	Feedbacks: Land-owners association: No issue in relationship with GPPOL. Would like to know further if there’s any potential addition to existing lists of landowners. Few local landowners willing to cooperate with company.
	Management Responses: Current land use sufficient and company will consider when its necessary to increase current capacity.
	Audit Team Findings:

	No further issue.
3	<p>Feedbacks: Mill & Estate workers’ representatives: Most of workers felt dissatisfied with housing conditions. Some already made complaints but no actions from company. Some workers don’t even know how or whom to report to in case of complaints. However, it is agreed among the workers that the housing allocation will be base on occupancy where workers with family members living in to get own house while bachelor to share the house.</p> <p>Management Responses: Company has system to receive complaint through complaint forms and if it is related to housing repair request, a logbook also in use. It is understood that current housing conditions has been quite old. Company already has plan to construct new houses for workers in stages. However, any repair request will be attended immediately unless not reported.</p> <p>Audit Team Findings: Verification of housing repair request records shown few requests made by workers been completed by management within short period, depends on availability of parts need to be replace if any. Sighted also few complaints been signed by complainants to acknowledge repair work completed within agreed time. However, visit to the housing area found that some house conditions indeed quite poor and in general not fully in compliance with the Solomon Island housing standard requirements. Hence, a Critical Noncompliance has been raised on the matter under indicator 6.2.4. Furthermore, during consultation with workers in all operating units, most of them said they don’t know how and where to get the complaint form and some workers said they don’t know how to write and just go to office to talk his grievance with the office personnel, but they don’t really write it for him. Hence, when asked on any matters they want to share, they poured all their grievances mostly on issues related to pay, leave, housing conditions during the consultation sessions conducted. Hence, another Critical Noncompliance has been raised on the matter under indicator 4.2.2.</p>
4	<p>Feedbacks: Gender (women) committee representatives: No issue of sexual harassments reported since last audit. Previous issue happened about 4 years ago was resolved satisfactorily among the victim, committee member and company’s management representative. A recent domestic violence issue was reported to the gender committee members which was also resolved satisfactorily among the victim, violence actor, committee member and company’s management representative.</p> <p>Management Responses: Company do not tolerate issue related to work sexual harassment and violence including domestic violence if necessary. Fair judgement and discretion will be implemented on both victim and the accused.</p> <p>Audit Team Findings: No further issue.</p>
5	<p>Feedbacks: Smallholders representatives: No issue among smallholders’ group members being certified with the company related to pricing and payments of FFB supplied. Company quite helpful in the members farm through their representatives (GPPOL Smallholder Manager).</p> <p>Management Responses: Positive comments noted.</p> <p>Audit Team Findings:</p>

	No further issue.
6	<p>Feedbacks: Local school representatives: No negative issue from company’s mill and estate operations. Company very helpful in assisting school programs and contributes a lot in school operations too.</p>
	<p>Management Responses: Positive comments noted.</p>
	<p>Audit Team Findings: No further issue.</p>
7	<p>Feedbacks: Solomon Island Honiara State Authorities (Environmental): So far, no issue of legal noncompliance conducted by GPPOL mill and estates. Prior to COVID-19 pandemic, visits by environmental authority officer can be conducted at least once a month. However, due to the pandemic and restrictive movement enforced by the government, the last visit conducted in early (January) 2020 was not yet completed to investigate a complaint received from local villagers whom accusing GPPOL (Tetere) Mill polluting the river in the village. This will be resume upon relief of movement restriction by the government.</p>
	<p>Management Responses: GPPOL has been in long relationship with the environmental authority of Solomon Island and indeed assist the government in some of the legal aspects related to environmental. GPPOL never received any complaints related to the accusation so far however will investigate on the matter further.</p>
	<p>Audit Team Findings: The issue will be followed-up during next assessment.</p>

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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
NA					
<p>Note: Guadalcanal Plains Oil Ltd acquired the land from Tetere from Solomon Islands Limited in 2005. Before the acquisition, the land was already an oil palm plantation. As at to-date, the estates are entering the second cycle of planting.</p>					


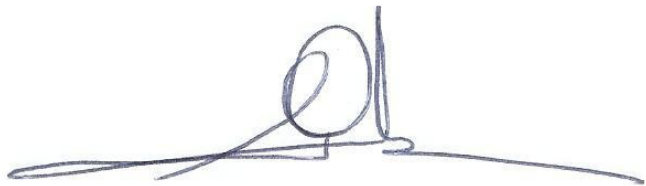
Previous land owner / user comment – Not applicable	
	Feedbacks:
	Management Responses:
	Audit Team Findings:

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.

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that Guadalcanal Plains Oil Ltd - Tetere Palm Oil Mill has complied with the RSPO Principle & Criteria PNG & SI NI 2019 (Revised 01 February 2020) for Sustainable Palm Oil 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 Guadalcanal Plains Oil Ltd - Tetere Palm Oil Mill is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
<p>Name: Valence Shem</p>	<p>Name: Craig Gibsone</p>
<p>Company Name: BSI Services Malaysia Sdn Bhd</p>	<p>Company Name: New Britain Palm Oil-Guadalcanal Plains</p>
<p>Title: Lead Auditor</p>	<p>Title: General Manager</p>
<p>Signature:</p> 	<p>Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p> 
<p>Date: 23/05/2021</p>	<p>Date: 25/05/2021</p>

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>(C) Management documents that are specified in the RSPO P&C are made publicly available.</p> <p>Smallholder Requirement: Organization that is managing the smallholders shall hold relevant documents and make available to interested parties on request.</p> <p>- Critical (Major) compliance -</p>	<p>Guadalcanal Plains Palm Oil Limited which operates under New Britain Palm Oil Ltd manages a large amount of information as part of its business. In order to comply to maintain transparency as per RSPO Criterion 1.2 the following documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environment or social outcomes (GPOL Publicly Available Documents, issue no 1, sustainability department date 12th November 2018).</p> <p>Office documentation:</p> <ul style="list-style-type: none"> - Land titles/user rights - Occupational health and safety plans (GPOL SMP 007 Plantations V11 dated 10/02/2020) - Plans and impact assessments relating to environmental and social impacts (Social & Environmental Impact Improvement Management Plan, Issue 9, date 12/02/2020). - HCV documentation - Pollution prevention and reduction plans - Details of complaints and grievances - Continuous improvement plans 	Complied

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		<ul style="list-style-type: none"> - Public summary of certification assessment report - Human Rights Policy - Summary report of contributions to community development <p>New Britain Palm Oil keeps and active website (www.nbpol.com.pg) on which the following documents are available:</p> <ul style="list-style-type: none"> - Sustainability - Sustainability Policies and Positions - Sustainability Structure - Sustainability Reports - Certification and Indices - Stakeholders consultations - NBPOL Foundation - Investors - Share information - Events and presentations - Investor regulatory news - Annual Reports <p>This list contains the most recent representation of information which can be made available at the request and at the discretion of General Manager. All other queries or request can be directed in writing to the Human Resource/Sustainability Managers.</p>	
1.1.2	<p>Documented Information is provided in English and accessible to relevant stakeholders. Explanatory information may be provided in writing or orally in Tok Pisin (PNG) or SI Pijin (Solomon Islands)</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information provided in appropriate languages and accessible to them.</p>	Complied

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1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <p>- Critical (Major) compliance -</p>	<p>Request and response records from internal & external stakeholders was recorded in Grievance & Issues Communication Recording Form Issue No 4 date 26/01/2019).</p> <p>Sighted below records:</p> <ul style="list-style-type: none"> - Information request on 04/12/2019: To have a site visit for study from the team consist of SPIZEP, University of Newcastle on the process of waste management of NBPOL. <p>Information request on 24/04/2019: Request from Japhet Besnald for the safety training materials from GPOL. However, the material issued as e-copy and not to be publicly used as private training material. He will need the approval from GPOL Management.</p>	Complied
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.</p> <p>- Critical (Major) compliance -</p>	<p>Documented procedures available i.e. Consultation and communication procedures: Environmental Procedure EMS 011 Communication, Issue No: 5, Date: 20th January 2020.</p> <p>Person in charge of consultation and communication evidence - under Environmental Procedure EMS 011 Communication, Issue No: 5, Date: 20th January 2020, the responsibility was divided to general manager, heads of department, sustainability manager, supervisors and all personnel.</p> <p>Stakeholder minutes of meeting, training to workers, briefing to contractors, etc.</p>	Complied
1.1.5	<p>There is a current list of contact and details of stakeholders and their nominated representatives.</p> <p>- Minor compliance -</p>	<p>The stakeholder list is available and updated detailing particulars of landowners, NGO, business houses and suppliers, government, etc.</p>	Complied
<p>Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.</p>			

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1.2.1	<p>A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts by the milling Company. The policy is extended to smallholders through extension services provided by the Company and Government. Smallholders are expected to apply the policy in their own dealings with others.</p> <p>Smallholder Requirement: Organization that is managing the smallholders required to have a written policy committing to a code of ethical conduct and integrity in all operations and transactions</p> <p>- Minor compliance -</p>	<p>The mill and estates within GPPOL implemented the NBPOL groups established NBPOL Business Ethics Policy; Last revised: 25 August 2011. The policy extended the implementation of policy to all its employees and stakeholders as per records of policy training to workers/ stakeholders/ contractors/ smallholders as following:</p> <ul style="list-style-type: none"> • COBC awareness attendance training on 14/11/2019 at Tetere Estate attended by construction team (9 attendees). • Code of Business Conduct date 01/02/2020 at Mbasulama attended by transporters, construction and IT team (16 attendees). • COBC Training date 24/04/2020 attended by workshop, clinic at Tetere Mill (7 attendees). • Code of Business Conduct date 23/04/2020 attended by internal staff at Tetere Mill (11 attendees) and (8 attendees). • COBC training date 25/04/2020 attended by Ngalimbiu staff (12 attendees) <p>For the smallholders, awareness on COBC was given mainly during field visit cum inspection.</p>	Complied
1.2.2	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <p>- Minor compliance -</p>	<p>Monitoring of compliance and implementation of the policy conducted by the management through daily operational activities as well as periodical including internal audit which was based on the Procedure EMS-023-Internal Audit.</p> <p>The latest internal audit was carried out on 21/12/2020.</p>	Complied
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			

<p>2.1.1</p>	<p>(C) The Unit of Certification complies with legal requirements Smallholder Requirement: Smallholders are to comply with all applicable PNG or Solomon Islands legal requirements. Organization that is managing the smallholders requires to monitor compliance during extension activities. Block inspection reports to provide evidence of compliance. - Critical (Major) compliance -</p>	<p>GPPOL maintained a Listing of Relevant Solomon Islands Legislation; Issue no: 1; Date: 15th January 2018 for all Relevant Solomon Island Legislation applicable to its operations. GPPOL subscribed and kept information of legal updates via Pacific Islands Legal Information Institute websites www.paclii.org. Sighted samples of GPPOL relevant permits and licenses as following:</p> <ul style="list-style-type: none"> - Guadalcanal Province Business and Hawker Licensing Ordinance 1985; Business License Certificate # 155786 - Honiara City Council Business License; Code BLI32 Palm Oil Storage # 021686 - Solomon Islands Commodities Export Marketing Authority License # POL:PROC:01/05 - Solomon Islands Environment and Conservation Division - Section 39(4) License To Discharge Waste Etc.; Form 8 <p>GPPOL Tetere Oil Mill demonstrates compliance towards applicable legal requirements by obtaining relevant legal permits as per sample sighted as following:</p> <ul style="list-style-type: none"> • Environmental permit Section 39(4)-License to Discharge Waste Etc. (Sewage Discharge in Mill Effluent Pond – Industrial); Form 8; Date: 2/1/2021 • Environmental permit Section 39(4)-License to Discharge Waste Etc. (Burning of Hydrocarbon Waste Oil – Industrial Emission); Form 8; Date: 2/1/2021 	<p>Complied</p>
<p>2.1.2</p>	<p>The milling Company has a documented system for ensuring legal compliance in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all</p>	<p>GPPOL Tetere Oil Mill established a Listing of Relevant Solomon Islands Legislation; Issue # 2; Date: 15/12/2021 to register all applicable legal requirements in its operation.</p>	<p>Complied</p>

	<p>contracted third parties, recruitment agencies, service providers and labour contractors.</p> <p>Smallholder Requirement:</p> <p>Organization that is managing the smallholders shall disseminate information on legal changes to smallholders.</p> <p>- Minor compliance -</p>	<p>Updates in legal requirements tracked through the established Legal Documents Update Procedure; SOP-SUS-007; Issue # 1; Date: 4/1/2021. It was noted that the procedure mainly involved Legal Officer to conduct monthly checks on online websites: www.paclii.org and www.parliament.gov.sb before updating the listing should there be any recent changes to Legislations.</p> <p>Information on legal was disseminated to the smallholders mainly during field visit cum inspection.</p>	
2.1.3	<p>For Company land, legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>For Smallholder land, boundaries have been defined by a registered surveyor and portion numbers allocated by the Surveyor General OR boundaries of Customary Land have been defined by traditional means and agreed between neighbours with common boundaries and other interested parties; AND there is no significant dispute over tenure.</p> <p>Smallholder allotment boundaries may be identified by traditional means provided that boundary locations are agree by all neighbouring parties that share common boundaries.</p> <p>Guidance: Significant disputes are those disputes currently before the Courts.</p> <p>Smallholders requirement:</p> <p>Smallholders, evidence of the "Right to use the land" will be demonstrated by compliance with the following:</p> <p>a) Land title or lease OR uncontested occupancy where</p> <ul style="list-style-type: none"> Boundaries have been defined by a registered surveyor and portion numbers allocated by the Surveyor General or boundaries have been 	<p>Based on the site visit at the boundaries of GPPOL and third parties, the boundary demarcation can be identified. Among the methods used were trenching and field roads. For these methods, the boundary marking was visible. In one of the visit samples, boundary pegs were planted by the government authority.</p> <p>For the smallholders, based on interview, their demarcation of lands is normally through mutual understanding without the need the have physical demarcation. In some cases, frond stacking or simple pegs would do just fine.</p>	Complied

	<p>defined by traditional means and agreed between neighbours with common boundaries and other interested parties;</p> <ul style="list-style-type: none"> • There is no significant dispute over tenure; • Smallholder allotments, boundaries may be identified by traditional means provided that boundary locations are agreed by all neighbouring parties that share common boundaries. <p>- Minor compliance -</p>		
<p>Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements</p>			
<p>2.2.1</p>	<p>A list of contracted parties is maintained. Contracted parties include parties with whom a formal documented contract is in place and Smallholders where the contract is implied through the Smallholder offering fruit for sale by placing it at the pick-up point and the Company accepting the Smallholders offer by collecting it. The price to be paid and other conditions of the transaction are communicated by the Company. Each Smallholder pick-up is a separate transaction.</p> <p>Guidance: The Company docket issued when small-holder fruit is collected is evidence of the contract for that transaction.</p> <p>- Minor compliance -</p>	<p>A list of contracted parties is maintained in an Excel Spreadsheet of GPPOL Stakeholders List which was last updated on 2/1/2021 registering stakeholder relevant to them among Landowners, NGOs, Business Houses & Supplies, Government Offices, Schools, Internal stakeholders and contractors. A detailed record of Contractor Directory also maintained for all contracted parties with GPPOL. Each contractor registered its company name and nature of business. Sighted the contracts written in Small Works Agreement Form; Form V2 together with Purchase Orders for sampled contract purchase from contractors as following:</p> <ul style="list-style-type: none"> - Eurolink Engineering Global Supplies; PO # 4502360545; Date: 1/6/2019 - Eurolink Engineering Global Supplies; PO # 4502403925; Date: 3/9/2019 <p>Agreements with all smallholder members were documented in the Smallholder Approval Form; Form 004; Issue # 0; Date: 21/10/2012 where the contract implied through the Smallholder offering fruit for sale by placing it at the pick-up point and GPPOL accepting the Smallholders offer by collecting it. Sighted sample agreements for</p>	<p>Complied</p>

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		<p>smallholder members from Central Zone, East Zone and West Zone respectively as following:</p> <ul style="list-style-type: none"> - Name: Gudi Tome; Member ID # 001-0140; Agreement date: 30/7/2015 - Name: Aloisio Manegaua; Member ID # 004-0015; Agreement date: 28/1/2010 - Name: Samuel Kuri; Member ID # 020-0002; Agreement date: 7/3/2014 <p>For each delivery of FFB, an FFB Receipt Docket was issued to smallholders as per sample sighted as following:</p> <ul style="list-style-type: none"> - Docket # 2047164; S/H: Phylistus Sute; Net weight: 2,189kg; Date: 4/5/2020 - Docket # 2047167; S/H: Micheal Tauve; Net weight: 7,063kg; Date: 4/5/2020 	
<p>2.2.2</p>	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by all parties to the contract.</p> <p>Guidance: Companies may have standard conditions of supply for Smallholders which include this requirement.</p> <p>- Minor compliance -</p>	<p>Sample contracts sighted as per indicator 2.2.1 above contained relevant clauses on meeting applicable legal requirements. Smallholder agreements contained standard conditions of FFB supply to GPPOL.</p>	<p>Complied</p>
<p>2.2.3</p>	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>Guidance: Companies may have standard conditions of supply for Smallholders which include this requirement.</p> <p>- Minor compliance -</p>	<p>Sample contracts sighted as per indicator 2.2.1 above contained clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection as well.</p>	<p>Complied</p>

Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.			
<p>2.3.1</p>	<p>(C) For all directly sourced FFB, the mill requires: Company plantations, this will be Division or Sub-division, for Smallholder fruit, this will be Smallholder name, Division or Sub- division. Proof of the ownership status or the right/claim to the land by the grower/smallholder. Milling Companies in PNG and the Solomon Islands may only source fruit from their own plantations and directly from Independent Smallholders in geographic proximity that are participants in the Unit of Certification of the applicable smallholder group. - Critical (Major) compliance -</p>	<p>GPPOL estates supplying FFB to Tetere Palm Oil Mill consist of Tetere Estate, Ngalmibiu Estate and Mbalisuna Estate. Smallholders members supplying FFB to Tetere Palm Oil Mill are divided into groups in West Zone, Central Zone, MBA East and MBE East Zones. All estates under GPPOL hold its respective land lease titles as per sample sighted as following: - Honiara Land Registry # 475/05; Parcel # 192-005-24; Date: 7/4/2010 - Honiara Land Registry # 474/05; Parcel # 192-006-25; Date: 18/7/2005 - Honiara Land Registry # 20/2006; Parcel # 192-008-101; Date: 8/3/2006 Individual smallholder members kept their land ownership document as GPPOL also leased the smallholders' land whom authorized the rights to GPPOL to operate their oil palm farm. Sighted sample of the Lease Register as following: - Parcel # 192-008-88; Lease date: 6/4/2005; Tenure: 50 years - Parcel # 192-003-6; Lease date: 8/4/2005; Tenure: 50 years - Parcel # 192-006-9; Lease date: 9/4/2005; Tenure: 50 years</p>	<p>Complied</p>
<p>2.3.2</p>	<p>No fruit is to be indirectly sourced through third party traders.</p>	<p>Evidence based on documented information and stakeholder consultation, no uncertified FFB suppliers other than GPPOL's own estates & certified smallholders only supply FFB to Tetere POM.</p>	<p>Complied</p>
<p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>			

Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	<p>(C) A business or management plan (minimum three years) is documented by the Milling Company that includes the projected contribution of fruit supplied by Smallholders that are within the Unit of Certification.</p> <p>- Critical (Major) compliance -</p>	<p>Tetere POM and supply bases have established and implemented its commitment to long term sustainability and improvements through a capital expenditure programme. Budget and 5 years' management plan (projections 2021 - 2026) in the GPP 5 Year Crop & Mill Budget was verified during the audit. The budget details the company's planned OPEX, CAPEX, FFB tonnages, products extractions and individual estate planting as well as yield data. Tetere Palm Oil Mill and supply bases have made progress towards achieving their performance production targets for the current financial year. In the budget there was also projection of crop and cost per tonne CPO produced.</p>	Complied
3.1.2	<p>The Milling Companies develop an annual replanting programme for Company plantations projected for a minimum of five years with yearly review.</p> <p>Smallholder requirements: Organization that is managing the smallholders develop replanting program for smallholders.</p> <p>- Minor compliance -</p>	<p>Annual replanting programme for all the estates and smallholders were available and being reviewed from time to time. The projection of the programme is until year 2030. Mbalasuna Estate has proposed for replanting to be conducted commencing this year, 2021. Ngalimbiu Estate and Tetere Estate has proposed for replanting to be commenced from year 2028 onwards.</p>	Complied
3.1.3	<p>The Milling Company holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.</p> <p>- Minor compliance -</p>	<p>GPPOL has held the management review simultaneously for all its operating units on a yearly basis. The recent management review was conducted on 21/01/2021, chaired by the General Manager. The management review meeting minutes was available for verification to include the agenda such as results of internal audit, Compliance and legal requirements, Environmental incidents & OSH incidents, environmental performance, domestic water quality, CIP, Status of Corrective actions, follow up actions from previous management review, changing circumstances including development & other legal requirements, recommendation for</p>	Complied

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		improvement/resources, decisions related to possible changes in policy, objectives, targets and other elements of EMS and resources needed.	
Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.			
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>The updated action plan for continuous improvement established as Social & Environmental Impact Improvement Management Plan; GPPOL SMP 010; Issue # 9; Date: 23/1/2020. The plan was based on the outcomes a Rapid Social Impact Assessment conducted for NBPOL – GPPOL by Su Mei and Sharyn of Wild Asia as Consultant in 22/11/2012 as well as main environmental impacts and opportunities. The plan reviewed periodically by management with relevant person in-charge with consideration of inputs from stakeholder consultation as well.</p> <p>However, during the Tetere mill tour where a toilet nearby the mill workshop was visited, it was found that its cleanliness & hygienic condition was poor with a pile of rubbish being dumped inside the toilet although there are dustbins placed on the outside.</p> <p>Referring to the documented Action Plan for Continual Improvement in Sustainable Performance – GPPOL; Document No: GPPOL SMP 011; Revision Date: 12th January 2021, where the establishment and implementation has the aim to improves the lives of all stakeholders, aspects related to provision and condition of workers’ health and hygiene facilities in the workplace including toilet was not adequately identified.</p> <p>This indicated that the action plan established and implemented was not adequately based on opportunities for continuous improvement of the unit of certification. Hence, a noncompliance has been raised on the matter.</p>	Complied

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3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template.</p> <p>- Minor Compliance -</p>	<p>RSPO Annual Communication of Progress (ACOP) for NBPOL group of company available with a summary spreadsheet of indicator 2.1.2, 2.1.3, 2.1.4, 2.1.5, 2.1.6, 2.1.6.1, 2.1.7, 2.2.2, Check, Developed, Unplatable Reserve, HCV + Conservations and total certified estate land specifically for GPPOL. ACOP 2019 can be found under Sime Darby Plantation Berhad and for the 2020 will be available in April 2021.</p>	Complied
Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>Smallholder requirements: Organization that is managing the smallholders provides relevant SOP of smallholding operations to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>GPPOL established a set of documentation system consist of Manuals, Policies, SOPs and Forms as summarized in the Master SOP Register.</p> <p>Some sample SOPs recently revised sighted including the following:</p> <ol style="list-style-type: none"> 1. GPPOL EMS 002 – Identification of OSH Hazards and Risks 2. GPPOL EMS 004 - Identification of Legal Requirements Procedure 3. GPPOL EMS 25 - Incident Reporting Procedure 4. GPPOL SOP ESH-001 - Chemical Spillage and Use of MSDS Procedure. 5. GPPOL SOG-TOM-01 – Mill Operations. 6. SOP Ref. # GPPOL EMS-001; Version 4; Rev. 2020; Title: Identification of Environmental Aspects Procedure 7. SOP Ref. # GPPOL SOP ESH-008; Version 2; Rev. 2020; Title: Chemical Handling and Storage <p><u>Smallholder</u></p>	Complied

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		<p>The SH Manager has provided basic SOPs to the smallholders on the best practices to be implemented for managing the oil palm areas. Among the SOPs were on Harvesting, Weeding and Manuring application. Interview with the smallholders indicated that they were aware of the SOPs that were available and that they have access to the mentioned SOPs. The smallholders also acknowledged that they have been regularly trained on the implementation of the SOPs.</p>	
<p>3.3.2</p>	<p>A mechanism to check consistent implementation of procedures is in place. Smallholder requirements: Organization that is managing the smallholders maintains production records and field day attendance records as evidence of improved performance. - Minor Compliance -</p>	<p>The mechanism to check consistent implementation of procedures are guided by a number of procedures themselves such as the Performance Monitoring Procedure, Procedure for Contractor Monitoring, Internal Audits and Workplace Inspections to name a few. Sighted records of monitoring as per sample as following:</p> <ul style="list-style-type: none"> - Mill Advisory (MA) Report # NBPOL/GPPOL/TOM/1-FY19/DT MAY 2019; Visit date: 13-19/5/2019 - Q4 Internal Audit Reports; GPPOL SMS AUDIT FRM 01; Audit site: Ngalimbiu Estate; Date: 11/12/2019 - Q4 Internal Audit Reports; GPPOL SMS AUDIT FRM 01; Audit site: Mbalisuna Estate; Date: 17/12/2019 <p>Internal Audits are conducted on a quarterly basis for mills and estates against the RSPO P&C requirements.</p> <p>Worksite Inspection records were available for verification. Sampled the worksite inspection dated 22/04/2020 for Tetere POM.</p>	<p>Non-compliance</p>

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		<p>Nevertheless, the implementation of a number of sampled procedures were found to be inconsistent.</p> <p>3) Operational Safety Management Plan Plantations; 6. GPPOL Safety Plan – All Sites; 6.10; Plant and Machinery; i. Operation; No riding on plant vehicle unless in a seat designated for such. Interview with the fertilizer applicators at Mbalisuna Estate indicated that workers do travel to the field for Manuring work by sitting on the Fertilizer that has been stacked on the trailer. Interview with chemical sprayers from Ngalimbiu Estate and Tetera Estate indicated that the workers travel to the field in the same trailer with the chemical containers where they sit on the chemical containers that has been arranged on the trailer.</p> <p>4) LTA Report for a worker, Francis Tengake whom incurred an injury on 29th July 2020 stated 'Lost Days Work' due to fracture & dislocation of 1 day. Further verification indicated that the worker was on medical leave for an additional of 28 days which was not captured in the LTA. The handling of this incident was not in accordance with the Work-Related Injury Flowchart and GPPOL EMS-025 Incident Reporting Procedure.</p> <p>Further discussion with the management confirms that there was a breakdown in the reporting in accordance with the 'Work Related Flow Chart' and breakdown in communication between the estate staff, medical staff and the worker to address the injury in accordance to the procedure. Since the management was unaware of the severity of the incident, the worker had been on annual leave after the initial 1-day Medical leave provided. Later, on an undisclosed date when the management were made aware of the workers condition, the</p>	
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		<p>"red form" and 'Incident Report Form' was generated and backdated to assist with the Workers Compensation Claims. Thus, a non-conformity report was assigned due to this lapse.</p> <p>Smallholder</p> <p>GPPOL SH Manager maintains production records of all FFB received from the smallholders. Field days are conducted on a weekly basis to monitor and guide the smallholders towards compliance towards the SOPs. The Field Day attendance records were available for verification.</p>	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	<p>Internal monitoring conducted by management, advisory and sustainability as well as other relevant personnel within GPPOL and group company. Sighted records of monitoring as per sample as following:</p> <ol style="list-style-type: none"> 1. Mill Conveyor and Capstan Daily Checklist. 2. Internal Audit Report 3. Workplace Inspection Checklist <ul style="list-style-type: none"> • Tetere POM – 22/04/2020 • Mbalisuna Estate – 15/04/2020 	Complied
<p>Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.</p>			
3.4.1	(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/outgrower scheme, is documented.	<p>No new planting in all estates within GPPOL Tetere POM complex. For existing operation, a SEIA assessment based on report i.e. Addressing the Social Dimensions of Oil Palm Developments in the Guadalcanal Plains A Rapid Social Impact Assessment of Guadalcanal Plains Palm Oil Limited (GPPOL), Soloman Islands.</p>	Complied

	<p>Guidance: SEIA will be undertaken where:</p> <p>a) It is required by law; or</p> <p>b) The certified operation meets any of these thresholds:</p> <ol style="list-style-type: none"> 1. Land conversion exceeding 500 hectares; 2. Additional water withdrawal exceeding 500,000 cubic meters per year for irrigation or processing; or 3. Additional industrial wastewater discharge exceeding 10,000 cubic meters per year. <p>The SEIA may be comprised of separate documents being a Social Impact Assessment and an Environmental Impact Assessment provided there is collaboration in the production of the documents to ensure coordination.</p> <p>- Critical (Major) compliance -</p>	<p>November 22, 2012. Advisory Report by Wild Asia (Malaysia). The SIA is produced based on the observation and stakeholder’s consultation made on:</p> <p>27 July 2009</p> <ul style="list-style-type: none"> - Orientation of GPPOL. - Manager Mbalisuna interview. - Exploring interior road - village community. <p>28 July 2009</p> <ul style="list-style-type: none"> - Land matters Focus Group (consultant, lands officer, village liason and outgrower officer) - Mill walk-through. - Women group (9 women, 1 management, 1 consultant). <p>29 July 2009</p> <ul style="list-style-type: none"> - Explore coastal road and follow river that flows from the mill to the sea. - Meeting over land matters (landowners and land association). - Male and female Mbalisuna supervisors (14 supervisors – 6 women) <p>30 July 2009</p> <ul style="list-style-type: none"> - Manager Ngalimbiu interview. - Women group and clinic focus group (Joyce and Grinta). - Notes and review of results. - Management closing meeting (GM, 4 managers). 	
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<p>3.4.2</p>	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders. The SEIA shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes shall be made to current practices. In any case, the complete SEIA shall be updated at least every ten years to evaluate the cumulative effect of incremental changes. There shall be evidence that the review includes the participation of affected stakeholders.</p> <p>Smallholder requirements: Improvements suggested at the pre-planting inspection should be noted on the inspection form. - Minor Compliance -</p>	<p>SEIA available as per report i.e. Addressing the Social Dimensions of Oil Palm Developments in the Guadalcanal Plains A Rapid Social Impact Assessment of Guadalcanal Plains Palm Oil Limited (GPPOL), Soloman Islands. November 22, 2012. Advisory Report by Wild Asia (Malaysia). Based on the SEIA, a Social & Environmental Impact Improvement Management Plan, issue 9 date 12/02/2020 has been established.</p> <p>Review of management plan conducted annually with participation of relevant stakeholders through stakeholder consultation meeting. Depending on stakeholder’s category, few sessions of meeting were done with latest meeting conducted on 6/8/2020 with local communities.</p> <p>Improvement on environmental protection made aware to the smallholders through field visit cum inspection.</p>	<p>Complied</p>
<p>3.4.3</p>	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>Smallholder requirements: Management improvements suggested by organization managing the smallholders during routine block inspections shall be implemented as practicable. - Critical (Major) compliance -</p>	<p>The SEIA/SIA latest action plans with the evidence of implementation: Social & Environmental Impact Improvement Management Plan, issue 9 date 12/02/2020, Appendix A: Impacts as Identified by Social Environmental Impact Assessment.</p> <p>It includes the Specifics and Possible Mitigation Strategy, Responsibility, Target, Achievements and remarks.</p> <p>Review of management plan conducted annually with participation of relevant stakeholders through stakeholder consultation meeting. Depending on stakeholder’s category, few sessions of meeting were done with latest meeting conducted on 6/8/2020 with local communities.</p> <p>Performance of the smallholders was evaluated through field visit cum inspection.</p>	<p>Complied</p>

Criterion 3.5: A system for managing human resources is in place.

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3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives.</p> <p>- Minor Compliance -</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination.</p> <ul style="list-style-type: none"> - NBPOL Onboarding Policy, Issue No: 1/2019, date 01/08/2019. - NBPOL Recruitment and Selection Policy, Issue No: 1/2019, date 01/08/2019. - NBPOL-Recruitment and Selection – LOA. - GPOL Company Regulations (revised on 20th July 2010)- Retirement procedure. - GPOL Company Regulations (revised on 20th July 2010)- Transfer & Promotion of Staff. 	Complied									
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>Employment procedures are well implemented with records well maintained as per information reported in indicator 6.1.1 to 6.6.2 below.</p>	Complied									
Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.												
3.6.1	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.</p> <p>Smallholder requirements:</p> <p>Organization managing the smallholders to provide advice and training on identification and control of risks through extension activities.</p> <p>- Critical (Major) compliance -</p>	<p>The following are the records of accidents in Tetera POM for the year 2020.</p> <table border="1" data-bbox="1153 970 1926 1343"> <thead> <tr> <th data-bbox="1153 970 1344 1029">Operation</th> <th data-bbox="1350 970 1657 1029">(1) Carriage Operation</th> <th data-bbox="1664 970 1926 1029">(2) Boiler Operation</th> </tr> </thead> <tbody> <tr> <td data-bbox="1153 1034 1344 1077">Date</td> <td data-bbox="1350 1034 1657 1077">02/03/2020</td> <td data-bbox="1664 1034 1926 1077">16/07/2020</td> </tr> <tr> <td data-bbox="1153 1082 1344 1343">Accident Description</td> <td data-bbox="1350 1082 1657 1343"><i>Scratch on right ankle by rebound wire rope and hook due to detach angle iron from moving FFB cages. The train of cages was halt by a released sterilizer door when its hook was</i></td> <td data-bbox="1664 1082 1926 1343"><i>The Sterilizer Door 7 burst open with steam following, covering the worker where he narrowly escaped by jumping out from the area.</i></td> </tr> </tbody> </table>	Operation	(1) Carriage Operation	(2) Boiler Operation	Date	02/03/2020	16/07/2020	Accident Description	<i>Scratch on right ankle by rebound wire rope and hook due to detach angle iron from moving FFB cages. The train of cages was halt by a released sterilizer door when its hook was</i>	<i>The Sterilizer Door 7 burst open with steam following, covering the worker where he narrowly escaped by jumping out from the area.</i>	Non-compliance
Operation	(1) Carriage Operation	(2) Boiler Operation										
Date	02/03/2020	16/07/2020										
Accident Description	<i>Scratch on right ankle by rebound wire rope and hook due to detach angle iron from moving FFB cages. The train of cages was halt by a released sterilizer door when its hook was</i>	<i>The Sterilizer Door 7 burst open with steam following, covering the worker where he narrowly escaped by jumping out from the area.</i>										

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			<i>slipped out of the anchor point due to stretch out.</i>	
		Type of Injury	Fracture & Dislocation	1 st Degree Burn & Scald
		Lost Days Work	67	10
<p>1st Incident – Since there was already an incident, the risk register was not updated to include this potential aspect. (Detached angle iron from moving FFB Cages)</p> <p>2nd Incident – Identified in the Risk Register. The Likelihood score given was 2 (Unlikely - Has happened in other Industries) and the Severity Score given was 2 (Minor – Any injuries from these hazards may only require first aid treatment).</p> <p>Therefore, the risks associated to the accidents/incidents mentioned above were not identified or were not reassessed in accordance to the workplace experiences.</p> <p>2. Ngalimbiu Estate</p>				
		No	Activity	Potential Aspect
				Control Measure

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		61	Spraying	Exposure to agrochemicals mist	Training for sprayers on how to spray and risks present for sprayers and other people. Continuous refreshers. Wear overalls, safety gum boots and gloves and face mask .	
		62	Spraying	Sprayer without PPE	Daily Checks on sprayers PPE. Restrict employees spraying without PPE. Training and awareness. Wear safety gum boots, gloves and face mask .	
		<p>The risk register states of the requirement to wear Overalls, Safety Gum Boots, Gloves and Face Mask. The Sprayers from Ngalimbiu Estate stated that they are not required to wear face masks during spraying operations. Since there were already provisions stated in the register, the existing control measures were not fully implemented.</p> <p>Due to the evidence verified during the assessment, a Major Nonconformity was raised.</p>				
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored. - Critical (Major) compliance -</p>	<p>The effectiveness of the H&S is monitored through the checklists available in the Mill, Estate and SH Manager via the Work Site Inspection. The findings of the WSI is submitted on a quarterly basis to the Head Office at Tetere and also discussed at the quarterly OSH Meetings in the estates and mill for the attention of the management and further improvements. The estate and mills also have checklist to monitor the usage of PPE. OSH Training</p>				Complied

		Programme are in place to ensure regular trainings are conducted in line with the Risk Register requirement.					
Criterion 3.7: All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.							
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to those who will be affected by the programme, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.</p> <p>Smallholder requirements: Organization managing the smallholders to provide advice and ongoing support to Smallholders through field days and visits to Smallholder blocks. - Major Compliance -</p>	<p>A documented training program was available in the form of GPPOL Training Schedule/Calendar 2021 and NBPOL In-house Training Schedule. The training program was verified to consist of Plantation Specific Training, Mill Training – External Training, Tetere Oil Mill Specific Training, Central Transport and Vehicle Workshop, Sustainability Specific Training, Medical/Clinic Specific Training and General Training Across the GPPOL. The training was noted to include training for all identified work stations and gender specific trainings as well.</p> <p><u>Smallholder</u> Sustainability trainings and briefings for smallholders were given by the Smallholder Manager during their respective Field Day and recorded in the Smallholder Field Visit Report.</p>	Complied				
3.7.2	<p>Records of training are maintained, where appropriate on an individual basis. Appropriate records include records of training or evidence of competency for trade qualifications, boiler operation and other safety related activities such as chemical handling</p> <p>Smallholder requirements: Smallholder training records are maintained. - Minor Compliance -</p>	<p>Records of trainings were maintained by the Mill and all estates as below: -</p> <p>Tetere POM</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Press Station & Clarification Training</td> <td>02/11/2020</td> </tr> </tbody> </table> <p>Mbalisuna Estate</p>	Training	Date	Press Station & Clarification Training	02/11/2020	Complied
Training	Date						
Press Station & Clarification Training	02/11/2020						

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Training	Date
Harvesting Standard Procedure Training	15/09/2020
Manual Weeding Training	10/11/2020
Circle Weeding and Decreeping Training	15/07/2020
Application of Boron Fertilizer for Female During Pregnancy	17/02/2020
Chemical Mixer Training	24/08/2020
Fertilizer Training for New Applicators at Replant.	17/08/2020
Icon Spraying Refresher Training	20/01/2021
Knapsack Calibration Training	14/09/2020
Sprayer – Refresher Training	06/08/2020
NBPOL Safety Practices and Field Spraying Training	01/02/2020
Ngalimbiu Estate	
Training	Date
Management Guideline Training on Nursery Practises.	26/09/2020
Harvesting Standard and Refresher Training	16/03/2020
FFB Loading Refresher Training	23/10/2020

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		Training for New Sprayers	02/11/2020	
		Refresher Training for Chemical Applicators	18/11/2020	
		Tetere Estate		
		Training	Date	
		Pesticide Practices Training	24/10/2020	
		Replanting Practises Training	15/08/2020	
		Refresher Training on Chemical Application	10/11/2020	
		Pesticide Practices Training	10/10/2020	
		Spraying Safety, Standard & Regulations Training	08/07/2020	
		Smallholders		
		Training	Date	
		Covid 19 & FFB Price Training	25/03/2020	
		Training on FFB Price, FFB Quality & Others	19/02/2020	
		FFB Quality & Field Upkeep Training	29/04/2020	
		Financial Literacy Training	18/12/2019	

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		<table border="1"> <tr> <td>Grievance Procedure & FFB Quality Training</td> <td>11/03/2020</td> </tr> <tr> <td>Harvesting Schedule Training</td> <td>02/01/2020</td> </tr> <tr> <td>Training on Underage Labour & Minimum Wage</td> <td>04/12/2019</td> </tr> </table>	Grievance Procedure & FFB Quality Training	11/03/2020	Harvesting Schedule Training	02/01/2020	Training on Underage Labour & Minimum Wage	04/12/2019	
Grievance Procedure & FFB Quality Training	11/03/2020								
Harvesting Schedule Training	02/01/2020								
Training on Underage Labour & Minimum Wage	04/12/2019								
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor Compliance -</p>	<p>Tetere POM Training Plan 2021 available including RSPO SCCS training. Latest SCCS training was conducted as Refresher Training on RSPO SCCS; Date: 19/1/2021 by Nicola Matapepe (SQM Officer).</p>	Complied						
<p>Criterion 3.8: Supply chain requirement for mills (note: all supply chain requirements are considered as Critical (C). However, it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>									
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>Tetere Palm Oil Mill received only certified FFBs from own plantation and certified smallholders. Own estates consist of Tetere Estate, Ngalmibiu Estate and Mbalisuna Estate while certified smallholders are divided into groups in West Zone, Central Zone, MBA East and MBE East Zones.</p> <p>Records of mill production report Tetere Oil Mill Monthly Summary shown more than 150k mt FFB received from own plantations while about 6k mt FFB received from certified smallholders in 2019.</p>	Complied						

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		Year 2020 to date April records shown about 50k mt and 2.5k mt FF received from own estates and certified smallholders respectively.	
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	NA as the mill is using IP model.	Complied
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in Table 10 of this public summary report.</p> <p>RSPO Membership of Tetere Palm Oil Mill is under New Britain Palm Oil - Guadalcanal Plains Tetere Oil Mill with RSPO Membership # 1-0008-04-000-00.</p> <p>Palmtrace Member ID: RSPO_PO1000000131.</p>	Complied
3.8.4	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>	All registrations of CPO & PK transaction have been made in the RSPO PalmTrace. A list of registered transactions extracted from RSPO PalmTrace was made available for verification.	Complied
3.8.5	<p>Documented procedures</p> <p>a. The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <p>b. Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</p>	<p>Tetere Palm Oil Mill implemented the supply chain program based on documented procedure established as GPPOL SMP 001 TOM Supply Chain Management Guideline V4.</p> <p>Complete up to date records and reports available as part of daily implementation of supply chain as per records of production report as following:</p>	Complied

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	<p>c. Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p> <p>d. Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard.</p> <p>e. The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>	<ul style="list-style-type: none"> - TOM CPO summary 19-12 - TOM CPO summary 20-04 <p>Role of PIC were identified as per procedure under Chapter 4.0 Roles & Responsibilities of Key personnel involved in the SCCS implementation. Identified personnel and their roles are as following:</p> <p>General Manager</p> <ul style="list-style-type: none"> - The General Manager oversees the effective implementation of the RSPO Supply Chain Certification program providing the required support and resources to the designated management representative. The General Manager shall approve all amendments to this document before circulation. <p>Mill Manager</p> <ul style="list-style-type: none"> - The TOM Manager is responsible for the implementation and monitoring of GPPOL RSPO Supply Chain Certification program as directed by the General Manager, and in compliance with the Supply Chain Certification standard. <p>Operation Manager</p> <ul style="list-style-type: none"> - The Estate Manager is responsible for the implementation and monitoring of FFB - Collection within the Estates and smallholders to ensure the system is abided by. <p>PT Cruz Bulking Station Supervisor</p>	
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		<ul style="list-style-type: none"> - The PT Cruz Bulking Station Supervisor is responsible for the operation of the storage facility for storing palm products and for transferring these products onto shipping - Vessels for shipments. <p>Sustainability Manager</p> <ul style="list-style-type: none"> - Provide the technical advice and guidance to assist the Management Representative to implement and monitor GPOL Supply Chain Certification Program. <p>Tetere POM Training Plan 2021 available including RSPO SCCS training. Latest SCCS training was conducted as Refresher Training on RSPO SCCS; Date: 19/1/2021 by Nicola Matapepe (SQM Officer).</p>	
<p>3.8.6</p>	<p>Internal Audit</p> <ul style="list-style-type: none"> i. The mill shall have a written procedure to conduct annual internal audit to determine whether the mill: <ul style="list-style-type: none"> a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. b. Effectively implements and maintains the standard requirements within its organisation. ii. Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports. 	<p>Internal audit procedure is referred to Environmental Procedure EMS- 023 – Internal Audit. Internal auditing is carried out according to the guidelines for environmental auditing with RSPO. General principles and RSPO & SCCS Audit procedures - Auditing of RSPO Management Systems.</p> <p>Based on the procedure, the frequency of audit is once a year.</p> <p>The latest internal audit was carried out on 21/12/2020 as per Supply Chain Internal Audit - Tetere Oil Mill and Tetere Kernel Mill. There was no NCR raised.</p>	<p>Complied</p>
<p>3.8.7</p>	<p>Purchasing and Goods In</p>	<p>When FFB delivered to the mill from the estates, the transporters presented FFB field docket to the mill weighbridge clerk in order the FFB to be received by the mill.</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> i. The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii. The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. iii. The mill shall have a mechanism in place for handling non-conforming FFB and/or documents. 	<p>E.g. of information available in the FFB field docket is as follows:</p> <p><u>From estate</u> Docket no.: 44846) Estate's name: Tetere Date of delivery: 4/5/2020 Field/block No.: CA0790 & CA0680 No. of bunches: 773 Bin Mo.: 30</p> <p><u>From smallholders</u> Card ID: 482 FFB docket number: 2047164 Vehicle no.: C06 Date & time of delivery: 4/5/2020 Net weight: 2.189 mt</p> <p>Procedure to handle non-conforming oil palm products and/or documents - GPPOL SOP MGT-001 TOM Supply Chain Guideline which then refers to Grievance Standard Operational Procedure SOP-SUS-003, Issue No 3, Date 27/01/2020.</p>	
3.8.8	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ul style="list-style-type: none"> a. The name and address of the buyer; 	<p>Tetere POM ensures the required information is available in document form. Sampled of CPO contract: GPPOL/CPO/00177 dated 10/7/2019, quantity 1,000 mt (delivery month – March/April 2020) has the following information:</p> <ul style="list-style-type: none"> • The name and address of the buyer: e.g. [non-disclosure] • The name and address of the seller: Guadalcanal Plains Palm Oil Limited, Tetere POM • The loading or shipment/ delivery date, e.g. 21/11/2019 • The date on which the documents were issued • Tanker bill of lading, B/L HIR/ROT-01 dated 21/11/2019 	Complied

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	<ul style="list-style-type: none"> b. The name and address of the seller; c. The loading or shipment / delivery date; d. The date on which the documents were issued; e. RSPO certificate number; f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g. The quantity of the products delivered; h. Any related transport documentation; i. A unique identification number. 	<ul style="list-style-type: none"> • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations) e.g. Crude Palm Oil (CPO) RSPO IP • The quantity of the products delivered; e.g. 1,000 mt • Any related transport documentation; e.g. tanker bill of lading e.g. no. HIR/ROT-01 <p>Information is complete and available in various documents such as sales contract, mill weighbridge ticket, delivery note, transporter collection order.</p> <p>Shipping announcements were sufficiently made and summary of the announcement which was extracted from RSPO Palmtrace system was made available for verification for the period under review i.e. February 2019 to April 2020.</p>	
3.8.9	<p>Outsourcing Activities</p> <ul style="list-style-type: none"> i. The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification ii. The mill shall ensure the following: <ul style="list-style-type: none"> a. The mill has legal ownership of all input material to be included in outsourced processes b. The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary. 	<p>Not applicable. No outsourcing activities in exception bulking terminal which is owned and operated by GPPOL purely for GPPOL product from its certified mill. No transportation used from Tetere POM to KCP since the palm kernel received directly from Tetere POM located next to it by using conveyor. The CPO was delivered through GPPOL own tanker to company's own bulking station in Honiara for shipment.</p>	Complied

	<p>c. The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d. The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>		
3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	NA. No outsource activity.	Not Applicable
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	NA. No outsource activity.	Not Applicable
3.8.12	<p>Record keeping</p> <p>i. The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</p> <p>ii. Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p> <p>iii. For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</p> <p>iv. For Mass Balance Module, the mill:</p> <p>a. Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis.</p>	<p>Tetere Palm Oil Mill has maintained the accurate, complete, up to date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements as per sample as following:</p> <ul style="list-style-type: none"> - TOM CPO summary 19-12 (Mill production report Dec 2019) - TOM CPO summary 20-04 (Mill production report Apr 2020) - 2020 WB Records (FFB received report) <p>All supply chain records were kept for at least 2 years as per sample sighted for March 2018 Docket (Estate FFB delivery chit) received by the mill as following:</p> <ul style="list-style-type: none"> - FFB field docket # 17477; Ngalimbiu Estate; Date: 6/3/2018 - FFB field docket # 17469; Ngalimbiu Estate; Date: 5/3/2018 	Complied

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	<p>b. All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p> <p>c. The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock).</p>	The palm product of Tetere Oil Mill containing 100% palm oil certified product only.	
3.8.13	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	Conversion factor of CPO and PK production is depending on the actual OER and KER. The average under review i.e. from February 2019 to April 2020 were 23.84% (OER) & 5.66% (KER).	Complied
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	The facility is using the actual extraction rate and therefore updating of rates is not necessary.	Complied
3.8.15	<p>Processing</p> <p>For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	No non-certified FFB is received. Thus, separation is not necessary.	Complied
3.8.16	<p>Registration of Transactions</p> <p>i. Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p>	<p>The registration of Palm Trace is carried out by the NBPOL Logistic and Shipping Department based in Singapore. The sampled transactions after 15/11/2019 were registered in the Palm Trace within three months. E.g. of announcement ID no.:</p> <ul style="list-style-type: none"> - TR-015fab1f-cacf, transaction on 27/3/2020 - TR-3cf7e88408864, transaction on 27/3/2020 <p>No removal of RSPO certified volume under different scheme or conventional.</p>	Complied

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	ii. Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.		
3.8.17	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims	Complied
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	No off-product claim made by Tetera POM and verified through document and site review (notice board, business card, shipping documentation, procurement/ purchasing document and promotional material etc.).	Complied
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	Not applicable as no off-product claim made by Tetera POM as to date.	Complied
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Not applicable as no off-product claim made by Tetera POM as to date.	Not Applicable
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	Not applicable as no off-product claim made by Tetera POM as to date.	Not Applicable

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4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No evidence of RSPO corporate logo used by Tetere POM and verified through document and site review (notice board, business card, shipping documentation, procurement/ purchasing document and promotional material etc).	Complied
Business to business communications			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer.	Complied
5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	Shipping documentation verified and conformance with the requirements of RSPO SCCS. In the shipping documents (i.e. tanker bill of lading), it stated that i.e. product/commodity with SCC model (Crude Palm Oil RSPO IP) and RSPO certificate number; RSPO 666858. This can be seen in the sampled tanker bill of lading, no. HIR/ROT-01 dated 27/3/2020, HIR/ROT-05 dated 26/3/2020 and HIR/ROT-04 dated 27/3/2020.	Complied
5.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	Tetere POM is not under distributor or wholesaler category. Thus, this requirement is not applicable.	Not Applicable
Business to consumer communication			

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

	<p>of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org.</p>		
<p>MODULE A – IDENTITY PRESERVED & SEGREGATED SPECIFIC RULES</p>			
<p>Certified oil palm content (IP)</p>			
	<p>For IP, 95% or above of the oil palm content must be RSPO IP-certified.</p>	<p>Oil palm content is 100% CPO and claim as RSPO IP-certified.</p>	<p>Complied</p>
	<p>For SG, 95% or above of the oil palm content must be SG, or a combination of SG and IP.</p>	<p>The products that claimed as SG were all originated 100% from IP products produced by Tetere POM. No mixture from other sources was made.</p>	<p>Complied</p>
	<p>Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the volume of non-certified oil palm products must be covered by the purchase of RSPO Credits of equivalent volume.</p>	<p>Oil palm content is 100% CPO and claim as RSPO IP-certified. All infeed material (FFB) is RSPO certified.</p>	<p>Complied</p>
<p>Labelling and trademark (IP)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways: a. RSPO trademark which includes the tag 'CERTIFIED' or b. RSPO trademark which includes the tag 'This product contains certified sustainable palm oil'. Wherever a RSPO trademark is displayed, the</p>	<p>As at to date, no RSPO trademark used by Tetere POM.</p>	<p>Complied</p>

	<p>applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4pt (1.4 mm or 0.06 inch). In on-pack communications, the RSPO trademark can be printed anywhere on the pack.</p>		
Messaging (IP)			
	<p>Messaging ALLOWED in storytelling in product-related communications may include some or all of the following elements:</p> <ul style="list-style-type: none"> • The oil palm products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure it contains RSPO-certified palm oil. For more information: www.rspo.org • RSPO-certified sustainable oil palm products were kept apart from other oil palm products throughout the supply chain. www.rspo.org • Certified sustainable oil palm products can be traced back to RSPO-certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO-certified sustainable palm oil has been produced to stringent environmental and social criteria. www.rspo.org • References to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown by company records. 	<p>As at to date, no RSPO trademark used by Tetere POM.</p>	<p>Complied</p>
MODULE B – MASS BALANCE SPECIFIC RULES			
Minimum Mass Balance content			
	<p>95% or above of the oil palm content must be RSPO MB-certified.</p>	<p>NA as Tetere POM is producing RSPO IP product and no MB claim was made as at to date.</p>	<p>Not Applicable</p>

	<p>Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.</p>	<p>NA as Tetera POM is producing RSPO IP product and no MB claim was made as at to date.</p>	<p>Not Applicable</p>
<p>Labelling and trademark (MB)</p>			
	<p>Members are allowed to use the RSPO label in one of the following ways:</p> <ul style="list-style-type: none"> • Surrounded by the text: 'Certified sustainable palm oil'. • The RSPO label MUST contain the tag 'MIXED'. The tag MIXED designates oil palm products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag 'MIXED' on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. • The RSPO label can also include the statement: '[The palm oil contained in this product] contributes to the production of certified sustainable palm oil'. • Wherever the RSPO trademark is displayed, the applicable trademark license number must be shown immediately under or next to the trademark or the 'statement'. Font must be Calibri, font size must be at least 4 pt (1.4 mm or 0.06 inch). • In on-pack communications, the RSPO trademark can be printed anywhere on the pack. Further guidance on use of the trademark is provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document. 	<p>NA as Tetera POM is producing RSPO IP product and no MB claim was made as at to date.</p>	<p>Not Applicable</p>
<p>Messaging (MB)</p>			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p>	<p>NA as Tetera POM is producing RSPO IP product and no MB claim was made as at to date.</p>	<p>Not Applicable</p>

	<ul style="list-style-type: none"> • [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. • The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. • In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed. <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> • Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 		
<p>Principle 4: Respect community and human rights and deliver benefits</p>			
<p>Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>			
<p>4.1.1</p>	<p>(C) A policy to respect human rights, including Prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>GPPOL has established the Human Rights/Sustainable Policy: New Britain Palm Oil Human Rights Policy, Last reviewed June 2011.</p> <p>As part of the group, GPPOL also adapted the corporate Sime Darby Plantation Berhad Group Sustainability Policy on the Protection of Human Rights Defenders (HRDs); Version 1; Date approved: 25/3/2020 by Rashid Redza Anwarudin, Head, Group Sustainability Sime Darby Plantation Berhad.</p> <p>The policy was communicated to the workers through morning briefing as below:</p> <ol style="list-style-type: none"> 1. Tetere Estate on 26/03/2020 to 168 workers. 2. Mbalisuna Estate on 02/04/2020 to 114 workers. 3. Ngalmibiu Estate on 05/08/2020 to 119 workers. 	<p>Complied</p>

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4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.</p> <p>- Minor compliance -</p>	<p>Based on the interview of internal stakeholders among workers as well relevant external stakeholders, the mill and estates within GPPOL do not instigate violence or use any form of harassment in their operations.</p>	Complied
Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistle-blowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the records of complaints and grievances no issue of whistle-blowing that requires anonymity of complainants and/or grievance parties. Interview conducted with internal stakeholders among workers and relevant external stakeholders also confirmed the information.</p>	Complied
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>The complaints and grievances procedure and its communication is available as per Grievance Standard Operational Procedure SOP-SUS-003, Issue No 3, Date 27/01/2020.</p> <p>Despite a sample records (Attendance Register; GPPOL SMS FRM ESH001) provided for training of Grievance Procedure Awareness conducted on 6/7/2020, the understanding among the sample of 41 workers from both mill and estates consulted was found not adequate since no specific measures or methods to assess the effectiveness of the awareness available for the training given.</p> <p>Furthermore, during consultation with workers in all operating units, most of them said they don't know how and where to get the complaint form and some workers said they don't know how to write and just go to office to talk his grievance with the office personnel, but they don't really write it for him. Hence, when asked on any matters they want to share, they poured all their grievances mostly</p>	Non-compliance

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		<p>on issues related to pay, leave, housing conditions during the consultation sessions conducted.</p> <p>This indicated that procedures in place to ensure that the system for dealing with complaints and grievances was not adequately understood by the affected parties, including by illiterate parties.</p> <p>Hence, a noncompliance has been raised on the matter.</p>	
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The Complaints and grievances records were kept in the Grievance & issues communication recording form and sighted as below:</p> <ul style="list-style-type: none"> - Date 21/01/2020 from Jemuel Thuaea on requesting GPPOL to assist in carting gravel for block roads. CAP: GPPOL has ordered a new crane truck and will do manual seal. - Date 13/02/2020 from Paul Pupqra on request to stop using manual scale because the reading is not steady and has error. CAP: GPPOL has ordered a new crane truck which will use manual scale as well. Site office will ensure that such problem will not happen again. - Date 29/01/2020 from James Ngelea on request for assistance in crop collection. CAP: A new crane truck will be ordered but will use manual scale. 	Complied
4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p> <p>- Minor compliance -</p>	<p>The Complaints and grievances procedure or conflict resolution mechanism: Social Procedure, issue No 3 by Sustainability Manager; Date 21/01/2020.</p> <p>This procedure describes how to address social issues at the compound/estates, which shall resolve disputes in an effective, timely and an appropriate manner.</p>	Complied
<p>Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.</p>			

4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>Smallholder requirements:</p> <p>Smallholder should participate in Field days and other extension activities delivered by organization managing the smallholders. All records shall be maintained.</p> <p>- Minor compliance -</p>	<p>Based on the interview of internal stakeholders among workers and relevant external stakeholders, contributions to community development are demonstrated. As per sample feedbacks from member smallholders’ representatives, the company is quite helpful in the members farm through their representatives (GPPOL Smallholder Manager). Other contributions also verified as per records as following:</p> <ul style="list-style-type: none"> - Mbalasuna Primary School playing field maintenance - Okea community support provision of tractor slasher service - Tetera market cleaning COVID-19 sanitation contribution 	Complied
Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process where such documents have been issued by the appropriate Government agency. For Customary land where such documents are not available, evidence of ownership will be demonstrated as follows:</p> <p>- Critical (Major) compliance -</p>	<p>All lands developed under GPPOL (except Smallholders) are leased lands (state lease) and it was previously developed with oil palm by SIPL. Total of 60 leases or MOUs were signed in 2005. Lease period is 50 years and ended on 1/1/2055. Verified under that legal use of land is estate/agriculture based on the final term in the MOU. There is no acquisition of land by GPPOL. No dispute was recorded on the estate lands leased by GPPOL.</p> <p>All the sampled smallholders obtained their rights to use their lands by inheriting from their parents through customary rights. GPPOL had developed the procedure in engaging smallholders (Doc: SOP GPPOL SOP-SHA-01 Smallholder Operation Procedure issue 1 v2 20/12/2016). The procedure includes public notification within the tribe and approval/consent from the Tribe Chief prior to acceptance by GPPOL.</p>	Complied
	4.4.1(a) For PNG, there are no written laws on customary land, but decisions are guided by customs of the landowning group or clan and	Not applicable as sites located is not located in PNG.	

	<p>documented in a CLUA (Customary Land Use Agreement) which is valid for one planting cycle only. Decisions on land use and distribution are normally done conventionally at the level of the clan and may vary from clan to clan. Individuals only have exclusive rights to use and occupy land based on verbal and mutual agreement, whilst undisputed outright ownership status of customary land is vested in the clan. Traditionally, clans decide on occupancy and user rights. One has to be a member of a land-owning group through custom in order to have access to land.</p>		
	<p>4.4.1(b) For Solomon Islands, Customary Land may be recorded in accordance with the Customary Lands Record Act 1994 (as amended). This act provides for the Recording officer appointed by the National Records to determine the Customary Owners, the survey the land with maps to be held at the Central and other Land Record offices. Other mechanisms to manage Customary Land may be applied.</p> <p>Companies must be able to demonstrate that where they have leased customary land, they have negotiated with the recognised owners of the land or their authorised representatives and have observed full FPIC requirements in those negotiations with all required details being appropriately documented.</p>	<p>All land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior to leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are leasing the land to GPPOL with consent.</p>	

4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	There were no records of land dispute since the last audit. The concessions that are operated by GPPOL are previously land developed by Solomon Island Plantation Limited (SIPL). Interview with landowner’s association representatives who leased the land to SIPL (subsequently inherited by GPPOL after taking over the operations) confirmed that there was no land dispute. Any land dispute will go through the Grievance Mechanism of GPPOL.	Complied
4.4.2a	Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities’ and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making - Minor compliance -	All land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server. The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure. GPPOL has signed the agreement with the landowners which was inherited from SIPL. Sample reviewed: - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are leasing the land to GPPOL with consent.	Complied

4.4.2b	<p>Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken</p> <p>- Minor compliance -</p>	<p>According to the MOU and Lease Agreements, GPPOL is paying land rent. The land rented by GPPOL are all land belongs to landowner.</p> <p>Hence the portion or area of the land that rented to GPPOL are all determined by the landowners. There is no land compensation as GPPOL does not take over any land. Lands are still belonging to landowners.</p>	Complied
4.4.2c	<p>Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>All land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	Complied
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping</p>	<p>The map for the GPPOL developed lands was sighted. The maps are remained in the GPPOL server. The printed map shown to the assessment team is approx. 1:20,000. However, the size of the map</p>	Complied

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	involving affected parties (including neighbouring communities where applicable, and relevant authorities). - Critical (Major) compliance -	could be resized as GPPOL has the GIS and trained staffed. The remapping completed by GPPOL was according to the data and maps provided by SIPL previously.	
4.4.4	All relevant information is available in appropriate forms and the English language, including assessments of impacts, proposed benefit sharing, and legal arrangements. Explanatory documentation may be provided in Tok Pisin in PNG or Solomon Pijin in the Solomon Islands and verbal presentation may be made in those languages. - Minor compliance -	All relevant information available in documents as per sample reviewed were written in English. Explanations to all landowners were done by company management with assistance of local Solomon Islands officers for presentation in Solomon Pijin.	Complied
4.4.5	(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose. - Critical (Major) compliance -	All landowners are represented by the landowner’s association (Kautoga) as per documents of land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012.	Complied
4.4.6	There is evidence that implementation of agreements negotiated through FPIC is reviewed in consultation with affected parties midway through the term of the agreement however regular communication between the parties is encouraged through the duration of the agreement. - Minor compliance -	All landowners are represented by the landowner’s association (Kautoga) as per documents of land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012.	Complied
Criterion 4.5: No new plantings are established on local peoples’ land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
4.5.1	(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available. - Critical (Major) compliance -	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable
4.5.2	(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities’ own representative institutions, with all the relevant	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable

	<p>information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>		
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable
4.5.4	<p>To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p> <p>- Minor compliance -</p>	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable
4.5.6	<p>Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator</p> <p>- Minor compliance -</p>	No new planting within GPPOL estates. Thus, this requirement is not applicable.	Not Applicable

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4.5.7	<p>New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. Thus, this requirement is not applicable.</p>	<p>Not Applicable</p>
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation unless a full FPIC process has been undertaken with recognised community representatives and their right to use the land is verified in accordance with 4.4.1.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. Thus, this requirement is not applicable.</p>	<p>Not Applicable</p>
<p>Criterion 4.6: Any negotiations Concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
4.6.1	<p>(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). 	<p>Complied</p>

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		<ul style="list-style-type: none"> - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	
4.6.2	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. Distribution of monies within families is determined by the families.</p> <p>Guidance: Where possible, Companies shall set up banking arrangements with the ILGs to provide for monies to be paid directly into members' bank accounts at the agreed percentages to avoid the possibility of theft or diversion of funds.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	Complied
4.6.3	<p>Evidence is available that equal opportunities are provided to both men and women to hold land titles for small holdings in accordance with National law.</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p>	Complied

	<p>- Minor compliance -</p>	<p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are leasing the land to GPPOL with consent.</p>	
<p>4.6.4</p>	<p>The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them provided that the right to privacy and confidentiality is respected..</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	
<p>Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.</p>			
<p>4.7.1</p>	<p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice is Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. 	<p>Complied</p>

		Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.	
4.7.2	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice is Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	Complied
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice is Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide</p>	Complied

		<p>their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	
<p>Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.</p>			
<p>4.8.1</p>	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p> <p>Guidance: In some circumstances where FPIC was conducted many years ago, documented evidence of the process may not be available. In these cases, evidence of continuing agreement of all parties shall be regarded as evidence of resolution.</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p>	<p>Complied</p>

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		<ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	
4.8.2	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice in Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. 	Complied

		Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.	
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4)</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice is Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	Complied
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance -</p>	<p>No new planting within GPPOL estates. For existing operations, all land under the GPPOL development is leased lands. The copy of the land lease registers was kept in the server.</p> <p>The consent practice is Solomon Islands is regulated in Land and Titles Law. Prior leasing the land, the owner is required to provide</p>	Complied

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		<p>their consent and advertise their intent of leasing the land. As all the leasing had the Lease Register, this means all the leasing had gone through the consent procedure.</p> <p>GPPOL has signed the agreement with the landowners which was inherited from SIPL.</p> <p>Sample reviewed:</p> <ul style="list-style-type: none"> - Memorandum in Relation to the Proposal Guadalcanal Plains Palm Oil Project between NBPOL and Guadalcanal Plains Resource Development Association on 28/10/2004 with Deeds on Variation on 26/09/2018 (land rental review). - Land lease agreement between Kautoga Cooperative Society and GPPOL dated 01/08/2012. <p>Any land that is leased to GPPOL goes through tribunal process and Land & Title regulations. GPPOL has been observing the regulation and the landowners are the leasing the land to GPPOL with consent.</p>	
Principle 5: Support smallholder inclusion			
Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	<p>Current and previous period prices paid for FFB are publicly available and accessible by smallholders.</p> <p>- Minor compliance -</p>	<p>The current and previous list of FFB price for smallholders are publicly showed in front of the mill office. During the video site tour via the facilitator, it was confirmed that the FFB price is made available.</p>	Complied
5.1.2	<p>(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Based on interview session, the 20 sampled smallholders confirmed that they have been clearly explained about the FFB pricing. The smallholders were able to explain the calculation of FFB pricing. Records of training dated 06/01/2021 was also available for verification.</p>	Complied
5.1.3	<p>(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented.</p>	<p>The calculation of FFB pricing is documented and publicly available as it displayed on notice boards. This includes the premium pricing.</p>	Complied

	Premium pricing, when achieved for RSPO certified sustainable palm oil is also shared with Smallholders. - Critical (Major) compliance -		
5.1.4	<p>(C) Evidence is available that all parties within the Unit of Certification, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the basis on which their fruit is sold to the Companies. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable. To assist this, Companies include financial literacy information in their extension activities.</p> <p>- Critical (Major) compliance -</p>	<p>GPPOL – Tetere POM has the FFB contracts to smallholders/outside FFB supplier.</p> <p>The FRM 004 Smallholder Approval must be completed for all new development, additions to existing plantings and replant requests from smallholders. At all times the grower is to be fully aware of what is being written down and they must understand what the various requirements mean to them as intending growers.</p>	Complied
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>Smallholder requirements:</p> <p>Smallholders must be able to verbally explain that they understand and observe their obligations and the obligations of the Company to whom they are selling their fruit.</p> <p>- Minor compliance -</p>	<p>GPPOL – Tetere POM has the FFB contracts to smallholders/outside FFB supplier.</p> <p>The FRM 004 Smallholder Approval must be completed for all new development, additions to existing plantings and replant requests from smallholders. At all times the grower is to be fully aware of what is being written down and they must understand what the various requirements mean to them as intending growers.</p> <p>Details of the contract mentioned both company obligations and obligations of growers and signed by smallholder, smallholder manager and witness.</p> <p>Also, there is FRM 001-Legal approval – Confirmation of customary right to use and occupy land for the growing of oil palm.</p>	Complied

		<p>Growers name (Central Zone):</p> <ol style="list-style-type: none"> 1. Gudi Tome signed on 30/07/2015. 2. John Harrison Savuloko signed on 31/01/2014. <p>Growers name (West Zone):</p> <ol style="list-style-type: none"> 1. Gabriel Bunia signed on 09/02/2012. 2. Reginald Hoe signed on 21/02/2014. 3. Samuel Kuri signed on 07/03/2014. 4. Timothy Pugara on 14/05/2013. <p>Growers name (East Zone):</p> <ol style="list-style-type: none"> 1. Aloisio Manegaua on 09/03/2010. 2. Eriel Asi on 17/10/2011. 3. Philip Makaa on 12/01/2010. 4. Reginal Koethivoa on 25/01/2010. 5. Veronica Sekani on 22/11/2013. 	
5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>Guidance: Weight of FFB may be determined by weighing at the point of pick-up or by calculation of average bunch weight when weighed at the verified mill weighbridge. The organization managing the smallholders should determine the data used for payment and communicated to all smallholders.</p>	<p>As per the payment arrangement agreed, the smallholders will be paid every fortnight. Samples of the payment was verified as below:</p> <ol style="list-style-type: none"> 1. East VOP: Weighbridge ticket no: 41499, supplier: 8001000376-smallholder, transporter: S797-GPPOL – Central Transport, product 0002 – FFB B Crop, Mill Weight (kg) 16,860 kg. FFB receipt docket no: 2046925, 2046924, 2046923. 	Complied

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	- Critical (Major) compliance -	<ol style="list-style-type: none"> 2. West VOP: Weighbridge ticket no: 41847, supplier: 8001000376-smallholder, transporter: S797-GPPOL – Central Transport, product 0002 – FFB B Crop, Mill Weight (kg) 11,100 kg. FFB receipt docket no: 2046387, 2046386. 3. West VOP: Weighbridge ticket no: 42408, supplier: 8001000376-smallholder, transporter: S797-GPPOL – Central Transport, product 0002C – FFB C Crop, Mill Weight (kg) 13,540 kg. FFB receipt docket no: 2046496, 2046495. 	
5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government). Other weighing equipment used may be calibrated using weights that are verified on the weighbridges. Records are maintained to provide an audit trail.</p> <p>- Minor compliance -</p>	<p>Calibration of weighbridge was done by independent third-party and calibrated regularly. Sighted records as below:</p> <ol style="list-style-type: none"> 1. Calibration report for weighbridge-Tetere Oil Mill on 06/03/2020 & 20/03/2020 inspected by Griffin Huinodi & Stanelly Waura. 2. Third schedule Weights and Measures Acts 1973 Solomon Islands receipt no 5780 Form 2 Regulation 8 -Certificate of Inspection for Tetere Oil Mill weighbridge model E1110 (serial number 051240619) with capacity of 60000 kg for weighing of FFB, CPO, PKO, PKE and EFB valid until 04/06/2020 signed by inspectopr on 04/06/2019. <p>There is no other weighing equipment used than weighbridge.</p>	Complied
5.1.8	<p>The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>Supports to smallholders can be shown through the field visit cum inspection report where advice and evaluation especially in good agriculture practices were available. Apart from that various trainings covering the subjects of occupational safety, environment and field upkeep techniques were also given. Records of trainings were well maintained for verification.</p>	Complied

5.1.9	<p>(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.</p> <p>- Critical (Major) compliance -</p>	<p>Grievance mechanism for smallholders is same with the plantation grievance procedure. The complaints and grievances procedure and its communication is available as per Grievance Standard Operational Procedure SOP-SUS-003, Issue No 3, Date 27/01/2020. Based on records, the issues raised by the smallholders were addressed by the certification unit in accordance to their procedure.</p>	Complied
<p>Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.</p>			
5.2.1	<p>The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>- Minor compliance -</p>	<p>Supports to smallholders can be shown through the field visit cum inspection report where advice and evaluation especially in good agriculture practices were available. Apart from that various trainings covering the subjects of occupational safety, environment and field upkeep techniques were also given. Records of trainings were well maintained for verification.</p>	Complied
5.2.2	<p>The Company and Government Extension Service provide extension services to support the development and implementation of livelihood improvement programmes, including capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard).</p> <p>PROCEDURAL NOTE:</p> <p>The RSPO is currently developing a separate standard for Independent Smallholders to be referred to as the "RSPO Independent Smallholder Standard". A National Interpretation for PNG&SI will be developed after the standard is ratified.</p> <p>- Minor compliance -</p>	<p>Supports to smallholders can be shown through the field visit cum inspection report where advice and evaluation especially in good agriculture practices were available. Apart from that various trainings covering the subjects of occupational safety, environment and field upkeep techniques were also given. Records of trainings were well maintained for verification, e.g. "Financial Institution and Savings" dated 02/07/2020.</p>	Complied
5.2.3	<p>Where applicable, the Company and Government Extension Service provide extension services to Smallholders to enhance their understanding of the legal requirements for FFB production to maintain RSPO certification.</p> <p>- Minor compliance -</p>	<p>Understanding on legal requirements were given by the company mainly through trainings and field visit cum inspection.</p>	Complied

5.2.4	<p>(C) Evidence exists that pesticide handling training is available from the Company and/or Government Extension Service for Smallholders within the Unit of Certification. This may be verified by interview with the Smallholders.</p> <p>- Critical (Major) compliance -</p>	All of the sampled smallholders did not use any pesticides in their field maintenance activities. Weeding were normally done manually.	Complied
5.2.5	<p>The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme.</p> <p>- Minor compliance -</p>	The progress and performance of smallholders were reported through field inspection report and the reports are accessible by public.	Complied
Principle 6: Respect workers' rights and conditions			
Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	<p>(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	The Employee Rights & Equal Opportunities Policy, Issue 8, date 21/06/2017 signed by General Manager, Craig Gibsone, Issue 8, date 21/06/2017 was made available. Policies are place on all notice boards outside the offices for all estates and department.	Complied
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers' non- payment of recruitment fees.</p> <p>- Critical (Major) compliance -</p>	Records of employments and interview conducted on-site with sampled internal and external stakeholders confirmed that the workers and groups including local communities, women, and migrant workers have not been discriminated against.	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are made available. Sighted below documents:</p> <ul style="list-style-type: none"> - NBPOL Onboarding Policy, Issue No: 1/2019, date 01/08/2019. - NBPOL Recruitment and Selection Policy, Issue No: 1/2019, date 01/08/2019. 	Complied

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		<ul style="list-style-type: none"> - NBPOL-Recruitment and Selection – LOA. - GPOL Company Regulations (revised on 20th July 2010)- Retirement procedure. - GPOL Company Regulations (revised on 20th July 2010)- Transfer & Promotion of Staff. - GPOL Company Regulations (revised on 20th July 2010)- Disciplinary Policy & Procedure (Suspension, probationary employees) <p>Sample of recent employment verified:</p> <p>Employee Job Description: Field Employee Grade 1 to 2.3 Duties:</p> <ol style="list-style-type: none"> 1. To carry out field operations as designated by plantation management. Tasks may include – Harvesting operation <ol style="list-style-type: none"> a. Upkeep operations b. Nursery operations c. New development operations d. General 2. To follow directions as given by supervisors to ensure field operations are completed to company standards and targets. 3. Follow company procedures in all tasks undertaken. 4. To wear PPE as per company Policies, at all times 5. Ensure RSPO, ISO and OHS procedures are followed in the workplace. 6. Any other duties as directed by the management. 	
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		<p>Job vacancy advertisement sighted as below:</p> <p>Senior Health Care Administrator</p> <p>Job Requirements:</p> <ul style="list-style-type: none"> - Bachelor’s Degree in Public Health, Medicine or related field with a minimum of 5 years’ experience, preferably with specific experience in Occupational health - An engaging personality and the ability to communicate with people on all levels - Strong MS Office skills - Excellent communication and organisational skills - Ability to work in a fast-paced environment, managing workload and prioritising tasks - Being able to work independently 	
6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>Pregnancy testing was conducted only for women employee involved in chemical handling work to ensure no pregnant women working with the risk of chemical exposure. All women employees involved in chemical handling work within GPPOL underwent their pregnancy test at Tetera clinic on monthly basis.</p>	Complied
6.1.5	<p>(C) A Social Issues Committee (SOC) is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>Social Issues Committee was formed, and the minutes of meeting sighted as below:</p> <ol style="list-style-type: none"> 1. Tetera Social Committee meeting 01/2020: 28 January 2020. 2. Mbalisuna Social Committee Meeting date 31/01/2020. 3. Ngalimbiu Social Committee Meeting date 31/01/2020. 	Complied

		These committee members are being elected by their island grouping to represent them in the committee. GPPOL had the committee set up since 2013 and if an employee finished working for GPPOL the island groups themselves meet and choose their own representatives.	
6.1.6	There is evidence of equal pay for the same work scope. - Minor compliance -	<p>Equal pay was made regardless of gender, colour, race, etc. Example of Pay slip for male and female sprayer/ general worker in March 2020 was verified as below:</p> <ul style="list-style-type: none"> - Employee name: Mallon Sau (TE811) 103-General Workers (date: 15/03/2020). - Employee name: Juliet Rukale (TM1001) 01-Lawrence Heromate (date: 15/03/2020). - Employee name: Clerah Neaboi (TE96) 113-Mary Mena (date: 15/03/2020). - Employee name: Nicholas Menapi (MB1512) 106-Adrian Chasi (date: 29/03/2020). 	Complied
<p>Criterion 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW)..</p>			
6.2.1	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in the English language and verbally explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	Collective agreement namely "Guadalcanal Plains Palm Oil Workers Association (GPPOWA) – Recognition Agreement" dated 01/10/2014. The objective of the agreement is to provide a framework for negotiations and consultation, which will facilitate sound, constructive and cordial relations between the company and its employees. The company and the association recognise that it is in their mutual interest to define such a framework, but this should	Complied

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		<p>not preclude informal action, particularly informal consultation, which may contribute to effective staff relations.</p> <p>Other than that, for labour laws and the documentation of pay and conditions, sighted such training has been given to the workers as below:</p> <p>Training for pay and conditions:</p> <ul style="list-style-type: none"> - Ngalimbiu Estate: 06/05/2020 to 189 workers and 08/04/2020 to 182 workers. Mbalisuna Estate: 04/01/2020 to 10 workers. 	
<p>6.2.2</p>	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed, including work done by family members.</p> <p>Family members who work must be employed to ensure that they have access to those benefits. Notwithstanding that, young children may assist their parents on Smallholder blocks provided it does not interfere with their schooling, their physical and emotional development and they are under the direct supervision of their parents.</p> <p>- Critical (Major) compliance -</p>	<p>Referring to the documented Non-Executive Staff Service Contract and Casual Employment Contract for sample workers as following:</p> <p>Tetere Palm Oil Mill:</p> <ol style="list-style-type: none"> 1) Ishmael Pango; Employee ID # TM417; Designation: Laboratory; Date joined: 23/7/2009 2) Juliet Rukale; Employee ID # TM1001; Designation: General Worker; Date joined: 27/7/2015 3) John Tarakamana; Employee ID # TM1665; Designation: Pond Attendant; Date joined: 1/5/2017 4) George Sam; Employee ID # TM9109; Designation: Shift Labour; Date joined: 23/4/2020 5) Nancy Teku; Employee ID # TM9034; Designation: Upkeep Attendant; Date joined: 20/2/2018 6) Eddie Daiwo; Employee ID # TM9022; Designation: Workshop Labour; Date joined: 18/1/2018 7) Margaret Kemea; Employee ID # SI285; Designation: General Worker; Date joined: 23/5/2005 	<p>Non-compliance</p>

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		<p>8) Elliot Toloa; Employee ID # TM315; Designation: General Worker; Date joined: 9/10/2008</p> <p>9) Silverio Rupai; Employee ID # TM9118; Designation: Shift Labour; Date joined: 3/6/2020</p> <p>Mbalisuna Estate:</p> <p>1) Gordon Tamou; Employee ID # MB5921; Designation: Harvester; Date joined: 9/1/2017</p> <p>2) Gladys Bigha; Employee ID # SI7363; Designation: General Worker; Date joined: 11/8/2008</p> <p>3) Wale Pepetua; Employee ID # MB4621; Designation: Haus Meri / Housekeeper; Date joined: 21/2/2014</p> <p>4) Calson Tah; Employee ID # MB18476; Designation: Wheeler; Date joined: 11/3/2020</p> <p>5) Edwin Mane; Employee ID # MB1768; Designation: Harvester; Date joined: 12/6/2017</p> <p>6) Rose Ngelea; Employee ID # MB1620; Designation: Field Worker; Date joined: 29/3/2017</p> <p>7) Rose Mary Kase; Employee ID # MB18326; Designation: Gardener; Date joined: 1/3/2019</p> <p>8) Nicholas Menapi; Employee ID # MB1512; Designation: Sprayer; Date joined: 20/2/2017</p> <p>9) Jolyn Yodu; Employee ID # MB18480; Designation: Sprayer; Date joined: 18/3/2020</p> <p>10) Philistus Lawii; Employee ID # MB18073; Designation: Loose Fruit Collector; Date joined: 14/3/2018</p> <p>11) Noelyn Ata; Employee ID # MB18660; Designation: Loose Fruit Collector; Date joined: 19/11/2020</p>	
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		<p>12) Banabas Medate; Employee ID # MB1544; Designation: Weeding; Date joined: 9/3/2017</p> <p>Ngalimbiu Estate:</p> <ol style="list-style-type: none"> 1) Steward Gida; Employee ID # NG2987; Designation: Tractor Driver; Date joined: 5/1/2009 2) Mondy Levi; Employee ID # NG1482; Designation: Boss Boi; Date joined: 3/3/2017 3) Max Mwebu; Employee ID # NG18882; Designation: Field Worker; Date joined: 27/7/2018 4) William Maneali; Employee ID # NG18922; Designation: Field Worker; Date joined: 16/1/2019 5) Fred Meva; Employee ID # NG8182; Designation: Field Worker; Date joined: 7/12/2016 6) Victoria Ikabu; Employee ID # NG18941; Designation: Field Worker; Date joined: 13/3/2019 7) Naomi Oveti; Employee ID # NG18801; Designation: Field Worker; Date joined: 26/2/2018 8) Lillian Nieke; Employee ID # NG8260; Designation: Field Worker; Date joined: 8/2/2017 9) Alice Tonu; Employee ID # NG7938; Designation: Sprayer; Date joined: 27/11/2015 10) Casper Maemae; Employee ID # NG7959; Designation: Field Recorder; Date joined: 7/1/2016 11) Marcus Lolo; Employee ID # SI861; Designation: Handyman; Date joined: 20/9/2005 12) Veronica Valuku; Employee ID # NG7442; Designation: Loose Fruit Collector; Date joined: 1/4/2014 	
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		<p>13) Wilson Meikabu; Employee ID # NG4321; Designation: Harvester; Date joined: 26/6/2006</p> <p>14) Norman Palmer; Employee ID # NG18747; Designation: Harvester; Date joined: 16/10/2017</p> <p>15) Susan Sobu; Employee ID # NG6830; Designation: Upkeep; Date joined: 25/10/2012</p> <p>Tetere Estate:</p> <p>1) Susan Boboli; Employee ID # TT18029; Designation: Sprayer; Date joined: 18/1/2018</p> <p>2) James Melago; Employee ID # TT18180; Designation: Field Worker; Date joined: 23/5/2018</p> <p>3) Serah Pamu; Employee ID # TE530; Designation: Cleaner; Date joined: 17/8/2010</p> <p>4) Edison Ura; Employee ID # TE1310; Designation: Harvester; Date joined: 6/3/2012</p> <p>5) George Wolo; Employee ID # TT591; Designation: Harvester; Date joined: 7/9/2016</p> <p>6) Daina Inapla; Employee ID # SI7052; Designation: Loose Fruit Collector; Date joined: 2/6/2008</p> <p>7) Andrew Tovu; Employee ID # TT1677; Designation: Tractor Crew; Date joined: 10/5/2017</p> <p>8) Moffat Moali; Employee ID # TE1857; Designation: Harvester; Date joined: 12/2/2014</p> <p>9) Don Talu; Employee ID # SI3640; Designation: Field Worker; Date joined: 26/4/2006</p> <p>10) Monica Taunga; Employee ID # SI5093; Designation: Weeding; Date joined: 22/1/2007</p>	
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		<p>11) Margaret Ngakia; Employee ID # TT8902; Designation: Harvester; Date joined: 21/7/2017</p> <p>12) Anna Penei; Employee ID # TT332; Designation: Sprayer; Date joined: 9/11/2015</p> <p>13) Batholomew Bania; Employee ID # TE1619; Designation: Gardener; Date joined: 14/11/2012</p> <p>14) Judith Ukural; Employee ID # TT601; Designation: Gardener; Date joined: 14/9/2016</p> <p>15) Robert Koete; Employee ID # TT18489; Designation: Field Worker; Date joined: 10/8/2020</p> <p>These Non-Executive Staff Service Contract and Casual Employment Contract documents together with some available GPPOL Estate Employment Form and Plantation Employee Induction Check List has no detailing conditions of employment related to sick leave entitlements although newer Non-Executive Staff Service Contract Template Version Feb2019 included with a statement that The Employee is covered under the Labour Act (Cap 73) and other related legislation of Solomon Islands that may not be specifically stated in this Contract.</p> <p>This was not in compliance with national legal requirements of Labour Act Chapter 73 of following: THE HOLIDAYS, SICK LEAVE AND PASSAGES RULES; (Section 80); LN 19/1982; [26th March 1982]</p> <p>7. - (1) Subject to paragraph (2) of this rule, a worker who-</p> <p>(a) has been continuously employed in an undertaking for a minimum of 26 weeks; and</p> <p>(b) is absent from work because of sickness, shall be entitled to be paid by his employer during such absence from work for such period</p>	
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		<p>or periods not being more than 22 working days in any calendar year as may be certified to be necessary by a medical practitioner.</p> <p>Furthermore, during the interview sessions with sampled workers, there were misleading information received by the workers' on the entitlement of sick leave where their supervisors told them it was reduced to 5 days only and if they absent due to sick for more than 5 days, they won't get paid. Although there were briefing conducted on the awareness of workers entitlement at 21 days/year for sick leave was conducted as per sample records of Muster Chit; Dated 12/2/2020 by the management of Tetere Estate, however the understanding among the workers was found not adequate since no specific measures or methods available to assess the effectiveness of the awareness training given.</p> <p>For the Casual Employment Contract made on 3/6/2020 between GPOL and Siverio Rupai (Employee ID # TM9118); Shift Labour of Tetere Palm Oil Mill which deemed to operate from 3/6/2020 and shall continue till 3/12/2020, it was found that it was ended. The contract specified that it is not subject to a probationary period and further employment at the end of six months' is at the company's discretion.</p> <p>However, as of the date of the audit when the worker been interviewed, he still doesn't receive any new contract and not been informed on the status of his current employment and its terms and conditions although he still received his fortnight pay.</p> <p>These indicated the following:</p>	
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		<ul style="list-style-type: none"> - The employment contracts and related documents has no detailing conditions of employment related to sick leave entitlements. - The casual employment contract of a sample worker was ended its operative period. <p>Hence, a noncompliance has been raised on the matter.</p>	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the generic employment contract "NON-EXECUTIVE STAFF SERVICE CONTRACT, version 2019", it is complied with the Solomon legal labour requirement/minimum wage order.: Labour Act (CAP 73) (Legal notice No:111 21st August 2019 SI No 47) and Gazetted public holiday: PUBLIC HOLIDAYS [Cap. 151] PUBLIC NOTICE NO: 1/2019 NATIONAL AND PROVINCIAL PUBLIC HOLIDAYS 2020.</p> <p>Other than that, for worker's salary, pay slips copies sighted for sampled workers in indicator 6.2.2 above found that company has complied with the Solomon Islands legal labour requirement of minimum wage.</p>	Complied
6.2.4	<p>(C) The Company provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure. Smallholders may live in houses of traditional materials or other accommodation of their choosing.</p> <p>- Critical (Major) compliance -</p>	<p>Visit to the workers housing compound for house samples as following:</p> <ul style="list-style-type: none"> - Mbalisuna Estate Compound: House # QLQ1, QLQ2, QLQ3, QLQ4 & QLQ14 - Tetere Mill & Estate Compound: House # QLQ54 & QLQ60 - Ngalimbiu Estate Compound: House # QLQ8 <p>It was found that the workers slept on their own-purchased mattress with no bedframe on the concrete house flooring. This was not in compliance with national legal requirements of Labour Act Chapter 73 of following:</p>	Non-compliance

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		<p>LABOUR (HOUSING STANDARDS) RULES; (Section 80); LN 114/1970; Act 1 of 1981; [1st January 1971]</p> <p>Provisions of beds</p> <p>11.-(1) In sleeping accommodation with earthen, concrete, coral or stone flooring, a raised bed shall be provided for each occupant: Provided that single bunks may be supplied instead of beds of fitted in not more than two tiers.</p> <p>This indicated that the provision of housing facilities not adequately according to national standards or above for workers in the mill and estate compound.</p> <p>Hence a noncompliance has been raised on the matter.</p>	
6.2.5	<p>The unit of certification being the mill and Company operated plantations makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>GPPOL took initiative to set aside small land area for the workers to go gardening for staple food. This also in line with GPPOL's Improve Employee's Living Condition by promoting gardening for the estimated 3000 people residing in the plantations among employees and their family members.</p> <p>Gardening has been introduced in the following estates:</p> <ul style="list-style-type: none"> - Tetere Estate - Mbalasuna Estate - Ngalmibiu Estate - Okea Estate <p>Notwithstanding, GPPOL allowed locals to setup markets within the vicinity of the operating units. While locals can also setup stores on</p>	Complied

		<p>their land to sell grocery goods. At the estate/mill vicinity, convenient stores and market are made available for the workers to access to food. The market and stores at Mbalisuna and Ngalimbu are operated by locals while at Teterere the store is operated by GPPOWA while the markets are operated by locals.</p>	
<p>6.2.6</p>	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE: Where a GLWC living wage standard (benchmark), or one that fulfills the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks¹. These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.</p> <p>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage.</p> <p>Once the benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages 	<p>DLW calculation for mill and estates was well mentioned in GPPOL's Non-Execs Benefits Analysis 2020 Excel spreadsheet. It includes the accommodation, maintenance of staff housing. Electricity, water, overtime, allowance, security expenses, donations, training, clinic, etc. The payslip sighted in indicator 6.2.2 above showed that the salary received complied with the Solomon legal labour requirement/minimum wage order.: Labour Act (CAP 73) (Legal notice No:111 21st August 2019 SI No 47) and the average benefit/employee/year (SBD 13,041.46) or (SBD 1,086.79/month).</p>	<p>Complied</p>

	<ul style="list-style-type: none"> Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment The UoC may choose to implement the living wage payment in specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>Refer to indicator 6.2.2 above, employee employed permanently with at least 6-months' probation period. No casual labour hired but employment opportunity during high crops period from March to June (seasonal) will be communicated to local villagers through company's representatives.</p>	Complied
<p>Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Employee Rights & Equal Opportunities Policy, issue 8, by General Manager, dated 21/06/2017 signed by Craig Gibsone, General Manager is available publicly in the office notice board and company's website.</p> <p>This Policy is intended as a guideline on Employment and Equal Opportunity Rights. In support of this, it is GPPOL policy that anyone who is experiencing or has experienced a negative discrimination can raise the issue, in the knowledge that we will treat the matter effectively, sympathetically and confidentially. GPPOL respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. In those situations, in which the right to freedom of association and collective bargaining are restricted under law, GPPOL will facilitate parallel means of independent and</p>	Complied

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		<p>free association and bargaining for all such personnel. GPPOL will not engage in nor support negative discrimination in any form.</p> <p>Awareness training for the Policy to all workers has been conducted through the morning briefing as per sample as following:</p> <ul style="list-style-type: none"> - Mbalisuna: 02/04/2020 to 114 workers. - Teterere: 15/04/2020 to 156 workers. - Ngalmbiu: 25/04/2020 to 182 workers. 	
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages and made available upon request.</p> <p>- Minor compliance -</p>	<p>Minutes of meeting available as per sample sighted as following:</p> <ul style="list-style-type: none"> - Guadalcanal Plains Palm Oil Workers' Association (GPPOWA) Executive Committee Meeting; Date: 15/6/2020; Venue: Company Head Office Board Room - Guadalcanal Plains Palm Oil Workers' Association (GPPOWA) Executive Committee Meeting; Date: 18/5/2020; Venue: Company Head Office Board Room <p>Interview with the committee members of the association confirmed that they were freely elected by the workers and the election process not been interfered by company management.</p>	Complied
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>Based on the interview conducted with the workers' representatives and records of GPPOWA election at all operating units within GPPOL, it was confirmed that management does not interfere with the formation or operation of the workers committee.</p>	Complied
<p>Criterion 6.4: Children are not employed or exploited.</p>			

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<p>6.4.1</p>	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>GPPOL has the Human Rights/Sustainable Policy: New Britain Palm Oil Human Rights Policy, Last reviewed June 2011 mentioned:</p> <p><i>"Although we recognise that Human Rights are universal, inalienable, indivisible, interdependent and interrelated, the nature of our operations in plantations and industrial manufacturing has led us to focus on three core areas": Rights for workers. Our labour standards are benchmarked against the ILO core labour standards, including:</i></p> <ul style="list-style-type: none"> - <i>All employees have the right to join and form organisations of their own choosing and to bargain collectively.</i> - <i>No children below 16 working paid or unpaid on our premises. We will seek to ensure that schooling opportunities are available to children in the areas where we operate.</i> - <i>No bonded or forced labour. Withholding of personal documents or other bonds is prohibited</i> - <i>Equal opportunities. Discrimination based on any grounds in recruitment, dismissal or promotion is strictly banned.</i> <p>The policy was communicated to the workers through morning briefing as below:</p> <ul style="list-style-type: none"> - Tetera Estate on 26/03/2020 to 168 workers - Mbalisuna Estate on 02/04/2020 to 114 workers - Ngalmibu Estate on 05/08/2020 to 119 workers 	<p>Complied</p>
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6.4.2	<p>(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure which must be carried out by clinic or supervisory staff to be applied where other documentary evidence of date of birth is not available.</p> <p>- Critical (Major) compliance -</p>	<p>GPPOL has made it compulsory for worker to go through the medical check up which include the verification of minimum age of new worker hired is complied. It is reported in the PRE-EMPLOYMENT MEDICAL REPORT CONFIDENTIAL (Doc No: GPPOLHRF003, approved by HRM dated Feb 2020, version number 1.2) written by the authorized medical officer/HEO/nurse.</p> <p>List of workers with age, national identification, passport or birth certificate showed that minimum age for workers in Tetere Plantation and Tetere POM is 19 years old.</p>	Complied
6.4.3	<p>(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work. Normally the minimum age for employment by the Company is 18 year however in certain circumstances such as school work experience, persons as young as 16 years may be employed. These persons are classified as Young Persons.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the interview and employees master lists data, no young person below 18 years old employed within all operating units within GPPOL.</p>	Complied
6.4.4	<p>The Company demonstrates communication about its “no child labour” policy and the negative effects of child labour through notices at workers’ housing compounds and Smallholder field days. It promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information on no child labour policy and the negative effects of child labour were provided in appropriate languages and accessible to them.</p>	Complied
<p>Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>Smallholder requirements: Smallholders must be able to verbally explain that they understand and observe this requirement.</p>	<p>The policy is made available titled “DOMESTIC VIOLENCE & SEXUAL HARASSMENT POLICY, issue no 7, signed by General Manager (Craig Gibsone) on 21/06/2017”. This Policy is intended as a guideline on Domestic Violence and Sexual Harassment. In support of this, it is GPPOL policy that anyone who is experiencing or has experienced Domestic Violence can raise the issue, in the</p>	Complied

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	<p>- Critical (Major) compliance -</p>	<p>knowledge that we will treat the matter effectively, sympathetically and confidentially.</p> <p>The policy was communicated to the workers through morning briefing as below:</p> <ul style="list-style-type: none"> - Ngalimbiu Estate: 01/05/2020 to 194 workers - Tetere Mill: 12/06/2019 to 38 & 15 workers - Tetere Estate: 22/04/2020 to 78 workers and 14/03/2020 to 119 workers - Mbalisuna Estate: 06/12/2019 to 194 workers. 	
<p>6.5.2</p>	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>Smallholder requirements:</p> <p>Smallholders must be able to verbally explain that they understand and observe this requirement.</p> <p>- Critical (Major) compliance -</p>	<p>The Maternal Policy, Issue No 2 date 21/06/2017 signed by Craig Gibsone, General Manager is made available in the office notice boards and company website.</p> <p>This Policy is intended as a guideline on Maternal Rights. In support of this, it is GPPOL Policy that anyone who is experiencing or has experienced a negative discrimination can raise the issue, in the knowledge that we will treat the matter effectively, sympathetically and confidentially. GPPOL is committed to maintaining a strong and healthy workforce and in particular identifies a particular attention that needs to be given to female employees that are pregnant or breastfeeding. Recognizes and acknowledges that pregnancy, childbirth and breast feeding is a normal way of life, routine antenatal & family planning services for female employees is encouraged. Is in compliance with maternity leave as stated in the Labor Act Section 42. Puts particular emphasis on ensuring that the company does NOT allow pregnant and breast-feeding mothers to do any task dealing with chemical handling and spraying. GPPOL acknowledges the potential dangers of pesticide toxins entering the unborn child through the placenta during pregnancy, the body of a</p>	<p>Complied</p>

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		<p>baby through breast-feeding and potentially through contaminated hands and clothing.</p> <p>Encourages women pesticide handlers and other female employees to notify the health worker if they believe they may be pregnant. Appropriate measures will then be taken to confirm a pregnancy. The pesticide handler employee be relocated to other positions within the operation away from chemicals & pesticides if confirmation of pregnant. Recognizes the confidentiality of the women reporting their pregnancy and health status and expects the supervisor & health worker as employees of the company to maintain confidentiality. Requests that any female employee intending to be a sprayer whether at pre-start or observation medicals for sprayers conducts a pregnancy test. They have the right of refusal, but the Company cannot engage them in and no longer keep them employed as a sprayer and alternative options will be found. This is for the safety of all concerned.</p> <p>The policy was communicated to the workers through morning briefing as below:</p> <ul style="list-style-type: none"> - Tetera Estate on 06/01/2020 to 132 workers - Mbalisuna Estate on 11/02/2020 to 125 workers - Ngalmibu Estate on 17/04/2020 to 188 workers 	
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and a procedure has been determined that identifies actions are taken to address the needs of them and their babies.</p> <p>- Minor compliance -</p>	<p>New mothers' assessment was undertaken by clinics nurse as per sample records of assessment form as following:</p> <ul style="list-style-type: none"> - Post: Housewife; Date: 9/11/2020; Age: 22 years - Post: Housewife; Date: 30/11/2020; Age: 22 years - Post: Loose fruit collector; Date: 7/12/2020; Age: 23 years 	Complied

6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal stakeholders among all workforce confirmed that the information on grievance mechanism, which respects anonymity and protects complainants where requested, is established and communicated to them.</p> <p>No grievance issues that requires the implementation of the mechanism occurs in all operating units within GPPOL since the last audit.</p>	Complied
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All work is voluntary and following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports • Payment of recruitment fees • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>Note: where a Company has advanced money to an employee as a loan, this is to be regarded as a debt to the Company by the employee and a documented arrangement for repayment is to be established that is acceptable to both parties.</p> <p>Smallholder requirements:</p> <p>Smallholders must be able to verbally explain that they understand and observe this requirement.</p> <p>- Critical (Major) compliance -</p>	<p>Resignation/termination of contract terms & condition was well mentioned in the Non-Executive Staff Service Contracts as below:</p> <p>Clause 4. Termination</p> <p>During full employment either party may give one month’s notice of termination to the other. The Company may in the event of the Employee being assessed as unsatisfactory or being unable to perform duties assigned to the employee for any other reason whatsoever without assigning any cause hereto, terminate the Employee’s employment by giving the Employee one month’s notice or in lieu thereof by paying him a month’s salary.</p> <p>Should the employee be guilty of dishonesty, insobriety, misconduct, assault on a company officer or any criminal offence or incur illness which incapacitates the employee from proper performance of the employee’s duties either wholly or in part and which in the opinion of the Company’s Medical Officer is due to the Employee’s own misconduct or wilful neglect or shall become bankrupt or make any composition with or any assignment for the benefit of the employee’s creditors, or shall be guilty of a breach omission or of non-performance of any of the terms and conditions of this agreement or the attached Company Regulations, the Company shall be entitled to summarily terminate the employee’s</p>	Complied

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		<p>employment immediately without notice. GPPOL has the Human Rights/Sustainable Policy: New Britain Palm Oil Human Rights Policy, Last reviewed June 2011 mentioned:</p> <p><i>"Although we recognise that Human Rights are universal, inalienable, indivisible, interdependent and interrelated, the nature of our operations in plantations and industrial manufacturing has lead us to focus on three core areas": Rights for workers. Our labour standards are benchmarked against the ILO core labour standards, including:</i></p> <ul style="list-style-type: none"> • <i>All employees have the right to join and form organisations of their own choosing and to bargain collectively.</i> • <i>No children below 16 working paid or unpaid on our premises. We will seek to ensure that schooling opportunities are available to children in the areas where we operate.</i> • <i>No bonded or forced labour. Withholding of personal documents or other bonds is prohibited</i> • <i>Equal opportunities. Discrimination based on any grounds in recruitment, dismissal or promotion is strictly banned.</i> <p>The policy was communicated to the workers through morning briefing as below:</p> <ul style="list-style-type: none"> - Tetere Estate on 26/03/2020 to 168 workers - Mbalisuna Estate on 02/04/2020 to 114 workers - Ngalimbiu Estate on 05/08/2020 to 119 workers. 	
6.6.2	<p>(C) Where temporary or migrant workers are employed for seasonal or activity related periods of high demand, these are regarded as "casual" workers. A specific labour policy and procedures for casual workers are established and implemented.</p>	<p>There are no migrant or casual workers employed in GPPOL. All workers are locals and employed as permanent with at least 6-months probationary period.</p>	Complied

	- Critical (Major) compliance -		
Criterion 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>GPPOL has formed a GPPOL Environment, Safety and Health Committee 2021. The organisation chart was available for verification comprising of the Chairman, Mr. Azahar Saat, together with the committee representatives from the mill, estates, SQM, Head Office, Workshop and Clinics. The Committee conducts quarterly ESH Meetings to address all ESH related issues within the group. The ESH meeting minutes were available for verification dated 15/10/2020 (3rd Quarter) and 26/01/2021 (4th Quarter).</p> <p><u>Tetere POM</u></p> <p>The responsible person for Health and Safety in the mill has been identified and available in the ESH Committee Structure. The Tetere Oil Mill ESH Committee 2021 Structure comprises of the Chairman which is the Mill Manager, Mr. Raja Kogilan, The Vice Chairman and Secretary along with 18 representatives from each station in the mill. ESH Meetings are conducted on a monthly basis in the mill. The Mill ESH Meeting minutes was available and verified dated 28/09/2020 (9th Meeting) and 30/10/2020 (10th Meeting).</p> <p><u>Mbalisuna Estate</u></p> <p>The responsible person for Health and Safety in the estate has been identified and available in the MBA ESH Committee Structure. The MBA ESH Committee 2021 Structure comprises of the Chairman which is the Estate Manager, Mr. Syafiq Rusepini, The Vice Chairman and Secretary along with 9 representatives' different operations in the estate. ESH Meetings are conducted on a monthly</p>	Complied

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		<p>basis in the estate. The Estate ESH Meeting minutes was available and verified dated 12/11/2020 (11th Meeting) and 30/12/2020 (12th Meeting).</p> <p>Ngalimbiu Estate</p> <p>The responsible person for Health and Safety in the estate has been identified and available in the MBA ESH Committee Structure. The MBA ESH Committee 2021 Structure comprises of the Chairman which is the Estate Manager, Mr. Syafiq Rusepini, The Vice Chairman and Secretary along with 9 representatives' different operations in the estate. ESH Meetings are conducted on a monthly basis in the estate. The Estate ESH Meeting minutes was available and verified dated 12/11/2020 (11th Meeting) and 30/12/2020 (12th Meeting).</p> <p>Tetere POM</p> <p>The responsible person for Health and Safety in the estate has been identified and available in the MBA ESH Committee Structure. The MBA ESH Committee 2021 Structure comprises of the Chairman which is the Estate Manager, Mr. Syafiq Rusepini, The Vice Chairman and Secretary along with 9 representatives' different operations in the estate. ESH Meetings are conducted on a monthly basis in the estate. The Estate ESH Meeting minutes was available and verified dated 12/11/2020 (11th Meeting) and 30/12/2020 (12th Meeting).</p>	
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the appropriate language of the workforce. Assigned operatives trained</p>	<p><u>Tetere POM</u></p> <p>Emergency Response Plan for Spills, Fire, Containment Failure, Flood and Accidents were available and placed at places for all</p>	Complied

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	<p>in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>workers to view. The document was sighted during the audit as well as the sight tour at the workshop. Interview with the workers indicated that they were aware of the procedures to be taken during any emergencies. There were adequate fire extinguishers placed around the mill namely the workshop and boiler station. Emergency Drills (Flooding) were conducted on 30/01/2020 and 30/10/2020. Emergency evacuation Drill was conducted on 13/03/2020 and 20/12/2020.</p> <p>Assigned operatives trained in First Aid were present in the Oil Mill. The mill has a total of 18 first aiders. Interview with the first aiders indicated that they were trained and were aware on the measures to be taken during an emergency. The first aid boxes were inspected to contain adequate items. The first aid box was monitored on a regular basis by the OSH Officer. The latest First Aid Training was conducted on 27/01/2020 by Red Cross.</p> <p>Accident records were available in the mill and maintained in the register. There were 2 accident records in the mill involving the Sterilizer Station dated 16/07/2020 and 02/03/2020 involving the wire rope and sterilizer steam. The management have conducted the accident investigation and the workers have been retraining to adhere to the SOPs.</p> <p><u>Mbalisuna Estate</u></p> <p>Emergency Response Plan for Spills, Fire, Flood and Accidents were available and placed at places for all workers to view. The document was sighted during the audit as well as the sight tour at the stores.</p>	
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		<p>Interview with the workers indicated that they were aware of the procedures to be taken during any emergencies. Emergency Evacuation Drill was conducted on 21/02/2020 and 30/12/2020. Fire Drill was conducted on 21/02/2020.</p> <p>First aid kits were held by the assistant managers and supervisors who patrol the estate during operational days. Interview with the workers indicated all workers are aware of the emergency number that is to be called during an emergency. The management will then address the situation by contacting the nearest first aider as well as provide transport to attain medical attention from the clinic. The first aid box at the Harvesting Gang was inspected and noticed to have sufficient items. All first aid boxes are monitored on a month basis by the Health Officer of each site.</p> <p>The estate management maintains records of accidents in the LTA matrix format. For the year 2020, there were a total of 12 accidents reported in the estate.</p> <p><u>Ngalimbiu Estate</u></p> <p>Emergency Response Plan for Spills, Fire, Flood and Accidents were available and placed at places for all workers to view. The document was sighted during the audit as well as the sight tour at the stores. Interview with the workers indicated that they were aware of the procedures to be taken during any emergencies. There were adequate fire extinguishers placed around the mill namely the workshop and boiler station. Emergency Evacuation Drill was</p>	
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		<p>First aid kits were held by the assistant managers and supervisors who patrol the estate during operational days. Interview with the workers indicated all workers are aware of the emergency number that is to be called during an emergency. The management will then address the situation by contacting the nearest first aider as well as provide transport to attain medical attention from the clinic. The first aid box at the Harvesting Gang was inspected and noticed to have sufficient items. All first aid boxes are monitored on a month basis by the Health Officer of each site.</p> <p>The estate management maintains records of accidents in the LTA matrix format. For the year 2020, there were a total of 12 accidents reported in the estate.</p>	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE) as specified in Company procedures, which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>All workers have been provided with appropriate personal protective equipment (PPE) in accordance with the control measures stated in the risk register, which is provided by the management free of charge. During the field visit via the facilitator to the Spraying Gang and Manuring Gang and visit to the stores of the respective estates and mill, it was sighted that all required appropriate PPEs were worn by the personals.</p> <p>The estates have well maintained facilities for the workers to sanitise themselves prior to returning home from work. The showers were all in good working condition. Interview with workers indicated that they were all well aware that they have to sanitise themselves before returning home due to the hazard that the chemical residues could cause.</p>	Complied
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or</p>	<p>Medical care is provided to all the employees for free which is handled by the GPPOL doctor. GPPOL has insured the local workers under group insurance scheme through Capital Insurance (SI) Ltd.</p>	Complied

	sickness are covered in accordance with national law or by the unit of certification where national law does not offer protection. - Minor compliance -																															
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	<p>Lost Time Injury (LTA) was recorded and maintained by the management and available for verification as below:</p> <table border="1"> <thead> <tr> <th rowspan="2">Operating Units</th> <th colspan="2">2020</th> <th colspan="2">2021</th> </tr> <tr> <th>Cases</th> <th>Days Lost</th> <th>Cases</th> <th>Days Lost</th> </tr> </thead> <tbody> <tr> <td>Tetere POM</td> <td>2</td> <td>77</td> <td>nil</td> <td>nil</td> </tr> <tr> <td>Mbalisuna</td> <td>12</td> <td>12</td> <td>1</td> <td>1</td> </tr> <tr> <td>Ngalimbu Estate</td> <td>3</td> <td>4</td> <td>nil</td> <td>nil</td> </tr> <tr> <td>Tetere Estate</td> <td>5</td> <td>10</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Operating Units	2020		2021		Cases	Days Lost	Cases	Days Lost	Tetere POM	2	77	nil	nil	Mbalisuna	12	12	1	1	Ngalimbu Estate	3	4	nil	nil	Tetere Estate	5	10	1	1	Complied
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Principle 7: Protect, conserve and enhance ecosystems and the environment																																
Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.																																
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>Smallholder requirements: Organization managing the smallholders to manage IPM program for smallholders. - Critical (Major) compliance -</p>	<p>GGPOL has documented its IPM plans in GPPOL SMP 003 Integrated Pest Management Plan [Issue No: 10, dated 25/01/2021] to be used by all its estates. The plan includes the IPM techniques use, use of IPM in GPPOL Plantations and the methods of reducing pesticide usage. The implementation of IPM is monitored through the internal audit and visit by Operational Manager/Sr. Plantation Manager.</p> <p>GPPOL is using the Smallholder Guide to Growing Successful and Profitable Oil Palm which was produced by OPIC and PNG plantation companies as IPM plan for its associate small. Among others, the</p>	Complied																													

		contents include placement of pruned fronds and manually control of Ganoderma.	
7.1.2	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented. Any imported species must first be approved in PNG by National Agriculture Quarantine and Inspection Authority (NAQIA) and in the Solomon Islands by Biosecurity Solomon Islands (BSI). - Minor compliance -	NA. No use of species listed under Global Invasive Species Database and CABI.org in GPPOL Certification Units.	Not Applicable
7.1.3	There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities. - Minor compliance -	There is no use of fire for pest control in the estates under GPPOL Certification Units.	Complied
Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised. - Critical (Major) compliance -	Justification of all pesticides used is documented in NBPOL's Plantation Management Guidelines, Pesticide Practices (NBPOL-EI-MG 030, revision 8, dated 23/10/2018). The guideline specified the types of chemicals used for specific targets.	Complied
7.2.2	(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided. Smallholder requirements: Organization managing the smallholders to maintain records of herbicide issue to smallholders. - Critical (Major) compliance -	Records of pesticides used in all estates under GPPOL are maintained and available for verification. The records are updated on a monthly basis and separated based on the type of pesticides used. The information provided include Sprayed Ha, Applied volume and application rate. The records are accumulated to be viewed on a to date figure for the year. Records were sampled for the Month of May 2020, November 2020 and December 2020.	Complied
7.2.3	(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.	GGPOL has documented its IPM plans in GPPOL SMP 003 Integrated Pest Management Plan [Issue No: 10, dated 25/01/2021] to be used	Complied

	<p>Smallholder requirements: Organization managing the smallholders to manage IPM for smallholders. - Critical (Major) compliance -</p>	<p>by all its estates. The plan includes the IPM techniques use, use of IPM in GPPOL Plantations and the methods of reducing pesticide usage. The implementation of IPM is monitored through the internal audit and visit by Operational Manager/Sr. Plantation Manager.</p> <p>GPPOL is using the Smallholder Guide to Growing Successful and Profitable Oil Palm which was produced by OPIC and PNG plantation companies as IPM plan for its associate small. Among others, the contents include placement of pruned fronds and manually control of Ganoderma.</p>	
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines. - Minor compliance -</p>	<p>There is no prophylactic use of pesticides in GPPOL certification Unit.</p>	Complied
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <p>7.2.5a Judgment of the threat and verify why this is a major threat</p> <p>7.2.5b Why there is no other alternative which can be used</p> <p>7.2.5c Which process was applied to verify why there is no other less hazardous alternative</p> <p>7.2.5d What is the process to limit the negative impacts of the application</p> <p>7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.</p> <p>Smallholder requirements:</p>	<p>GPPOL is using Dimehypo (CAS #52207-48-4) and Cypermethrin (CAS #52313-07-8) which are categorised as Class 1 for controlling rhino beetles. The due diligence was justified in the followings:</p> <ul style="list-style-type: none"> • Strategy on CRB-G Control to Sustain Oil Palm Production in GPPOL, by Dr. L. Bonneau, Dr. L. Kuniata and Dr. M. Ero, dated 15/2/2018 based on entomologist visit report by Dr Mark Ero, dated 26/9/2017. • Recommendation for The Control of Coconut Rhinoceros Beetle In Oil Palm At GPPOL, January 2020 by Lastus Kuniata (PhD) • Cypermethrin Spraying for Bagworms, Nettle Caterpillars and Other Leaf Eating Pests in Immature and Newly Mature Oil Palm Areas 	Complied

	<p>Smallholders not using pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat. Smallholders to follow the policies of the organization managing the smallholders</p> <p>- Minor compliance -</p>	<p>For smallholders, GPPOL management conducts regular checking during field inspection. As of now all smallholders under the certification unit of GPPOL do not use pesticides in their operations.</p>	
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>Smallholder requirements:</p> <p>Smallholders using and/or storing pesticides must demonstrate knowledge of the correct handling, storage, application and disposal requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides are only handled by employees that have undergone necessary trainings that have been provided by the GPPOL management in accordance with the MSDS. Interview with the pesticide handlers indicated that they have been given several trainings and refreshers by the management on proper handling of pesticides in accordance with the MSDS and the SOPs. The training records have been listed under indicator 3.6.1.</p> <p>For smallholders, GPPOL management conducts checking during field inspection. As of now all smallholders under the certification unit of GPPOL do not use pesticides in their operations.</p>	Complied
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>Smallholder requirements:</p> <p>The requirements fully applicable to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>During the visit to the chemical stores via the facilitator it was noticed that all pesticides and chemicals were stored in designated stores labelled as Chemical Stores and was under lock and key. No unauthorised personals were allowed to enter the vicinity of the chemical store. Only those wearing appropriate PPE's as stated in the chart displayed at the entrance of stores were allowed into the chemical stores. Inside the chemical stores it was sighted that all chemicals were arranged and labelled on the shelves. A bin card was available for each pesticides and chemicals to monitor the incoming and outgoing of the chemicals. Remaining solutions that were brought back after being issued were also stored in the stores in a separate area. The facility ventilation fan was found working with adequate ventilation available, up-to-date chemical register,</p>	Complied

		<p>trade and generic names, and their Safety data Sheet were available.</p> <p><u>Smallholders</u></p> <p>Interview with the smallholders indicated that they do not use chemicals or pesticides for field operations therefore this indicator is not applicable for smallholders.</p>	
<p>7.2.8</p>	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes. Empty pesticide containers may be used for pre-mixing spray solution before transport to the plantation for use by sprayers. In this case they must have visual identification such as painted lines around them.</p> <p>Smallholder requirements:</p> <p>The requirements fully applicable to smallholders.</p> <p>- Minor compliance -</p>	<p>The management of the used pesticide containers are in accordance with the GPPOL SOP ESH-002; Recycle, Storage and Disposal of Empty Chemical Containers Procedure.</p> <p>When a chemical container is empty, the containers are triple Rinsed. After the triple rinsing, the chemical label is taken off from the container. Then a Red Paint is painted around the container to indicate that it can be recycle for Pesticide use only. The empty chemical container Recycle Record is then updated. The empty Containers are then stored away in a proper label shelves in the Empty Chemical Container Store. The empty container stored will be then be replaced by a broken/damage container that are being used for pesticide application in the field. The broken/damage containers will be cut into pieces so that they were completely damaged for disposal at the pesticide pit.</p> <p><u>Smallholders</u></p> <p>Interview with the smallholders indicated that they do not use chemicals or pesticides for field operations therefore this indicator is not applicable for smallholders.</p>	<p>Complied</p>

7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>Smallholder requirements: The requirements fully applicable to smallholders. - Critical (Major) compliance -</p>	<p>There were no aerial spraying conducted in GPPOL.</p>	<p>Complied</p>
7.2.10	<p>(C) Specific bi-annual medical surveillance for pesticide operators handling organophosphate insecticides, and documented action to treat related health conditions, is demonstrated.</p> <p>Smallholder requirements: The requirements fully applicable to smallholders. - Critical (Major) compliance -</p>	<p>The medical surveillance for sprayers and pesticide operators were conducted twice a year. Medical examination programme established for those who exposed to chemical for upkeep and P&D activity. Some workers were found to be unfit and medical removal protection has been initiated by the medical doctor.</p> <p><u>Smallholders</u> Interview with the smallholders indicated that they do not use chemicals or pesticides for field operations therefore this indicator is not applicable for smallholders.</p>	<p>Complied</p>
7.2.11	<p>(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.</p> <p>Smallholder requirements: The requirements fully applicable to smallholders. - Critical (Major) compliance -</p>	<p>The Maternal Policy (Issue No. 2; Date: 21/06/2017) states that the management of GPPOL:</p> <ol style="list-style-type: none"> 1. Puts particular emphasis on ensuring that the company does NOT allow pregnant and breast-feeding mothers to do any task dealing with chemical handling and spraying. 2. GPPOL acknowledges the potential dangers of pesticide toxins entering the unborn child through the placenta during pregnancy, the body of a baby through breast-feeding and potentially through contaminated hands and clothing. 	<p>Complied</p>

		<p>3. <i>Encourages women pesticide handlers and other female employees to notify the health worker if they believe they may be pregnant. Appropriate measures will then be taken to confirm a pregnancy. The pesticide handler employee be relocated to other positions within the Operation away from chemicals & pesticides if confirmation of pregnant.</i></p> <p>4. <i>Requests that any female employee intending to be a sprayer whether at pre-start or observation medicals for sprayers conducts a pregnancy test. They have the right of refusal, but the Company cannot engage them in and no longer keep them employed as a sprayer and alternative options will be found. This is for the safety of all concerned.</i></p> <p>Interview with the female workers from all 3 estates indicated that they were aware of the Maternal Policy and understood their rights to not work with pesticides if they were pregnant or breast feeding. GPOL does not employ workers below the age of 18. Workers that have undergone Medical Surveillance and obtained negative results have been removed from pesticides related works.</p>	
<p>Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>			
<p>7.3.1</p>	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>Smallholder requirements:</p> <p>Smallholders must demonstrate planned waste management and disposal by disposing of waste products in a designated waste pit.</p> <p>- Minor compliance -</p>	<p>Documented in Waste Management Plan, issue no. 10, dated 10/2/2020. The plan has information about type of wastes and the method to be used to manage them. Among the wastes identified are hydrocarbon wastes, pesticide wastes, medical wastes, electronic wastes and general wastes to name a few. The guideline also has the template of formats to be used in recording the inventory of wastes generated.</p>	<p>Complied</p>

7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. Medical waste must be disposed of in purpose- built incinerators.</p> <p>Guidance: With minimal opportunity for recycling in PNG and Solomon Islands, waste disposal is by landfill. Segregation of waste shall be into Hydrocarbon contaminated waste, putrescible waste and hard waste and compostable waste. Company procedures must state how these waste streams are managed.</p> <p>Smallholder requirements: The requirements fully applicable to smallholders. - Minor compliance -</p>	<p>Waste material was disposed in accordance to the Wastes Management Plan. Among the records of disposal verified are as follows:</p> <ul style="list-style-type: none"> - Hydrocarbon Wastes Disposal Records - Pesticide Wastes Disposal Records - Bio-medical wastes disposal records – incinerated at Tetera POM <p>Domestic wastes were disposed at landfill. Based on site visit, the landfill area was observed to be well maintained by the certification unit.</p>	Complied
7.3.3	<p>Open fire is not used for waste disposal by the Unit of Certification.</p> <p>Smallholder requirements: Smallholders must be able to verbally explain that they understand and observe this requirement. - Minor compliance -</p>	<p>There was no use of open fire in wastes disposal observed at the certification unit.</p>	Complied
Criterion 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>Smallholder requirements: Smallholders to implement good agriculture practices as communicated through extension services delivered by organization that is managing the smallholders. - Minor compliance -</p>	<p>NBPOL has established its Plantation Management Guidelines to be adhered for good agriculture practices. In managing the soil fertility to optimise yield and minimise environmental impacts, it is covered under various chapters in the guidelines i.e.:</p> <ul style="list-style-type: none"> - Replant Practice [NBPOL-EI-MG 01B, rev. 8, 23/10/2018] - Oil Palm Nursery Practices [NBPOL-EI-MG 02, rev. 8, 23/10/2018] - Pesticide Practices [NBPOL-EI-MG 03, rev. 8, 23/10/2018] - Upkeep Practices [NBPOL-EI-MG 04, rev. 7, 23/10/2018] 	Complied

		<p><u>Smallholder</u></p> <p>The SH Manager regularly educates the smallholders to implement good agricultural practises in line with the SOPs that have been cascaded to the smallholders.</p>	
7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health. Tissue testing is conducted annually to determine fertiliser requirements for the following year. Soil testing is carried out at replant.</p> <p>Guidance: Smallholders are provided with access to test results applicable to the Company Management Unit closes to their block.</p> <p>Smallholder requirements:</p> <p>Organization that is managing the smallholders to take tissue samples from representative Smallholders annually.</p> <p>- Minor compliance -</p>	<p>Leaf and soil nutrient analysis are the common method used in obtaining information of fertilizer requirements in oil palm plantation. The frequency for leaf sampling is normally once a year while for soil analysis is once in 5 years. The leaf sampling for all estates and samples of smallholders were conducted by a third-party laboratory. The leaf sampling analysis results were available for verification.</p> <p><u>Smallholders</u></p> <p>Leaf and Soil Sampling are done throughout GPPOL estates which are adjacent to the smallholders. The estate management have given the smallholders excess to view the report as the soils and leaves of the palms adjacent to their land will show approximately the same results. The SH Manager also provides fertiliser recommendation based on the reports attained from GPPOL Estate fields which are adjacent to the particular smallholders.</p>	Complied
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>The recycling of Empty Fruit Bunches (EFB) Covered under waste management plan. According to the management plan, the mil wastes shall be reverted to the plantation as fertilisers. The method of application is also described in the plan.</p>	Complied
7.4.4	<p>Records of fertiliser inputs are maintained.</p> <p>Smallholder requirements:</p>	<p>The estates maintained the record of the fertiliser application in the fields in order to monitor and ensure the application is carried out as recommended by the PNG OPRA. Among the information available in the records was field number, date of application and</p>	Complied

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	<p>Organization that is managing the smallholders to maintain records of fertiliser distribution.</p> <p>- Minor compliance -</p>	<p>type & quantity of fertilisers. Based on the agronomist recommendations, the average dosage of fertiliser for the visited estates. The dosage depends on the type of fertilizer. The types of fertiliser were Urea, MOP, TSP, Kieserite and Boron.</p> <p>Smallholders</p> <p>The SH Manager maintained records of fertiliser application of all the smallholders and were available for verification. Fertilisers are provided to the smallholders by the SH manager.</p>	
<p>Criterion 7.5: Practices minimise and control erosion and degradation of soils.</p>			
7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Soil map is available for verification. There is no soil categorised as fragile or problematic. The major soil type are of Metapona Grass, Metapona Bush, Konga Grass and Konga Grass.</p>	Complied
7.5.2	<p>There is no extensive replanting of oil palm on steep terrain.</p> <p>Smallholder requirements:</p> <p>Smallholders do not plant on unsuitable slopes. Organization managing the smallholders to advise on slope suitability after consideration of gradient, soil type, harvesting safety and other relevant issue.</p> <p>- Minor compliance -</p>	<p>There is no extensive replanting of oil palm on steep terrain. Generally, the GPPOL area is flat land. The same goes to the smallholders land as all the area are flatland and no slopes were sighted via the facilitator.</p>	Complied
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	<p>There is no new planting of oil palm on steep terrain.</p>	Complied
<p>Criterion 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p>	<p>There is no new planting in the GPPOL Certification Unit.</p>	Not Applicable

	- Critical (Major) compliance -		
7.6.2	Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices. - Minor compliance -	There is no new planting in the GPPOL Certification Unit.	Not Applicable
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	There is no new planting in the GPPOL Certification Unit.	Not Applicable
Criterion 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas. - Critical (Major) compliance -	There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.	Not Applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below). - Minor compliance -	There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.	Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.	Not Applicable
7.7.4	(C) A documented water and ground cover management programme is in place. - Critical (Major) compliance -	There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.	Not Applicable
7.7.5	(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or	There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.	Not Applicable

	<p>other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>PROCEDURAL NOTE:</p> <p>Full details of the RSPO Drainability Assessment Guidelines and related concepts and detailed actions are in the manual currently being fine-tuned/tested by PLWG. A final version should be approved by PLWG in January 2019 and will include additional guidance on the steps to be followed after the decision not to replant as well as implications for other stakeholders, smallholders, local communities and the unit of certification. It is recommended that a further twelve-month methodology trial period is proposed for all related management units (i.e. those with plantations on peat) to utilise the methodology and provide feedback to the PLWG to enable further refinement of procedure as appropriate before January 2020. Units of certification have the option to defer replanting till after the availability of the revised guidelines. Additional guidance on alternative crops and rehabilitation of natural vegetation will be provided by PLWG.</p> <p>PROCEDURAL NOTE:</p> <p>PLWG and the Smallholder Interim Group (SHIG) will collaboratively develop guidance for Independent Smallholders [cross links to SHIG and GHG issues]</p> <p>- Critical (Major) compliance -</p>		
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2018) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	<p>There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.</p>	<p>Not Applicable</p>
7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation</p>	<p>There is no new planting in the GPPOL Certification Unit. No peat land within the GPPOL Certification Unit.</p>	<p>Not Applicable</p>

	Associated with Oil Palm Cultivation on Peat', version 2 (2018) and associated audit guidance - Critical (Major) compliance -		
Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.			
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>7.8.1b Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>The water management plan is documented in GPPOL's Water Management Plan, issue no. 8, dated 13/01/2021. The main objective of the plan is to conserve water resources to ensure availability in future. Samples of water are taken from various water resources to be analysed to monitor the water quality. Among the water resources available in Tetere CU are water catchment for domestic, nursery & mill use, natural springs, creeks and rivers. Maintenance of river buffer zones is also spelt out in the plan.</p> <p>Workers were provided with clean water. The drinking water was frequently analysed by a third-party laboratory. Among the parameters analysed were total coliform, E. coli, odour, taste, pH, nitrate, sulphate and turbidity. Samples of test report in year 2020 were available for verification.</p>	Complied
7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>Smallholder requirements: Smallholders must protect water courses and wetlands by not polluting with rubbish or other waste.</p> <p>- Critical (Major) compliance -</p>	<p>Water Quality Analysis of natural springs, creeks and river sources was done on quarterly basis by a third-party laboratory. Among the parameters tested were pH, Dissolved Oxygen, Nitrate, Phosphate (P), Phosphate (PO4), TSS and Turbidity. GPS location of the sampling points were kept for reference.</p> <p>Smallholders: There were no natural waterways crossing the visited smallholders plantations. Nonetheless, based on interview, the smallholders were able to demonstrate their understanding on contamination risks of creeks/river.</p>	Complied

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7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>The mill applies the biological system with several ponds in series and a tertiary treatment plant for its treatment of effluent. The discharged effluent quality is analysed for BOD level and records are maintained. Although the Solomon Islands authority does not spell out the limit of BOD, Tetere CU has taken initiative to set the limit at 90 ppm. Based on the monthly records, the BOD results were all below 90 ppm since the last assessment.</p>	Complied
7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>Tetere Oil Mill continues to monitor its water consumption on monthly basis for its milling process. Based on the records, the consumption per month was around 1 m³/mt FFB process since the last assessment.</p>	Complied
<p>Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised</p>			
7.9.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy is in place, monitored and reported.</p> <p>- Minor compliance -</p>	<p>Plan for improving efficiency of the use of fossil fuels is documented in Resource Efficiency Improvement Plan [issue 0, dated 30/4/2020]. Progress and achievement status have yet to be seen since the plan was established recently. Among the action plans established are to propose biogas plant which eventually can supply electricity and to maximise the usage of renewable fuel such as kernel shell and fibre in order to supply electricity.</p>	Complied
<p>Criterion 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>			
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>RSPO Palm GHG Calculator was used to calculate the GHG emission from the certification unit. The CU had submitted its GHG calculation report for verification. Based on the report, the amount of GHG emission of the CU in 2020 is 1.09 tCO₂/tProduct.</p> <p>The plan to reduce GHG emission is documented in Significant Pollutants & GHG Management Plan [issue 0, dated 30/4/2020].</p>	Complied

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7.10.2	(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development). - Critical (Major) compliance -	NA. There is no new development at Tetera CU.	Not Applicable
7.10.3	(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored - Critical (Major) compliance -	The plan to minimise other pollutants is also documented in Significant Pollutants & GHG Management Plan [issue 0, dated 30/4/2020]. Among the action plans established are establishment of vegetation cover on slopes, and buffer zones, implementation of waste management/POME Treatment SOP and regular plant maintenance to name a few.	Complied
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area			
7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	Based on site visit at the replanting area, there was no evidence of open burning observed.	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	GPPOL's Zero Burning Policy dated 21/06/2017, issue no. 2 was available. The intention of the policy is to provide guideline for new planting or replanting and restriction of wastes burning.	Complied
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	The certification unit has organised a meeting with the adjacent stakeholders mainly villages with regards to fire prevention and control measure. Attendance records dated 16/09/2020 (with villagers) and 20/01/2021 (with smallholders) were available for verification.	Complied
Criterion 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			
PROCEDURAL NOTE for 7.12			

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<p>The 2018 RSPO P&C include new requirements to ensure the effective contribution of RSPO to halting deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Toolkit in the revised standard.</p> <p>The RSPO ToC also commits RSPO to balancing sustainable livelihoods and poverty reduction with the need to conserve, protect and enhance ecosystems.</p> <p>High Forest Cover Countries (HFCCs) urgently require economic opportunities that enable communities to choose their own development path, while providing socio-economic benefits and safeguards. Adapted procedures will be developed to support the sustainable development of palm oil by indigenous peoples and local communities with legal or customary rights. These will apply in specific HFCCs, and within those, in High Forest Cover Landscapes (HFCLs).</p> <p>The development of these procedures will be guided by a No Deforestation Joint Steering Group (NDJSG) of RSPO and HCSA members. In HFCCs, RSPO will work through national and local participatory processes with governments, communities and other stakeholders to develop these procedures. A timeframe for these activities is stipulated in the Terms of Reference for the NDJSG and publicly available.</p>			
7.12.1	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document</p> <p>- Critical (Major) compliance -</p>	NA. There is no new planting after 15/11/2018 at Tetere CU.	Not Applicable
7.12.2	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <p>7.12.2a For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p> <p>7.12.2b Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p> <p>PROCEDURAL NOTE:</p> <p>For details of transitional measures, refer to Annex 5: RSPO transition from HCV assessments to HCV-HCSA assessments.</p> <p>- Critical (Major) compliance -</p>	<p>Documented in a report titled Rapid Conservation Assessment Report GPPOL, Guadalcanal, by A.J.F.M. Dekker, dated March 2010.</p> <p>A Rapid Conservation Assessment was conducted by A.J.F.M Dekker on 14- 25 April 2009 and 26 July-3 August 2009. The assessment report was completed in March 2010. The methodology applied for this conservation assessment on developed area follows the 6 HCV indicators. There was no presence of RTE species identified within GPPOL operating units with reference to the IUCN status. HCV 1, HCV 2, HCV 3 and HCV 6 were not identified by the Conservation assessor. As the Conservation Report conducted by GPPOL is not a full HCV assessment and the purpose was to evaluate the conservation status after taking over the plantation developed by SIPL, only ad hoc consultation with several local residents. As stated in the report, the adjacent lands are mainly grassland due to longing human interference for cultivation and plantation. The potential present HCV are mapped in the assessment report. As this was only</p>	Complied

		a rapid assessment, no survey was conducted to map the potentially present HCV.	
7.12.3	<p>(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi- stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> <p>PROCEDURAL NOTE: There shall be demonstrable benefits to the local community; clear recognition of legal and customary lands based on participatory land use planning; development shall be proportional to the needs of the local community; with a balance between conservation and development. This procedure will also cover planting on previous or abandoned agricultural land/ plantations. All other P&C requirements apply, including FPIC and HCV requirements.</p> <p>- Critical (Major) compliance -</p>	Not applicable.	Not Applicable
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peat land and other conservation areas within Company managed land have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified) that may result from the actions of the Unit of Certification.</p> <p>- Critical (Major) compliance -</p>	NA. There is no new planting after 15/11/2018 at Tetere CU.	Not Applicable
7.12.5	Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated	NA. There is no new planting after 15/11/2018 at Tetere CU.	Not Applicable

	<p>agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>		
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>Smallholder requirements: Organization managing the smallholders to educate and support Smallholders through field days and visits to Smallholder blocks as part of their routine extension activities.</p> <p>- Minor compliance -</p>	<p>Education on Solomon Islands RTE species is done incorporated with other training programmes such as HCV training. Whereas for the smallholders, information about the RTE is given during field inspection visits by the smallholder manager. Records of training are well maintained for verification.</p>	<p>Complied</p>
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>NA. There is no new planting after 15/11/2018 at Tetere CU.</p>	<p>Not Applicable</p>
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	<p>NA. There is no new planting after 15/11/2018 at Tetere CU.</p>	<p>Not Applicable</p>

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Appendix B: Approved Time Bound Plan

SDP- RSPO Certification Status for Malaysia Operations

SOU NO	Name of SOU	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	Sg. Dingin	Karangan, Kedah	12 Aug '10	11-Aug-25	RSPO 550179	N.A
2	Chersonese	Kuala Kurau, Perak	5 Oct '11	4-Oct-21	CU-RSPO-815148, RSPO 590800	N.A
3	Elphil	Sg Siput, Perak	18 Jun '11	17-Jun-21	RSPO 550180	N.A
4	Flemington	Teluk Intan, Perak	5 Oct '11	4-Oct-21	CU-RSPO-819144, RSPO 590802	N.A
5	Seri Intan	Teluk Intan, Perak	3 Mar '11	2-Mar-21	CU-RSPO-811218, RSPO 0015	N.A
5	Selaba	Teluk Intan, Perak	3 Mar '11	2-Mar-21	CU-RSPO-819142, RSPO 0016	N.A
5a	Sg Samak		3 Mar '11	NA	NA	Mill was closed down.
6	Tenamaram	Bestari Jaya, Selangor	3 Mar '11	2-Mar-21	CU-RSPO-819143, RSPO 0014	N.A
7	Bkt Kerayong	Kapar, Selangor	15 Apr '11	14-Apr-21	RSPO 550181	N.A
8	East	Carey Island, Selangor	19 May '10	18-May-25	RSPO 543543	N.A
9	West	Carey Island, Selangor	19 May '10	18-May-25	RSPO 543594	N.A
9a	Sepang	Sepang, Selangor	19 May '10	NA	NA	Mill was closed down.
10	Bukit Puteri	Raub, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-815147, 18502206 001, 824 502 14020, MUTU – RSPO/091	N.A
11	Kerdau	Temerloh, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-819155, 18502207 001, 824 502 14019, MUTU-RSPO/094	N.A
12	Jabor	Kuantan, Pahang	7 Jul '11	6-Jul-21	CU-RSPO-819156, RSPO 928288, 824 502 16049, MUTU-RSPO/092	N.A
13	Labu	Nilai, Negeri Sembilan	30 Dec '11	29-Dec-21	CU-RSPO-855480	N.A

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SOU NO	Name of SOU	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
14	Tanah Merah	Port Dickson, Negeri Sembilan	19 May '10	18-May-21	CU-RSPO-855720	
15	Sua Betong	Port Dickson, Negeri Sembilan	18/2/2014	17-Feb-24	CU-RSPO-855718	N.A
16	Kok Foh	Bahau, Negeri Sembilan	7 Jul '11	6-Jul-21	CU-RSPO-819157, RSPO 928188, 824 502 16051, MUTU-RSPO/093	N.A
17	Kempas	Jasin, Melaka	19 May '10	18-May-25	RSPO-PC-00101	N.A
18	Diamond Jubilee	Jasin, Melaka	5 Oct '11	4-Oct-21	CU-RSPO-819146, RSPO 591224	N.A
19	Pagoh	Muar, Johor	28/1/2014	27-Jan-24	RSPO 600305	N.A
19a	Yong Peng	Yong Peng, Johor	20 Oct '10	19-Oct-15	RSPO 550182	Mill was closed down.
20	Chaah	Chaah, Johor	18 Nov '10	17-Nov-25	RSPO 548299	N.A
21	Gunung Mas	Kluang, Johor	19 May '10	18-May-25	CU-RSPO-863078	N.A
22	Bukit Benut	Kluang, Johor	5 Oct '11	4-Oct-21	CU-RSPO-819147, RSPO 591229	N.A
23	Ulu Remis	Layang-layang, Johor	11 Apr '11	10-Apr-21	SGS-RSPO/PM-00722, 824 502 16042, BV-RSPO-20170705-01	N.A
24	Hadapan	Layang-layang, Johor	29 Mar '11	28-Mar-26	RSPO 739013	Re-certification conducted on 11/12/2020.
25	Segaliud	Sandakan, Sabah	20 May '10	19-May-15	RSPO 547123	Mill was closed down.
26	Sandakan Bay	Sandakan, Sabah	1 Oct '08	30-Sep-23	RSPO 537872	N.A
27	Melalap	Tenom, Sabah	21 Jan '11	20-Jan-21	RSPO 547124	N.A
28	Binuang	Kunak, Sabah	16 Jan '09	12-Jul-25	RSPO-PC-00116	N.A
29	Giram	Kunak Sabah	16 Jan '09	12-Jul-25	RSPO-PC-00115	
30	Merotai	Tawau, Sabah	16 Jan '09	12-Jul-25	RSPO-PC-00117	
30a	Jeleta Bumi	Kunak, Sabah	24/5/2010	NA	NA	Mill was closed down.
30b	Mostyn	Kunak Sabah	16 Jan '09	NA	NA	Mill was closed down.

SOU NO	Name of SOU	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
31	Lavang	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819166, MUTU-RSPO/053	N.A
32	Rajawali	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819167, RSPO 0020	N.A
33	Derawan	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-819169, RSPO 0019	N.A
34	Pekaka	Bintulu, Sarawak	30 Dec '11	29-Dec-21	CU-RSPO-815150, MUTU-RSPO/054	Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate.) has been transferred to SOU Lavang.
35	Bintang	Johor	N/A	N/A	N/A	SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold. As at 1st Oct 2018, the mill has completed the selling off transaction.

Legends

Certification Withdrawal

NA - NOT APPLICABLE

Note: There are 2 certificate numbers for some SOUs due to transfer of CB.

SDP- RSPO Certification Status for Indonesia Operations

NO	Name of PT	Name of Mill	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	PT LAHAN TANI SAKTI	ALUR DUMAI	Bagan Sinembah/Tanh Putih, Pujud, Rokan Hilir, Riau	16-Jan-12	15-Jan-22	SGS-RSPO/PC17-00005	N.A
2	PT SAJANG HEULANG	ANGSANA MINI	Sebamban, Indonesia	6-Jul-11	6-Jul-16	MUTU-RSPO/006b	Mill closed down
3	PT SAJANG HEULANG	MUSTIKA	Sebamban, Indonesia	3-Jul-13	2-Jul-23	MUTU-RSPO/027	N.A
4	PT LADANGRUMPUN SUBURUBADI	ANGSANA	Sebamban, Indonesia	9-Nov-16	8-Nov-21	MUTU-RSPO/006a	N.A
5	PT LANGGENG MUARAMAKMUR	BEBUNGA	Pamukan Utara, Tanah Grogot, Kotabaru/Pasir, Kalimantan Selatan/Kalimantan Timur	16-Mar-12	3-Aug-22	MUTU-RSPO/014	N.A

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NO	Name of PT	Name of Mill	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
6	PT KRIDATAMA LANCAR	SUKAMANDANG	Seruyan Tengah, Sampit, Seruyan, Kalimantan Tengah	2-Sep-16	1-Sep-21	MUTU-RSPO/003	N.A
7	PT BAHARI GEMBIRA RIA	LADANG PANJANG	Kumpeh Ulu, Jambi, Muaro Jambi, Jambi	9-Jul-12	28-Nov-22	MUTU-RSPO/019	N.A
8	PT TUNGGAL MITRA PLANTATIONS	MANGGALA	Riau, Indonesia	25-Nov-10	24-Nov-20	RSPO 744708	Re-certification remote audit conducted on 22/02/2021. License end date 24-May-2021.
9	PT PARIPURNA SWAKARSA	PONDOK LABU	Pamukan Selatan, Tanah Grogot, Kotabaru, Kalimantan Selatan	16-Mar-12	19-Jul-22	MUTU-RSPO/016	N.A
10	PT BERSAMA SEJAHTERA SAKTI	GUNUNG ARU	Sebamban, Indonesia	21-Oct-16	20-Oct-21	MUTU-RSPO/005	N.A
11	PT GUTHRIE PECCONINA	RANTAU PANJANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	16-Mar-12	19-Nov-22	MUTU-RSPO/017	N.A
12	PT LAGUNA MANDIRI	RANTAU	Sungai Durian, Kotabaru, Kalimantan Selatan	30-Dec-11	29-Dec-21	MUTU-RSPO/009	N.A
13		BETUNG		1-April-14	31-Mar-24	MUTU-RSPO/035	
14	PT INDOTRUBA TENGAH	SEKUNYIR	Kalimantan Tengah, Indonesia	23-Nov-10	22-Nov-20	RSPO 744702	Re-certification remote audit conducted on 20/02/2021. License end date 22-May-2021.
15	PT SWADAYA ANDIKA	SELABAK	Sungai Durian, Kotabaru, Kalimantan Selatan	16-Mar-12	15-Mar-17	MUTU-RSPO/015	Cert. discontinued – supply bases extended to Rantau POM
16	PT BINA SAINS CEMERLANG	SG PINANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	11-Sep-12	28-Nov-22	MUTU-RSPO/020	N.A
17	PT TEGUH SEMPURNA	PEMANTANG	Kuala Kuayan, Sampit, Kotawaringin Timur, Kalimantan Tengah	9-Sep-16	8-Sep-21	MUTU-RSPO/004	N.A
18	PT BHUMIREKSA NUSA SEJATI	TELUK BAKAU	Pelangiran, Sg. Guntung, Indragiri Ilir, Riau	01-Dec-16	30-Nov-21	MUTU-RSPO/008	N.A
19		MANDAH		1 April 2014	31/03/24	MUTU-RSPO/036	
20	PT ANEKA INTIPERSADA	TELUK SIAK	Tualang, Perawang, Siak, Riau	8-Dec-16	7-Dec-21	MUTU-RSPO/007	N.A
21	PT TAMACO GRAHA KRIDA	UNGKAYA	Witaponda, Kolonodale, Morowali, Sulawesi Tengah	10-Jul-12	28-Dec-22	MUTU-RSPO/018	N.A

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NO	Name of PT	Name of Mill	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
22	PT SIME INDO AGRO	BK AJONG	Kalimantan Barat, Indonesia	18-Jul-16	17-Jul-21	MUTU-RSPO/088	N.A
23	PT PADANG PALMA PERMAI/PT PERKASA SUBUR SAKTI	BLANG SIMPO	Karang Baru, Kuala Simpang, Aceh Tamiang, Nangroe Aceh Darussalam	3-May-13	2-May-23	MUTU-RSPO/026	N.A
24	PT SANDIKA NATAPALMA/PT BUDIDAYA AGRO LESTARI	LEMBIRU	Desa Suka Karya Kec. Marau Kab. Ketapang, Kalimantan Barat	3-Jul-14	2-Jul-24	MUTU-RSPO/044	N.A
25	PT MITRAL AUSTRAL SEJAHTERA	MAS Mill	Desa Rahayu Kec. Parindu Kab.Sanggau, Kalimantan Barat	NA	NA	NA	The property was disposed on 25 June 2019 and a official letter on disposal of PT Mas was sent to RSPO Secretariat on 27 June 2019.Last meeting with all relevant stakeholders was done with RSPO CP during recent RT in Bangkok last November 2019.Both parties have responded to the legal reviewer report and submitted the comment to RSPO CP.

Legends

Pending Certification by RSPO EB	Mill down	closed
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NA - NOT APPLICABLE

SDP - RSPO Certification for Time Bound Plan - NBPOL Operations

As at end Apr 2020

No	Management Unit	Supply Base	Time Bound Plan	Location	Status	Certified Date
	SOU Name					
1	Guadalcanal Plains Palm Oil Limited (GPPOL)	Tetere Oil Mill	NA	Guadalcanal Province, Solomon Islands	Certified	18-Mar-11
		Tetere Estate				
		Ngalimbiu Estate				
		Mbalisuna Estate				
		Smallholders – West Zone (83)				
		Smallholders – Central Zone (53)				
		Smallholders – MBA East Zone (59)				
Smallholders – MBE East Zone (37)						
2	Milne Bay Estates (MBE)	Hagita Oil Mill	NA	Milne Bay Province, Papua New Guinea	Certified	15-Feb-18
		Giligili Estate				
		Hagita Estate				
		Waigani Estate				
		Sagarai Estate				
		Padipadi Estate				
		Mariawatte Estate				
		Smallholders - East Gurney Estate (264)				
		Smallholders - West Gurney Estate (229)				
		Smallholders - East Sagarai Estate (157)				
		Smallholders - West Sagarai Estate (221)				
3	Poliamba (POL)	Poliamba Oil Mill		New Ireland Province, Papua New Guinea	Certified	19-Mar-12
		Kara Estate				
		Nalik Estate				
		West Coast Estate				
		Noatsi Estate				
		Madak Estate				
		Smallholders -North Division (615)				
		Smallholders- South Division (868)				
Smallholders -West Division (309)						
4	Ramu Agricultural Industries Ltd (RAIL)	Gusap Mill	NA	Morobe Province, Papua New Guinea	Certified	5-Aug-10
		Gusap East (Gusap) Estate				
		Gusap West (Paddock) Estate				
		Surinam Estate				
		Dumpu Estate				
		Ngaru Estate				
		J Estate (Jephcott) Estate				
		Smallholders - Madang VOPs (71)				

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5	Higaturu Oil Palm (HOP)	Smallholders - Morobe VOPs (253)	NA	Oro Bay Province, Papua New Guinea	Certified	1-Feb-13
		Sangara Oil Mill				
		Mamba Oil Mill				
		Embi Estate				
		Ambogo Estate				
		Sangara Estate				
		Sumbiripa Estate				
		Mamba Estate				
		Sambogo Estate				
		Scheme Smallholder Sorovi Division(2019)				
		Scheme Smallholder Saiho Division(842)				
		Scheme Smallholder Aeka Division (911)				
		Scheme Smallholder Igora Division (1367)				
		Scheme Smallholder Ilimo Division (671)				
6	West New Britain (WNB)	Mosa Oil Mill	NA	Kimbe, West New Britain, Papua New Guinea	Certified	10-Sep-08
		Kumbango Oil Mill				
		Kapiura Mill				
		Numundo Mill				
		Waraston Mill				
		Bebere Estate				
		Kumbango Estate				
		Togulo Estate				
		Dami Estate				
		Waisisi Estate				
		Kautu Estate				
		Karaus Estate				
		Moroa Estate				
		Bilomi Estate				
		Loata Estate				
		Haella Estate				
		Garu Estate				
		Daliavu Estate				
		Sapuri Estate				
		Malilimi Estate				
		Rigula Estate				
Nomundo Estate						
Navarai / Karato ME /KDC EU Estate						
Volupai / Lotomgam / Natupi / Goruru Estate						
Lolokoru Estate						
Ove Estate						

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7		Tamare Estate				
		Smallholders LSS Mosa (1822)				
		Smallholders VOP East (1817)				
		Smallholders VOP Central (1964)				
		Smallholders VOP West (1279)				
		Smallholders LSS Kapiura (551)				
		Smallholders VOP Kapiura (850)				
		Smallholders Kaulong/Akami/Pushiki/Repamira/Sakapei (20)				
	Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd.	Erap Mill	Sep-20	Markham Farms	Certified	Certified on 27 March 2020. There is total area for NPP: 710.30 ha which is currently excluded from the certification scope until the NPP is approved.
		Munum Estate	Sep-20		Certified	
		Maralumi Estate	Sep-20		Certified	
		Erap Estate	Sep-20		Certified	

Legends

Pending Certification

NA - NOT APPLICABLE

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in 2020 for Tetere Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 4.0. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Nett GHG emitted in 2020 for Tetere Palm Oil Mill and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	1.09
PK	1.09

Extraction	%
OER	23.48
KER	5.66

Production	t/yr
FFB Process	156143.49
CPO Produced	36661.954
PKO Produced	8836.129

Land Use	Ha
OP Planted Area	7465.54
OP Planted on peat	
Conservation (forested)	
Conservation (non-forested)	3600.00
Total	11065.54

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	55284.82	0.37	0	0	1873.88	0	57158.70	0.37
CO ₂ Emission from fertilizer	4132.13	0.03	0	0	16.12	0	4148.25	0.03
NO ₂ Emission from peat	0	0	0	0	0	0	0	0
NO ₂ Emission from fertilizer	5149.44	0.03	0	0	19.53	0	5168.97	0.03
Fuel Consumption	1787.17	0.01	0	0	46.78	0	1833.95	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
Sink								
Crop Sequestration	-54128.07	-0.36	0	0	-5695.40	0	-59823.47	-0.36

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Conservation Sequestration	0	0	0	0	0	0	0	0
Total	12225.48	0.08	0	0	-3739.09	0	8486.39	0.08

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	39515.85	0.25
Fuel Consumption	1689.48	0.01
Grid Electricity Utilization	29.87	0.00
Credit		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	41235.19	0.26

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	9655.92
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	9655.92

*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix D: Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit (Feb 2019 – Dec 2020)				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
1	Feb-19	13,066.25	0	13,066.25
2	Mar-19	14,252.44	0	14,252.44
3	Apr-19	13,546.36	0	13,546.36
4	May-19	17,222.72	0	17,222.72
5	Jun-19	13,176.06	0	13,176.06
6	Jul-19	15,038.91	0	15,038.91
7	Aug-19	13,192.58	0	13,192.58
8	Sep-19	11,202.05	0	11,202.05
9	Oct-19	11,717.07	0	11,717.07
10	Nov-19	11,325.03	0	11,325.03
11	Dec-19	10,224.16	0	10,224.16
12	Jan-20	12,974.22	0	12,974.22
13	Feb-20	12,460.99	0	12,460.99
14	Mar-20	14,256.10	0	14,256.10
15	Apr-20	13,506.40	0	13,506.40
16	May-20	14,875.96	0	14,875.96
17	Jun-20	16,521.10	0	16,521.10
18	Jul-20	14,977.14	0	14,977.14
19	Aug-20	12,960.59	0	12,960.59
20	Sep-20	11,295.57	0	11,295.57
21	Oct-20	11,603.90	0	11,603.90
22	Nov-20	10,449.75	0	10,449.75
23	Dec-20	10,261.77	0	10,261.77
	Total	300,107.12	-	300,107.12

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B. Monthly Records of Certified CPO & PK since the last audit (Feb 2019 – Dec 2020)			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	Feb-19	3,112.09	740.16
2	Mar-19	3,425.08	792.51
3	Apr-19	3,170.41	756.80
4	May-19	4,088.66	956.63
5	Jun-19	3,042.56	763.01
6	Jul-19	3,576.62	845.49
7	Aug-19	3,140.68	756.90
8	Sep-19	2,739.60	663.34
9	Oct-19	2,922.69	669.75
10	Nov-19	2,756.05	643.31
11	Dec-19	2,411.45	593.67
12	Jan-20	3,058.20	730.41
13	Feb-20	2,964.97	685.40
14	Mar-20	3,423.89	789.24
15	Apr-20	3,166.00	763.73
16	May-20	3,512.82	841.76
17	Jun-20	3,867.37	927.01
18	Jul-20	3,450.79	844.37
19	Aug-20	3,078.95	737.95
20	Sep-20	2,601.40	643.22
21	Oct-20	2,730.59	665.41
22	Nov-20	2,421.83	605.25
23	Dec-20	2,385.26	602.33
	Total	71,047.95	16,225.00

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C. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any) (Feb 2019 – Dec 2020)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	Undisclosed buyer 1	-		16,225.00
2	Undisclosed buyer 2	-	6,235.30	
3	Undisclosed buyer 3	-	23,335.03	
4	Undisclosed buyer 4	-	38,795.42	
		Total	68,365.75	16,225.00

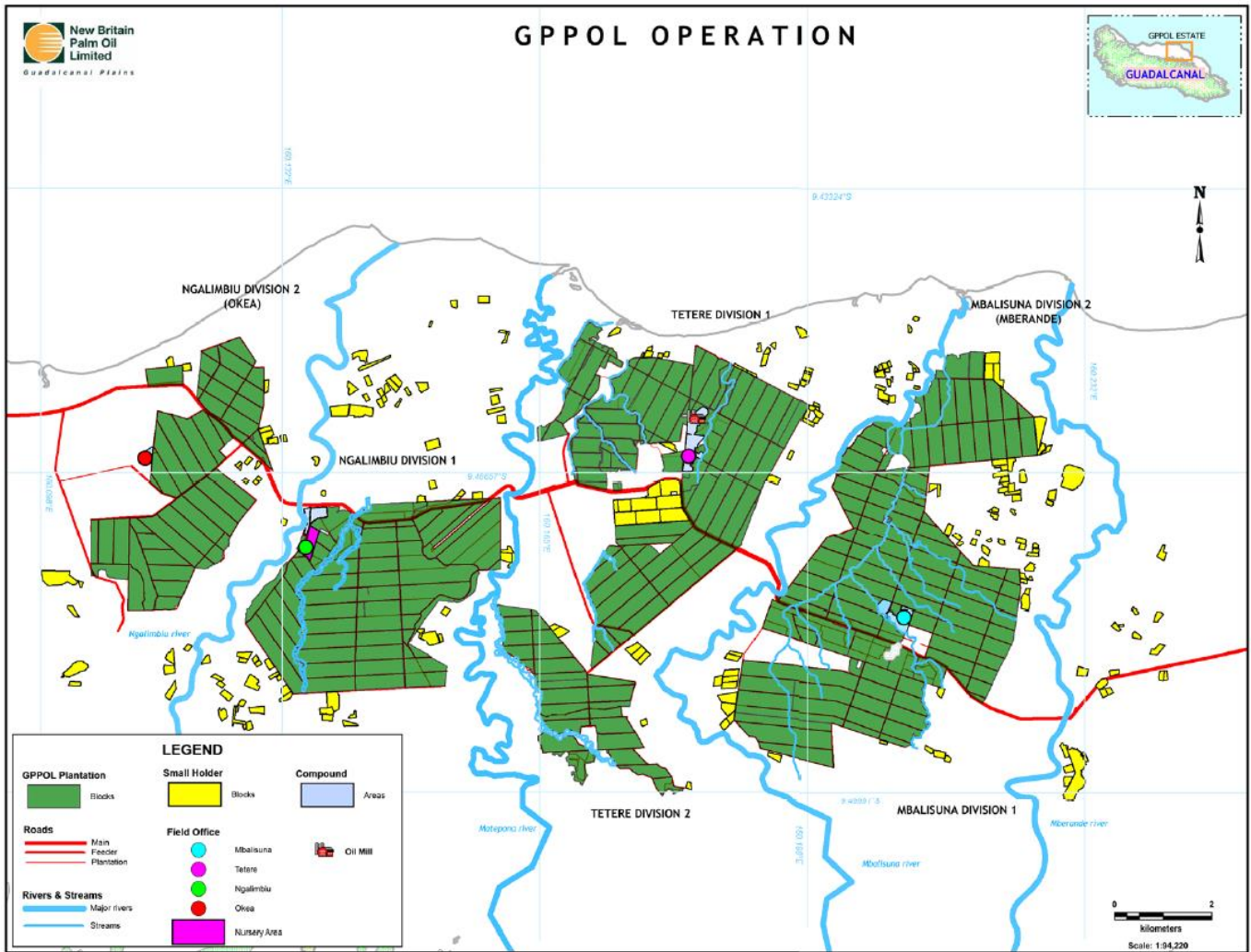
D. Records of CPO & PK Sold under other schemes since the last audit (if any) (Feb 2019 – Dec 2020)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
1	Nil			

E. Records of CPO & PK Sold as conventional since the last audit (if any) (Feb 2019 – Dec 2020)				
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)	
1	Nil			

F. Records of Certified CPO Sold under RSPO Credits since the last audit (if any) (Feb 2019 – Dec 2020)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
	Nil		

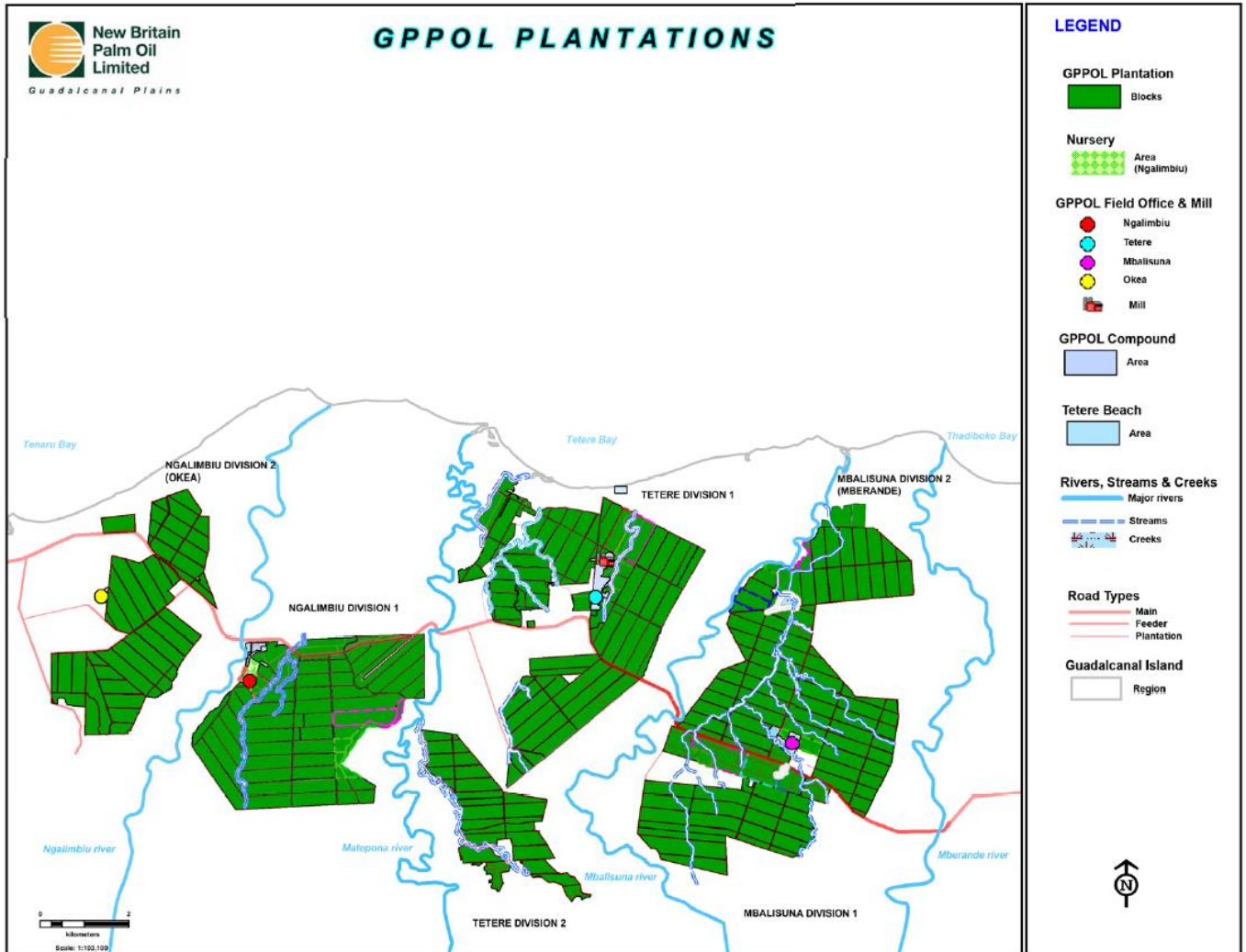
Appendix E: Location Map of Certification Unit and Supply bases

Tetere Palm Oil Mill



Appendix F: Estates Field Map

Estates Field Map



Appendix G: List of Smallholder Sampled

No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
1	45	JUNE	SAKI	4	4						
2	55	NATHAN	BOSA	4	2.7						
3	84	JENNY	SAKI KAKAI	4	4.15						
4	105	DAVID	BAKANI	4	17.6		x				
5	111	NORMAN	THUGEA	4	0.95						x
6	116	JAMES	NGELEA	4	4.34		x				
7	117	EDWARD	PORU	4	2.87			x			
8	118	ALFRED	THUGEA	4	2.96						
9	121	JACOB	SALE	4	8.09						
10	122	ALLAN MATEA	SIKUA	4	7.43			x			
11	123	ALFRED	BATA	4	3.2		x				
12	124	BENEDICT	GARIMANE FAMILY	4	2.32						
13	133	KAOUTAVE	CHRISTIAN SCHOOL V	4	1.39						
14	134	KAUTOGA	LPC	4	20.47			x			
15	135	JOHN	SALE	4	3.32		x				
16	136	ROBERT	CHEDI	4	0.79						

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
17	138	REUBEN	TAWASI	4	1.37						
18	139	JOHN	SELWYN SUBA	4	3.56						
19	140	FRANCISE	THUGEA	4	6.03						
20	141	LEONARD	BETA	4	1.97			x			
21	142	TIMOTHY	TANGITHIA	4	3.84						
22	143	JUDAH	POA	4	1.83						
23	149	HENDRY	VOUTAR	4	1.88		x				
24	150	JOHN	SALO	4	4.07						
25	151	JACOB	VOO	4	2.82						
26	152	JOHN	OGOGA	4	1.61			x			
27	153	STEPHEN	KUNIA	4	1.98						
28	154	FR.JOHN	CHRISTIAN MANETHA	4	1.29			x			
29	155	STEPHEN	BOSAMETE	4	1.35						
30	157	MARY	DOKE	4	1.52						
31	158	BARNABAS	PAROLE	4	1.8						x
32	159	SAMUEL	KURI (SR)	4	4.75						x
33	160	LUKE	TAUTO (JR)	4	1.94						
34	161	ROBERT	RAMAU	4	2.04		x				
35	162	NELSON	TOLE	4	1.42						

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
36	163	AMOS	BULA & PHILIP MAKA	4	2.08						
37	164	ALICE	KOKUE	4	1.51						
38	165	MICHAEL	SERO	4	2.43						
39	166	ROBERT	SIKUA	4	3						
40	167	NELSON	MATAI	4	10.19						
41	168	EDDIE	NICKSON AND BROTHERS	4	2.2						
42	170	JOHN	KAKAMO	4	3.67		x				
43	171	BRENEDETA	VAUAUA	4	1.68						
44	172	MICHAEL	MELU	4	3.36		x				
45	174	PAUL	TUBARA	4	2.25			x			
46	175	TITUS	PULOGITA KAMATA	4	3.23						
47	178	JOHN	ROSS IVAENA	4	2.05			x			
48	181	JOHN	UGI	4	2.88						
49	185	JACKSON	MEDO	4	3.18						
50	187	PATTESON	PARA	4	4.15						
51	188	JOHN	TITUS	4	2.33						
52	189	JULIO	RAVA	4	2.33						
53	190	JOB	TANGITHIA	4	5.68		x				

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
54	191	BARNABAS	GIGIA	4	1.78						
55	192	JOHN	MANENEGELEA	4	3.04				x		
56	193	DAVID	VELE	4	2.16						
57	194	JOHN	KINA	4	1.73						
58	195	FESTUS	VALE	4	2.18						
59	196	SAM	TALU	4	1.5						
60	197	SAMUEL	ONO	4	3.26		x				
61	198	REGINOLD	KOETHIVOVA	4	2.1						x
62	199	BILLY	TALU	4	3.64				x		
63	202	MICHAEL	BUBUSA	4	3						
64	203	WILSON	EVO	4	3.55						
65	204	MICHAEL	BOSA	4	2.36						x
66	205	JONATHAN	PAUL BOSALI	4	2.15		x				
67	206	JAMUEL	THUGIA	4	25.39			x			
68	212	PHILIP	TAVAKE	3	0.95		x				
69	214	NATHANIEL	ILUKE	4	2.38						
70	215	PETER	LEUA	4	1.83		x				
71	217	JOHN	BLIGHT	4	1.86		x				
72	218	PETER	TOLA	4	1.31						

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
73	222	JOSEPH	MALINA (JR)	4	4.12						
74	223	PATTERSON	BASOA	4	3						
75	232	RICHARD	LEUA	4	1.13						
76	233	PHILIP	MAKA	4	1.16						x
77	236	CHARLES	SAEMANEA	4	1.92						
78	237	DANIEL	TOLIA	4	3.54						x
79	238	ALFRED	RONI	4	1.57						
80	239	MEROLYN	NONI	5	5.13		x				
81	240	JOHN	RONI	4	2.8						
82	241	PAUL	PUPURA	4	1.01						
83	243	JOHN SELWYN	KUTHA	4	1						
84	244	ALOISO	MANEGHAUA	4	1.61						
85	245	MANIFEST	SAMU	4	1.43						
86	248	ELWIN	KOETHIWOA	4	6.78						
87	250	PHILIP	SOPAGE	4	2.8						
88	251	PHILIP	GHETI	4	2.67						
89	255	JOHN	THUGEA	4	2.7						
90	256	MARK	SALEPARA	4	2.65						x
91	258	SOLOMON	PUPULO	4	3						x

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment						
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC	
92	259	JOHN	LAKA	4	3.16							x
93	260	PATTESON	TABALA	4	3							
94	266	JACOB	LIULIU	4	0.99							
95	267	NICKSON	LEUA	4	0.39							
96	268	NELSON	PEGOA	4	2.98				x			
97	269	STEPHEN	VOTA	4	2.78							
98	270	RICHARD	BUTO	4	1.87							
99	272	KAUTOGA	A	75	5.98		x					
100	273	KAUTOGA	B	10	6.08							
101	275	DAVID	KOGANA	3	0.61							
102	280	BARTHOLOMEW	VAVANGA	4	3							
103	281	JIMMY	CHEDI	3	2.61							
104	294	POLYCARP	MANENGELEA	4	1.85							
105	296	FRANCISE	KULAGA	4	1.59							
106	297	PAUL	KAONI	4	1.44							
107	298	MATILDA	GHAOKA	4	0.46							
108	303	ANNIE	SUBUTO	3	0.93							
109	307	JOSEPH	ALEX	4	1.9			x				
110	309	JOEL	RAVA	7	1.32							
111	310	FR EDMOND	RUKALE	3	4.87			x				

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No.	Smallholder Block Number	Name of Registered Smallholder (as per Land Title)		Total Hectares stated on title / Ha	Total Hectares planted with OP	Sampled Smallholders for assessment					
		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
112	312	JOHN	KIRISA	3	3.31						
113	313	JOHN	TINONILE	3	2.87						
114	314	TERRY	VARAKEA	8	5.84		x				
115	315	KENNEDY	BROWN	3	0.47						
116	317	FRANCIS	SESELE	3	1.46						
117	318	ELIZABETH	ITANIA	3	1.13						
118	319	JUNE	RATU	5	1.33			x			
119	321	NICKSON	GHOABATA	3	1.76						
120	322	JOHN	TANGITHIA	3	0.86						
121	323	MARK	LEUA	3	1.43						
122	324	ERIEL	ASI	3	0.47						x
123	325	MATHEW	RONI	3	0.45						
124	326	LUKE	MITINI	3	1.01						
125	327	JANISTANT	VOGHAMANE	3	2.89				x		
126	330	HENCE	TUTU	6	1.93				x		
127	331	MICHAEL	TAULE	5	3.23		x				
128	333	GEFFERY SAEA	PEGOA	8	1.72						
129	335	GABRIEL	BUNIA	3	1.25						x
130	337	EDDIE	KWAUBELI	3	1.87						
131	339	TIMOTHY	ROSE	3	2.23						
132	340	JAMUEL	FRED	10	2.79						

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		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
133	341	LUKE	MAE	4	0.89						
134	347	MOSES	KARUKU	5	3.7						
135	349	NICHOLAS &	EDLYN	5	3.63				x		
136	351	RACHEL	VELESI	6	4.23						
137	352	LEONE	THUGEA A	3	1.75						
138	353	LEOTINA	THUGEA	3	1.34						
139	354	NESTOR	VAGAA	5	1.52						
140	355	GRACE	VURE	3	2.48						
141	360	JUDA &	HELLEN	3	1.37						x
142	362	STEPHEN	PAENI	3	3.17						
143	363	WILLIAM	TALU	3	2.45						
144	364	VAUA	FAMILY PROJECT	10	18.38						
145	365	DOUGLAS	TAGABASOE	3	1.15						
146	366	DONALD	RAMAU	3	1.13						
147	367	DANIEL SADE	TARAI	3	0.8						
148	369	HELLEN	MAE	3	0.99		x				
149	370	JOHN	PEGOA JUNIOR	12	8						
150	371	JOHN	TATAI	3	1.96						
151	372	JAMES	POGULA JUNIOR	10	3.54						
152	374	MATHEW	MALEGE	5	3						
153	375	SOLOMON	DIKA	3	3						

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154	376	ERICK	ATA	5	1.65						
155	377	RHODA	MATAI	5	5.08						
156	379	PETER	BONAI	3	0.9						
157	382	TIMOTHY (JNR)	UROBO	3	2.4						
158	383	SAMUEL	TOLOBUA	3	0.8						
159	384	ABEL	LEUA	4	1.72						
160	385	BETIKAMA	ADVENTIST SCHOOL	10	10.94						
161	386	ROSEMARY	RAVEA	2	3						
162	389	JACK	BOLI	3	1.6						
163	390	BARNABASS	HARRY	3	0.75						
164	392	NICHOLAS PERESINI &	CHRIS SIKUA	4	1.71						x
165	394	MARY	JINO	3	2.6						x
166	395	CATHERINE	VEKE	3	2.3						
167	396	TIMOTHY	PAGARA	3	2.2						x
168	397	WILLIAM	TARAUVA	4	0.47						
169	398	CLAYTON & RICKSON	LUKISI	3	1.02						
170	400	ANA	BOSA	4	1.29						
171	403	CHANNEL	MANDIKA	3	1.07				x		
172	404	JAMES	TATAGO	3	2.5						
173	405	SAMUEL	TAKULE	3	1.29						
174	406	GARNET	MAURI	5	3.4						

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		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
175	407	FRANCIS	KAPELI JR	3	1.73						
176	408	ALFRED	SAA	4	2.5						x
177	409	ALFRED	LEUA	3	1.86						
178	410	LOA	MANEGHAVA	4	3						
179	412	PRETTY	PIQU	3	1.3						
180	413	WILSON	SUKULU	7	2.46						
181	414	STEWARD	KEMA	3	1.8						
182	415	JOHN	TILA	3	1.38						
183	416	DORA	MANEBONA	3	1.68						
184	420	ALLAN	KUVIA	18	2.8						
185	421	MICHAEL	VOTA	3	3.52				x		
186	422	CHARLTON	DENVOR	3	1.24				x		
187	423	DANIEL	WOTO	3	1.64						
188	424	FELICITY	NGELEA	3	1.82						
189	425	MAGARET	MAETELIA	10	1.99						
190	427	SOGA	FAMILY	3	3.37						
191	428	SOLOMON	BOKISIA	2	0.77			x			
192	430	JOHN HARRISON	SAVULOKO	2	1.02						x
193	431	PR.WILSON	TAGADAENA	6	6.14						
194	433	SAMUEL	FAMILY	3	3.76						
195	434	REGINALD	HOE	5	3.01						x

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196	436	JDM	SEKO	3	0.91						
197	437	MOSTEIN	PITUA	5	2.99						
198	438	ALFRED	WOTO	5	3						
199	439	DAVID	SELEI	5	1.47						
200	440	MATHEW	BRAIN	5	1.25						
201	441	JAMES	POGHULA JNR	5	2.18						
202	442	ALLEN	KIBOA	5	1.85						
203	443	MANEBONA	TOGHANA	5	1.09						
204	444	EMELY	RONI	6	0.88						
205	445	LYDIA	PIRO	3	1.14				x		
206	446	GODFREY	LEUA	5	1.32						
207	454	ALFRED	MAEKE	5	3.21						
208	456	VERONICA	SEKANI	3	1.03						
209	457	ALFRED	POKANA	4	1.38						
210	461	JOHNSON	VOGITHIA	10	4.97						
211	462	MARGRET	DAEA	3	0.92						
212	463	ROSEMARY	VUTIANDE	5	3		x				
213	464	GEORGE	KURIA	3	1.14						
214	465	MR.GEORGE TOTO /	MARK RUKALE	3	2.37						
215	466	CHARLES	BUNIA	4	1						
216	467	CHARLES	MAU	5	1.71						

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		First Name	Last Name			IAV	ASA 1	ASA 2	ASA 3	ASA 4	RC
217	468	LORRINA	GUSZIA	3	0.83						
218	469	NELSON	MATAI SNR	3	1.21						
219	470	ALICE	SAGO FAMILY	5	0.97						
220	472	DIDAN	PARA	3	1.37						
221	473	DEXTA	ELWIN	3	1.48						
222	474	CHARLES	OHAOHA	4	2.99						
223	475	PHYLISTUS	SUTE	3	1.63						
224	477	DOROTHY	PERESINI	13	13.7						
225	478	CATHERINE	GNORIA	13	13.57				x		
226	479	PHILISTUS	TITILI	13	13.38						
227	480	REBECCA	SULE	13	13.4						
228	481	SELINA	SIKUA	13	13.2						
229	482	GUDI	TOME	13	13.49						x
230	483	ESTHER	PATTY	13	13.41						
231	485	JOHN	THUGEA	2	2						
232	486	MARY	GRIFFIN	3	2.53						

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
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