

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

Initial Assessment

Annual Surveillance Assessment (Choose an item.)

Recertification Assessment (Choose an item.)

Extension of Scope

<p>Client Company name (Parent Company): Socfin SA</p>
<p>Client company Address: 4 Avenue Guillaume 1650, Luxembourg</p>
<p>Certification Unit: Société Camerounaise de Palmeraies (Socapalm) - Socapalm Dibombari Palm Oil Mill Location of Certification Unit: National Road N5 - Nkapa City, Littoral, Cameroon</p>
<p>Date of Final Report: 29/03/2022</p>

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Socfin SA		
RSPO Membership Number	1-0269-19-000-00	Membership Approval Date	15/02/2019
Address	4 Avenue Guillaume 1650, Luxembourg		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Société Camerounaise de Palmeraies (Socapalm) Socapalm Dibombari Palm Oil Mill		
Location / Address	National Road N5 - Nkapa City, Littoral, Cameroon		
Website	http://socapalm.com/?lang=en		
Management Representative	Céline Schmitz	E-mail	cschmitz@socapalm.org
Telephone	+237 658249053	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 751643	Certificate Start Date	29/03/2022
Date of First Certification	29/03/2022	Certificate Expiry Date	28/03/2027
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	<p>The objective of Socapalm Dibombari Initial Audit was to:</p> <ul style="list-style-type: none"> • Confirm that the elements of the proposed scope of registration and the management system are conforming to the requirements of the assessment standard. • To confirm that the organization has effectively implemented and addressed the management system. • To confirm the ability of the management system is able to meet applicable statutory and regulatory, contractual requirements, organization policies and wherever are applicable. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Choose an item. National Interpretation Choose an item. for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	40MT/hr
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
N/A	N/A	N/A	N/A

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Socapalm Dibombari Palm Oil Mill	National Road N5 – Nkapa City	4° 13' 14.11" N	9° 36' 24.59" E
Socapalm Dibombari Estate	National Road N5 – Nkapa City	4°13' 02.77" N	9° 36' 28.92" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No (no change in total planted area)		<input type="checkbox"/> Yes (please refer to Principle 7 for details)		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Socapalm Dibombari Estate	3,807.00	1,904.00	5,769.76	11,480.76	31%
Total	3,807.00	1,904.00	5,769.76	11,480.76	31%
Note: Infrastructure & Other includes <ul style="list-style-type: none"> - Old DG Area - Executives housing at Nkapa - Management compounds at Tillo - Oil mill - Workshop and Research Center 					

6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Socapalm Dibombari Estate	0	1,390.66	117.12	0	2,299.22	3,807.00	0
Total (ha)	0	1,390.66	117.12	0	2,299.22	3,807.00	0
Note:							

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / year			
	Estimated last year	Actual		Forecast (March 2022 – February 2023)
		Previous license period	Current license period	
		N/A	N/A	
Socapalm Dibombari Estate	N/A	N/A		55,052
Total	N/A	N/A		55,052

Note:

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage / year			
	Estimated last year	Actual		Forecast
		Previous license period	Current license period	
N/A	N/A	N/A	N/A	
Total		N/A		N/A

Note:

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year	Actual		Forecast (March 2022 – February 2023)
		Previous license period	Current license period	
Outgrowers / Independent smallholders	N/A	N/A	N/A	72,000 MT
Total	N/A	N/A		72,000 MT

Note:

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9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	N/A	N/A	N/A	N/A
TOTAL				
Note:				

10. Summary of Certified Tonnage (not applicable for ISS)			
Estimated last year	Actual		Forecast (March 2022 – February 2023)
	Previous license period (N/A)	Current license period (N/A)	
FFB	FFB		FFB
N/A	N/A	N/A	55,052.00 mt
CPO (OER: %)	CPO (OER: %)		CPO (OER: 21.5 %)
N/A		N/A	11,836.18 mt
PK (KER: %)	PK (KER: %)		PK (KER: 4.5 %)
N/A	N/A	N/A	2,477.34 mt
Note:			

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

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

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Previous License period					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
Note:					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note:				

11B. Records of CPO & PK Sold under other schemes since the last audit				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
Note:				

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

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

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12. Independent Smallholders Certified Tonnage / Volume (N/A)									
	Estimated last year			Actual			Forecast		
Phase	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			N/A			N/A			N/A
IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	

13. Independent Smallholders Actual Sold Tonnage / Volume (N/A)						
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	IS-CSPK	IS-CSPKE
Current License period						
Credits				N/A	N/A	N/A
Physical	N/A	N/A	N/A			

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 10th, 11th 13th-14th September 2021. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on 3rd August 2021.

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 on-site assessment was conducted on 26th October 2021. 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 P&C 2018 for Production of Sustainable Palm Oil was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Socapalm Dibombari palm Oil Mill	√	√	√	√	√
Socapalm Dibombari Estate	√	√	√	√	√

Tentative Date of Next Visit: September 12, 2022 - September 15, 2022

Total Number of Mandays: 17.5

2.2 BSI Assessment Team

Name	Role	Competency
Dennis Acquah (DA)	Team Leader	<p>Education: Holds a BSc. in Natural Resource management with specialization in Forestry from Kwame Nkrumah University of Science and technology, Kumasi, Ghana; MSc in logistic and Supply Chain Management from Kwame Nkrumah University of Science and technology, Kumasi, Ghana.</p> <p>Work Experience: Currently work as a Project Coordinator (Forest and Biodiversity). Also experienced in implementing forest governance project, building relations, and sustaining communications with forest communities, acting as resource person for awareness and training activities and engaging government towards policy reforms. He has 14 years of experience as an Operation Managers having worked with two of the leading timber processing industries in Ghana.</p> <p>Training attended: Successfully completed the RSPO P&C 2018 Lead Auditor Course; RSPO SCCS Lead Auditor Course, SA 8000, FSC Forest management/CoC Lead Auditor Course, Rain Alliance Sustainable Agriculture Standard (RA SAS) Farm/CoC Lead Auditor Course. Have has also participated in ESIA and SEA trainings</p> <p>Aspect covered in this audit: Occupational health and safety, operation procedure, legal compliance, long, Social aspect and workers welfare, worker consultation, stakeholder consultation, organization commitments, policies, time bound plan, supply chain for mill</p>

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		<p>Language proficiency: English</p>
Joseph William Osei (JWO)	Team Member	<p>Education: Holds a BSc. in Natural Resources Management from the Kwame Nkrumah University of Science and Technology, Kumasi, Ghana; MSc. in Tropical Forestry with specialization in Forest Economics from the Technology University of Dresden, Germany and Master of Business Administration (MBA) in Strategic Management, from the Paris Graduate School of Management, Paris, France.</p> <p>Work Experience: Natural Resources Manager with specialization in Forest Economics and more than 16 years' experience in forest plantation and natural forest management. Led and participated in over thirty Forest Management/Chain-of custody audits, Forest Carbon, FLEGT VPA and RSPO baseline assessment in over 8 countries in Africa.</p> <p>Training attended: He is also an auditor for Health and Safety, Best Agriculture Practices, Environmental, and HCVs since March 2020. Successfully completed the RSPO P&C 2018 Lead Auditor Course; FSC Lead Auditor Course; ISO 14001 Lead Auditor Course and other certification schemes including the UEBT, VCS.</p> <p>Aspect covered in this audit: Best Management Practice for Mill and Estate, environment aspect, GHG & HCV, continuous improvement, impact assessments, term economy plan,</p> <p>Language proficiency: English</p>
Aimé Fulgence (AFG)	Team Member	<p>Education: Holds a qualification in Vocational Bachelor in Quality Control and Environment Management, ESTC, Abidjan (2018), Vocational training Certificate in cooperation, specialised in Cooperative management, Ecole Régionale d'Agriculture du Sud (ERA Sud Bingerville), Abidjan (2010), Marketing-Communication and Advertising Design Engineer, Institut des Technologies d'Abidjan (2009), Marketing-Communication and Advertising Techniques Engineer, Institut des Technologies d'Abidjan (2008), Bachelor of Arts in literature, specialised in English, Université de Cocody, Abidjan (2005), HND in Human Resources Management and Corporate Communication, ESSECT Henri Poincaré, Abidjan (2005), and Baccalauréat in Literature, Lycée Moderne d'Aboisso, Aboisso (2002).</p> <p>Work Experience: Has 4 years' experience in social audit, sustainable agriculture, and certification of agricultural production systems.</p> <p>Training attended: Successfully completed the ISO 9001 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Child Labor Centered Due Diligence Process / Abidjan, and Gender workshop for Associated trainers / Abidjan.</p> <p>Aspect covered in this audit: Policy and commitment, Social requirements, contract agreement, human rights, welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue. He is also been mentored by Ning Shing an BSI qualified RSPO Social Auditor.</p>

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		<p>Language proficiency: Fluent in French and English</p>
Dr Suhaili Sahari	Peer Reviewer	<p>Education: Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p>Work Experience: Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. Occupation Health and Safety Training 3. ISO 14001:2015 Standard 4. ASI Peer reviewer Training 5. RSPO Standards: RSPO P&C 2018 MY-NI 2019 6. MSPO Standards: MS 2530: 2013 part 1, 2 , 3 and 4 7. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS 8. HACCP MS 1480:2019 9. GAP Standard: GLOBALG.A.P., Euro GAP

Accompanying Persons:

Name	Role
Gueye Sarah MASSOLOU	English – French Translator
Angele Engome Essome	English – French Translator
Valence Shem	Qualifying reviewer / Mentor
Mohamed Hidhir Abidin	Qualifying reviewer / Mentor
Hu Ning Sing	Qualifying reviewer / Mentor

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2.3 Assessment Plan

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

Date	Time	Subjects	DA	JWO	AFG	EEA	SMG
Thursday 09/09/2021	All Day travel	Travel to Socapalm Dibombari	√	√	√	√	√
DAY 1 Friday 10/09/2021	0800hrs To 0900hrs	Opening Meeting with Dibombari Management Team and staff to include: Introductions, updates from Dibombari Management; review audit scope, Finalise audit plan, Any introduction and updates to RSPO and BSI standards and protocols.	√	√	√	√	√
	0900hrs to 1200hrs	Document Review related to Legal compliance (2.1), Third party contractors legal (2.2), Third party FBB legally sourced (2.3), Continuous Improvement & Reporting – RSPO Metrics (3.2), SOPs (3.3), System for managing human resources (3.5), Occupational Health and Safety Plan (3.6), Training (3.7), Supply Chain (3.8), Improved SH livelihoods (5.1), SH Pay and working conditions (5.2), No discrimination (6.1), Staff and Workers Pay and working conditions (6.2)	√			√	
		Document Review related Long term plan and economic viability (3.1), SEIA and Plans (3.4), Safe working environment 6.7, Effective Integrated Pest Management (7.1), Pesticide Use (7.2), Waste management (7.3), Soil health fertility (7.4), Soil conservation (erosion and degradation) (7.5), Soil survey and topographic information (7.6), Peat (7.7), Water quality and quantity (7.8), Energy Use (7.9), Pollution and GHGs – Palm GHG (7.10) Fire (7.11), and HCV and HCS (7.12)		√			√
		Document Review related to Information and public availability, Communication and consultation (1.1), Commitment to ethical conduct (1.2), Human Rights (4.1), Complaints and Grievances systems (4.2), Contribution to local development (4.3), Land use & FPIC (4.4 & 4.5), Land Use: Compensation (4.6 & 4.7), Land Use: Conflict (4.8), Freedom of association (6.3), No child labour (6.4), No harassment (6.5), No forced or trafficked labour 6.6,				√	
	1200hrs	Lunch	√	√	√	√	√
		Document Review continues	√	√	√	√	√

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Date	Time	Subjects	DA	JWO	AFG	EEA	SMG
	1330hrs 1600hrs	Stakeholder consultations Communities* Smallholders*	√		√	√	
	1600hrs to 1630hrs	Audit Team Meets to consolidate day's findings	√	√	√	√	√
	1630hrs to 1700hrs	Debriefing of days findings to Management and ends the day's work	√	√	√	√	√
DAY 2 Saturday 11/09/2021	0800hrs Dibombari Estate	Field verification <ul style="list-style-type: none"> • Best agricultural practices • Manuring, Spraying, Harvesting • HCV / Conservation Area • Legal compliance / boundary • Chemical / Pesticide / PPEs, Pesticide and Fertilizer Stores /Change rooms • Workers interviews (including workers' rights, issues, wages, conditions) 	√ √	√ √		√ √	√ √
	1200hrs	Lunch					
	1330hrs 1600hrs	Document Review Continues <ul style="list-style-type: none"> • Worker's facilities (housing, clinic, school etc) Stakeholder consultations Workers Union* Gender Committee*	√		√ √	√	
	1600hrs to 1630hrs	Audit Team Meets to consolidate day's findings	√	√	√	√	√
	1630hr to 1700hrs	Debriefing of days findings to Management and ends the day's work	√	√	√	√	√

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Date	Time	Subjects	DA	JWO	AFG	EEA	SMG
DAY 3 Wednesday 13/09/2021	0800hrs	Supply Chain for the POM (3.8) • Demonstration of legal entity • Roles and responsibility and ICS • Procedures/manual/SOP • Record of purchase – • Record of sales– • RSPO rules on market communication and claims	√		√	√	
	Mill	Mill Walk through and inspection: ▪ Workshops, Stores and POM application, ▪ Mill Safety and Health / PPE / Signage, ▪ Waste Management / Environment	√	√ √		√	√ √
	1200hrs	Lunch					
	1330hrs to 1600hrs	Pending Issues/ Document Review Stakeholder consultations- TBD* ETS Tchewa et fils (Récolte) STE COOPES (Espace vert) Consultant (Vulgarization aux petits exploitant)	√ √	√ √	√ √	√ √	√ √
	1600hrs to 1630hrs	Audit Team Meets to consolidate day's findings	√	√	√	√	√
	1630hr to 1700hrs	Debriefing of days findings to Management and ends days' work	√	√	√	√	√
DAY 4 Tuesday 14/09/2021	0800hrs to 1200hrs	Follow up on all outstanding issues Closing Meeting Preparation: Auditors consolidate notes and confirm audit findings	√ √	√	√	√	√
	1200hrs	Lunch					
	1330hrs to 1430hrs	Pre Closing Meeting with Management and Sustainability Team:	√	√	√	√	√
	1430hrs to 1500hrs	Closing Meeting and Review of Findings: Convene with all relevant staff to summarize audit findings, potential non-conformities and next steps	√	√	√	√	√
Wednesday 15/09/2021		Audit Team departs for their various destination	√	√	√	√	√

Section 3: Assessment Findings

3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Socfin SA has a time-bound plan to achieve RSPO certification for all its management units. Reference is being made to page 18, <i>Approved Time Bound Plan</i> (TBP) table. The TBP as sighted and reviewed has the list of all estates and mills registered under Socfin SA	Complied.
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	PT Socfindo has been an active members of RSPO since 7 December 2004. Since 15 February 2019, Socfin S.A. became a member of RSPO, grouping all Indonesian and African oil palm operations under one membership number. The parent company kept the membership date of Socfindo PT due Article 5.6 – (i) of the RSPO Membership Rule 2016 Socfin SA has set a time bound plan for the certification of all its management units in line with the requirement of RSPO. Currently 16 units has been certified and the remaining 14 units are at various stages of been certified within the approved timeframe of 5 years	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available.	A time bound plan exist for the certification of all the management unit within the approved period	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	There are no evidence of deviations from the maximum period. Per the time bound plan reviewed, 17 mills and estates are yet to be certified and are within the set time frame.	Complied
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	There has not been any changes to the Time Bound Plan. This is their certification audit and is consistent with the ACOP reporting	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There are no isolated lapses in implementation of the plan.	Complied
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised	There are no evidence of fundamental failures to proceed with the implementation of the plan.	Complied
Un-Certified Units or Holdings		

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<p>No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.</p>	<p>There has not been any clearing of primary forest since the units became members of RSPO in February 2019. All the units have completed HCV assessments. Land Use Change Analysis (LUCA) has been done and where required, RaCP will be done</p>	<p>Complied</p>
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>The company has not undertaken any new plantings. All Socfin SA subsidiaries in Africa have only been members since 15 February 2019.</p>	<p>Complied</p>
<p>Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.</p>	<p>Review of internal assessment reports and other documents demonstrate the units has legal rights to the use of land for their operations. Other documents also shows engagements between the various management units with relevant stakeholders to ensure issues are resolved in a participatory manner.</p>	<p>Complied</p>
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2</p>	<p>Review of internal assessment reports shows there are mechanisms in place for addressing labour disputes. Reviewed records of training on the procedures to relevant stakeholders.</p>	<p>Complied</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>Identified cases of legal non-compliance during internal assessments has been closed at the time of this audit.</p>	<p>Complied</p>
<p>Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.</p>	<p>The unit of certification has conducted internal audits for all its uncertified management units. The audit were conducted by the company's sustainability teams and also by RSPO Certification Body. The reports were seen and reviewed by the audit team. All identified non conformities have been addressed.</p> <p>The company gave a positive assurance statement as "Internal audits are, at our level, tools for continuous improvement. We have opted for a simple presentation of the discrepancies found during the audit. Positive statements provided by the auditors are included in the presentation of the internal and external audits findings inside the annual management review".</p>	<p>Complied</p>
<p>Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?</p>	<p>Review of the internal assessments of the various management units did not identify any pending issues.</p>	<p>Complied</p>

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Have there been any stakeholder (including NGO) consultation conducted?	Relevant stakeholders have been consulted as part of Socapalm Dibombari HCV studies and during the company's certification assessment	Complied
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3.2 Progress of scheme smallholders and/or outgrowers

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

Approved Time Bound Plan

No.	Name of Mill and Estate(s)	TBP for Certification	Status to date	Any unresolved conflict (land dispute, labour dispute, legal non-compliance)
1	SAC (Mill and Estate)-Serra Leone	2020	Certified	None
2	Agripalma (Mill and MU: TF 409)-Sao Tome	2021	Certified	None
3	Socapalm Mbongo (Mill and Estate)-Cameroun	2021	Certified	None
4	Socapalm Mbambou (Mill and Estate)-Cameroun	2021	Audited	None
5	Brabanta (Mill and MUs: Sanga Sanga, Kadima, Kanangai)	2021	Audited	None
6	Socapalm Edea (Mill and Estate)	2021	Audited	None
7	Socapalm Kienke (Mill and Estate)	2022	To be Audited (LUCA approved on the 22/12/2021)	None
8	Socapalm Dibombari (Mill and Estate)	2021	Audited	None
9	PSG (Mill and MU: Manso)	2022	To be Audited	None
10	Okomu (Estate: Extension 1)	2022	To be Audited (LUCA approved)	None
11	Okomu (Estate: Extension 2)	2022	To be Audited (LUCA submitted on 3/12/2021, currently addressing comments raised by RSPO)	None
12	Safacam (MUs: TF151, Provisional Concession)	2022	To be Audited (Annex 7 validated on the 16 th of August 2021)	None
13	SOGB (MUs: TF465, TF466, TF467)	2022	To be Audited (working on the Annex 8 Remediation Plan)	None

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14	Agripalma (MU: Titolo 410)	2022	To be Audited (waiting approval of LUCA)	None
15	Brabanta (MUs: Savannah, Lumbundji)	2022	To be Audited (waiting approval of LUCA)	None
16	PSG (MU: Subri)	2022	To be Audited (Finalising the LUCA)	None
17	Socapalm Eseka (Scheme Smallholders)	2023	To be Audited	None
18	PT Socfin Indonesia - Tanah Gambus (Mill and Estate)	2011	Certified	N/A
19	PT Socfin Indonesia - Bangun Bandar (Mill and Estate)	2011	Certified	N/A
20	PT Socfin Indonesia - Negeri Lama (Mill and Estate)	2014	Certified	N/A
21	PT Socfin Indonesia - Mata Pao (Mill and Estate)	2014	Certified	N/A
22	PT Socfin Indonesia - Sungai Liput (Mill and Estate)	2014	Certified	N/A
23	PT Socfin Indonesia - Aek Loba (Mill and Estate)	2015	Certified	N/A
24	PT Socfin Indonesia – Seumanyam (Mill and Estate)	2015	Certified	N/A
25	PT Socfin Indonesia – Seunagan (Mill and Estate)	2015	Certified	N/A
26	PT Socfin Indonesia - Lae Butar (Mill and Estate)	2015	Certified	N/A
27	Okomu (Mill and Estate: Okomu Main Estate)	2020	Certified	N/A
28	Safacam (Mill and MUs: TF129, TF136, TF180, Bail Ossa)	2020	Certified	N/A
29	SOGB (Mill and MU: TF464)	2021	Certified	N/A
30	Socapalm Eséka (Mill)	2021	Certified	N/A

3.3 Details of Nonconformities

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

During this Assessment there were four (4) Critical; six (6) Minor nonconformities and two (2) Opportunity For Improvement raised. The Socapalm Dibombari 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 Nonconformities 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 #	2110623-202109-M1	Date Issued	14/09/2021
Due Date	13/09/2022	Date of nonconformity Closure	26/10/2021
Clause & Category (Critical / Minor)	3.1.1 (Critical)		
Statement of Nonconformity:	Socapalm Dibombari did not provide a documented business or management plan covering a minimum of 3 years		
Requirement Reference:	(C) A business or management plan (minimum three years) shall be documented and includes, where applicable, a jointly developed business case for Scheme Smallholders.		
Objective Evidence:	SOCAPALM DIBOMBARI did not provide a documented business or management plan covering a minimum of 3 years. The company provided a business plan covering the period 2020 to 2035 for the entire Five (5) SOCAPALM company sites including that of Dibombari and its inputs. However, this plan did not include traceable information on Dibombari required by this RSPO requirement. The company provided a DIBOMBARI SPECIFIC PLAN Management plan "SOCAPALM Plan De Gestion 2019-2021 Dibombari. However, this document is a compilation of annual budgets for 2019,2020 and 2021 though they contained a number of key elements required by this RSPO standard except the description of consideration of attention to quality of planting materials. The company's evidence of the approval for this business plan as shown to the audit team however was an approval by email dated 31/08/2020 at 10.54, from the financial controller on the subject RE: Budget 2021_SINBA, was for the approval of the 2021 budget and not the "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI". The audit team there did not get evidence of an approved documented SOCAPALM DIBOMBARI business plan to meet this RSPO requirement		
Corrections:	Provision of the approved "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI"		
Root Cause Analysis:	The Business Plan of Socapalm for 2020 to 2035 is approved but comprises all sites without an individual detail for Dibombari. For this reason, there is a business plan per site however the mail or official letter showing the approval of "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI" with projections on 3 years could not be found by the plantation manager at the time of the audit.		
Corrective Actions:	The plantation manager will request the General Manager an evidence of approval and compliance with financial requirements "SOCAPALM PLAN DE GESTION 2019-		

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	<p>2021 DIBOMBARI". The description of attention to quality material is included the documented plan</p> <p>Evidence of compliance documents</p> <p>General Manger approval of "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI"</p>
Assessment Conclusion:	<p>The company has a documented management plan specific to Socapalm Dibombari operations. Reviewed the management plan titled "Socapalm Dibombari Management Plan 2019-2021" established on the 18/10/2018 and revised in October 2021. The plan was revised to include the quality of the planting material. Review of the document indicates the company source its seedlings from Camseeds a research centre. The document was duly signed by the Director General.</p> <p>Based on the evidences provided, the NC is closed.</p>

Non-conformity			
NCR Ref #	2110623-202109-M2	Date Issued	14/09/2021
Due Date	13/09/2022	Date of nonconformity Closure	26/10/2021
Clause & Category (Critical / Minor)	7.2.6 (Critical)		
Statement of Nonconformity:	Pesticide handlers at SOCAPALM DIBOMBARI did not demonstrate understanding of the hazards and risks related to their use and to observe the company's procedures for appropriate PPE use.		
Requirement Reference:	(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 Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out		
Objective Evidence:	Pesticide handlers at SOCAPALM DIBOMBARI did not demonstrate understanding of the hazards and risks related to their use and to observe the company's procedures for appropriate PPE use. Pesticide applicators demonstrated adequate knowledge of the hazards and risk of the pesticides in used and were seen in their appropriate PPEs during site visit for direct observation and interviews in Parcel 4 of Division 2. However, pesticides handlers at the chemical stores could not demonstrate adequate knowledge of the hazards and risk in the handling of these pesticides and did not observe the appropriate precautions. For example, a visit to the main chemical store sighted chemical handlers at the store without their appropriate protective overall as indicated by the company's procedures. Safety Data Sheet (SDS) for sampled pesticides in use was not readily available for easy reference when asked. For example, the MSDS for Evisect and Almephon 50 LS. There was also inadequate understanding of the LD50 on the MSDS to enhance their knowledge of appropriate handling of pesticides. At the Division 2 Chemical shop, instructions displayed for the required PPE tor entry into the shop did not		

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	include the required PPEs such as a respirator and hand glove. A worker was sighted in the shop not using a respirator and hand gloves.
Corrections:	<ol style="list-style-type: none"> 1. Training to stores men on the wearing of PPE and hazards of handling chemicals 2. Placement of the MSDS missing 3. Training on these new MSDS and their contents 4. Development of Visitor Box containing disposal PPE for visitors 5. Instruction will be posted on which PPE to provide to visitors 6. Verification of the table of chemicals (LD 50, WHO classifications, etc.) 7. Supply of PPE for the store men if not available
Root Cause Analysis:	The person in charge of the stores are not enough trained on their own risks inside the stores (handling of the chemicals, presence in the stores, etc.) because the trainings covers the sprayers
Corrective Actions:	<p>The company will update the annual training program and organize more specifics trainings to the stores men and persons handling chemicals to ensure they all understand the risks of their function.</p> <p>The training will cover the interpretation of the contents of MSDS, the signs posted on the stores and their meanings and the visitor management.</p> <p>The company will ensure that appropriate PPE are available for the store men and if not will organize a supply.</p> <p>The list of chemicals will be amended by including a monitoring system for the availability and the updating of MSDS.</p> <p>Evidence of compliance documents</p> <ol style="list-style-type: none"> 1. Evidence of the updating of the training program 2. Evidence of training and evaluation 3. Evidence of Supply PPE 4. Updated list of chemical products by adding statements of availability of MSDS
Assessment Conclusion:	<p>Reviewed the training program titled "Training and Advanced Training Plan-2021 dated September 2021 and approved by the Director of Plantations. Evidence on record of training based on the training plan was seen and reviewed. They include</p> <ol style="list-style-type: none"> i. Chemical risk, handling of Phytosanitary products, Use of MSDS, Interpretation of the incompatibility table, knowledge on LD50 and Active ingredient determination dated 13/10/2021 and attended by 26. <p>The team also reviewed PPE distribution for workers at the chemical stores. The document has details of the names and type of PPEs issued to the workers and signed by the workers.</p> <p>Also reviewed the updated list of chemical products captured in a document titled "List of products in the plantation" dated 26/10/2021. The updated version includes the availability of the MSDS. Field visit to the main chemical store shows workers in their appropriate PPEs. Also interview with the storekeepers demonstrate knowledge on the LD50 in the MSDS.</p> <p>Based on the evidences the NC is closed.</p>

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Non-conformity			
NCR Ref #	2110623-202109-M3	Date Issued	14/09/2021
Due Date	13/09/2022	Date of nonconformity Closure	26/10/2021
Clause & Category (Critical / Minor)	7.2.2 (Critical)		
Statement of Nonconformity:	SOCAPALM DIBOMBARI records of pesticide use provided did not include the active ingredients used, and the amount of active ingredients used.		
Requirement Reference:	(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		
Objective Evidence:	SOCAPALM DIBOMBARI records of pesticide use provided did not include the active ingredients used, and the amount of active ingredients used. The company provided records of pesticides in terms of the name, the monthly quantity and the total quantity for the period from January to August 2021. The company also provided sample records of pesticide use for Division 1. The records kept at the Division included, pesticides used for each named block, the area of the block, the planting year, date (for example, the records for 5/7/2021), the type application, (eg circle, the team), the area treated for each type of application and the cumulative area (ha). It also included the type of pesticides, the LD50 values (for ingestion, contact and inhalation) and the quantity of the pesticide (eg glyphosate, 2,4 D, Tristar) used in litres and quantity per ha in (litre/ha. It also includes the quantity of water used. These records did not include the active ingredient used and the quantity of active ingredient as required by this RSPO standard		
Corrections:	Integration of the quantity of active ingredient per ha in all register and records of pesticides		
Root Cause Analysis:	Whilst all contents required by the RSPO standard have been included, the element of the quantity of active ingredient per ha has been forgotten in the record.		
Corrective Actions:	<p>All records of pesticides will be updated with the mention of quantity of active ingredient per ha.</p> <p>The company will update training program and provide training for all the responsible persons in charge of recording data's on pesticides.</p> <p>Evidence of compliance documents</p> <ol style="list-style-type: none"> 1) Revised records of chemical 2) Training record, attendance sheets, evidences of evaluation. 		
Assessment Conclusion:	<p>Reviewed company's records on all chemical used in the operations. The records as seen and reviewed has been updated to include the active ingredient used. For instance on 14/10/2021 the quantity of active ingredient used in the Glyphosate is 432 as recorded.</p> <p>Reviewed records on training:</p> <ol style="list-style-type: none"> i. Chemical risk, handling of Phytosanitary products, Use of MSDS, Interpretation of the incompatibility table, knowledge on LD50 and Active ingredient determination 		

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	<p>Dated 13/10/2021 Attended 26 people</p> <p>Reviewed evaluation report on workers to determine their level of understanding of the training conducted dated 13/10/2021</p> <p>Base on the evidences above the NC is closed</p>
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Non-conformity			
NCR Ref #	2110623-202109-M4	Date Issued	14/09/2021
Due Date	13/09/2022	Date of nonconformity Closure	26/10/2021
Clause & Category (Critical / Minor)	3.8.6 (Critical)		
Statement of Nonconformity:	The mill has not conducted any internal audit as of the time of this audit		
Requirement Reference:	<p>(C) Internal Audit</p> <p>The mill shall have a written procedure to conduct an annual internal audit to determine whether the mill;</p> <ol style="list-style-type: none"> 1. Conforms to the requirements in the RSPO SC requirements for mills and the RSPO Rules on Market Communication and Claims. 2. Effectively implements and maintains the standard requirements within its organization. <p>Any con-conformities found as part of the internal audit shall be issued and required 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 mills shall maintain the internal audit records and reports.</p>		
Objective Evidence:	<p>The company has a documented procedure captioned Internal and External Audit procedure revised on the 31/03/2021 and signed by the Sustainable Development Manager. The objective of the procedure is to define provisions relating to the organization's planning, implementation and follow up of internal and external audits. The procedure applies to Socapalm activities in a bid to access the conformity of the management and operational system as per the requirement of the RSPO P&C 2018 revised.</p> <p>The company has an excel table designed for carrying out of internal audits but have not conducted any internal audit as of the time of the this audit.</p>		
Corrections:	<ol style="list-style-type: none"> 1. Revision of the table and organization of the internal audit. 2. Establishment of the audit report, according the requirements of the procedure and the new RSPO's standards for the supply chain certification. 		
Root Cause Analysis:	The Internal Audit conducted on the Supply Chain Certification Standard was done in December 2020 and in March 2021 on the previous criteria's but not on the revised version of the standards therefore was not covering all areas of the SCCS.		
Corrective Actions:	The Company will update the template of the Internal Audit to ensure it covers all criteria's of the last version of the SCCS. After revision, the audit will be conducted based on this standard and following the Company procedure on internal audit.		

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	<p>Eventual Findings of the audit will be first registered in the corrective action plan and treated in compliance with the corrective actions procedure, and finally presented at the Annual Management Review of 2021.</p> <p>Evidence of compliance documents</p> <ol style="list-style-type: none"> 1) Updated template of Internal audit 2) Report of Internal Audit
Assessment Conclusion:	<p>Review report on the internal assessment conducted on the 26/09/2021 by the Assistant In charge of the sustainability department. The internal assessment as review came up with one observation and no NCs.</p> <p>Based on the evidence reviewed, the NC is closed</p>

Non-conformity			
NCR Ref #	2110623-202109-N1	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next surveillance audit
Clause & Category (Critical / Minor)	2.1.2 (Minor)		
Statement of Nonconformity:	The company engages the services of three third party contractors who provide labour for maintenance activities in their estate. They are Interima, Pro-service and MDB. The company could not provide evidence on the payment of the social security contribution (CNPS) for the contract workers working under MDB		
Requirement Reference:	A documented system for ensuring legal compliance is 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 contracted third parties, recruitment agencies, service providers and labour contractors.		
Objective Evidence:	<p>Socapalm Dibombari relies on three ways to track changes in the law. They include a signed contract with Amadeo a law firm which grants them access to a multipurpose platform where they can access all updates in the countries laws. Copies of the signed contract document was made available to the audit team for review.</p> <p>The company has also subscribed to The Cameroun Tribune, an official newspaper which publishes newly passed laws in the country for circulation. Socapalm Dibombari is also a member of an association of employers called GICAM (Groupement Inter Patronal Du Cameroun employer’s association). They have a common platform through which they track any changes to any of the laws. Since 2019, there has not been any changes to the agricultural related laws.</p> <p>The company engages the services of three third party contractors who provide labour for maintenance activities in their estate. They are Interima, Pro-service and MDB. The company could not provide evidence on the payment of the social security contribution (CNPS) for the contract workers working under MDB.</p>		
Corrections:	The company will ensure that MDB provides all evidence of CNPS		

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Root Cause Analysis:	The company has requested evidence of social security contribution (CNPS) from MDB however they did not provide it to the Company before the audit as they are still in progress of collection.
Corrective Actions:	The company will collect all evidence of social security contribution (CNPS) for the contract workers working under MDB. Evidence of compliance documents Evidence of CNPS for MDB
Assessment Conclusion:	The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit

Non-conformity			
NCR Ref #	2110623-202109-N2	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next Surveillance Audit
Clause & Category (Critical / Minor)	2.2.3 (Minor)		
Statement of Nonconformity:	The company has no signed contracts with the independent smallholders		
Requirement Reference:	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		
Objective Evidence:	<p>The company has signed contracts with all their contractors. A review of sampled contracts reviewed include</p> <ol style="list-style-type: none"> 1. Contract of agreement between Socapalm Dibombari and PN Services Sarl dated 16 July 2021. 2. Contract of exploitation between Socapalm Dibombari and ETS MANIE DJEUDJE on the 01/07/2020 3. Contract for provision of cleaning services between Socapalm Dibombari and ETS GENERATION OF THE EXCELLENCE signed on 09/04/2016 <p>The company does not employ young workers in their operations. However, the company currently does not have a contract with the smallholders but they have shared their policy on disallowing child, forced and trafficked labour with the smallholders. However, the policy is not binding on the smallholders. During interview with the smallholders they did indicate that they have not signed to any of the policy and as such is not binding on them</p>		
Corrections:	<ol style="list-style-type: none"> 1. Organization of a meeting with the small holders 2. Training and signature 3. Register containing evidence that all smallholders have received a copy of the engagement document. 		
Root Cause Analysis:	The document signed by the smallholders has been explained and discussed with the smallholders without copies providing to them which must be done to ensure		

	that they understand the clause of it and respect the requirements (no employment of staff below 18 years old, etc.)
Corrective Actions:	<p>All smallholders have been contacted and invited to come to the office of Socapalm to receive a description of its content, ensure they have understood the requirements of the policies and procedures of Socapalm.</p> <p>All smallholders have signed the document and a copy has been provided to all smallholders.</p> <p>A compliance monitoring plan have been putting in place to ensure the effectiveness compliance of stakeholders.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> 1. Attendance list of meeting 2. Register of signature 3. Organization of a meeting with the small holders 4. Training and signature 5. Register containing evidence that all smallholders have received a copy of the document 6. Compliance monitoring plan
Assessment Conclusion:	The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit

Non-conformity			
NCR Ref #	2110623-202109-N3	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next surveillance audit
Clause & Category (Critical / Minor)	4.2.3 (Minor)		
Statement of Nonconformity:	Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels:		
Requirement Reference:	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.		
Objective Evidence:	<p>Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels:</p> <ul style="list-style-type: none"> • The complaint file N ° 824 (acknowledgment of receipt on 07/09/2021), and classified as a minor complaint, relating to the request for reclassification of an employee was not closed until the time of the audit, no follow-up was given to the applicant when the closing period has passed; • Also, the acknowledgment of receipt of complaint No. 53 does not bear any discharge (signature) from the administration or from the applicant to demonstrate that he has indeed received a return from Socapalm; • The complaint closure form N ° 60, supposed (according to the complaint management procedure) to give the status of progress in the treatment of the complaint is neither signed, signed nor dated by both parties (Socapalm administration and applicant). 		

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Corrections:	<ol style="list-style-type: none"> 1. Investigation on the Complaints 824, 53, 60 2. Analyse on the root causes of these complaints 3. Training to the person in charge of the resolution of the grievances 4. Discussion in "Comité des Griefs" 5. Respect of the procedure for all new grievance recorded
Root Cause Analysis:	<p>At the time of the reception of these complaints, the "Comité des Griefs" and the Sustainability Department were not in place therefore the management of the grievances was not closely followed and analysed.</p> <p>The procedure was not described and detailed with the person in charge of the grievance resolution that lead to the fact that they were not aware of the deadlines to respect.</p>
Corrective Actions:	<p>The creation of the sustainability department with the appointment of staff moving on the various sites has created an improvement on the follow-up of the grievance and the respect of the procedure.</p> <p>Training plan have been updated by added a subject on complaints management. Trainings have been done to all the persons in charge reception of complaints of the grievance resolution to ensure deadlines, reports, acknowledgement of receipt and all forms are known and respected.</p> <p>Training have been given to all those involved in the complaints process, starting to the secretary and up to the plantation manager.</p> <p>The creation of the Comité des griefs and therefore the organization of meetings on the grievance management will ensure that a platform of discussion is available to assist on the resolution of these grievances.</p> <p>Socapalm has also engaged the Earthworm Foundation to assist and guide them on the improvement of the management of the grievances.</p> <p>Socapalm has developed an inspection periodic checklist in order to ensure monthly verification is carried out on the management of the grievances and the respect of the procedure. Results of these checklists are communicated to the persons in charge and translated into action plans for remediation. These results are also used and discussed at the meeting of the Comité des Griefs.</p> <p>The meeting of the Comité of griefs includes a chapter of revision of the respect of the procedure on each site. The day before the meeting, the staff will have to send the grievance logging file to the sustainable team to verify the respect of the procedure.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> 1. Attendance list on trainings and evaluations 2. Memo on the Sustainability Department Creation 3. Memo on the Comité des Griefs Creation 4. Minute of the meeting of the Comité des Griefs 5. Investigation report on the complaints 824, 53,60 6. Updated training program
Assessment Conclusion:	<p>The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit</p>

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Non-conformity			
NCR Ref #	2110623-202109-N4	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next surveillance audit
Clause & Category (Critical / Minor)	6.3.2 (Minor)		
Statement of Nonconformity:	The examination of the archives of the workers `representatives (union representatives) did not show any recorded relationship between the management of Socapalm and the workers' representatives for the year 2021		
Requirement Reference:	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		
Objective Evidence:	The examination of the archives of the workers `representatives (union representatives) did not show any recorded relationship between the management of Socapalm and the workers' representatives for the year 2021; the last meeting between the two parties dating back to 2020, with reports only signed by the management of Socapalm.		
Corrections:	<ol style="list-style-type: none"> 1. Investigation of the archives of the workers representatives 2. Signatures and copies provided on the minutes 3. Meetings with Worker’s representatives on the importance of their roles and responsibilities to represent the workers and record the meetings 		
Root Cause Analysis:	<p>The meetings with the workers representatives were note properly recorded. Every meetings organized with the workers representatives must be well recorded to ensure that worker’s concerns are raised and discussed during the meetings. Action plans can therefore be developed to follow the issues raised. Without minutes of these meetings, there are no evidence that the meetings are covering an agenda and addressing the issues of the workers. Also, the minute will help to track the management of a workers concern.</p> <p>The worker’s representatives did not sign the latest minutes of the meeting due to the absence of clear timeframes to sign it.</p>		
Corrective Actions:	<p>Socapalm will conduct a meeting with the workers representatives to remind the importance of keeping minutes of each meetings.</p> <p>Socapalm will update the training plan by including a subject on the functions of the worker’s representative.</p> <p>Socapalm will provide training to the worker’s representative by an agreed organism.</p> <p>A memo has been elaborated with the Code of Labor requirements and the details of the process for the worker’s representatives meetings such as the frequency of the meeting, the person in charge of the report, the agenda, the disclosure of the meetings results, the archives, etc.</p> <p>A training has been done on the contents of this memo which integrates the details of the process.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> 1. Attendance list on meetings and evidence of signatures of the meetings list 2. Updated training program 		

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	3. Evidences of training and evaluation of worker’s representatives.
Assessment Conclusion:	The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit

Non-conformity			
NCR Ref #	2110623-202109-N5	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next surveillance audit
Clause & Category (Critical / Minor)	7.3.2 (Minor)		
Statement of Nonconformity:	Workers of SOCAPALM DIBOMBARI did not dispose of domestic waste material according to the company’s procedures.		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
Objective Evidence:	Workers of SOCAPALM DIBOMBARI did not dispose of domestic waste material according to the company’s procedures. The company’s procedures (section 1 of the procedures “Procedure de gestion des dechets, GNAC version 3 of 30/4/2020) require that domestic waste in the communities are collected in sack/sacks and sent the landfill. At Mbohjo Camp 1, the company could not show the landfill in which domestic waste are disposed. The audit team also came across open disposal of heaps of waste within the community. At Mbonjo Camp 2, there was a pit sighted for the disposal of waste. The team came across disposal of waste in and around the pit which also had no fence.		
Corrections:	<ol style="list-style-type: none"> 1. Trainings must be organized to ensure that the procedure of Socapalm is understood, known and respected by all. 2. The organization of the waste management in the village must be improved 		
Root Cause Analysis:	<p>The training of the burning of the waste was not done efficiently therefore the workers living in the villages are not enough aware on the prohibition of the use of fire to eliminate waste.</p> <p>Most of the trainings are conducted at the workplace and does not cover the person living in their camp such as their family.</p>		
Corrective Actions:	<p>Training to workers at the workplace will be conducted with additional trainings inside their camp at various time to ensure awareness on the prohibition of the use of fire to eliminate waste.</p> <p>Frequent cleaning will be done to remove the waste and demarcation around the disposal area will be organised.</p> <p>Socapalm will improve on the organization of the waste collection and disposal inside their villages.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> 1. Attendance list on trainings 2. Pictures on cleaned areas 		
Assessment Conclusion:	The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit		

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Non-conformity			
NCR Ref #	2110623-202109-N6	Date Issued	14/09/2021
Due Date	Next Surveillance Audit	Date of nonconformity Closure	Next surveillance audit
Clause & Category (Critical / Minor)	7.3.3 (Minor)		
Statement of Nonconformity:	Socapalm Dibombari used fire to dispose of domestic waste against its own policy and RSPO requirement		
Requirement Reference:	The unit of certification does not use open fire for waste disposal.		
Objective Evidence:	SOCAPALM DIBOMBARI used fire to dispose of domestic waste against its own policy and RSPO requirement. The company has a policy to prohibit the use of fire as stated in section 3 (Commitment) and specifically 3.1 (Best Management Practices) of the SOCFIN Group Policy for Responsible Management. Site visit to the Mbongo Camp 1 community came across the use of fire in disposing domestic waste at a waste dump located inside the community		
Corrections:	Trainings must be organized to ensure that the procedure of Socapalm is understood, known and respected by all.		
Root Cause Analysis:	<p>The training of the burning of the waste was not done efficiently therefore the workers living in the villages are not enough aware on the prohibition of the use of fire to eliminate waste.</p> <p>Most of the trainings are conducted at the workplace and does not cover the person living in their camp such as their family.</p>		
Corrective Actions:	<p>Training to workers at the workplace will be conducted with additional trainings inside their camp at various time to ensure awareness on the prohibition of the use of fire to eliminate waste.</p> <p>Frequent cleaning will be done to remove the waste and demarcation around the disposal area will be organised.</p> <p>Evidence of Compliance Documents:</p> <ol style="list-style-type: none"> 1. Attendance list on trainings 2. Pictures on cleaned areas 		
Assessment Conclusion:	The corrective action plan has been accepted and the implementation of the corrective actions will be assessed in the following surveillance audit		

Opportunity for Improvements	
OFI #	Description
OFI 1	<p><u>Indicator 7.12.5</u></p> <p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p>

	<p>Details: SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15th November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring. See finding in section 7.12.2</p> <p>The company has HCV management and monitoring plans (Plan De Gestion Des Hautes Valeurs de Conservation) for identified HCVs.</p> <p>Consultation with stakeholders during the audit came up that, the company has not consulted relevant stakeholders in the identification and management of the HCVs. However, the company provided evidence of being in active consultation with the company to identify potential HCVs in consultation for their management and monitoring. According to the company, a follow up meeting with Souza community (one of the complaint communities), the community mentioned of having a burial site and a Worship site within the company’s plantation. The community provided a proposal to SOCAPALM, through a CSO (SYNARPACAM) proposing to do a joint management of the mentioned sites with SOCAPALM. This was confirmed during a meeting with SYNARPACAM who shared a copy of the proposal for the joint management with the audit team. A meeting held on the 18/01/2021 between the company and the community agreed that the team of the community and the company visit the proposed HCV 6 site on 25/01/2021. This site visit was done as planned by a team of about 20 including SOCAPALM workers, the chief of Mbonjo1 the Chief of Souza, the President of SYNARPACAM among others). According to the company, during a brainstorming exercise at the Site where the community team shown the company as to how to manage the site, It was agreed that an independent expertise be sought to better advise the communities and the Company on the best approach to manage the identified site. At this point, HCV Africa was agreed to be the external expert.</p> <p>Also, as part of company’s FPIC process, SOCAPALM and the Souza community visited the same site again including other sites as part of a meeting of 04/06/2021. At this meeting, the Chief of Souza designated 4 elders to be part of this process. At the time of the audit, HCV Africa was on site and as the external expert agreed with the communities on 25/01/2021. A meeting between the communities and HCV Africa had taken place and at this meeting, the management of these sites (both Mbonjo 1 cemetery site and Souza cemetery site) has been proposed. Summary of community discussion was supposed to be ready soon</p> <p>Based on these findings, the audit team agreed to raise an OFI so that the company can complete the process and incorporate the management and monitoring of these HCV 6 in its existing plans for implementation.</p>
<p>OFI 2</p>	<p><u>Indicator 6.2.7</u></p> <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>Details: The company engages the services of both permanent and contract workers in their operations as are full-time employees. The company when necessary secures the services of temporal workers through a recruitment agencies. These workers are released at the end of their short term contracts or made permanent workers.</p> <p>Also the company engages the services of a third party contractor who provides labour services for field activities including harvesting, pruning, loose fruit picking among others. All these workers are given an initial contract for 6 months contracts and renewable for another 6 months just once according to Cameroon labour law. After 12 months of continuous work they are made permanent.</p>

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	It was observed during the audit that previously, most of the contract workers were not issued contract documents. Although the company has taken steps to ensure all contract workers are issued contract documents as of July 2021, the audit team has an OFI against the indicator to monitor the progress of the contracts in subsequent audits.
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Positive Findings	
PF #	Description
PF 1	None

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	N/A	Date Issued	N/A
Due Date	N/A	Date of nonconformity Closure	N/A
Clause & Category (Critical / Minor)	N/A		
Statement of Nonconformity:	N/A		
Requirement Reference:	N/A		
Objective Evidence:	N/A		
Corrections:	N/A		
Root Cause Analysis:	N/A		
Corrective Actions:	N/A		
Assessment Conclusion:	N/A		

Opportunity for Improvement	
OFI#	Description
OFI 1	OFI Statement: N/A Verification / Follow-up actions: N/A

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2110623-202109-M1	Critical	3.1.1	14/09/2021	Closed, 26/10/2021
2110623-202109-M2	Critical	7.2.6	14/09/2021	Closed, 26/10/2021
2110623-202109-M3	Critical	7.2.2	14/09/2021	Closed, 26/10/2021
2110623-202109-M4	Critical	3.8.6	14/09/2021	Closed, 26/10/2021
2110623-202109-N1	Minor	2.1.2	14/09/2021	
2110623-202109-N2	Minor	2.2.3	14/09/2021	
2110623-202109-N3	Minor	4.2.3	14/09/2021	
2110623-202109-N4	Minor	6.3.2	14/09/2021	
2110623-202109-N5	Minor	7.3.2	14/09/2021	
2110623-202109-N6	Minor	7.3.3	14/09/2021	

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone and through emails to arrange meetings at a location convenient to them to discuss Socapalm Dibombari 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.

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Community	Bomono Ba Mbengue 1	Face to face Interviews
Community	Bomono Ba Mbengue 2	Face to face Interviews
Community	Mbonjo 1	Face to face Interviews
Community	Nkende	Face to face Interviews
Community	Bonomo Gare	Face to face Interviews
Community	Souza	Face to face Interviews

Internal	Workers representatives	Face to face Interviews
Internal	Gender Committee	Face to face Interviews
External	Independent Smallholders	Face to face Interviews
Labour Contractors	STE COOPES	Face to face Interviews
NGOs	Synaparcam, FAIN, Friends of the Earth Netherlands/Milieudefensie, RSPO Secretariat	Face to face Interviews Emails / comment from Public notice

Stakeholders comment	
1	<p>Feedbacks: Bomono ba Mbengue1 Community</p> <p>Interview with the Bomono ba Mbengue1 Community indicates the relationship with Socapalm Dibombari is not cordial although they admit the company periodically consult them on community related and other issues of importance. The company has shared their policies and procedures with the community but there is the need for more training for the people to have a good understanding of the policies and other documents. They complained about high unemployment among the youth and the need for the Dibombari to focus on providing jobs to the youth in the communities before recruiting people outside of the community. Also, they will like to see natives at Top management level because all their people are employed for only the low level works. On the issue of Land, the community indicated that there are on-going discussions on land reclamation for the community where they will be giving temporal lease of land. This discussions are led by the government and they indicated Dibombari has communicated its commitment to the process by writing officially to them.</p> <p>Audit Team verification and response:</p> <p>Management in their response indicated they have taking notice of all comments by the community and will work in consultations with the community to improve upon their working relationship with them</p>
2	<p>Feedbacks: Bomono Ba Mbengue 2 community</p> <p>Bomono Ba Mbengue 2, the community stated that relationship with the community is good as they confirmed that communication with the company has improved over the years. They also stated that the company's policies has been shared and communicated to them. The community stated that since the establishment of the company, the community has witness population increase and expand which has led to increase unemployment among the youth in the community. They also stress the need by the company to support community with social amenities such as schools, health post to meet the increasing demands from the population expansion.</p> <p>On the issue of land for Socapalm's operations, the community were of the view that Socapalm Dibombari has legal rights to the use of the land. The company acquired legal rights through agreement with the Cameroonian government and as such there are no legal disputes over the land use.</p> <p>Audit Team verification and response:</p> <p>In response to the community request for increased social developments, the company stated that the company has community development plan which was a result of bipartite and tripartite meetings. All plans are based on planned budgets and are implemented accordingly.</p>
3	<p>Feedbacks: Mbonjo 1 community</p> <p>Mbonjo 1 community were of the view that communication between the company and the community was not at its best. They stated that the company only reach out to them when they need to pass out some information. They indicated that recent communications initiated by the company was the result of the</p>

	<p>upcoming RSPO audits. They also requested for some social developmental interventions such as schools, health care and access to clean water.</p> <p>The community complained about restricted access to some sacred sites including graves and old places of worship.</p> <p>They complained about the activities of Socapalm which pollutes the water bodies such as the Mbomba, Mabaka and She rivers that flows into the Mungo river which is the main source of water for the people in Duala.</p> <p>On the issue of land ownership, the company acquired land for its operations through agreement with the state. However, there are on-going tripartite discussions to revert 165 ha of the land back to the communities for farming.</p> <p>Audit Team verification and response:</p> <p>In the areas of communications and consultations, the company indicated they have taking note of that and will work to improve relations going forward.</p> <p>On the issue of pollution the company indicated that regular analysis are conducted on the water body and there has not been any reported case of pollution. Also the Mungo river is relied upon as a source of drinking water by the entire capital of Duala and any reported case of pollution would have been taken up by the state.</p>
<p>4</p>	<p>Feedbacks: Nkende community</p> <p>Nkende, the community indicated they have a good relationship which is the result of effective communication and consultations between the two stakeholders. The company has shared all relevant documents including their policies with the community.</p> <p>The community raised the issue of employment which they will prefer to be giving priority when opportunities are available. Also, they complained about company dug trenches which affect their ability to access lands they believe are customarily theirs. They stated that there have been reported cases of violence against community women who cross the dug trenches.</p> <p>On the issue of dispute over the land for Socapalm Dibombari operations, the community stated that there are no dispute over the land for the company’s operation. However, they prefer a speeding up of the implementation of the result of the tripartite meeting on reverting portion of the land to the communities.</p> <p>Audit Team verification and response:</p> <p>On the issue of employment, the company has procedures for employment which involves sourcing of employees through the community chiefs. This is to ensure opportunities are open to the youth in the communities.</p> <p>On the issue of violence against the women, the company acknowledged receiving such complaint in the past and in response established the gender committee and the grievance committee to handle such matters relating to women. Also the company engaged the services of Earthworm Foundation, a Non-Governmental Organisation to conduct an assessment in consultations with the community on the issues raised and also ensure the implementations of the policies of the Socfin group for two years. A review of their reports and recommendations did not identify any case of abuse or violence committed.</p> <p>Community were further asked if the matter was reported to the police. However they responded that nothing of such was reported because they did not have enough evidence to identify who committed the offence.</p> <p>On the land issue Management indicated that per the agreements, the company has set aside 20,446 ha of land from their total lease to be shared among the communities. The land is under the control of the local authorities who are responsible for its distribution and Socapalm has no authority of such land.</p>
<p>5</p>	<p>Feedbacks: (Labourer Contractors)</p> <p>COOPES, Tchewa & Fils they have no issues of concern</p>

	<p>Audit Team verification and response: N/A</p>
6	<p>Feedbacks: Staff representatives According to the workers' representatives (all staff representatives), there is no notable problem between their different organizations and Socapalm. Indeed, Socapalm has never taken any action to intimidate or prevent them from enjoying and expressing their rights of association. Socapalm listens attentively to their various grievances and negotiations. They have the possibility to give their opinions on actions or to negotiate decisions taken by the management in order to obtain certain reliefs or advantages. They have no issues of concern</p> <p>Audit Team verification and response: Reviewed minutes of meetings between management and workers' representatives</p>
7	<p>Feedbacks: Gender Committee The Gender Committee was established in 2018 and have meetings with the women twice every month. Currently they have no issues of concern.</p> <p>Audit Team verification and response: N/A</p>
8	<p>Feedbacks: Interview with the Independent Smallholders indicate they have a cordial relationship with the company. They have no issues of concern.</p> <p>Audit Team verification and response: N/A</p>
9	<p>Feedbacks: Synaparcam, FAIN, Friends of the Earth Netherlands/Milieudefensie, RSPO Secretariat Prior to the Dibombari Initial Audit, the audit team engaged with a number of stakeholders (NGOs) who raised a number of issues of concern. The issues raised, ranges from sexual harassment allegations, land grabbing, limited access to the source of food and education for communities, river pollution among others. The concerns were noted for verification during the audit. The audit team on the advice of Milieudefensie also met with Synaparcam (a local NGO in Cameroon) who had in-depth knowledge on the various concerns raise. Interview with Synaparcam brought forth the following of issues that include</p> <ol style="list-style-type: none"> 1. Waste water from the mill and chemical from the farming activities are polluting our water bodies such as Mongo river which supply water for the inhabitants of Duala 2. Contract workers are not pay for sick leave days 3. Contracts workers are not taken care of when they are injured 4. Contract workers do not get pay slips 5. Contract workers are not registered on CNPS and their contributions not paid 6. Majority of the contract workers do not get above the minimum national 7. There are reported incidence of sexual harassment on some of the women <p>Audit Team verification and response: Interview with Management and some field workers revealed that</p> <ol style="list-style-type: none"> 1. The company conducts regular analysis on the water body and there are no evidence of pollution of the rivers 2. The contract between the company and the labourer contractors (Third party contractors) shows payment are made for fruits supplied in a day and as such if the contractor is unable to supply the FFB in a day they are not paid. So it's same for the contract workers. They are paid for work done in a day.

	<ol style="list-style-type: none"> 3. On the issue of contract workers not giving health care when injured, interview with sampled workers (contract) and the residence doctor indicated that all workers receives health care services at the clinic. Health records of some contract workers were seen and reviewed 4. Interview with the workers all confirmed they are issued pay slip every month 5. On the issue of registration and payment of CNPS for some contract workers, the audit team identified evidences of non-compliance by some of the labourer contractor and was raised as a Non conformity (indicator 2.1.2) 6. The country has a national minimum wage and the contract workers are marked and paid on daily basis with reference to the minimum rate per day. Interview with workers and review of the pay for contract workers did not identify any workers been paid below the national minimum rate. 7. Although the stakeholder raised the issue of sexual harassment, he could not provide evidence base on which the auditors could follow up and investigate. Also the issue was raised during consultations with the Nkende community but they could not provide evidence to back the allegation. Further consultations with the company shows steps taking by the company to deal with such issues as elaborated above (Nkende Community) <p>In summary the audit team acknowledged the information shared by the key stakeholders (Synaparcam, FAIN, Friends of the Earth Netherlands/Milieudefensie, RSPO Secretariat) and ensured each was duly investigated through the engagement with the communities (including chiefs and opinion leaders), workers, local NGO (Synaparcam) and Socapalm Dibombari. Among the major concerns raised includes land grabbing, sexual harassment and restricted access. On the issue of land grabbing, the audit team in consultations with the communities and review of company documents concluded that the company is operating on an existing plantation that was acquired from the state. There has not been any expansion by the company and as such there were no evidence of land grabbing. However, the communities acknowledged an increase in population size and as such there is a corresponding demand for extra land for settlement and farming. At the time of the audit, the community confirmed engagements with the government and the company to give portions of the company’s acquired land back to the state for distribution among the communities.</p> <p>On the issue of sexual harassment, the audit team through interview with Synaparcam (Local NGO), communities, workers and the company did not identified any victim of sexual harassment or close person that the audit team could engage with to confirm the concerns raised. Although no official complaint was made to the company or to the police, the company engaged the services of Earthworm Foundation and also established the gender committee for the purposes of reaching out to the community for consultations and serve as avenues for reporting on such cases. Also, a review of Earthworm Foundation’s report did not identify any case of sexual harassment. In addition the company has a documented grievance procedure through which complaints can be made to the company. Interview with the communities confirmed the procedure has been shared with them and they know how to raise complaints when needed.</p> <p>On the issue of restricted access, the audit team through field observations and interviews with the communities, Synaparcam and workers indicates the company has taken steps to secure their plantations. However, there were no evidence of restrictions as community have access to their fishing sites and other localities. Communities had ease of access to the plantations when it was state owned. However, that changed when ownership moved from state own to private own. The team did not identified restricted access to areas of importance to community livelihood or interest.</p> <p>The investigation and follow-up on the stakeholder comments was conducted based on a sample size and from the outcome of the interviews the team believes there are enough justification to conclude mechanism are in place to handle complaints and grievances.</p>
<p>10</p>	<p>Feedbacks: Bonomo Gare community</p> <ol style="list-style-type: none"> 1. Community said did not know the specific person appointed by the company to deal with the community on matters of interest and of concern

	<ol style="list-style-type: none"> 2. According to the community, there used to be a platform for communication between the c community and the company, but the community have stopped participation because the company used it to communicate only matters of interest to them 3. Things were better when the company was in the hands of the State as there were a number of development projects in the SOCAPALM area including road maintenance for the community but these are no more done by the company 4. On their Grievance and Resolution Mechanism, the company only explained to them but did not develop this mechanism with them. 5. The community does not get feedback from meetings with the company. For example, the community had a meeting with the company in January 2021 but had not received a copy of the minutes at the time of the audit. 6. According to the community, the company have not shared the applicable documents such as the land title with them and complained that a pack of documents was shared with them only few months to the time of the audit were signed in 2019. 7. Plantation has been established around the community and we have written to the company that parts of the concession be released to the community when necessary 8. According to the community, HCV Africa (the HCV consultant for the company) have had a meeting with them within the week of the audit and the community told them that, the company did not consult them on the initial HCV assessment and for this reason part of an HCV the community is having in the plantation has been destroyed. The company have not consulted us on the best way to manage the HCV but we have our own way of doing that. <p>The community has no agreed or consulted with the company on community development plan</p> <ul style="list-style-type: none"> • The community asked that the following request be carried to the company: • Support for the repair of water to the households • Support the repair of the old church <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> • The company has appointed community liaison - Emmanuel Cham Gang • Company promised to improve on its feedback to the communities • The company provided evidence of boundary assessment of all the community concessions with the view to given some back as demand. The draft report was available and reviewed during the audit. For example, Rapport D'Eait des leux des T.F. No 533/Mgo, No 44/Mgo, No 440/Mgo, NO 12275/Mgo, No 12276/Mgo, No 12277/Mgo, No. 12278/Mgo ET, No 12279/Mgo De la Concession SOCAPALM SUIVANT DECISION No/MINDCAF <p>The company indicated that, the HCVs mentioned by the community did not come up during the HCV assessment consultation and came up later. As confirmed by the community, the HCV consultant was on the ground working with the community on the identification and management recommendation for the HCV in question.</p>
<p>11</p>	<p>Feedbacks: Souza community</p> <ul style="list-style-type: none"> • The community indicated to have an HCV in the plantation yet to be identified with the company. It has submitted a proposal through, an NGO called SYNAPARCAM to the company as to how to manage the area but yet to get a response. Access to the place was first agreed but the community believe that they do not have free access because there are security guards in the company. They now have access to the place because of this audit

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<ul style="list-style-type: none"> • The community indicated not to know of any company representative they are to deal with except that they have been meeting with Emmanuel Cham Gang • The company has not shared any information with them or told them where to get the needed information • Because they are surrounded by the plantation, the community now has to farm from long distances. Some community farmers have to leave home at 5am and return at 8 pm from their farms because of the distances. They were not aware of the company’s initiative aimed at returning part of the concession to the concession communities • The company has not agreed with or consulted the community on any development plan. • The community do not get feedback on meetings with the community
<p>Audit Team verification and response:</p> <ul style="list-style-type: none"> • The company has appointed community liaison - Emmanuel Cham Gang • Company promised to improve on its feedback to the communities • The company provided evidence of boundary assessment of all the community concessions with the view to give some back as demand. The draft report was available and reviewed during the audit. For example, Rapport D’Eait des lieux des T.F. No 533/Mgo, No 44/Mgo, No 440/Mgo, NO 12275/Mgo, No 12276/Mgo, No 12277/Mgo, No. 12278/Mgo ET, No 12279/Mgo De la Concession SOCAPALM SUIVANT DECISION No/MINDCAF • The company provided evidence of response to the community’s HCV management proposal and a meetings for the identification of HCV which the community says is located in the plantation of the company. Signed attendance with their telephone numbers included elders of the community and lead official for SYNAPARCAM (the NGO working with the community on their HCV management project). These records included: <ol style="list-style-type: none"> 1. The company’s response of 14/12/2020 which agreed on the collaboration and asked for a field visit, 2. A meeting on 18/1/2021 to agree on a Plan field visit to the proposed project site on 25/1/2021, 3. The list of stakeholders (20) who undertook the site visit to the Souza and the Mbonjo proposed HCV project site. The company’s HCV consultant was on the ground working with the community on the identification and management recommendation for the HCV in question.

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
Socapalm Dibombari	The emphytéotique lease held by Socapalm covers a period of 60 years	11,480 ha	Yes	No	Compliance



Previous land owner / user comment	
Government of Cameroon	<p>Feedbacks:</p> <p>The agreement to secure land for Socapalm operation was made between the Government of Cameroon and Socapalm. Socapalm has land title document captioned Bail Emphyteotique En faveur De La Societe Camerounaise Des Palmeraies (SOCAPALM) which shows legal rights to the use of the land for all their operations in Cameroon. A review of the land document signed between the Government represented by the Ministre d' Etat charge de l'Economie et des Finance, Ministre de l'Urbanisme et de l'Habitat and Socapalm represented by the Director General. The agreement indicates a total of 78,529 ha of land was leased for a duration of 60 years. The contract was signed on 30th June 2000. The total land area of 78,529 ha covers land areas for kienke, Dibombari, Eseka, Edea (Ongue) among others. Dibombari consist of eight communities which includes Mbongo, Bomono, Souza, Nkapa, Mbonjo, Manoko, Souza Gare and Socfinol all covers land area of 10,582 ha.</p> <p>However, there was an amendment to the land documents captioned Avenant No Au Bail Emphyteotique En faveur De La Societe Camerounaise Des Palmeraies (SOCAPALM) Du 30 Juin 2000. One of the reasons for the amendment was to reduce the initial land area of 78,529 by 20,466 ha. Review of the document shows the initial land area for Dibombari was reduced from 10,582 ha to 7,773 ha as was done with all the other areas including Mbongo, Kienke and others.</p> <p>The audit team also reviewed other land documents captioned RAPPORT D'ETAT DES LIEUX DES T.E. NO 533 Mgo, No 421/Mgo, N°440/Mgo, NO 12275/Mgo, N° 12276/Mgo, N° 12277/Mgo N° 12278/Mgo ET N° 12279/Mgo DE LA CONCESSION SOCAPALM RELATIF A LA DECISION NO 1063/MINDCAF/SG/D2/1200/1320 DU 05 DECEMBRE 2019. The document as reviewed shows Socapalm Dibombari has legal rights to operates on a total land area of 11,480 ha.</p> <p>Audit Team verification and response:</p> <p>Although communities did not contribute land for Socapalm's operations, Management indicated that the communities has requested for release of some portions of the land so they can use for subsistence farming. In response management has indicate to them that the land is still a property of the government and as such the company cannot allocate portions of the land to the communities except at the consent of the government. Management therefore encouraged the communities to send their request to the government. During consultations with the communities (Bomono Ba Mbengue, Mbonjo) they confirmed making such request to the company.</p>

3.5 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that Socapalm Dibombari has complied with the RSPO P&C 2018 for Production of Sustainable Palm Oil and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that Socapalm Dibombari is certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Dennis Acquah	Name: SCHMITZ CELINE
Company Name: BSI	Company Name: SOCAPALM
Title: Lead Auditor	Title: SUSTAINABLE MANAGER
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i>  18/12/2021
Date: 18/12/2021	Date: 18/12/2021

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Behave ethically and transparently</p>			
<p>Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p>			
<p>Criteria 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.</p>			
<p>1.1.1</p>	<p>(C) Management documents that are specified in the RSPO P&C are made publicly available. - Critical (Major) compliance -</p>	<p>Socapalm Dibombari has a list of management document that they make publicly available to relevant stakeholders. The document are made publicly available through display on notice boards in and around the company and communities. The company has also shared copies of all such documents with the communities through their chiefs and representatives. Interview with community chief from Bamono Ba Mbengue, Nkende, Souza, Mbonjo all confirmed receipt of the company documents. The documents include:</p> <ol style="list-style-type: none"> 1. Policy on the protection of reproduction rights 2. Policy on sexual harassment and other forms of harassment; 3. Policy on child labor; 4. Human rights policy; 5. Policy of freedom of association and collective bargaining 6. Special labor policy; 7. Ethical conduct policy; 8. Whistleblower policy; 9. HSE policy 10. Policy on Equal Employment Opportunities 11. The procedure for handling external complaints; 	<p>Complied</p>

		<p>12. Policy on the protection of protected areas; A visit to the company's notice board showed all the documents been displayed.</p>	
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -</p>	<p>The official written and spoken language in Cameroon is French and as such all their information are documented in French and shared with all relevant stakeholders. However, the company did indicated during interview that at the request of the communities and to ensure a thorough understanding of the information, the local language which is commonly spoken and understood by the relevant stakeholders (including communities and workers) are used during consultations. Copies of the company's documented informations have been shared with the relevant stakeholder as confirmed by the communities during the stakeholder consultations.</p>	Complied
1.1.3	<p>(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -</p>	<p>In order to allow interested stakeholders to request information in an interactive process, the management of Socapalm Dibombari has set up: A Community communication and consultation procedure (to create a participatory exchange platform) through which cyclical meetings are planned and stakeholders can request or receive information. We distinguish:</p> <ol style="list-style-type: none"> 1. bipartite meetings: between Socapalm and the communities or other stakeholders; 2. tripartite meetings: meetings with stakeholders with which the public administration is associated to supervise, review or bear witness to certain important decisio 3. The training procedure: to allow clear explanations on certain activities that bind the parties; 4. The management of complaints, through and the follow-up of letters with an acknowledgment of receipt which shows that Socapalm has 	Complied

		<p>received the complaint and will deal with it within a time specified in the procedure.</p> <p>The central file set up and summarizing the complaints is analyzed to ensure that the complaints have been dealt with in such a way as to achieve the median solution agreed with the complaining party;</p> <p>"COPY OF COMPLAINTS PERFORMANCE INDICATORS" performance indicators are maintained by Socapalm management in order to analyze:</p> <ol style="list-style-type: none"> a. The recurrence of complaints b. The rate and status of complaints handling <p>The follow-up of meeting minutes so that the content is analyzed and if a delay is noted in the processing or if there is a forecast that a complaint is not being dealt with, reasons are sought to move the process forward.</p> <p>All the meetings with the communities have report templates which take the record of the problems raised during the last meetings and ensure that they have been treated with efficiency.</p> <p>A file in Excel format traces all communications (complaints and requests for information, with the status of their processing.</p>	
<p>1.1.4</p>	<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>All communications and consultations at management level are managed by the CSAC (Head of Administrative and Accounting Department):</p> <ul style="list-style-type: none"> • manage the distribution of documents • manage the organization of training • meetings with stakeholders. <p>Since June 2021, Socapalm has created the Sustainable Development Department (Memorandum N ° 100 / CDRH / DG / 21) which has representations in the sites to support the CASC in setting up the planning of consultation activities, organization of training and identification of stakeholder needs.</p>	<p>Complied</p>

		<p>Evidence of communications dissemination through participatory meeting and discussion reports were presented to the audit team. Acknowledgments of receipt on different dates are available at the administration level to demonstrate that the documents are shared. The various stakeholders who were able to meet during the audit confirmed this approach.</p> <p>There are bipartite and tripartite meetings between Socapalm and the stakeholders. The communication and consultation procedure as well as the procedure for handling external complaints clearly explain the implementation to those concerned. The evidence of the meetings is also available in this area.</p>	
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 company has a list of stakeholders which was made available to the audit team for review. The document titled "List of Dibombari Stakeholders" has categorised the stakeholders according to Identification of the stakeholder, Activity area, Description of stakeholder requirements /expectations vis-à-vis Socapalm, Stakeholder representative, Stakeholder contact among others. Some of the stakeholders selected for consultations are the communities, Workers Representatives, Gender Committee, smallholder farmers and others</p>	Complied
<p>Criteria 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.</p>			
1.2.1	<p>A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.</p> <p>- Minor compliance -</p>	<p>The management of Socapalm DIBOMBARI has implemented an ethics policy in the conduct and management of its activities.</p> <p>This policy is disseminated to all stakeholders by means of a notice board accessible to all and also by means of physical distribution with acknowledgment of receipt.</p> <p>The examination of employment contracts or other subcontracting activities with third parties, such as TCHEWA & Fils, has made it possible to note that the Management of Socapalm Dibombari requires an</p>	Complied

		<p>induction on all its policies which are presented at the signing of the contract, with an induction made at the time of signing the contract.</p> <p>Any obvious violation of the code of ethics established by the management of the company is punishable including termination of the contract with the partner in question.</p> <p>The individual employment contracts of employees show that clear clauses are provided for compliance to internal regulations and the company's code of ethics.</p> <p>The management of Socapalm Dibombari has set up a monitoring and evaluation system in compliance with the code of ethics. Periodic evaluations are carried out in order to assess:</p> <ul style="list-style-type: none"> • the level of understanding by the employees; • the level of respect and application of third parties, stakeholders. 	
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>To ensure compliance with and implementation of ethical rules, a system for reporting any deviation or violation of the code of ethics has been put in place by the management of Socapalm. This includes the use of suggestion boxes where reports on misconduct can be made while maintaining the anonymity of the person.</p> <p>The company periodically carries out an assessment to monitor workers understanding on the code of ethics. Awareness of the policy is enhanced through the company's HSE meetings and inductions.</p> <p>In the event of a violation (of the code of ethics) on the part of the stakeholder, internal regulations are available to effect penalties which includes termination of contracts.</p> <p>Management carries out evaluations of subcontractors through checklists to monitor their compliance on various subjects in accordance with the code of ethics. Evidence of assessment of some subcontractors was presented during the audit.</p>	Complied

Principle 2: Operate legally and respect rights			
Implement legal requirements as the basic principles of operation in any jurisdiction.			
Criteria 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>(C) The unit of certification complies with applicable legal requirements.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a documented list of all the laws applicable to their operations. The document last updated 3rd September 2021 is made up of both national laws and ratified international laws. Review of the register contains 67 local laws and 57 internationally applicable laws. Some of the laws reviewed include:</p> <p>Decree 2001/164/PM made 8th may 2001 specifying and conditions of catchment of surface and underground waters for industrial or commercial purposes.</p> <p>Decree n ° 93/577 of July 15, 1993 fixing the conditions of employment of workers' temporary, occasional or seasonal</p> <p>Law N ° 75/15 of December 8, 1975 on compulsory insurance against risks to construction</p> <p>Law No. 96/12 of August 5, 1996 on the Framework Law relating to the management of the environment</p> <p>Evidence of compliance to the legal requirements by the company include:</p> <ul style="list-style-type: none"> a. Water use permit with number 00000084 /MINEE/CAB issued on the 30/07/2021. For the authorization of the use of underground water to the benefit of Socapalm. For its installation of Dibombari subdivision Moungo Division. The permit is valid for a period of 5 years as from the date of the signing of this order. The permit allowed for the creation of two boreholes b. Social security payment (CNPS) for Socapalm Workers <ol style="list-style-type: none"> 1. May Payment made on the 03/06/2021 <ul style="list-style-type: none"> • Employer Registration number 020-0301901-D • Number of employees 2302 	Complied

		<ul style="list-style-type: none"> • Total Gross salary 505,721,688 CFA • Total Amount to be paid 81,614,600 CFA <p>2. June Payment made on the 01/07/2021</p> <ul style="list-style-type: none"> • Employer Registration number 020-0301901-D • Number of employees 2332 • Total Gross salary 450,175,980 CFA • Total Amount to be paid 74,631,200 CFA <p>3. July Payment made on the 06/08/2021</p> <ul style="list-style-type: none"> • Employer Registration number 020-0301901-D • Number of employees 2493 • Total Gross salary 492,487,423CFA • Total Amount to be paid 81,875,900 CFA <p>Environmental permits with number CCE/AES 0000019 issued on the 6/2/2018.</p> <p>Certificate of Environmental Compliance issued by the Ministry of Environment, protection of Nature and sustainable development</p> <p>The certificate state that Socapalm has complied with the regulations in the area of Environmental and social audits for its industrial complex located at Dibombari Moungo Division based on the environmental and Social plan of the said assessment. This certificate of environmental compliance is issued to served where needs arises.</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors.</p> <p>- Minor compliance -</p>	<p>Socapalm Dibombari relies on three ways to track changes in the law. They include a signed contract with Amadeo a law firm which grants them access to a multipurpose platform where they can access all updates in the countries laws. Copies of the signed contract document was made available to the audit team for review.</p> <p>The company has also subscribed to The Cameroun Tribune, an official newspaper which publishes newly passed laws in the country for</p>	Non-compliance

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		<p>circulation. Socapalm Dibombari is also a member of an association of employers called GICAM (Groupement Inter Patronal Du Cameroun employer's association). They have a common platform through which they track any changes to any of the laws. Since 2019, there has not been any changes to the agricultural related laws.</p> <p>Evidence of compliance to applicable legal requirements includes Social security payment (CNPS) for Contract Workers</p> <p>For Interima</p> <p>May Payment made on the 02/06/2021</p> <ul style="list-style-type: none"> • Employer Registration number 010-9190301-S • Number of employees 1904 • Total Gross salary 284511870 CFA • Total Amount to be paid 43397610 CFA <p>June payment made on 12/07/2021</p> <ul style="list-style-type: none"> • Employer Registration number 010-9190301-S • Number of employees 1627 • Total Gross Salary 287737388 CFA • Total Amount to be paid 39177557 CFA <p>For Pro-Service</p> <p>January Payment made on the 12/02/2021</p> <ul style="list-style-type: none"> • Employer Registration number 351-0103611-Y • Number of employees 434 • Total Gross salary 36381197 CFA • Total Amount to be paid 6236811 CF <p>February Payment made on the 04/03/2021</p> <ul style="list-style-type: none"> • Employer Registration number 351-0103611-Y 	
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		<ul style="list-style-type: none"> • Number of employees 436 • Total Gross salary 30632296 CFA • Total Amount to be paid 5253440 CFA <p>The company engages the services of three third party contractors who provide labour for maintenance activities in their estate. They are Interima, Pro-service and MDB. The company could not provide evidence on the payment of the social security contribution (CNPS) for the contract workers working under MDB.</p>										
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>The company has identified the boundaries of their land through the use of pillars. These pillars are maintained every six months according to the company procedure captioned Procedures for the management of boundaries of the plantations dated 28/12/202 and signed by the Director of Plantations. Review of the maintenance report conducted on the 1/07/2021 indicates some of the pillars are not visible. Also in the report, action plans have been stated for the pillar maintenance.</p> <p>A visit to Division one for pillar inspection confirmed some missing pillar. However, the maintenance report outlines action plans for pillars which requires maintenance. Sample pillars were selected and visit to the field using their GPS coordinates shows they were in position. Also there was no evidence of planting beyond the pillars.</p> <table border="1"> <thead> <tr> <th>Plot</th> <th>X</th> <th>Y</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>9°32'6.9324"</td> <td>4°13'11.8128'</td> </tr> <tr> <td>1</td> <td>9°33'4.9608"</td> <td>4°13'42.564'</td> </tr> </tbody> </table>	Plot	X	Y	0	9°32'6.9324"	4°13'11.8128'	1	9°33'4.9608"	4°13'42.564'	Complied
Plot	X	Y										
0	9°32'6.9324"	4°13'11.8128'										
1	9°33'4.9608"	4°13'42.564'										
<p>Criteria 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>												
2.2.1	A list of contracted parties is maintained.	The company maintains a documented list of their contractors. The document is captioned "List of Sub Contractors, 2021". The list was	Complied									

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	- Minor compliance -	made available to the team for review. Some of the contractors on the list are 1. ETS GENERATION OF THE EXCELLENCE 2. ETS MANIE DJEUDJE 3. PN Services Sarl Review of their contracts with the company shows the contracts are still valid	
2.2.2	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. - Minor compliance -	The company has signed contracts with all their contractors and all contains clauses on meeting applicable legal requirement including not engaging children below the age of 18 years for hazardous works. Sampled contracts reviewed include 1. Contract of agreement between Socapalm Dibombari and PN Services Sarl dated 16 July 2021. 2. Contract of exploitation between Socapalm Dibombari and ETS MANIE DJEUDJE on the 01/07/2020 3. Contract for provision of cleaning services between Socapalm Dibombari and ETS GENERATION OF THE EXCELLENCE signed on 09/04/2016	Complied
2.2.3	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. - Minor compliance -	Sampled contracts reviewed include 1. Contract of agreement between Socapalm Dibombari and PN Services Sarl dated 16 July 2021. 2. Contract of exploitation between Socapalm Dibombari and ETS MANIE DJEUDJE on the 01/07/2020 3. Contract for provision of cleaning services between Socapalm Dibombari and ETS GENERATION OF THE EXCELLENCE signed on 09/04/2016 All the contracts reviewed contains clauses disallowing child, forced and trafficked labour. The company does not employ young workers in their operations.	Non-compliance

		<p>The company currently does not have a contract with the smallholders but they have shared their policy on disallowing child, forced and trafficked labour with the smallholders. However, the policy is not binding on the smallholders as they have no agreement with the company that compels them to abide by the company policies. During interview with the smallholders they did indicate that they have not signed on to any of the policies and as such is not binding on them.</p>													
<p>Criteria 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>															
<p>2.3.1</p>	<p>(C) For all directly sourced FFB, the mill requires: Information on geo-location of FFB origins Proof of the ownership status or the right/claim to the land by the grower/smallholder Where applicable, valid planting/operating/trading license, or is part of a cooperative which allows the buying and selling of FFB - Critical (Major) compliance -</p>	<p>The company sources FFB directly from their estate and also from the smallholders. Information on geo-location of FFB origins from Socapalm Dibombari Estate is Latitude 04° 13' 18" N, Longitude 09° 36' 28" E. Also the legal rights to the use of land was seen and reviewed as indicated in indicator 4.4.1 The company maintains a list of all their smallholders with records of their registration codes, GPS coordinates and many more. Review of the list shows information on their names, registration codes and GPS coordinates. They include</p> <table border="1" data-bbox="1131 1045 1960 1236"> <thead> <tr> <th>Registration Code</th> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>010550</td> <td>4.2928590</td> <td>9.6073870</td> </tr> <tr> <td>010562</td> <td>4.3176410</td> <td>9.5827280</td> </tr> <tr> <td>010564</td> <td>4.9257137</td> <td>9.5216218</td> </tr> </tbody> </table> <p>The smallholders also have an Attestation of Exploitation signed by their local chiefs who by the laws of Cameroun can grant access to the use of land whiles the occupants process the land title documents. Currently</p>	Registration Code	Latitude	Longitude	010550	4.2928590	9.6073870	010562	4.3176410	9.5827280	010564	4.9257137	9.5216218	<p>Complied</p>
Registration Code	Latitude	Longitude													
010550	4.2928590	9.6073870													
010562	4.3176410	9.5827280													
010564	4.9257137	9.5216218													

		there is a Suspension on the processing of land titles in the Moungo division and as such the chief are the only body to give credence to the use of land in the community. Attestation issues to some farmers were made available to the audit team for review. They were signed by the Chiefs from the following communities: Canton Abo Sud, Canton Moungo, Fiko sub division Kompina village. The Attestation has informations on the name of farmer, Zone, Registration Number and Area(ha)	
2.3.2	For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1. - Minor compliance -	Company does not source FFB indirectly	Not Applicable
<p>Principle 3: Optimise productivity, efficiency, positive impact and resilience Implement plans, procedures and systems for continuous improvement.</p>			
<p>Criteria 3.1: There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p>			
3.1.1	<p>(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders. - Critical (Major) compliance -</p>	<p>The company has a management plan "SOCAPALM Plan De Gestion 2019-2021 Dibombari. This document is a compilation of annual budgets for 2019, 2020 and 2021 though they contained a number of key elements required by this RSPO standard. For example Crop projection (ton) for industrial plantation of 53,552 and 65,000 for Smallholder, Extraction rate December 2021 of 21, 22.8% for CPO and 4.5% for KER 4.5, Forecast prices constant for all 3 years for CPO of XAF 450 /KG, PKE 193/kg, Financial indicators including exchange rate for 2021 of 655.95 XAF to the EURO for all 3 years. The plan as reviewed was based on realistic assumptions. For example, crop projection took into consideration</p>	Non-compliance

		<p>projected increase in Smallholder production based on the company's programme of support to smallholders as well as reduction in from the industrial plantation due to replanting.</p> <p>However, the compilation did not include the description of consideration of attention to quality of planting materials. The company's evidence of the approval for this business plan as shown to the audit team was an approval by email, dated 31/08/2020 at 10.54, from the financial controller on the subject RE: Budget 2021_SINBA, was for the approval of the 2021 budget and not the "SOCAPALM PLAN DE GESTION 2019-2021 DIBOMBARI". The audit team did not get evidence of an approved documented SOCAPALM DIBMONBARI business plan and consideration of the quality of planting material to meet this RSPO requirement. A non-conformity was therefore raised as this RSPO requirement indicator.</p>	
3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has annual replanting programme for 5 years which is documented and titled "Proposition de replanting SOCAPALM Dibombari 2021/2035". It details the context, objective, methodology, programme, impact on the delivery of FFB and CPO production. The methodology is to start from 2021 to 2024 and impact on production from 2021 to 2035. For example, it is planned to plant a total area of 304.12 which will reduce the production area to 3502.96 which is 92% of production remaining.</p>	Complied
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari carried out management review yearly and has carried out management review for the 2020. A power point presentation record of the management review "document Rapport du comite de direction de synthese 2020 du 4 April 2021 was made available for review during the audit. The record includes the agenda" ordre du jour comite de direction for the meeting of 4/4/2021" which covered the minimum agenda item requirements of this RSPO standard. There was evidence of follow up actions which are included in the</p>	Complied

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		company's action plan titled "non-conformities, environmental accident and improvement actions" which gives details on the issues, responsibilities, timelines among others. These are followed up on monthly basis and status of implementation of each action clearly indicated as either pending, in progress or closed. The meeting record included the list of participants.	
Criteria 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 company has a documented procedure titled "Plan d'action pour une amelioration continue" dated 10/04/2021. Some evidence of implementation of the plan sighted include</p> <p>Reduction in the use of pesticide:</p> <p>Reviewed report titled "MONITORING AND EVALUATION OF THE 2021 PESTICIDE REDUCTION PLAN". The report shows the list and quantity of pesticide used by the company for each month and also the total quantity used for each year. For instance the total quantity of Glyphosate used reduced by 61.77 litres from 2019 to 2020 year (Jan-Dec).</p> <p>Waste reduction: Reviewed report captioned "MONTHLY HSE REPORT 2021 - 5 - Waste production and management". The report has information on the total waste produced recycled and reused. For instance total waste incinerated in 2019 was 334 kg as against 104kg in 2020 year. Also Recovered waste (organic recycling / composting) increased by 1568.954m³ from 2019 to 2020 year.</p>	Complied
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 metrics template V2.1 was filled and reviewed. The Sustainability manager is the person in charge to fill the template. All the data recorded were confirmed by the audit team.</p>	Complied

Criteria 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>- Critical (Major) compliance -</p>	<p>The company has documented SOPs covering all the procedures for the mills and estate. The Plantation procedures dated 20/01/2020 is made up of 16 procedures covering areas of harvesting, Organic fertilizing, Mineral fertilizing, Castration, Nursey management among others.</p> <p>The mill SOP dated April 2021 is made up of 12 procedures. Some of the procedures covers weighbridge, sterilization, Clarification and kernel production</p> <p>Copies of these procedures have been made available at the various working sites as confirmed during the field visit</p>	Complied
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p> <p>- Minor compliance -</p>	<p>The company uses training and inspection to monitor consistent implementation of the procedures.</p> <p>Sampled training records reviewed are</p> <ul style="list-style-type: none"> • Training on Chemical Product Use in Socapalm <ul style="list-style-type: none"> ○ Date of Training: 28/04/2021 ○ Attendance: 2 workers • Instruction on the Handling of Boiler <ul style="list-style-type: none"> ○ Date of Training: 15/05/2021 ○ Attendance: 10 workers 	Complied
3.3.3	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor compliance -</p>	<p>The company keeps records of monitoring the implementation of the procedures. Some records of monitoring reviewed include:</p> <ol style="list-style-type: none"> 1. Checklist operations on chemical sprayers, Date 4/06/2021, Block G2, plot 3 2. Checklist operations on chemical sprayers, Date 31/05/2021, Block D5, plot 2 3. Checklist operations on chemical applications and inter rows, Date 02/07/2021, Block F4/75 4. Chemical Eradication Procedures, Date 20/08/2021, Block G4/76 	Complied

<p>Criteria 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>			
<p>3.4.1</p>	<p>(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> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari is not carrying out any new plantings. It has however undertaken independent SEIA for its operations including its mill. In line with legal requirements, the company has an updated report which assessed the implementation of its SEIA "Rapport D'évaluation du PGES SOCAPALM Plantation de Dibombari.</p> <p>The company has also conducted independent SEIA to update its existing environmental and social audit carried out in 2017 with a written report titled "Mise A Jour Du Plan De Gestion Environnementale Et Sociale Du Complexe Industriel Socapalm Dibombari Situe Dans Le Departement Du Moungo, Region Du Littoral"</p> <p>The assessment was carried out by CAP Développement Sarl (Cabinet D'études Techniques) (CAPDEV), an approved entity with registration number N° RC/YAO/2014/B/649 with approval to conduct SEIA studies from the Ministry of the Environment, Nature Protection and Sustainable Development (MINEPDED): Approval of impact studies and environmental audits under A-EIE / AE N ° 00000019 of September 05, 2016.</p> <p>As captured in the report, the context for this updated SEIA by the company was to meet RSPO requirements. Consequently, the terms of reference, the key objectives of the assessment covered the key items required by this RSPO standard. The study identified several potential negative impacts and proposed management plans and monitoring plans in different forms to include, the company specific management and monitoring plans as prescribed by the "Ministère de l'Environnement, de la Protection de la Nature et du Développement Durable (MINEPDED). Among the several potential negative impacts identified were Pollution of soil and surface water and disappearance of species, Soil erosion, pollution of waterways and degradation of swamps and Destruction of</p>	<p>Complied</p>

		cultural sites in the concession. The methodology of the study included a wide stakeholder consultation which included interviews with individual's government officials, meetings with fringe communities as well as with NGOs especially with officials of SYNAPARCAM (National Synergy of Farmers and Residents of Cameroon) including its National President. Consultation during the audit with the communities and the national coordination of SYNAPARCAM confirmed these findings	
3.4.2	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. - Minor compliance -	SOCAPALM Dibombari has SEIA management and monitoring plan developed with the participation of affected stakeholders which is being implemented. The independent SEIA conducted by CAPDEV for the company - "Mise A Jour Du Plan De Gestion Environnementale Et Sociale Du Complexe Industriel Socapalm Dibombari Situe Dans Le Departement Du Moungo, Region Du Littoral" included Social and Environmental management and monitoring plans. Per the methodology of the assessment, the ensuing plan was also developed with the participation with stakeholders. This was confirmed in a meeting with officials of SYNAPARCAM an NGO and the Souza community. These plans are documented and were available and being implemented. The plan is reviewed every 2 years in consultation with the stakeholders where mitigation as are discussed. Records of stakeholder participation of this review was available. For example, that of 21 May 2021.	Complied
3.4.3	(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.	SOCAPALM Dibombari Social and environmental management monitoring plan (Mise a Jour du plan de Gestion Environnementale et Sociale du Complexe Industriel SOCAPALM Dibombari, of March 2021) is being implemented, reviewed and updated regularly to include its reporting obligation to the Ministry of Environment (Plan de Gestion Environnemental et Social du complexe industriel de Dibombari tel que prescrit par le MINEPDED). Based on the company's ISO 14001, review of the environmental impacts is done yearly, whenever there are findings of changes in Social and environmental assessment and new objectives, targets and actions are developed. For example, the	Complied

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		<p>ECOGUARD objectives for 2021, at page 38 of Synthese comite de direction of 9/4/2021. There was also the groundwater piezometer Measurement which monitors the POME treatment pond for any potential seepages. According to the company, the monitoring from the groundwater piezometer reading is to also enable the company to determine if the pollution of a nearby stream is due to the company's activities as there were artisanal palm oil processing facilities by the stream. There was also available for review riparian management plan "Planning Annuel De Monitoring des Zones Ripariennes 2021 with results separately for Division 1 and 2 for block G4 for division 1 and G7 for Division 2 covering Jan-Dec 2021. Monitoring was done using the form "Fiche d'inspection des zones repariennes. Records were available for review during the audit. For example, Fiche 01,2021 for Division 1 G4 for 7 BSI parcels (0.37ha) of 28/01/2021 checking signage etc. (which had monthly records up to August) and for Division 2 parcel 1 and 2 that of 10/08/2021. Community social development impacts and demands are also monitored and updated. For example, "Statut des demandes antérieures adressées à la Socapalm" and updates for minutes of the bipartiten meeting (compte rendu de la réunion Bipartite of 07/09/2021)</p>	
<p>Criteria 3.5: A system for managing human resources is in place.</p>			
<p>3.5.1</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives. - Minor compliance -</p>	<p>The company has a documented employment procedures titled Human Resource Procedures dated 19/04/2011 and signed by the General Director. The procedure outlines the various process employed by the company for recruitment, selection, hiring, promotion, retirement and termination. Copies of the procedures are made available to the workers through the documented agreement with the workers representatives. Review of the procedure indicates that employment in the company can be done directly or indirectly. Direct employment involves letters of request sent to the community chiefs, advertisement on company notice boards or by internal recruitment where qualified workers already in the</p>	<p>Complied</p>

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		<p>company are selected to fill the vacant position.</p> <p>Letters sent to the community chiefs are a means of giving communities the opportunity to work in the company. The chiefs inform interested members through community announcements. The list of interest members is compiled by the chiefs and sent to the company with all necessary documents. The applicants are subjected to interviews, test, medical checks to confirm their fitness and the most qualified are selected.</p> <p>The company also carries out open advertisement by publicly displaying all vacant position and the required qualifications on the notices in and around the companies. Applicant will go through interview and the necessary check and the most qualified is appointed.</p> <p>The indirect method involves the use of a recruitment agency where public announcements including website publications are made. The recruitment agency is responsible for the selection, interviews and recruitment on behalf of the company.</p>	
3.5.2	<p>Employment procedures are implemented and records are maintained.</p> <p>- Minor compliance -</p>	<p>The company implements and keeps records of all the employment procedures in their operations. A letter of request sent to the chief of Bwassalo on 31/09/2021 was made available to the audit team for review. The letter states the company needs a plumber and requesting the chief to transfer the file of a suitable applicant to the company by 3/08/2021. The chief responded by forwarding a list of applications from suitable applicants. Records of the applications were seen and reviewed. Reviewed records of applicants on the interviews and test.</p>	Complied
<p>Criteria 3.6: An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.</p>			
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>- Critical (Major) compliance -</p>	<p>Socapalm Dibombari has carried out a risk assessment of all its operations to include nursery, harvesting, spraying, movement within company and transportation of staff and bunches. The report titled Unique Document of Socapalm Dibombari dated 05/08/2021 identifies all the risk associated with the various operation and also has mitigation</p>	Complied

		<p>measures in place.</p> <p>The company implement the health and safety procedures using the HSE policy dated 26/04/2019 and signed by the General Manager. The HSE policy is used to sensitize workers on health and safety issue every morning at their muster and at the HSE meeting which happens once every week. Also new employees go through induction where the risk associated with their work is presented to them. Also everyone signs to acknowledge receiving training or induction on their Health and Safety issues.</p> <p>The company also uses training as one of means to implement their safety procedures. Some of the training records reviewed include;</p> <ol style="list-style-type: none"> 1. Agro-chemical use training Date: 24/04/2021 Attendance: 2 workers 2. Instruction in the operation of boilers Date: 15/05/2021 Attendance: 10 workers 	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>The company monitors the effectiveness of the H&S plan to address health and safety risks through their workers accident reports and emergency drills.</p> <p>Some Emergence drills reports reviewed</p> <ol style="list-style-type: none"> 1. Emergence drills report on Fire at the kernel, dated 16/07/2021 for 42 workers. 	Complied
<p>Criteria 3.7: All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.</p>			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and outgrowers, taking into account gender-specific needs, and which covers applicable</p>	<p>The company has an annual training programme in place captioned Sensitization and Training Programme-Socapalm dated March 2021. Some of the training program seen include</p>	Complied

	<p>aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<ol style="list-style-type: none"> 1. Training on the accidental spillage of chemical in rivers 2. Waste production and Management 3. Metal works and related risk 4. Fire in the plantations 5. Human Resource engagement and recruitment procedures 6. Handling of chemicals <p>Sampled training records reviewed include</p> <ol style="list-style-type: none"> 1. Training on human resource procedures Dated 11/05/2021, Attendance 8 2. Sensitization on the use of chemicals, chemical sprayers, team leaders and drivers. Date 16/04/2021, Attendance 18 	
3.7.2	<p>Records of training are maintained, where appropriate on an individual basis.</p> <p>- Minor compliance -</p>	<p>The company maintains records of all training for the workers. Sampled records reviewed are:</p> <ol style="list-style-type: none"> 1. Training on human resource procedures Dated 11/05/2021, Attendance 8 2. Sensitization on the use of chemicals, chemical sprayers, team leaders and drivers. Date 16/04/2021, Attendance 18 	Complied
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>The company has identified the Mill manager, Deputy Mill manager, Weighbridge clerk, Quality control, delivery operator and secretaries of the mill as personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). The personnel have been provided with training relevant to the task they perform. Sampled training records reviewed include</p> <ol style="list-style-type: none"> 1. Implementation of supply chain requirements Training date: 09/07/2021, Attendance: 12 2. Implementation of supply chain requirements Training date: 06/09/2021, Attendance: 6 	Complied

Criteria 3.8: Supply chain requirements for mills. Procedure note: all requirements are classified as Critical Indicators . However it will not contribute to suspension if there is more than 5 non-compliance within a principle)			
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>	N/A	Not Applicable
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>	The company intends to use the Mass Balance Supply Chain Module. Socapalm Dibombari takes delivery of FFB from their estate (which is under the scope of certification) and also from independent smallholders who are not under the scope of certification.	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>	The company gave the estimated tonnage as follows CPO- 26,132 MT PK-5,335 MT	Complied

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3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	The company at the time of the audit is not certified but has a Palmtrace account with number RSPO_PO1000011314. Review of the account did not identify any entries made by the company as the company is yet to be certified.	Complied
3.8.5	<p>Documented procedures</p> <p>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: Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</p> <p>Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p> <p>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>The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>	<p>Dibombari documented procedures and records made available to the audit team are</p> <p>Procedures:</p> <ol style="list-style-type: none"> 1. Procedure for the management of the supply chain and traceability in line with the RSPO P n C 2018, revised including the RSPO standards for the certification of the supply chain dated 09/2020 2. Graph for the process of FFB Reception 3. Graph for the process of delivery of good 4. Procedure for external grievance, related to standard to the supply chain and traceability with code PR-GPE 08 dated 06/01/2021 5. Internal and External Audit procedure revised on the 31/03/2021 6. Procedure for external grievance, related to the Supply Chain Standard and Traceability <p>Records</p> <ol style="list-style-type: none"> 1. Weighbridge ticket 2. Delivery notes for CPO 3. Payslip for FFB purchased 4. Delivery Note for Socapalm FFB 5. ARC (purchase order) 6. Authoritative Transportation note 7. Training records (on the Implementation of the requirement related to the Supply chain as per the RSPO P n C standard revised 2018) <ul style="list-style-type: none"> • Date 6/09/2021, attendance, 6 • Date 9/06/2021, attendance, 12 	Complied

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		<p>The company has identified Mr. William Doumtsop as the person having the overall responsibility for and authority over the implementation of these requirements. During interview with the audit team, Mr. William was able to demonstrate awareness of the mill’s procedures for the implementation of this standard. Some training record for Mr. William was also made available to the audit team for review.</p> <ol style="list-style-type: none"> 1. Training Roles and responsibilities and Criteria 3.8 supply chain <ul style="list-style-type: none"> • Date : 16/07/2021 	
3.8.6	<p>Internal Audit The mill shall have a written procedure to conduct annual internal audit to determine whether the mill; Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. Effectively implements and maintains the standard requirements within its organisation. Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>The company has a documented procedure captioned Internal and External Audit procedure revised on the 31/03/2021 and signed by the Sustainable Development Manager. The objective of the procedure is to define provisions relating to the organization’s planning, implementation and follow up of internal and external audits. The procedure applies to Socapalm activities in a bid to access the conformity of the management and operational system as per the requirement of the RSPO P&C 2018 revised</p> <p>The company has an excel table designed for carrying out of internal audits but have not conducted any internal audit at the time of this audit.</p>	Non-compliance
3.8.7	<p>Purchasing and Goods In The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>The company purchases FFB from the independent smallholders and uses various documents for recording information on all FFB received. They include the weighbridge ticket, Payslip for FFB purchased and Delivery Note for Socapalm FFB. Review of the document shows the following information are captured: Source, date, number of fruits, gross weight and net weight.</p> <p>The company has a documented procedure captioned Procedure for external grievance, related to the Supply Chain Standard and Traceability with code PR-GPE 08 dated 06/01/2021. The procedure</p>	Complied

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		<p>outlines the mechanisms for handling of non-conforming FFB and/or documents. Some of the documents used for reporting were made available to the audit team for review. They include:</p> <ol style="list-style-type: none"> 1. GPSCCS Form 1 complaint form for CPO customers 2. GPESCSSI Form 2 for the smallholder FFB 3. GPESCSSI Form 3 for Field contractor of FFB supply 	
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> <p>The name and address of the buyer;</p> <p>The name and address of the seller;</p> <p>The loading or shipment / delivery date;</p> <p>The date on which the documents were issued;</p> <p>RSPO certificate number;</p> <p>A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations);</p> <p>The quantity of the products delivered;</p> <p>Any related transport documentation;</p> <p>A unique identification number.</p>	<p>The company uses the following documents for all sales or delivery of CPO.</p> <ol style="list-style-type: none"> 1. Weighbridge ticket 2. Delivery notes for CPO 3. Acknowledge of reception of the order (ARC) <p>The company is not certified but review of documents that accompany sales of uncertified CPO showed the following information:</p> <ol style="list-style-type: none"> a) The name and address of buyer; b) The name and address of the seller c) The delivery date; d) The date on which the documents were issued e) A description of the product (CPO) f) The quantity of the products delivered; g) Any related transport documentation h) A unique identification number <p>These information are caption on the different documents.</p>	Complied
3.8.9	<p>Outsourcing Activities</p> <p>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</p>	<p>The company does not outsource any of its operations</p>	Not Applicable

	<p>certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification</p> <p>The mill shall ensure the following:</p> <p>The mill has legal ownership of all input material to be included in outsourced processes</p> <p>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> <p>The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>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.	Same as above	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.	Same as above	Not Applicable
3.8.12	<p>Record keeping</p> <p>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>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</p>	<p>The company maintains records and reports covering all aspects of their RSPO Supply Chain Certification Standard requirements. Some of the reports seen and reviewed include:</p> <ol style="list-style-type: none"> 1. Weighbridge ticket 2. Delivery notes for CPO 3. Payslip for FFB purchased 4. Delivery Note for Socapalm FFB 5. ARC (purchase order) 	Complied

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	<p>held in stock.</p> <p>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>For Mass Balance Module, the mill:</p> <p>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>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>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>	<p>6. Authoritative Transportation note</p> <p>7. Training Records</p> <p>Review of the procedure captioned Procedure for the management of the supply chain and traceability in line with the RSPO P&C 2018, revised including the RSPO standards for the certification of the supply chain dated 09/2020 states that all documents related to the management of the traceability of the supply chain shall be kept both physically and digitally for a duration of 2 years minimum.</p> <p>The company uses the real time basis to balance the production and sales of the product. Reviewed an excel document titled Budgeted Production of Certified and Non Certified products. In the report although the company is not certified, they treat FFB from their estate as certified and FFB from smallholders as non-certified. A review of the production and sales of the certified and non-certified shows all the report is well balanced. The company balances its report on daily basis.</p>	
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>	<p>The company has identified their Oil Extraction rate to be as follows</p> <ol style="list-style-type: none"> 1. FFB to CPO – 21.45% 2. FFB-PK- 4.79% <p>The mill determined its extraction rate from experience base on previous figures and current year figures.</p>	Complied
3.8.14	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>The mill updates its extraction rates on daily basis</p>	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>	<p>N/A</p>	Not Applicable

3.8.16	<p>Registration of Transactions</p> <p>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>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.</p>	<p>The mill is registered on the RSPO IT platform but have not made any entries at the time of the certification audit because they are not certified.</p>	Complied
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>	<p>The company does not make claims either on their website or on their sales documents as they are not certified.</p>	Complied
General corporate communications			
4.1	<p>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.</p>	<p>Review of the Socfin Group website (https://www.socfin.com/en/certifications) establishes communication about the company's commitment to the RSPO standards.</p>	Complied
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> Display its RSPO membership status Display the RSPO web address (www.rspo.org) State that the member supports the work of the RSPO State the member's history with regard to the RSPO. 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>	<p>The company only communicates about its commitment to the standard as indicated on the Socfin website</p>	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.	As indicated in 4.2 above	Complied
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.	As indicated in 4.2 above	Complied
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No was RSPO corporate logo usage observed during the audit.	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.	The company does not make business to business communication with their clients or to any organisation as they are not certified	Not Applicable
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.	Socapalm Dibombari does not make claims on their sales documents as the company is not certified to trade in certified products	Not Applicable
5.3	Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options: 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.	N/A	Not Applicable

	If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.		
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	N/A	Not Applicable
Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	The company does not made claims on their sales documents when selling to their clients	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.	N/A	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.	N/A	Not Applicable
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	N/A	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	N/A	Not Applicable

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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.	N/A	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.	N/A	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 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 .	N/A	Not Applicable
MODULE B – MASS BALANCE SPECIFIC RULES			
Minimum Mass Balance content			
	95% or above of the oil palm content must be RSPO MB-certified.	N/A	Not Applicable
	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	N/A	Not Applicable

	<p>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>		
Labelling and trademark (MB)			
	<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>No labelling and trademark will be used. Furthermore this is certification audit.</p>	<p>Complied</p>
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <p>[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.</p>	<p>No messaging will be used. Furthermore this is certification audit.</p>	<p>Complied</p>

	<p>The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations.</p> <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <p>Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product.</p>		
<p>Principle 4: Respect community and human rights and deliver benefit Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.</p>			
<p>Criteria 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>Socapalm Dibombari has a documented policy on respect for human rights dated 07/03/2021 which was made available to the audit team for review.</p> <p>A review of the policy shows that the company prohibits any kind of human rights violation and any form of retaliation against human rights defenders. In addition, any intimidation and unjustified sanction against human rights defenders are formally prohibited by the policy as well as any form of harassment.</p> <p>Consultation with staff representatives (workers' rights defenders) revealed that they have never been pressured or intimidated by the administration. The company has made available an office to facilitate their work where they hold periodic meetings. The company has communicated this policy by displaying on the notices boards and the policy is also communicated during the induction of new employees. During community consultations, the community representatives confirmed the policy has been shared and communicated to them.</p>	<p>Complied</p>

		Although the community raised allegations of violence against women by the company, they could not identify to the audit team the victim (s) of violence for possible investigation as stated in 3.4 of the stakeholder consultations.	
4.1.2	The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations. - Minor compliance -	Interview with the workers and community consultations did not come across any reported case of the use of violence or any form of harassment, including the use of mercenaries and paramilitaries in the operations of Socapalm Dibombari.	Complied
Criteria 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	(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD. - Critical (Major) compliance -	An external complaints management procedure is in place and describes how the affected communities can approach Socapalm management and lodge complaints and discuss their needs. This policy was reviewed and updated in July 2021. According to interviews with the Administrative and Accounting Service Unit (CSAC), the group develops the procedure and submits it to the communities through field explanations (evidence of explanation of the procedures was presented: August 14, 2021) and the management collects the observations of the stakeholders to readjust the procedure so that it is applied in a common framework and known to all. Moreover, the evidence of policy remittances dumps on different dates to the different communities involved were presented for audit. It is also noted that the procedure clearly states that applicants can submit complaints anonymously if deemed necessary.	Complied
4.2.2	Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties. - Minor compliance -	A review of the documentation at the group management level shows that a procedure for communicating official Socapalm documents with stakeholders is in place. The parties affected by Socapalm's activities fall within the scope of this procedure. Most of the villages we met declared that Socapalm's	Complied

		<p>activities reduced their living space while they were undergoing a galloping demographic expansion. They therefore demand for a retrocession of certain areas which according to communities should no longer be replanted by Socapalm.</p> <p>In response, Socapalm has held bipartite meetings to explain the replanting process, which in no way constitutes an expansion of the space conferred on it by its land titles. During the meeting held on 07/09/2021, Socapalm explained to the communities that the process of retrocession of the lands they claim is not within its competence because the land use rights has been allocated by the State of Cameroon who is the only holder and who can decide to return it to whomever he wishes. Thus, Socapalm advised the communities to contact the competent authorities for this.</p> <p>The various procedures are shared with them (with acknowledgments of receipt); an explanation session in August 2021 was documented for all affected parties, in particular the riverine communities .</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>A procedure is developed by Socapalm Dibombari to deal with all questions related to complaints (internal and / or external).</p> <p>This procedure is communicated to the parties through various channels which were verified during the audit.</p> <p>All the evidence of the requests (codified by the human resources department) is available and archived in a common binder. In addition, a central file in Excel format is drawn up to summarize the status of the complaints and grievances recorded, the origin, the date of acknowledgment of receipt, the closing date of the complaint, the status of the request, etc.</p> <p>Examination of the Socapalm procedure shows that the grievance management deadlines are as follows:</p>	Non-compliance

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		<ul style="list-style-type: none"> • For all complaints (external or internal): the acknowledgment of receipt is made no later than three days and the processing of the request, between 45 and 60 days for minor complaints and up to 90 days for major complaints; • Information requests do not have a time limit. • The acknowledgment of receipt is made within three days at most, from the date of registration of the request at the administration level. • Examination of various complaint files has shown that the established procedure is not effectively implemented at several levels: <ul style="list-style-type: none"> ○ The complaint file N ° 824 (acknowledgment of receipt on 07/09/2021), and classified as a minor complaint, relating to the request for reclassification of an employee was not closed until the time of the audit, no follow-up was given to the applicant when the closing period has passed; ○ Also, the acknowledgment of receipt of complaint No. 53 does not bear any discharge (signature) from the administration or from the applicant to demonstrate that he has indeed received a return from Socapalm; ○ The complaint closure form N ° 60, supposed (according to the complaint management procedure) to give the progress report in the treatment of the complaint is neither signed, signed nor dated by the two parties (Socapalm administration and applicant). 	
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>Socapalm management has an explicit procedure in place for conflict resolution.</p> <p>The examination of the said procedure including the latest revision dates 10/07/2021 (external) and 10/07/2021 (internal) and takes into account conflicts both between the workers themselves and between the</p>	Complied

		<p>workers and management and provides for provisions according to which any person implicated for acts of which he is accused may be assisted by a person of choice, whether a legal, trade union or other entity (point 7 of the procedure: "RESPONSIBILITIES", relating to the rights of the complainant, being able to be represented or assisted.</p> <p>Individual interviews with certain workers and the workers' union for the defense of their rights, confirmed this provision in the management of relations with the company.</p> <p>As a matter of fact, the examination of certain requests for explanations to employees on subjects or situations involving them, showed that they first asked their representatives (employee representatives) or were assisted by their delegates during their defenses.</p>	
<p>Criteria 4.3: The unit of certification contributes to local sustainable development as agreed by local communities.</p>			
<p>4.3.1</p>	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>Socapalm has set up a system to identify the needs of the communities. This system is based on communication and consultation procedures which allow, during bipartite (direct meetings between Socapalm and stakeholders) and tripartite (meetings: Socapalm-stakeholders-Administration) meetings, to identify grievances and requests for social projects.</p> <p>Evidence of consultative meetings was presented to the audit team in the process of collecting and discussing the needs of the communities with regard to development prospects.</p> <p>All the needs identified are then transferred into a general document which gives an overview of the community projects to be carried out by Socapalm for the benefit of the communities. "MONITORING SOCIAL PROJECTS"</p> <p>Then, a monitoring plan is put in place and has information on</p> <ul style="list-style-type: none"> • The date of the request to carry out the project; • The status of the request ("accepted" or "not") 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Origin of the request (who asked? / on what occasion?) • Response from Socapalm • Customer satisfaction with the performance of the work <p>Management has a summary of all community development actions since 2017.</p>	
Criteria 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. Documents related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	Agreement leading to the acquisition of land for Dibombari operation was made between the government of Cameroon and the company. The company has land title documents that show their legal rights to the use of the land for their operations. Document review and interview with relevant stakeholders indicates none of the communities contributed land to Socapalm Dibombari operations.	Complied
4.4.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>- Minor compliance -</p> <p>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</p>	N/A. Agreement leading to the acquisition of land for Socapalm Dibombari operations was between the state and the company with no community involvement.	Not Applicable
	<p>4.4.2b Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken</p>	N/A	

	<p>4.4.2c Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.</p>	<p>As stated in 4.4.1 above land for Dibombari operations was the result of agreement between the company and state with no community contributing land for the company's activities. However, review of documents confirms consultations between the communities and the company to explain the impact of the company's activities on the communities. The company also shares all activity reports with the communities</p>	
<p>4.4.3</p>	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities). - Critical (Major) compliance -</p>	<p>The documentary review at the administrative level of Socapalm Dibombari showed that all land titles as well as the emphyteutic lease held by the company, issued by the State of Cameroon, are accompanied by maps of the areas operated by the company. These are official documents that can be consulted with the public administration. These maps were established by MINDCAF (Ministry of Cadastre and Land Use) when obtaining the land titles allowing it to use the land.</p> <p>Because of numerous disputes by village communities on land that they believe should return to them as living space, in the context of a retrocession. Socapalm has undertaken, with the supervision of MINDCAF (Ministry of Land Cadastre and Land) to carry out participatory mapping in order to clarify its limits and above all to identify the uncultivated areas in relation to the fees paid.</p> <p>In this context, the community of Nkende sent a correspondence dated March 31, 2020. In Socapalm Dibombari response, dated September 15, 2020, they stated that "since the emphyteutic lease has been concluded with the State of Cameroon, the retrocession of the implicated land is not within its competence; therefore, the community should refer to the competent administration (decentralized communities which represent the State and which are the only ones authorized to dispose of the land) so that their request can be addressed.</p>	<p>Complied</p>

4.4.4	All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. - Minor compliance -	French is the official spoken and written language in Cameroon and as such all documents shared with the communities and displayed on company's notice boards are written in French. However, interview with the communities indicated that all relevant information are explained to their understanding.	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 -	Communities during the consultations all indicated that they are represented by their traditional leaders who speaks and takes decisions on the communities behalf. The leaders in consultations with the communities can also appoint some people such as women representatives and youth leaders to represent the communities on some specific issues. The company also maintains a list of all such leaders with their contacts and can be reached when needed. Communities are aware they can be represented by legal counsel and they confirmed this during the stakeholder interviews.	Complied
4.4.6	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties. - Minor compliance -	N/A as indicated in 4.4.1 above	Not Applicable
Criteria 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 -	The company's operates an existing plantation which is covered by legal land documents and there has not been any new plantings. It was originally a state farm that was leased to the current management. Review of documents and interviews established the communities have been part of the process. The communities do not own the land and this was confirmed during documents review and community consultations.	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	N/A as indicated in 4.4.1 above	Not Applicable

	<p>and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>		
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>	N/A as indicated in 4.4.1 above	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>	N/A as indicated in 4.4.1 above	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>	N/A as indicated in 4.4.1 above	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>	N/A as indicated in 4.4.1 above	Not Applicable

	- Minor compliance -		
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>There are no new land acquisition by Socapalm Dibombari. Interviews with both communities and management of Socapalm have confirmed this.</p> <p>In addition, a review of the maps and land titles of the Dibombari area shows that after the 1960s - 1970s Socapalm did not acquire any new land for the production of palm oil.</p>	Not Applicable
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>Review of maps and interview with the communities confirms the company has not acquired new lands for their operations.</p>	Not Applicable
<p>Criteria 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>Although Socapalm holds legal titles for the Dibombari area, it has implemented a process to take into account any possible encroachments and damage that its operations could cause to surrounding communities.</p> <p>As part of this process, a policy of communication and consultation with stakeholders is in place. In addition, it was note the existence of a procedure for handling external complaints. The various procedures are distributed to the communities with receipts showing that explanations are given to them in the languages of their choice.</p> <p>This process implies, within the framework of the tripartite (the public authority) that if the communities feel aggrieved or see their rights violated at any level whatsoever, use all the agreed remedies to seek reparation on the basis of an agreed agreement.</p> <p>In this dynamic, Socapalm has agreed with the populations to undertake, in a tripartite approach, supervised by MINDCAF, the inventory of fixtures in relation to the spaces it occupies, so that any</p>	Complied

		<p>overflow or encroachment on customary rights communities is re-established by the measures provided for by law.</p> <p>Through the activities report, completed in August 2021, a provisional report on the state of affairs (showing that Socapalm is within its legal limits and operates fewer plots than the titles give it), was produced by the MINDCAF and is awaiting final validation.</p> <p>The activity reports show that the parties were informed in advance, informed of the deployment programs of the technical team in the field and received a copy of the activity results.</p> <p>During the consultations, the communities indicated, if the results of the MINDCAF studies show contradictory information with the limits they hope for, they reserve the right to appeal; that is, to dispute these results. This does not prevent MINDCAF from pursuing its activities and producing its results. However, the communities have declared that they could challenge this result if they find irregularities in it.</p>	
<p>4.6.2</p>	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p> <p>- Critical (Major) compliance -</p>	<p>It should be noted that Socapalm has a compensation procedure for cases of damage and other possible violations of the rights of communities that may arise.</p> <p>This 12-page "COMPENS, version: 1" procedure, dated 01/11/2019) provides that in the event of damage caused by Socapalm to a third party or to a community. The measures and amounts provided for the compensation are provided for by a decree of the Prime Minister, Head of Government (2003/418 PM of February 25, 2003) that Socapalm has only repeated in its procedure for the application to be effective in case of situation.</p> <p>Like all other procedures and official documents, this procedure has been subject to dissemination, with explanation in languages chosen by the representatives appointed by the communities</p>	<p>Complied</p>

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4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for small holdings. - Minor compliance -	There were no scheme smallholders within Socapalm Dibombari. Thus, equal opportunities to both men and women to hold land titles for small holdings cannot be verified for this estate.	Not Applicable
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	It is obvious that Socapalm did not acquire land directly from the populations as national law gives land ownership to the state. However, within the framework of its proximity to the communities on the riverside, Socapalm has implemented a procedure to compensate for any damage of any type that it could cause to a third party affected in one way or another by its act. The amounts to be paid in the event of damage (in particular for the destruction of plants), are provided for by decree of the Prime Minister Head of Government (2003/418 PM of February 25, 2003)	Not Applicable
Criteria 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	As stated in 4.4.2 above	Not Applicable
4.7.2	(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. - Critical (Major) compliance -	As stated in 4.4.2 above	Not Applicable
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development. - Minor compliance -	As stated in 4.4.2 above	Not Applicable
Criteria 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.			

4.8.1	Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -	As stated in 4.4.2 above	Not Applicable
4.8.2	(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Critical (Major) compliance -	As stated in 4.4.2 above	Not Applicable
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use right, there claims will be settled using the relevant requirements (Indicator 4.4.2, 4.4.3 and 4.4.4). - Minor compliance -	As stated in 4.4.2 above	Not Applicable
4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	As stated in 4.4.2 above	Not Applicable

Principle 5: Support smallholder inclusion

Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.

Criteria 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.

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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 prices for the FFB are publicly displayed at the office of the smallholders, the weighbridge and also on the door of the cashier's office (where smallholder farmers frequently visit for their money and payslips). Interview with the Independent smallholders confirmed the above and also they indicated that copies of the prices are shared with them and also posted at the smallholders' office. A visit to the weighbridge shows a copy of the price list posted on the board.</p>	Complied
5.1.2	<p>(C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Price of FFB in Cameroun is determined and set by a tripartite committee made up of Government, Producers and Smallholder union. However, the company meets with the independent smallholders to discuss the set prices. A copy of the minutes of meeting dated 27/05/2021 was made available to the audit team for review. The meeting titled Minutes of Semi-Annual Meeting with Village Planters (Smallholders). The meeting was attended by 32 smallholder farmers. On the meeting agenda was the pricing of FFB and payments</p>	Complied
5.1.3	<p>(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>FFB pricing is set by the government in consultations with the Palm producers and smallholder associations. However, interview with smallholders indicates the company buys its FFB from the smallholders at prices relatively higher than the government approved prices. In addition, the company pays a little more as incentives to famers who are able to make six months' continuous sales of FFB to the company. This was also confirmed through document review of the pricing list.</p>	Complied
5.1.4	<p>(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable.</p> <p>- Critical (Major) compliance -</p>	<p>Dibombari hold bi-annual meetings with the smallholders to review and discussion issues on their operations. This meeting is generally open to all parties involved in the smallholder. Copy of the minutes of meeting was made available to the audit team for review.</p> <p>1. Minutes of biannual meeting with village planters Date: 27/05/2021</p>	Complied

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		<p>Agenda: validation and signature, payments and price Smallholder inclusion plan verification and validation of the list of village planters</p> <p>Attendance: 2 Socapalm Staff, 30 Smallholder farmers</p>	
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>The company does not have a signed contract with the smallholders. However, they have procedure captioned Village Plantation (Smallholder) Management Procedure dated 25/03/2021. The procedure aims to identify and describe the different aspects of the relationship that Socapalm maintains with the Smallholder farmers in order to participate in the development of the local populations. The procedures guiding the purchase sales and time of payment for FFB are well known to the farmers who indicated copies of the procedures have been shared with them. When FFBs are delivered to the mill, slips are issued to the smallholders in which it serves as a legal basis for payment for the FFB delivered.</p> <p>Interview with the smallholders during the audit period confirms they are aware of the procedures and copies have been shared with each member.</p>	Complied
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>- Critical (Major) compliance -</p>	<p>The company currently does not have a contract which mandates them to buy FFB from the smallholders and also the smallholders are not oblige to sell to the company. However, engagements between the smallholders and the company in the sales of FFB to the company are guided by documented procedures. There are two ways Dibombari employs in the payment for the supply of the FFB by the smallholders. For payment of FFB that are up to 500,000 CFA the company pays directly by cash to the smallholders. However, for payment in excess of 500,000 CFA the company pays directly into the bank accounts of the smallholders. Payments for the supply of FFBs are done at the end of the month. However, smallholders can access up to 80% of their money as advanced payment and the balance is paid at the end of the month. Payments are preceded by the issuing of payslips. Review of a copy of</p>	Complied

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		the payslip made available to the audit has the following information: registration number, number of FFB, Weight and Net pay	
5.1.7	Weighing equipment is verified by an independent third party on a regular basis (this can be government). - Minor compliance -	The weighbridge is verified every three months by Campagnie Africaine De Pesage et Instrumentation (CAPI). The certificate of verification was made available to the audit for review. The certificate with number 0009548 indicated the verification was done on the 07/09/2021.	Complied
5.1.8	The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material. - Minor compliance -	The company is not yet certified however they provide support to their independent smallholders in the form of training on best management practises and RSPO certification processes. The company has also supported all the smallholder farmers to acquire documents proofing their legal rights to use the land for farming and the GPS coordinates for each farmer has been acquired and documented. The company has a documented programme titled Training and Awareness Planning-2021 dated 25/05/2021 and approved by the Director of Plantations. The programme is designed to support the smallholder farmers in their areas of operations including RSPO. Some of the training programmes seen are 1. Management procedure for Smallholders 2. RSPO standard training 3. Training in good agricultural practices 4. Fertilizer application training	Complied
5.1.9	(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner. - Critical (Major) compliance -	The company has a documented grievance mechanism for its external stakeholders including the smallholders. Interview with the smallholder confirmed they are aware and they demonstrated knowledge on the procedures used to lodge a grievance.	Complied
Criteria 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess	The company provides support to the smallholders and such support are the result of discussions at their biannual meetings which take place twice every year. Such meetings are open to all interested parties.	Complied

	<p>their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>- Minor compliance -</p>	<p>During interview with the smallholders, they did confirm about the biannual meetings which is organized twice every year. They indicated that during such meeting, a variety of issues are discussed including any identified needs. Copy of the minute of meeting organized on the 27/05/2021 was made available to the audit team for review. Following one of such meetings the company developed a plan titled "Activities of Participation in Local Development: Maintenance of Infrastructure (Roads and Bridges)".</p> <p>The document outlines a list of time bound activities that the company is doing in support of the smallholders. Some of the developments activities done by the company are</p> <ol style="list-style-type: none"> 1. Clearance for access to the bridge built over the Mwakwè River at Mwanyambe village, Canton Abo North 2. Installation of three (03) nozzles and provision of three (03) water passages 3. Road construction 	
<p>5.2.2</p>	<p>The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <p>- Minor compliance -</p>	<p>The company has a documented programme titled Training and Awareness Planning-2021 Planner dated 25/05/2021 and approved by the Director of Plantations. The programme is designed to support the smallholder farmers in their areas of operations including RSPO. Some of the training programmes seen are</p> <ol style="list-style-type: none"> 1. Management procedure for Smallholders 2. Training in good agricultural practices 3. Fertilizer application training 	<p>Complied</p>
<p>5.2.3</p>	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <p>- Minor compliance -</p>	<p>The company is in the process of certification and as part of its activities has designed a series of programmes aimed at promoting the legality of their FFB. Some of the activities include</p> <ol style="list-style-type: none"> 1. Helping the smallholder farmers to acquire legal rights to the use of the land in the form of land title documents 2. Obtaining the GPS locations (Geo-referencing) of their farms 	<p>Complied</p>

		3. Sensitization on some of the company’s policies including no child labour, No trafficked and Forced labour.	
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	The company does not have scheme smallholders in their operations. However, interview with the independent smallholders confirm the company provides training on good agricultural practices to the farmers.	Complied
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme. - Minor compliance -	The company publicly report on support programmes for the smallholders by sharing the reports with the smallholders, posting on the various notice boards which are accessible to the smallholders and general public. One of such reports seen and review is the First Quarter Report on the “Activities of Participation in Local Development: Maintenance of Infrastructure (Roads and Bridges)”. Interview with smallholders indicates such reports are made public so the smallholders and other interest parties will be aware and monitor the progress of such support programmes.	Complied
Principle 6: Respect workers’ rights and conditions			
Protect workers’ rights and ensure safe and decent working conditions.			
Criteria 6.1: Any form of discrimination is prohibited.			
6.1.1	(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age. - Critical (Major) compliance -	The company has a documented Policy on Equal Employment Opportunities dated 26/04/2019. In the policy, the company commits to providing an environment which is free from discrimination by basing recruitment, hiring and promotion on skills, aptitudes and qualifications necessary for the jobs available.	Complied
6.1.2	(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. - Critical (Major) compliance -	Interview with 8 chemical Sprayers in block B5 and 8 harvesters in block B4 indicated there are no reported case of discrimination and none has witnessed any form of discrimination at the work place. There are no migrant workers in Dibombari operations	Complied

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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>A letter of request sent to the chief of Bwassalo on 31/09/2021 was made available to the audit team for review. The letter states the company needs a plumber and requesting the chief to transfer the file of a suitable applicant to the company by 3/08/2021. The chief responded by forwarding a list of applications from suitable applicants. Records of the applications were seen and reviewed. Reviewed records of applicants on the interviews and test.</p>	Complied
6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>Interview with the company's medical officer during the audit period indicates the company conducts pregnancy test only on ladies applying chemicals. This is to provide alternative jobs and not to discriminate against pregnant women</p> <p>However, for any other worker, the company does not perform pregnancy test on them.</p> <p>This was confirmed by the workers during interview. Also during field visit it was observed that there were no women among the chemical spraying team. A review of the list of chemical sprayers did not identify any women among the list.</p>	Complied
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>The company has a gender committee in place and they meet quarterly. Some minutes of meetings by the committee was made available to the audit team for review and they include</p> <ol style="list-style-type: none"> 1. Sensitization on the reproduction and management of breastfeeding hours and Maternity. Date 26/05/2021, Attendance 25 2. Proposition for a meeting with the director of plantations. Date 13/08/2021, Attendance 19 	Complied

		The committee also have engagements with the workers twice every month to discuss issues on sexual harassment, Equalities in the service, Body hygiene and reproduction and breastfeeding hours.	
6.1.6	There is evidence of equal pay for the same work scope. - Minor compliance -	The company has a documented Salary Grade last updated in May 2017 (which by the Cameroonian law is subject to review every five years). The salary grade forms the basis for determining the salary of workers. This document is also captured in the worker’s Collective Agreement and copies have been shared with the workers through their representatives. Interview with 8 chemical Sprayers in block B5 and 8 harvesters in block B4 indicated workers receives equal pay for same work done.	Complied
Criteria 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).			
6.2.1	(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages and explained to them in language they understand. - Critical (Major) compliance -	The company has a documented collective agreement which contains the working conditions and welfare of the workers. The conditions of service as captured in the agreement are guided by the labour laws of Cameroon. Also all workers are issued contract agreements on their recruitment. The contract document has information on their working hours, leave days, salary and many more. At the end of each month prior to the payment of salaries, workers are issued payslips with information on their salaries and any other deductions. All information are documented in French which is the official spoken and written language in Cameroon. However, interview with sampled workers indicates the content of all such documents have been explained to their understanding.	Complied
6.2.2	(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	Examination of workers' files shows that wages paid to workers are accompanied by payslips; which payslips include salary details, including: <ul style="list-style-type: none"> The basic salary (calculated on the category of the worker, as provided for by law); 	Complied

	<p>compensation for all work performed, including work done by family members.</p> <p>- Critical (Major) compliance -</p>	<ul style="list-style-type: none"> • Salary-related benefits (the various bonuses associated with calculating the salary); • Compulsory deductions (national contributions and contributions for worker security); • The net salary (final salary which is the amount of money that the worker receives personally after deduction of the contributions payable by him). <p>The employment contracts drawn up demonstrate that workers are informed about the details of the activities to be carried out as well as the remuneration they will receive. Interview with sampled workers indicate the pay they receive each month is consistent with agreed salary in their contract document</p>	
<p>6.2.3</p>	<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>According to the Cameroon national labor law of 1992 valid to date, the legal working time in the agricultural field is 48 hours per week as stated in the NATIONAL COLLECTIVE AGRICULTURE AGREEMENT AND RELATED ACTIVITIES, year 2015, in its Article 36, page 27.</p> <p>An examination of the employment contracts of Socapalm employees clearly shows that these provisions are respected and form the basis of the duration of their working hours.</p> <p>Also, the verification of pay slips show that deductions related to salary are applied in strict compliance with the laws</p>	<p>Complied</p>
<p>6.2.4</p>	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers’ Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p>	<p>Socapalm Dibombari has a documented five years housing plan validated by the Delegate of the Department of Labor and Social Security and issued a CERTIFICATE OF CONFORMITY OF ACCOMMODATION “after the visits carried out from Tuesday 16 to Friday 19 February 2021.</p> <p>The plan is currently been implemented in all the villages in the Dibombari plantations. Field visits to the village of Nkapa, Mbonjo 1, Tillo, Nkom confirmed the implementation of the housing plan. Many houses have been destroyed in preparation for their reconstruction</p>	<p>Complied</p>

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	- Critical (Major) compliance -	Currently the company has provided accommodation to most of their working staff and workers who are not accommodated in company houses are giving monthly housing allowances. These allowances are calculated on basis of the category of work and years of services. Review of sampled workers' payslip confirmed the payments of the housing allowances.	
6.2.5	The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food. - Minor compliance -	The company is relatively close to the city and is surrounded by several communities and as such workers are able to access their food and other requirements at affordable prices. The company has also established stores in all the company villages where they housed their workers. In the stores the company makes available for sale some essential products at the purchase price of the city.	Complied
6.2.6	A DLW is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours. - Minor compliance -	The country has a national minimum wage of 36, 270 CFA below which no industry is allowed to pay. Currently Dibombari is paying 40,649 CFA as its minimum wage. In addition, there are some in-kind benefits that the company makes to their workers. The in-kind benefits include housing, transportation for school children, free medical care for worker, spouse and family, water and electricity. The company has conducted an assessment of the pay and in-kind benefit that they provide to their workers. A review of the assessment report indicates the company in total pays a minimum wage of 80,719 CFA to their workers which is 40,070 CFA more than the national minimum wage. Reviewed sampled workers' (with registration codes 2112042, 2107019, SCP38339 and SCP38334) pay slips for both permanent and contract workers and did not identify payments below the national minimum wage	Complied
6.2.7	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. - Minor compliance -	The company engages the services of both permanent and contract workers in their operations as full-time employees. The company when necessary secures the services of temporal workers through a recruitment agencies. These workers are released at the end of their short term contracts or made permanent workers.	OFI

		<p>Also the company engages the services of a third party contractor who provides labour services for field activities including harvesting, pruning, loose fruit picking among others. All these workers are given an initial contract of 6 months and renewable for another 6 months just ones according to Cameroon labour law. After 12 months of continuous work they are made permanent.</p> <p>It was observed during the audit that previously, most of the contract workers were not issued contract documents and as such there were no systems in place to monitor how long workers are engaged as temporal workers. Although the company has taken steps to ensure all contract workers are issued contract documents as of July 2021 so as to be sure they operate in compliance with the country’s labour law, the audit team has issued an OFI against the indicator to monitor the progress of the contracts in subsequent audits.</p>	
<p>Criteria 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>			
<p>6.3.1</p>	<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>The company has a documented Freedom of Association and Collective Bargaining Policy dated 25/04/2019 and approved by the General Manager. During filed visit, it was observed that the policy has been displayed on the company’s notice boards. The policy as reviewed is written in the French language which is the official spoken and written language in Cameroon. However, interview with sampled workers indicates the policy has been communicated to their understanding.</p> <p>During interview with the workers representatives, they confirmed the policy has been explained to their understanding and also indicated that there are no management interference in the activities of the union. There are three different unions in the company and workers are free to join any. They are:</p>	<p>Complied</p>

		<ol style="list-style-type: none"> 1. USLC: (Union of Free Trade Unions of Cameroon) 2. CSAC: Confederation of Autonomous Trade Unions of Cameroon; 3. CSTC: Trade Union Confederation of Cameroonian 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>Interviews with workers' representatives indicates meetings are held with Socapalm Management ones every month in accordance with legal provisions.</p> <p>According to the consultation with the union representatives, after each meeting, a report is drawn up by the meeting secretary who is a member of the workers' union; this handwritten report is sent to management (Socapalm) for input. Following this, a joint reading in the presence of both parties is made to validate the content of the report, with a view to its final adoption.</p> <p>Once the report is adopted, a copies are made to be shared between the two parties.</p> <p>However, an examination of the archives of the workers 'representatives (union representatives) did not show any record of meetings between management and the workers union. The last meeting between the two parties dating back to 2020, with reports only signed by the management of Socapalm.</p>	Non-compliance
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>Interview with the workers representatives did not establish any act of interference from the management of Dibombari in the operations of the association</p>	Complied
<p>Criteria 6.4: Children are not employed or exploited.</p>			

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6.4.1	<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>The company has a policy for the protection of children which has been communicated to the workforce through display on the company notice boards and also during their morning musters. Review of sampled workers file and field observation did not identify any workers below the age of 18 years working in the company.</p> <p>A review of sample contracts between Dibombari and third party contractors has a clause on disallowing child labour in their operations.</p>	Complied
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.</p> <p>- Critical (Major) compliance -</p>	<p>The review of Socapalm's anti-work policy solemnly shows that the employment of people who do not have the minimum age for admission to employment is formally prohibited on all of its sites.</p> <p>For this, a procedure for the recruitment and hiring of workers is in place in which the age of the applicants is verified through the legal documents officially issued by the State of Cameroon are required, in particular, the National Card of Identity, where applicable, the Voter's Card.</p> <p>Examination of a sample of workers (three workers employed directly by Socapalm, agency workers and temporary workers) whose laborers were reviewed; no worker under 18 is employed.</p> <p>In the field, in the plantations, no worker under the age of 18 was observed by the auditors performing a task on behalf of Socapalm.</p> <p>It should also be noted that Socapalm has inserted a clause in the contracts of contractual companies and service providers, prohibiting the hiring of people under the age of 18.</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.</p> <p>- Critical (Major) compliance -</p>	<p>Examination of workers' files as well as field interviews with workers did not show any young workers.</p> <p>The company has banned the employment of young workers in its policy.</p>	Not Applicable

		<p>The contract firms and the temporary workers interviewed claimed that they did not employ any workers under the age of 18.</p> <p>For its part, Socapalm reserves the right internally to check the register of persons employed by the companies with which it subcontracts certain activities and requires their identity documents, for the purpose of ensure that companies do not employ people who are under the minimum age for admission to employment.</p>	
<p>6.4.4</p>	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>A global training plan for Socapalm is in place and covers various subjects, including the fight against child labor.</p> <p>The training plan was established in January 2021 and validated by the Plantation Director.</p> <p>Each service lists all the training needs at its level. The training plan is formulated by the Human Resources Department by compiling the identified needs and forwarded to the plantation manager for signature.</p> <p>According to interviews with the human resources department, the training takes various factors into account:</p> <ul style="list-style-type: none"> • The needs identified in each service, due to the complexity or technical nature of certain tasks to be accomplished; • The results of periodic evaluations; • The generic themes imposed by the RSPO approach in particular. The fight against child labor is part of the last category cited. <p>Evidence of awareness is done by department and before work, for some and for laborers and other workers in the field, awareness is done in the form of induction during gatherings. Clear attendance lists accompany the execution of the training and awareness-raising activities carried out.</p>	<p>Complied</p>
<p>Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			

<p>6.5.1</p>	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -</p>	<p>Socapalm has developed an explicit policy for preventing and combating all forms of harassment at work and violence against workers in the workplace. This policy is distributed to all stakeholders with acknowledgment of receipt. For employees, the morning induction periods before the start of work serve as a reminder, in each division and in the various blocks, of the key elements of the policy. When questioned in the field, during group interviews, the workers confirmed that they had been sensitized and informed about the prohibition of all forms of harassment and violence against them. However, during consultations with stakeholders, the community of Nkendé mentioned cases of violence that allegedly took place on the Socapalm perimeters on women, for having penetrated the territories of the company which were protected by dug trenches. However, no official complaint at their level, addressed to the company or to a judicial body was presented for the audit. Nonetheless, the company in response to the allegations set up the Gender committee and grievance committee and also contracted the services of Earthworm Foundation (NGO) to address the issue raised and prevent its occurrence in the future as elaborated in section 3.4 of the stakeholder consultations.</p>	<p>Complied</p>
<p>6.5.2</p>	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -</p>	<p>Women interviewed in the field explained that they are entitled to maternity leave when they become pregnant. When they return to work, they benefit from the same working conditions and time for breastfeeding (they have an additional 30 minutes to get off before the end and can come 30 minutes after the start of activities to save time for breastfeeding).</p>	<p>Complied</p>

		<p>These provisions are provided for in the reproduction rights policy of the company Socapalm.</p> <p>It should be noted at the same time that Socapalm has a gender committee, made up of men and women, from different departments. The essential mission of this joint committee is to promote equal opportunities and the protection of women's rights. Regular meetings are held, with minutes. Evidence of morning inductions with workers was presented for several divisions. Reproduction issues are also addressed to inform women (mostly fruit collectors) who have explained that they are entitled to maternity leave.</p>	
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>Within the Socapalm organization, there is a gender committee responsible for issues relating to the protection of women, monitoring possible violations of their rights and promoting equality of opportunity and opportunity.</p> <p>This committee is exclusively dedicated to employees so as to give them more autonomy.</p> <p>It deals with problems linked to breaches and respect for women's rights. There is evidence of consultation between management and the committee; the needs of pregnant and breastfeeding women are discussed during their periods of pregnancy in order to define suitable measures for their development.</p> <p>When asked about the plantations, the women said they received breastfeeding time, when they return to work, after their leave.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>A mechanism for submitting and handling complaints is in place and incorporates the internal and external complaints management policy, the dispute resolution procedure, etc.</p> <p>This process is officially communicated to stakeholders with copies given to them with acknowledgment of receipt.</p>	Complied

		<p>Induction sessions are organised for new recruits and for all workers during the morning muster.</p> <p>Complaint forms exist to allow interested parties to submit their complaints which they can write freely. In addition, complainants have the option of requesting anonymity. For this, suggestion boxes are available and clearly indicated to be accessible.</p> <p>Workers and worker representatives interviewed are informed that they have the right to complain and request anonymity.</p> <p>Interview with sampled workers established they are aware that they have an option to remain anonymous when making complaints.</p>	
Criteria 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>- Critical (Major) compliance -</p>	<p>There are no migrant workers in the operations of Socapalm Dibombari as observed during field visit and interview with sampled workers. Also the company has a documented policy on Forced and Traffic labour, on Contract substitution and on Migrant and Temporary workers dated 25/04/2020. During interview with worker they indicated the policy has been communicated to their understanding and also indicated that none of the issues raised by the standard pertains in the company.</p>	Complied
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>There are no migrant workers in the operations of the company. However, the company employs the services of temporal workers and in this regards has a documented policy on Forced and Traffic labour, on Contract substitution and on Migrant and Temporary workers dated 25/04/2020. The policy has been displaced on the company's notice boards in and around the company. Also interview with the workers</p>	Complied

		established the policy has been communicated to their understanding during their morning musters.	
Criteria 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>The company has identified Mr. Francoise Corneille Woudou as the person responsible for all Health and Safety issues in the company. He works with H&S committees established in all the departments. Every Thursday there are safety meetings held between the H&S committee and the workers where they are sensitized on safety issues. Records of such meetings were made available to the audit team for review. They include:</p> <p>1. Sensitization on the HSE policy Date: 30/04/2021 Department: Mill Concerns raised by the workers was for Socapalm to provide adequate PPE's to the workers as long as HSE issues are concerned Attendance: 17</p> <p>2. Sensitization on the HSE policy Date: 18/05/2021 Department: Mill Concerns raised by the workers was for Socapalm to provide adequate PPE's to the workers as long as HSE issues are concerned Attendance: 21</p>	Complied
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 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>The company has a documented accident and emergency procedure captioned "Health Management and Safety at Work" dated 15/04/2021 and signed by the Director General. The procedure as reviewed is written in French, the official spoken and written language in Cameroon. During field visit to the fuel station, boiler, maintenance workshop, it was observed that copies of the emergency procedures have been</p>	Complied

	<p>- Minor compliance -</p>	<p>publicly displayed on the notice board.</p> <p>The company holds weekly safety meetings where workers are sensitized on the emergence procedures. In addition, the company has various assembly points for workers to converge in case of an emergency.</p> <p>The company has trained First Aiders to provide first aid to workers when need arises. The training is provided by the company medical officers. The trained first aiders are provided with first aid kits with supplies such as spirits, plaster, bandages and others for emergency use. These materials are supplied and monitored by the medical officer. The clinic has a documented system for checking the expiry dates of the supplies every month</p> <p>The company documents and keeps records of all accidents that occur in their operations. The accident records are periodically reviewed when new cases are recorded in the operations. Review of the company's accident records captioned "HSE Monthly Report 2021-Occupational Health and Safety". The report has records of accidents on both contract workers and Socapalm workers from January to July. Some of the recorded accidents include fall from heights, prick injury (from oil palm fruit), skin burns (by heat, a chemical or electricity) and many more.</p>	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Critical (Major) compliance -</p>	<p>Field observations show workers in the appropriate PPEs and interview with the workers indicated the PPEs are provided to them by the company free of charge. They are replaced when damaged and the old ones are brought in. The PPEs are provided to mitigate the risk identified in that operations based on the risk assessment report.</p> <p>A visit to the site also shows sanitation facility has been provided for workers applying chemicals so they can change out of PPE, wash and put on their personal clothing. The doors to the changing rooms have been numbered to identify the entry and exit point. A tour of the facility shows waste water from the bathroom are collected in a septic tank with</p>	Complied

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		<p>a soak away and as such the water does not drain into nearby gutters or pollute water bodies</p>	
<p>6.7.4</p>	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with national law or by the unit of certification where national law does not offer protection.</p> <p>- Minor compliance -</p>	<p>The company has a documented Internal agreement for Socapalm dated 01/06/2017 and signed by representatives of the workers, employer and government. A review of the document indicates that the company provides free health care to all their employees both permanent and contract workers (pro-service, interima and MDB), their spouses and children. The company has a clinic where workers, their spouses and children can access health care services free of charge. In the case of referrals, the company bears 80% of the cost for all non-work related illness.</p> <p>Also as required by Cameroun law DECRET N°78-546 DU 28 DECEMBRE 1978 FIXANT LES MODALITES DE DECLARATION ET LA PROCEDURE D'ENQUETE EN MATIERE D'ACCIDENTS DE TRAVAIL OU DE MALADIES PROFESSIONNELLES DECRET N°78-546 DU 28 DECEMBRE 1978 FIXANT LES MODALITES DE PRISE EN CHARGE DES PRESTATIONS EN NATURE AUX VICTIMES D'ACCIDENTS DU TRAVAIL OU DE MALADIES PROFESSIONNELLES</p> <p>The company makes payment covering accident insurance for each worker every month. Review of sampled payslips confirms such payments.</p> <p>The audit team reviewed an accident report involving a truck driver with code SCP 36936 who lost one leg from an accident. Per regulations he is care for by the company whiles awaiting final determination and payment of the compensation due him</p>	<p>Complied</p>

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6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	Socapalm Dibombari keep records of all accident using Lost Time Accident (LTA) metrics titled MONTHLY HSE REPORT 2021 - 7 - Occupational health and safety dated 01/08/2018 and last revised in June 2021. The report captures the total number of hours worked, fatal accident at work, serious accident at work among others. The report has records of occupational accident up to June 2021 and the Lost days Incidence rate per 200,000 hours for both permanent and temporal workers is 26.20 and 5.32 for contract workers.	Complied
Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.			
Criteria 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.			
7.1.1	(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -	SOCAPALM Dibombari has a documented Integrated pest Management (IPM) plan which is being implemented and monitored. The IPM plan AGR PL 02 Version 01 "Plan de gestion intégrée des ravageurs de 01/2020 was made available and reviewed during the audit. The plan includes procedures for the identification of pests and the appropriate control methods to minimise the use of pesticides. Per the documented IPM, the company did not use pesticide for prophylactic purposes. The plan identifies various insect pest and their control methods. There is also the documented cover crop procedures AGR15 "établissement de la plante légumineuse de couverture légume" of 01/2020. The company also has a plan for the reduction of the use of pesticides as part of its IPM. The plan AGR PL 01 "plan de réduction de l'utilisation des pesticides" of 01/2020. These plans were being implemented. Interviews with workers and direct field observations confirmed these findings. Field inspection and drive through the plantation came across evidence of the use of cover crops (mainly Pueraria spp and Mucuna spp). There was evidence of cultural weed control in riparian buffer zones and mowing by tractor in the palm interlines. These are aimed at reducing the use of pesticides. The company has a Phyto team which carries out pest census with	Complied

		<p>established threshold above which control by pesticides are employed. Equally at the Nursery, the company no longer used Oxamyl for prophylactic treatment against pest and diseases including "blast" but now carries out inspection as preventive action. Records of inspection were available and were reviewed during the audit. For example, the inspection records for 4/1/21 for block #s B6-B9, C1, C3, C6-C9, D1, D9, E1 and E4 which reported an observation of "blast", leaf perforation by insects and made recommendations for treatment. Though interviews confirmed that treatment was carried out, records of treatment were not available as the company started keeping records of pesticide use at the nursery from only 15/6/2021. Records kept from this date titled "Suivi de la consommation fongicide et insecticide en Pre-pepinier" was available and reviewed during the audit. Records of pest occurrence monitoring reviewed included those of the phyto team. For example, the report of 13 /9/2021 block b2/2013 Parcel 6-8, and the resultant observation given and the report "rapport de traitement des maladies gives details of pest census, treatment and the type of pesticides used for March to August 2021.</p>	
7.1.2	<p>Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has documented the list of invasive species found in its plantation to include those listed in the Global Invasive Species Database and the CABI.org. The documented management procedures for invasive species and weed AGRO Version 1 "procedure de gestion des especes envahissantes et adventices" of 5 May 2021, was made available and reviewed during the audit. The list of invasive species in the procedure included <i>Mucuna bracteata</i> and <i>Pueraria phaseoloides</i> which are used as cover crops with justification for their use, <i>Acacia auriculiformis</i> among other indigenous invasive species. The procedures include a plan for managing the spread of each of these identified species "plan de action et mesures de prevention pour la gestion des especes envahissantes et adventices" Direct observation during the drive through in the plantation and visits to specific blocks such as G4,</p>	Complied

		D2 parcel 4 among other sites confirmed that these species are being controlled.	
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities. [For NI to define process].</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari is bound by a commitment by the SOCFIN Group Policy for Responsible Management with a scope which covers the company as subsidiary. Section 3 (Best Management Practices) of the policy as made available and reviewed by the audit team prohibits the use of fire as part of its commitment to minimize and prevent environmental pollution. The company's IPM plan AGR PL 02 Version 01 "Plan de gestion intégrée-intégrée des ravageurs of 01/2020 as reviewed during the audit did not include the use of fire to control pest. Interviews with pesticide applicators in D2 parcel 4 and at the nursery conformed that fire is never used to control pest. Direct observation in the field by the audit team also did not come across any evidence of use of fire to control pest.</p>	Complied
Criteria 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritized.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari demonstrated the justification for all pesticides in use. The company has different procedures which details the use of pesticides the justification for their use including details on specific pest and their selected pesticides. These include the procedures for pesticide use GPC Version 03 "Procédure de gestion des produits chimiques" of 03/2013 which gives general procedures for the handling of pesticides. There were procedures of specific application and details of specific pesticides. For example, the circular weeding (manual and chemical) procedures AGRI04 Version 2 Dersherbage manual et chimique des ronds (DMR et DCR) in tables 4 and 5 give specific pesticides and specific weeds to be used for control including their specific quantities. Likewise, the path weeding procedures (chemical) table 4 gives similar information. The IPM plan AGR PL 02 Version 01 "Plan de gestion intégrée-intégrée des ravageurs of 01/2020 also identify specific pests and the appropriate control methods to include specific pesticides. For</p>	Complied

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		<p>example, in table 1 of the IPM plan. The oil palm nursery management procedures AGR17 "Gestion de la pepiniere de palmiers a huile" of 01/2020 also identify a list of pesticides to be used at the palm nursery and their specify target pest.</p> <p>To avoid pest resistance, the company has developed a standard of dosage regime which is used in the application of pesticides titled P-01 Herbicide standards for Oil Palm. The standard gives details related to the age of the palm, the operation (circle or inter-row), type of weed target, equipment to be used, nozzle type debit l/(min), active ingredient, concentration of solution used, solution needed per planted ha (litre/ha) among other details. For example, glyphosate is for all weeds. For herbs: the use of selective treatment once every year and circular application 3 time per year. Pesticides are also mixed. For example, glyphosate and 2,4, D are combined to fight species which are resistant to one of them. To avoid pest and disease resistance, treatment of pest and diseases is done only at a certain level of infestation as determine by inspection and monitoring of expired pesticides are also carried out. Interview with workers confirmed the implementation of these procedures. Review of records further conformed these findings. For example, records of insect pest inspection by the phyto team. "phyto report of 13 /9/2021 block b2/2013 Parcel 6-8, and the resultant observation given and the palm nursery inspection records for 4/1/21 for block #s B6-B9, C1, C3, C6-C9, D1, D9, E1 and E4. The company has also classified its pesticides in use into WHO classes and only less harmful pesticides which are not Class 1a and 1b are used. See finding for 7.2.5</p>	
7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM DIBOMPARI provided records of pesticide use but this did not include the active ingredients and the amount of active ingredients used. The company retains records of pesticide use at the various Divisions. Each Division has records of pesticide use per block and the overall summary of these records is also retained. The company</p>	<p>Non-compliance</p>

		<p>provided records of pesticides in terms of the name, the monthly quantity, and the total quantity for the period from January to August 2021. The company also provided sample records of pesticide use for Division 1. The records kept at the Division included, pesticides used for each named block, the area of the block, the planting year, date (for example, the records for 05/07/2021), the type of application, (for example, circle), the area treated for each type of application and the cumulative area (ha). It also included the type of pesticides, the LD50 values (for ingestion, contact and inhalation) and the quantity of the pesticide (eg glyphosate, 2,4 D, Tristar) used in litres and quantity per ha in (litre/ha). These records did not include the active ingredient used and the quantity of active ingredient as required by this RSPO standard. Records of pesticide use at the palm nursery also did not include the active ingredient and the quantity of active ingredient use. Based on these findings, the audit team raised this as a non-conformities.</p>	
<p>7.2.3</p>	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari demonstrated minimisation of pesticide use as part of its IPM plans. The company's IPM plan AGR PL 02 Version 01 "Plan de gestion intégrée-intégrée des ravageurs of 01/2020 is implemented to identify pests and diseases and the appropriate control methods so as to minimize the use of pesticides. There prophylactic use of oxamyl at the palm nursery had stopped and just like the palm plantation, pest and diseases are observed and treatment or control carried out only when specific thresholds are reached thus minimizing the use of pesticides. Records of palm nursery and the plantation insect pest inspection records including case where treatments were recommended were available and reviewed during the audit. For example, the nursery inspection records for 04/01/2021 for block #s B6-B9, C1, C3, C6-C9, D1, D9, E1 and E4 reported the observation of "blast", leaf perforation by insects and made recommendations for treatment and the records of pest occurrence monitoring by the phyto team of 13 /9/2021 block b2/2013 Parcel 6-8, and the resultant</p>	<p>Complied</p>

		<p>observation given.</p> <p>The company also implements its crop procedures AGR15 “etablissement de la plante legumineuse de couverture legume cover crop establishment of 01/2020 and the plan for the reduction of the use of pesticides as part of its IPM, the AGR PL 01 “plan de reduction de l’utilisation des pesticides” of 01/2020. Direct field observations came across Mucana and Peuraria spp cover crops in several blocks of the plantation aimed at reducing weeds and the use of pesticides. Interviews with workers and direct field observations also confirmed that, the company does not carry out blanket application of herbicides to control weeds. Herbicides are only applied in a circle around individual palm trees just to enable the picking of loose palm fruits. Tractor mowers are used to physically control weeds in the palm Interlines. These approaches translate into minimisation of the potential amount of pesticides which could have been used.</p>	
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari did not use any pesticide for prophylactic purposes. The company has clearly stated in its IPM plan AGR PL 02 Version 01 “Plan de gestion intégrée-intégrée des ravageurs of 01/2020 that, prophylactic use of pesticide is not a recommended approach. The company employs inspection of its plantation and palm nursery and have set thresholds for specific pest above which pesticides are applies for control purposes in terms its economic and societal effects. The company IPM plan also identifies predisposing factors/or underlying causes for occurrence of specific pest and manages its plantation and palm nursey to avoid or minimize such factors. The company has a phyto team which carries out daily inspection and also carry out census of specific pests and report on them for treatment when the set thresholds are reached. Likewise, the palm nursery also has inspection team and specific parameters which are checked daily and report on them for action to be taken when the thresholds are reached. The audit team reviewed sample of these records during the audit. For example, the</p>	Complied

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		Activity Record of 04/01/2021, which included Phytosanitary control which reported blast/leaf perforations and recommended for action in block #B6-B9, C1, C3, C6-C8, D1, D9 AND E1-E4	
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> <ul style="list-style-type: none"> - Minor compliance - <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>SOCAPALM Dibombari did not use paraquat or pesticides categorised as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions. The company maintain a list of pesticides in use (liste de produits chimiques de la plantation of 20/11/2021) which was made available for review during the audit. The WHO categorisations had been specified for each of these products and none of them was found to be in the Class 1A or 1B. Review of the company’s records of pesticides consumption at the various Divisions and the Palm Nursery (Rapport Mensuel : Suivi Utilisation des Produits Chimiques 2021) and inspection at the Waste Centre did not come across any evidence of use of paraquat or WHO Class 1A or 1B pesticide. Interviews with pesticide handlers and applicators further confirmed these findings.</p>	Complied
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 Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>Pesticide applicators at SOCAPALM had completed the necessary training and were found to apply pesticides per product requirements. Records of training were available and reviewed during the audit. Examples of records included:</p> <ol style="list-style-type: none"> 1. Induction training for Makongue O. August of 02/09/2021, 2. General training of Sprayers “Manipulation des pulverisatous” of 14/1/2021 with attendance signed by 17 sprayers of Division 1 3. Maintenance des pulverisateus Matabi” of 5/5/2021. <p>Besides the general training, the company has a comprehensive sprayer competence evaluation to include written and practical field</p>	Non-compliance

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		<p>examinations to select only the best workers who meet the company's requisite competence for pesticide application. Records of tests scores for pesticide candidates were available and reviewed during the audit. For example, Test Results/Evaluation of Competence results of 05/1/2021. Interview with pesticide sprayers in the field (For example, in Parcel 4 of Division 2) and direct observation confirmed their adequate understanding of the hazards and risks of pesticide use and how to protect themselves from such hazards and risks. They were all found to be in appropriate PPEs to include overall suite, eye goggles, respirators, nylon hand gloves, wellington boots and nylon aprons. They were using the Matabi knapsacks sprayer which were all found to be in good service conditions.</p> <p>However other non-applicators pesticide handler (such as the Chemical Storekeepers) did not demonstrate adequate knowledge and understanding of the hazards and risk in the handling of these pesticides and did not observe the appropriate precautions. For example, a visit to the main chemical store sighted chemical handlers at the store without their appropriate protective overall as indicated by the company's procedures. Material Safety Data Sheets (MSDS) for sampled pesticides in use were not readily available for easy reference when asked. For example, the MSDS for Evisect and Almephon 50 LS. There was also inadequate understanding of the LD50 on the MSDS to enhance their knowledge of appropriate handling of pesticides. At the Division 2 Chemical shop, instructions displayed for the required PPE for entry into the shop did not include the required PPEs such as a respirator and hand glove which are part of the company's PPE requirements. A worker was sighted in the shop not using a respirator and hand gloves. Based on these findings a non-conformity was therefore raised.</p>	
7.2.7	(C) Storage of all pesticides is in accordance with recognised best practices.	SOCAPALM Dibombari stored pesticides generally according to recognized best practices. The company has pesticides storage procedure ("Procedure de gestion des produits chimiques of 4th April	Complied

	<p>- Critical (Major) compliance -</p>	<p>2020) which is in use and followed. The company has chemical storage facilities to include temporary chemical storage facilities at its main office location, at the nursery and at the divisions (For example Division 1). There are two temporary storage facilities at the main office with the Phyto Store used for the storage of pesticides and the other for agrochemical. Inspections at the main and the temporary facilities at the main office, the nursery and the Division found pesticides in storage to have been well arranged according to their categories in shelves, well labelled. MSDS were generally available for pesticides in store (See findings for section 7.2.6)</p>	
<p>7.2.8</p>	<p>All pesticide containers are properly disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari managed its pesticide containers properly. The company has procedures for handling empty chemical containers (procedure de gestion des dechets GNAC version 3 of 30/04/2020). Some chemical containers are reused by the Agriculture Department for storage of mixed pesticide to the field for application. The company has a designated secured shed for receiving and for temporary storage of empty pesticide containers before they are picked up by approved 3rd Party hazardous waste collectors. Movement of pesticide container are accompanied by Waybills to account for them. The storage area attendant keeps a notebook to record, the date, sources of the waste/container (eg Division #), quantity (in terms of pieces, description of the waste, waybill number and signature of the receiving attendant, the dispatching unit and approved by the HSE manager. These records were reviewed during the audit. For example, the last delivery of empty pesticide containers to the Waste Centre was 02/09/2021 which were 5 Bidon empty containers.</p> <p>Direct field observation during field visits to D2, C2, G3 and G4 as well as the dump sites did not come across any disposal of empty pesticides containers in the field or at the waste dumps sites or the use of empty pesticide containers for other purposes.</p>	<p>Complied</p>

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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>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari did not use aerial spraying to apply pesticides. Interview with workers confirmed that the company did not use aerial spraying for pesticides application. Review records and direct observations in block D2 of Division 1 where pesticides were being applied, visits to the chemical stores did not come across any evidence of the company using aerial spraying to apply pesticides</p>	Complied
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari carried out annual medical surveillance for its pesticide applicators and other handlers. The company has a procedure "Prise en charge medicale et suivi des travailleurs exposes aux produits chimiques - MEDIC 09" and maintains a list of its pesticide applicators and other handlers (2021 Tableau de suivi des travailleurs expose aux produits chimique) which list the names of 25 pesticide treatment team, 18 eradication team, the phyto team, 7 laboratory team including 4 females and 22 nursery team including 15 females. Annual medical test had been carried out for workers handling pesticides and records were available and reviewed during the audit. The review confirmed that, annual medical test carried out was based on the knowledge of pesticides in use in the company which the clinic maintain the list of them with their active ingredients. For example, "Tableau de Suivi des exposes aux product chimiques". Test records were also reviewed which confirmed that, physical body examination, full blood count, Liver function test, kidney function tests among others were carried out for pesticide applicators and other handlers. For example, the test records for each of a batch of 28 pesticide handlers aged between 28 and 44 years with test dates between 17/05/2021 and 31/06/2021 and another report for each of a batch of 16 pesticide handlers carried out between 21/05/2021 and 16/06/2021. Interviews with workers in block D2 of Division 1 confirmed that they have gone for their annual medical test and that their results are disclosed to them, and others even have copies of their reports. Whenever the test results indicated any related medical condition, the company takes care of the worker. Review of a notebook</p>	Complied

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		<p>kept at the clinic confirmed that some workers have signed for and received their medial results. For example, worker with "matricule" 38736 on 09/09/2021. Interview with pesticide applicators did not show any recent incidents of pesticide applicators with medical test results showing medical condition from pesticide handling. Records reviewed at the clinic however confirmed that, the company sent some 43 workers to a laboratory in Doula for further confirmation (e.g. Report from Laboratoire Drouot- Douala, results #14562 of 05/12/2018</p>	
<p>7.2.11</p>	<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. - Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari did not engaged persons below the age of 18, pregnant and breastfeeding women or those with restrictive medical conditions to work with pesticides. The Company maintains a documented list of pesticide handlers (2021 Tableau De Suivi Des Travailleurs Exposes Aux Produits Chimiques) which list the names of 25 pesticide treatment team, 18 eradication team, the phyto team, 7 laboratory team including 4 females and 22 nursery team including 15 females. The company has a documented policy (Politique En matière de protection des droits a la reproduction) which prohibits pregnant, breastfeeding and persons under 18 years from working with pesticides. These are also contained in article 18 of the exploitation contract (Contra des exploitation). The company as part of its recruitment procedures requires that a worker submits either a birth certificate and the national identification card as a proof of age before engaging in any work and from these checks is able to ensure that no worker under the age of 18 is engaged in handling of pesticides. Direct observation, review of records (medical test records, and personal files) and interview with pesticide handlers confirmed that none was below the age of 18. Women interviewed also confirmed that, generally pregnant and breast-feeding women are reassigned to other workers.</p>	<p>Complied</p>
<p>Criteria 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.</p>			

7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented.</p> <p>- Minor compliance -</p>	<p>SOCAPLM Dibombari has a documented waste management plan "Plan de gestion des dechets: Plantation de Dibombari, PGD, Version 00 of 05/04/2021. As made available and reviewed during the audit, the plan identifies the sources of the company's waste and categorizes them into various types of waste to include general waste, hazardous waste, non-hazardous waste among others based on their toxicity and hazard characteristics. The plan includes how each identified waste is to be managed to include recycling for waste such as EFBs, reuse for some empty pesticide containers or oil fibre for the boiler, disposal at the waste dump for general waste and those for disposal by approved agents. Direct observations, inspection at the dump sites and waste centers, review of records and interview with workers confirmed the implementation of the company's waste management plan.</p>	Complied
7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has generally disposed its waste consistent with its waste management procedures which are understood by workers. The company's procedures ("Plan de gestion des dechets: Plantation de Dibombari, PGD, Version 00 of 05/04/2021) identify its waste into different categories to include, general waste, hazardous waste, non-hazardous among others. Hazardous waste such as empty pesticides containers, used oil etc are picked by approved third party hazardous waste service providers for disposal while clinical waste is incinerated in the company's incinerator.</p> <p>Also, Section 1 of the procedures "Procedure de gestion des dechets, GNAC version 3 of 30/4/2020) requires that domestic waste in the communities are collected in sacks and sent to the landfill. During a visit to the Mbonjo Camp 1, the company could not show the landfill in which domestic waste are disposed. The audit team also came across open disposal of heaps of waste within the community. At Mbonjo Camp 2, there was a pit sighted for the disposal of waste. The team came across disposal of waste in and around the pit which also had no fence. Open</p>	Non-compliance

		disposal of waste was also sighted at the Palm Nursery. The audit team concluded these to be a non-conformance to this RSPO requirement.	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	SOCAPLM Dibombari is bound by a commitment by the SOCFIN Group Policy for Responsible Management with a scope which covers the company as subsidiary. Section 3 (Best Management Practices) of the policy as made available and reviewed by the audit team prohibits the use of fire as part of its commitment to minimize and prevent environmental pollution. Site visit to the Mbonjo Camp 1 community during the audit came across the use of fire in disposing domestic waste at a waste dump located inside the community. This was concluded as a non-conformity against its own policy and this RSPO requirement	Non-compliance
Criteria 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	Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts. - Minor compliance -	SOCAPALM Dibombari has documented SOPs on best agriculture practices and these procedures are implemented to manage soil fertility of its plantation, optimize yield and to minimize environmental impact. These procedures were made available and reviewed during the audit include: <ol style="list-style-type: none"> 1. Legume cover crop procedures (Etablissement de la plante legumineuse de couverture AGR1 15 Version 02 approved on 10/02/2020, 2. Palm Leaves sampling procedures (Echantillonnage foliaire des palmiers AGR 14 Version 2 approved on 10/02/2020, 3. Organic fertilization procedures (fertilization organique AGR 12 Version 02 approved on 10/08/2020 4. Inorganic fertilization procedures -fertilisation minerale AGR13 approved on 01/2020 and 5. Road and erosion maintenance procedures (procedures d'entretien des routes et erosion, AGR 0 of 15/04/2021). Review of these procedures and implementation records, direct field	Complied

		observations and interviews with workers during the audit confirmed that these procedures are being implemented. For example, visits to D2, C2, G3 and G4 in Division 1 came across Mucuna bracteata and Pueraria phaseoloides which are nitrogen fixing plants species being used a cover crops. There was also land application of EFBs in a number of blocks in Division 1. Records reviewed also confirmed the application of inorganic fertilizers. For example, records in the notebook on fertilizer manual application (Epadange manuel d'engrais de type (NPK, 3.3.45, MGO 2.5)	
7.4.2	<p>Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari carried out yearly tissues analysis and periodic soil analysis to monitor and manage its soil fertility and to optimize yield. The company has a documented Palm Leaves sampling procedures (Echantillonnage foliaire des palmiers AGR 14 Version 2 approved on 10/02/2020) for collection of leaves yearly for analysis. Analysis is carried out by its sister company SOGB Laboratories in Cote d'ivoire. The company provided records of palm leaves and soil samples sent to SOGB laboratories for a total of 19 leaves, 25 ranchis and 45 samples of soil. Records of foliar analysis results (Campagne de Diagnostic Foliaire Plamer 2021 Plantation: Socapalm Dibombari) was available for review during the audit. Interview with managers revealed that the company is still waiting for the results of its soil analysis.</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>SOCAPALM Dibombari has a nutrient recycle strategy which includes the application of EFBs and palm residues which aim to optimize the use of inorganic fertilisers. The company has organic fertilization procedures (fertilization organic AGR 12 Version 02 approved on 10/08/2020 which include procedures for the application of EFBs and palm fiber. Direct inspection during field visit to Division 1 came across the spread of EFBs in various blocks and throughout the plantation, palm fronds from harvesting and pruning were stacked in the inter-rows. Records of monitoring of erosion (Check-List De La Procedure D'entretien Des Routes Et Lutte Contre L'erosion) included the correct application of EFBs were also available and reviewed.</p>	Complied

7.4.4	Records of fertiliser inputs are maintained. - Minor compliance -	SOCAPALM Dibombari maintained records of its fertilizer input. Records of fertilizers application (Epadange manuel d'engrais) was made available and reviewed during the audit. For example the application of KCL in B2, C3, E5, B3 among others in May 2021. Interview with managers conformed that their programme of fertilizer application is based on their agronomic report and on the ground inspection and verification of specific sites	Complied
Criteria 7.5: Practices minimise and control erosion and degradation of soils.			
7.5.1	(C) Maps identifying marginal and fragile soils, including steep terrain, are available. - Critical (Major) compliance -	SOCAPALM Dibombari has maps which identify marginal and fragile soils. For example, "Map of slope intervals of the Dibombari AOI" which maps the company's plantation into slopes of 0-8 degrees, 9-25 degrees and 25-66 degrees. The entire area is almost located within 0-8 degrees with few areas around water drainages within the 9-25 degrees zone. Interviews with managers and direct observation confirmed that, the soils in the company's plantation were generally fragile and that the element of slope then becomes important indicator for management of these fragile soil. The company provided for review maps of the plantation block on the different elevation to give idea of the steep terrains and for that matter those areas with potential for soil erosion	Complied
7.5.2	There is no extensive replanting of oil palm on steep terrain.	SOCAPALM Dibombari has not carried replanting of oil palm on steep terrain. The last year of replanting was in year 2013. There has also not been any replanting after that year. Next replanting has been planned in year 2022	Complied
7.5.3	There is no new planting of oil palm on steep terrain. - Minor compliance -	SOCAPALM Dibombari has not carried out new planting of oil palm on steep terrain. Review of area statement and interview with managers and a Civil Society organization confirmed that, the last oil palm plantation in Dibombari was established on 30 June 2000. There has been no new plantation established since this date.	Complied

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Criteria 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.			
7.6.1	(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations. - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting after 15th November 2018. The last old plantation was established on 30 June 2000.	Complied
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 -	SOCAPALM Dibombari has not carried out any new planting after 15th November 2018. The last old plantation was established on 30 June 2000.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	SOCAPALM Dibombari has not carried out any new planting after 15th November 2018. The last old plantation was established on 30 June 2000.	Complied
Criteria 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 -	SOCAPAL Dibombari has not carried out any new planting since 15 November 2015 and there has been no peat soils identified in its existing plantation based on any assessment or reported. For example, the High Conservation Value Assessment for the existing plantation of the company with a written report (High Conservation Value Assessment Cameroon of April 2020 by HCV Africa) did not identify peat soils	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. - Minor compliance -	Same as above	Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	Same as above	Not Applicable

7.7.4	<p>(C) A documented water and ground cover management programme is in place. - Critical (Major) compliance -</p>	Same as above	Not Applicable
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation. - Critical (Major) compliance -</p>	Same as above	Not Applicable
7.7.6	<p>(C) All existing plantings on peat are managed according to the RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2018) and associated audit guidance. - Critical (Major) compliance -</p>	Same as above	Not Applicable
7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as "peatland conservation areas"; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the 'RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2018) and associated audit guidance. - Critical (Major) compliance -</p>	Same as above	Not Applicable
<p>Criteria 7.8: Practices maintain the quality and availability of surface and groundwater.</p>			

<p>7.8.1</p>	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <ul style="list-style-type: none"> - Minor compliance - <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>SOCAPALM Dibombari has a documented water management plan in place and been implemented. The plan "Plan De Gestion Des Eaux Du Complexe Industriel Socapalm Dibombari: Situe Dans Le Departement Du Moungo, Region Du Littoral dated November 2020" was developed by an independent consultant CAP Developpement Sarl (Cabinet d'etudes Techniques). The plan was based on relevant RSPO requirement of water management and included identification of water sources, efficient use of water, renewal of water sources, impact on the watershed and local actors, access to drinking water and how the plan is to be implemented to avoid contamination of surface and underground water. The actions in the plan are being implemented. Water sources have been identified and being protected from contamination, through the establishment and management of riparian buffer zones, responsible application of pesticides and treatment and non-discharge of mill effluent into the environment as well as monitoring of protection actions to ensure their effectiveness.</p>	<p>Complied</p>
	<p>7.8.1b Workers have adequate access to clean water.</p>	<p>The company provides adequate access to clean water for its workers. The company at the time of the audit had 7 boreholes which supply water to workers housing and the Mill. Construction was on-going during the audit to extend the mechanized boreholes to the workers housing. Flowmeters are installed and the volume of water usage monitored. Water quality is analysed bi-annually, and results were available and reviewed during the audit. For example, the water analysis report for "Forage Village MBONDJO I" of 13/4/2021 and the analysis report for Château Cité Maitrise of 13/7/2021 in which all reviewed records had the pH values higher than the recommended thresholds and recommendation had been made for them to be corrected by installing neutralizers. Treatment was carried out for all affected boreholes and independent analysis carried out to confirm the correction. Reports of independent analysis of treatment and correction of the pH were also available for all the affected 7 boreholes and were also reviewed during</p>	

		the audit. Example included the Bulletin d'analyse, Château Cité Cadre of 18/08/2021 where the pH was 6.7.	
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).</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has identified water courses and wetlands within its plantation and taken actions to protect them. The company has a map from its HCV assessment which identifies all water courses and wetlands within its plantation "Watercourses in the area of influence". The identified water courses and wetlands are protected consistent with requirement of this RSPO Standard. Field visit during the audit came across swamps and other riparian buffer zones identified with poles and Palm trees marked with red paint to serve as demarcation boundaries for their protection. Interviews with pesticide applicators confirmed that these sites are identified during their work and no pesticides are applied in these areas. Direct observation by the team found no evidence of pesticide application in these buffer zones to further confirm these findings. For example, at the River Mongo buffer zone in block G4 of Division 1</p>	Complied
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>SOCAPALM Dibombari treated its mill effluent to be in compliance with the national requirements. The company has a Mill effluent management plan (Plan de gestion des effluents d'usine, Code TECH Version 02) dated 08/03/2021. The company has 2 anaerobic and 2 aerobic ponds for the treatment of its mill effluent, with an additional reserve pond which had not been put into use. Treated mill effluent is retained in these lagoons without discharge into the environment. The company however carries out independent bi-annual analysis of its treated effluent quality for several relevant parameters including COD and BOD. Results were available and reviewed during the audit. For example, the effluent analysis report of 13/04/2021 by GHSE Consulting reported COD value of 32 which was below the threshold of <200 and BOD value of 37 below the < 50 threshold. The company also carried out groundwater</p>	Complied

		piezometer reading to monitor if its retained treated mill effluent is seeping into the underground water	
7.8.4	Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -	SOCAPALM Dibombari has plans to monitor and measure its mill water use. The company maintains a general spreadsheet plan (Reporting POM, 2020) with targets, monitoring and reporting on a spreadsheet involving over 130 items covering FFB, Production of CPO, Production of PK, energy, water, effluent among others was made available and reviewed during the audit. Mill water usage for 2020 ranged between 2,761 M ³ in October and 24,261 M ³ in March. Mill water use per ton FFB for 2020 had a target of < 1.3 M ³ /tFFB and the recorded figure ranged between 0.86 in January and 2.03 in July with overall average of 1.29	Complied
Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised			
7.9.1	A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy is in place, monitored and reported. - Minor compliance -	<p>SOCAPALM Dibombari has developed a plan to improve fossil fuels and to optimize renewable energy. This plan is documented (Plan D'optimisation de L'utilisation De L'energie et de Gestion Des Energies Renouvelables TECH PL 01 MBO Version 01 of 01/2020) was available for review during the audit. The plan is being implemented and monitoring.</p> <p>Different energy sources available on site are identified in the plan namely:</p> <ol style="list-style-type: none"> 1. Three turbo alternators of 575KW power, 2. One 235KW power line and 3. One generator of 320 KVA. <p>Fully operational all machine days is required to running a minimum biomass energy of 90% which requires vigorous monitoring. Consequently, the plan details actions and responsibilities to ensure that set targets are met. For example, Optimize the plant's operating rate on the turbo alternator (TA) using the external network (ENEO / GE) only for starting the boilers. Renewable energy use per ton FFB (in the case</p>	Complied

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		of Dibombari "Turbine power produced/ton FFB processed kWh/t FFB), Electricity use in production (in the case of Dibombari Power consumed/ton FFB processed kWh/t FFB) among other required items of this RSPO required were all included in the POM spreadsheet, with targets monitored and reported. For example, for 2020, Renewable energy use per ton FFB had a target of > 16 and recorded resulted ranged between 12.7 in February and 23.4 in June with overall average of 14.8.	
Criteria 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.			
7.10.1	(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimize them are implemented, monitored through the Palm GHG calculator and publicly reported. - Critical (Major) compliance -	SOCAPALM Dibombari has identified and assessed its GHG, developed reduction plan which is being implemented and audited. The documented plan ("plan de reduction des gas `a effet de serre et autres polluants importants" of 08/04/2021. The plan covers emission reductions from its plantation as well as mill operations. These plans are being implemented and monitored. The company has also reported its monitoring of GHG through the RSPO Palm GHG version 4 Calculator and this was reviewed and approved during the audit. These include the implementation of the SOCFIN Group Policy for Responsible Management for the prohibition of the use of fire in its operations. which covers all of its plantation operations, use of cover crops to reduce pesticides, use of folia to inform the development of its fertilizer programme and to optimize the use of inorganic fertilizers.	Complied
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 minimize them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development). - Critical (Major) compliance -	SOCAPALM Dibombari has not carried out any new planting since 2014	Complied

7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimize them implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari has identified other pollutants associated with its operation and has developed plans which are being implemented and monitored. Section 6 (Autres Polluants Importants) of the plan "plan de reduction des gas `a effet de serre et autres polluants importants" of 08/04/2021" identifies other pollutants namely: noise, dust and Hexane. These as part of its Environmental and Social Audit report submitted to the Regional Delegates of the Ministry of Environment, Nature Protection and Sustainable Development - MINEPDED of February 2018 (Plan De Travail Annuel De La Mise En Œuvre Du Programme De Gestion Environnementale Et Social : Adresse au Deleegue Regional du MINEPDED Du Littoral Conformement au Rapport D'audit Environnemental Et Social de Fevrier 2018 Pour Le Compte De La Plantation Socapalm de Dibombari (Department Du Moungo)) and through an annual work plan of which the plan for 2021 was available and reviewed during the audit</p>	Complied
Criteria 7.11: Fire is not used for preparing land and is prevented in the managed area.			
7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari did not use fire in new planting or replanting. The company operates under the SOCFIN Group Policy for Responsible Management section 3 (Commitments) subsection 3.1 (Best Management Practices) where the group has committed to minimize and prevent its environmental impacts to include the prohibition of the use of fire among others. This policy is being implemented in the company. There was no new planting and replanting. See findings for section 7.3.3 The unit of certification does not use open fire for waste disposal.</p>	Complied
7.11.2	<p>The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification.</p> <p>- Minor compliance -</p>	<p>SOCAPALM has mechanism for fire prevention and fighting. These include established fire teams and installed facilities to fight fire in the event of fire emergency especially during the dry seasons. The company consults with relevant stakeholders on its prevention and fighting measures. The company's consultation includes fire awareness and the its firefighting procedures. For example, letters addressed to the</p>	Complied

		<p>communities on fire "Information En Cas d'Incendie dans les communautes".</p> <p>The company's firefighting equipment include a fire truck and truck mounted with water tanks. The factory and offices are also fitted with serviceable fire extinguishers. Fire awareness and fire drills are also carried out for workers. For example, the fire drill report (Rapport du test de situation d'urgence of 16/7/2021). Interview with workers during the audit also confirmed the results of the fire drill that workers are aware of what to do in the event of a fire. The company as part of its fire management also react and carries out field verification in the event of a notification for fire by RSPO through the Global Forest Watch fire alert system. An RSPO Internal Hotspot & Fire Monitoring report in which the company carried out field verification on 05/02/2021, 08/02/2021, 13/02/2021 and 17/02/2021 was available and reviewed during the audit.</p>	
7.11.3	<p>The unit of certification engages with adjacent stakeholders on fire prevention and control measures.</p> <p>- Minor compliance -</p>	<p>SOCAPALM has a protocol with communities and other stakeholders on fire prevention and what to do in the event of fire. For example, letters addressed to the communities on fire "Information En Cas D'Incendie dans les communautes". The company has carried out fire awareness and firefighting training for communities and records of training were available and reviewed during the audit. For example, the Community fire training of 28/12/2020. The company has installed community water tanks to fight fire. Consultation with the communities during the audit confirmed these findings</p>	Complied
<p>Criteria 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.</p>			
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>SOCAPALM Dibombari has not damaged primary forest or HCV through land clearing since November 2005. The last old plantation established by the company was on 30 June 2000. The company has also not carried out any new planting after 15th November 2018.</p>	Complied

	<p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Critical (Major) compliance -</p>		
<p>7.12.2</p>	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <p>- Critical (Major) compliance -</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>SOCAPALM Dibombari has not carried out any new planting after 15 November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and a the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories.</p> <ul style="list-style-type: none"> • HCV 1 due to the presence of the African Manatee in the Wouri Estuary and HCV 2 for the Wouri Estuary itself which was assessed as large and qualifies as an Intact Forest Landscape (IFL). HCV 3 – water courses and the riparian buffer zones. • HCV 4 Multiple erosion and areas of sedimentation in all catchment areas. • HCV 5 – Fishing areas, firewood and medicinal plants collection and drinking • Water areas for Plantation villages (i.e., those in the Concession) and neighbouring villages (those outside the Concession) and • HCV 6 - Sites of cultural value including 1) a colonial-era border post in Mbonjo Village 2 which is recognised by the Government for its historical significance ad 2) two burial grounds identified in the Concession <p>Section 9.2 (Recommendations for each value) gave recommendation for the management of each identified HCV and corresponding monitoring protocols. Cross-cutting recommendations also given in</p>	<p>Complied</p>

		<p>section 9.3</p> <p>Recommendations for HCV 1-3 included:</p> <ul style="list-style-type: none"> • The monitoring and restricting access to certain areas of the management area to prevent and discourage direct exploitation of fauna and flora. • Development and implementation of initiatives to give communities alternative sources to those that are derived from exploiting HCVs 1 - 3. Appointment of an environmental control officer (ECO) to facilitate implementation of management initiatives <p>For HCV 4-6 included:</p> <ul style="list-style-type: none"> • The company to develop and implement a water management and erosion control plan for water quality to support several rare, threatened and endangered (RTE) species, the livelihoods and the health of communities reliant on the watercourses. • Monitor sites of cultural value to ensure that the integrity of the sites is maintained. 	
	<p>7.12.2 b: Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p>	<p>SOCAPALM Dibombari has not carried out any new planting after 15 November 2018.</p>	
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>- Critical (Major) compliance -</p>	<p>SOCAPALM Dibombari is located in Cameroon. Cameroon is not included in the list of the list of High Cover Landscapes (HFCLs)</p>	Complied
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or</p>	<p>SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15th</p>	Complied

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	<p>enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	<p>November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring recommendation were also made. See finding in section 7.12.2</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Dibombari has not cleared any land for plantation since November 2005 and has not carried out any new planting after 15th November 2018. However, the company has carried out an independent HCV assessment to cover its existing plantation. This assessment was carried out by HCV Africa and the report (HCV Africa, Dibombari Plantation, High conservation value assessment, Cameroon, April 2020) was made available and reviewed during the audit. The HCV assessment report was reviewed and approved by RSPO since none of the assessment team members was RSPO approved HCV assessor during at the time of the assessment. The assessment identified all the 6 HCV Categories and made recommendations for their management and monitoring. See finding in section 7.12.2</p> <p>The company has HCV management and monitoring plans (Plan De Gestion Des Hautes Valeurs de Conservation) for identified HCVs.</p> <p>Consultation with stakeholders during the audit came up that, the company has not consulted relevant stakeholders in the identification and management of the HCVs. However, the company provided evidence of being in active consultation with the company to identify potential HCVs in consultation for their management and monitoring. According to the company, a follow up meeting with Souza community</p>	OFI

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		<p>(one of the complaint communities), the community mentioned of having a burial site and a Worship site within the company’s plantation. The community provided a proposal to SOCAPALM, through a CSO (SYNARPACAM) proposing to do a joint management of the mentioned sites with SOCAPALM. This was confirmed during a meeting with SYNARPACAM who shared a copy of the proposal for the joint management with the audit team. A meeting held on the 18/01/2021 between the company and the community agreed that the team of the community and the company visit the proposed HCV 6 site on 25/01/2021. This site visit was done as planned by a team of about 20 including SOCAPALM workers, the chief of Mbonjo1 the Chief of Souza, the President of SYNARPACAM among others). According to the company, during a brainstorming exercise at the Site where the community team shown the company as to how to manage the site, It was agreed that an independent expertise be sought to better advise the communities and the Company on the best approach to manage the identified site. At this point, HCV Africa was agreed to be the external expert.</p> <p>Also, as part of company’s FPIC process, SOCAPALM and the Souza community visited the same site again including other sites as part of a meeting of 04/06/2021. At this meeting, the Chief of Souza designated 4 elders to be part of this process. At the time of the audit, HCV Africa was on site and as the external expert agreed with the communities on 25/01/2021. A meeting between the communities and HCV Africa had taken place and at this meeting, the management of these sites (both Mbonjo 1 cemetery site and Souza cemetery site) has been proposed. Summary of community discussion was supposed to be ready soon</p> <p>Based on these findings, the audit team agreed to raise an OFI so that the company can complete the process and incorporate the management and monitoring of these HCV 6 in its existing plans for implementation.</p>	
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<p>7.12.6</p>	<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>- Minor compliance -</p>	<p>SOCAPALM Dibombari has HCV procedures (Procédure de gestion des zones des Haute Valeur de Conservation, Code GHVC Version 1 of 15/04/2021. Section "Espèces rares, menacées et en danger – RTE) where the company makes reference to identified RTEs from its HCV assessment and makes commitment to protect them. This section of the procedures also details measures for the protection of the identified RTEs to include:</p> <ol style="list-style-type: none"> 1. Awareness and education of communities, 2. Comply with all legal requirements related to the protection of the habitats of RTEs, 3. Creation and management of buffer zones among others. The HCV procedures also include stated disciplinary action against those found to capture, harm, collect, trade, possess or kill these RTEs. <p>Eco-guards are trained and their competence evaluated to carry patrols as part of protection of RTEs and training records were available and reviewed during the audit. For example the code of ethics training on the procedures HCV on legal requirements of 21/05/2021. There is a checklist for Eco-guard Patrols namely: (Formulaire rapport mensuel Surveillance des zone HCV par l'ECO Patrouille). Records of continuing engagement with the communities on HCVs including RTE were also available and reviewed during the audit. For example, the meeting with communities on 4/6/2021, Posters of RTEs were seen during visits to the Souza community.</p>	<p>Complied</p>
<p>7.12.7</p>	<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>SOCAPALM Dibombari has HCV procedures (Procédure de gestion des zones des Haute Valeur de Conservation, Code GHVC Version 1 of 15/04/2021 The HCV procedures also include the HCV management plan ((Plan De Gestion Des Hautes Valeurs de Conservation) for identified HCVs which is being implemented. It also has annual work plans (Planning Annuel De Monitoring des Zone Ripariennes 2021) separately managing HCVs in each Division. For example, in Division 1 and 2 for</p>	<p>Complied</p>

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		block G4 in Division 1 and block G7 in Division 2 covering January to - December 2021. Monitoring reports with monthly records from January to August were available and reviewed during the audit. For example the "Fiche inspection des zones ripariennes of 01,2021. For Division 1, block G4 and that for 7 BSI parcels (0.37ha) of 28/01/2021 - checking of signage etc. For Division 2, parcel 1 and 2 of 10/08/2021. Monitoring of HCV 1-5 is carried out following a riparian zone checklist (Fiche inspection des zones ripariennes of 20/01/2020	
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>	SOCAPALM Dibombari has not cleared any land for plantation since November 2005. The last old plantation established by the company was on 30 June 2000. The company has also not carried out any new planting after 15th November 2018.	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in 2020 for Dibombari and supply base was calculated using the Palm GHG Calculator version 4. The assessment team had verified the data input in the Palm GHG Calculator against operations records. Palm GHG 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 Net GHG emitted in 2020 for Dibombari and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	-0.63
PKO	0.00

Extraction	%
OER	21.45
KER	4.79

Production	t/yr
FFB Process	106,768.70
CPO Produced	22,907
PKO Produced	0.00

Land Use	Ha
OP Planted Area	3,807.06
OP Planted on peat	0.00
Conservation (forested)	1904.41
Conservation (non-forested)	0.00
Total	5,711.47

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	10,730.84	0.22	0.00	0.00	0.00	0.00	10,730.84	0.22
CO ₂ Emission from fertilizer	41.46	0.01	0.00	0.00	0.00	0.00	41.46	0.01
NO ₂ Emission	9.21	0.00	0.00	0.00	0.00	0.00	0.00	9.21
Fuel Consumption	792.07	0.21	0.00	0.00	0.00	0.00	0.00	0.02
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-14,113.93	-3.71	-0.29	0.00	0.00	0.00	0.00	-14113.93
Conservation Sequestration	-16,834.98	-4.42	-0.35	0.00	0.00	0.00	0.00	-16834.98
Total	-19,375.34	-5.09	-0.40	0.00	1,745.18	0.00	0.00	-17,630.16

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	0.00	0.00
Fuel Consumption	29.46	0.00
Grid Electricity Utilization	0.00	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	29.46	0.00

Summary of Kernel Crusher Emission and Credit (if applicable)

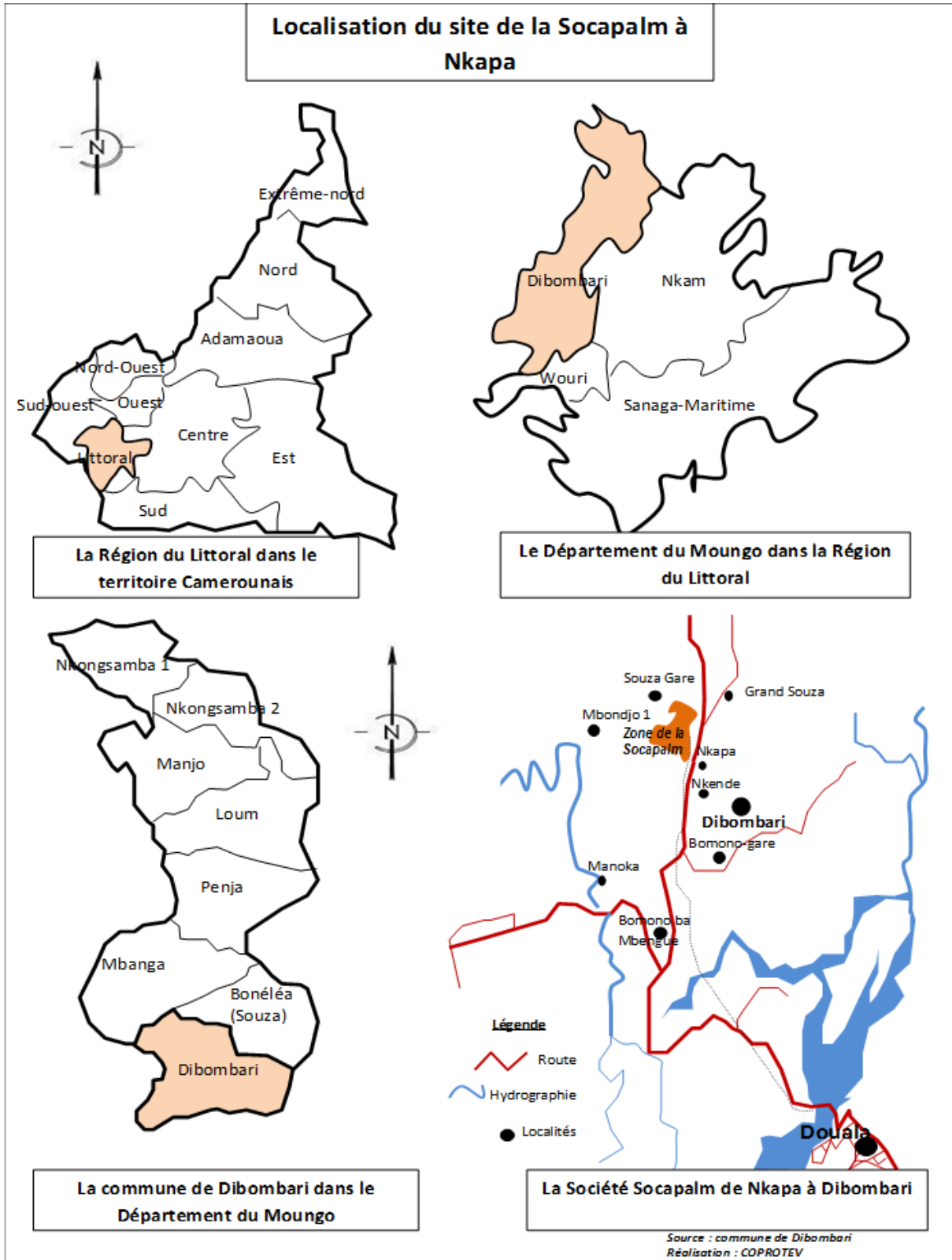
Emissions	tCO ₂ e
PK from own mill	0
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

*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 C: Location Map of Certification Unit and Supply bases

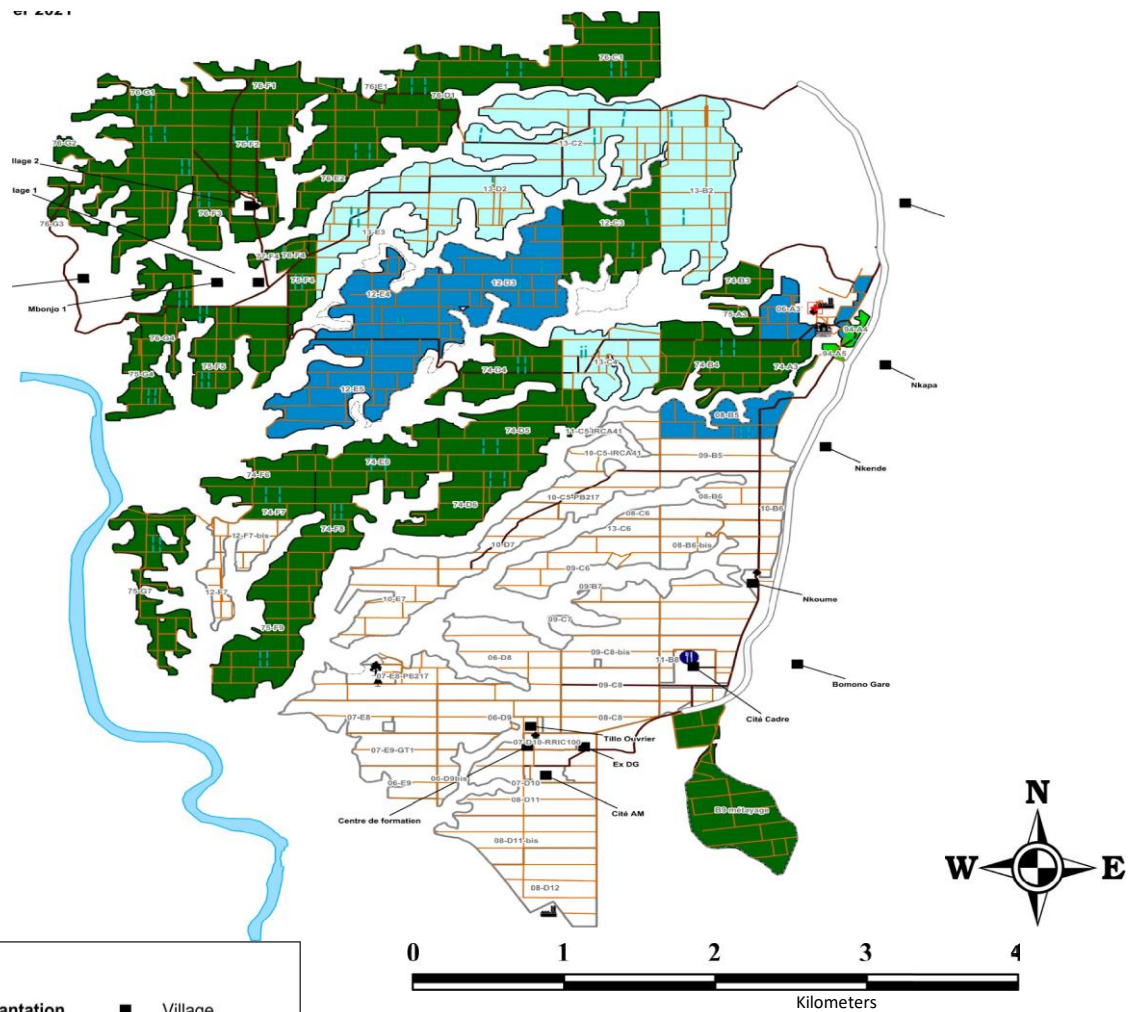


Appendix D: Estate Field Map

DIBOMBARI - Carte des années de culture Palmier – 2020

SOCAPALM

Département agricole
 Source: Données terrain
 Janvier 2021



Légende		
Âges		
N0	N7	■ Village
N1	N8 à N16	--- Ligne DF
N3	N17 à N25	■ Fleuve Moungo
N4	N26 à N35	— Routes
N5	> N36	— Nationale
N6		— Principale
Parcelle		— Secondaire
Bloc		--- Péri-métrale
Infrastructures plantation		
■ Bureau DP		
■ Bureau CDA		
■ Usine		
■ Hôpital		
■ Club		
■ Bureau de division		
▲ Pépinière		
■ Jardin à bois		

Projection UTM (WGS84) Zone 32 N

Appendix F: List of Abbreviations

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