

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (2_1)**
- Recertification Assessment** (Choose an item.)
- Extension of Scope

Sime Darby Plantation Berhad
Client company Address: Level 3, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia
Certification Unit: Strategic Operating Unit (SOU 12) Jabor Palm Oil Mill
Location of Certification Unit: Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu, Malaysia.
Date of Final Report: 31/05/2022

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Sime Darby Plantation Berhad		
RSPO Membership Number	1-0008-04-000-00	Membership Approval Date	07/09/2004
Address	Level 3, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Strategic Operating Unit (SOU 12) Jabor Palm Oil Mill		
Location / Address	Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu, Malaysia.		
Website	www.simedarbyplantation.com		
Management Representative	Shylaja Devi Vasudevan Nair Mohamad Bin Ishak (SOU 12 Chairman)	E-mail	shylaja.vasudevan@simedarbyplantation.com mohamad.ishak@simedarbyplantation.com
Telephone	+(603) 78484379	Facsimile	NA

2. Certification Information			
Certificate Number	RSPO 745191	Certificate Start Date	07/07/2021
Date of First Certification	07/07/2011	Certificate Expiry Date	06/07/2026
Scope of Certification	Production of Palm Oil and Palm Kernel		
Visit Objectives	The objective of the assessment was to conduct an annual surveillance assessment and look for positive evidence to ensure that elements of the scope of certification and the requirements of the management standard are effectively addressed by Jabor POM and Supply Base's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organisation's specified objectives.		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 2_1) <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 type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	25 mt/Hr

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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
MSPO 745247	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 4	BSI Services (M) Sdn Bhd	26/11/2022
MSPO 745251	MS 2530-3 Malaysian Sustainable Palm Oil (MSPO) Part 3	BSI Services (M) Sdn Bhd	26/11/2022
MSPO 745252	MSPO Supply Chain Certification 2018	BSI Services (M) Sdn Bhd	25/11/2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
Jabor POM	Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu	3° 57' 38.99" N	103° 18' 32.00" E
Jabor Estate	Mukim Hulu Jabor, 24000 Kemaman, Terengganu	3° 57' 34.74" N	103° 18' 29.32" 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
Jabor Estate	2,114.37	3.14	212.21	2,329.72	90.8%
Total	2,114.37	3.14	212.21	2,329.72	90.8%

Notes:

- Changes in Total Planted, HCV, Infrastructure and Total Area compared to previous report due to resurvey done in 2021 by Sime Darby Plantation R&D Team.

6. Plantings & Cycle							
Estate / Smallholders	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Jabor Estate	152.80	414.24	915.45	631.88	0.00	1,961.57	152.80
Total (ha)	152.80	414.24	915.45	631.88	0.00	1,961.57	152.80

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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Jul 21 – Jun 22)	Actual (April 21 – March 22)		Forecast (Jul 22 – Jun 23)
		Previous license period (Apr 2021 – Jun 2021)	Current license period (Jul 2021 – Mar 2022)	
Jabor Estate	47,928.00	7,579.84	17,647.81	37,543.32
Total	47,928.00	25,227.65		37,543.32

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage / year			
	Estimated last year (Jul 21 – Jun 22)	Actual (April 21 – March 22)		Forecast (Jul 22 – Jun 23)
		Previous license period (Apr 2021 – Jun 2021)	Current license period (Jul 2021 – Mar 2022)	
Chenor Estate		-	791.93	
Kerdau Estate		-	821.68	
Mentakab Estate		-	325.41	
Total		1,939.02		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage / year			
	Estimated last year (Jul 21 – Jun 22)	Actual (April 21 – March 22)		Forecast (Jul 22 – Jun 23)
		Previous license period (Apr 2021 – Jun 2021)	Current license period (Jul 2021 – Mar 2022)	
Smallholders, Outgrowers and FFB Traders	-	8,710.68	8,313.08	-
Total	-	17,023.76		-

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	April 2021	2,426.71	2,412.92	4,839.63
2	May 2021	2,502.43	3,097.45	5,599.88
3	June 2021	2,650.7	3,200.31	5,851.01

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4	July 2021	2,747.14	2,265.58	5,012.72
5	August 2021	4,595.87	933.18	5,529.05
6	September 2021	5,220.65	2,929.2	8,149.85
7	October 2021	1,561.42	1,403.41	2,964.83
8	November 2021	0.00	0.00	0.00
9	December 2021	0.00	0.00	0.00
10	January 2022	306.69	0.00	306.69
11	February 2022	2,020.47	342.52	2,362.99
12	March 2022	3,134.59	439.19	3,573.78
TOTAL		27,166.67	17,023.76	44,190.43

Notes:

- The mill did not operate from Mid October 2021 towards end of January 2022 due to repair works involving the mill boilers.

10. Summary of Certified Tonnage (not applicable for ISS)

Estimated last year (Jul 21 – Jun 22)	Actual (April 21 – March 22)		Forecast (Jul 22 – Jun 23)
	Previous license period (Apr 2021 – Jun 2021)	Current license period (Jul 2021 – Mar 2022)	
FFB	FFB		FFB
47,928.00 mt	7,579.84 mt	19,586.83 mt	37,543.32 mt
	27,166.67 mt		
CPO (OER: 21.00 %)	CPO (OER: 20.49 %)		CPO (OER: 21.00 %)
10,064.88 mt	1,560.57 mt	4,005.22 mt	7,884.10 mt
	5,565.79 mt		
PK (KER: 5.50 %)	PK (KER: 4.70 %)		PK (KER: 5.50 %)
2,636.04 mt	368.19 mt	910.12 mt	2,064.88 mt
	1,278.31 mt		

10A. Monthly Records of Certified CPO & PK since the last audit

No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	April 2021	496.26	119.15
2	May 2021	518.00	118.36
3	June 2021	546.31	130.68
4	July 2021	559.04	131.86
5	August 2021	969.27	221.06
6	September 2021	1,107.30	246.41

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7	October 2021	320.72	83.38
8	November 2021	0.00	0.00
9	December 2021	0.00	0.00
10	January 2022	0.00	6.50
11	February 2022	425.11	81.42
12	March 2022	623.78	139.49
TOTAL		5,565.79	1,278.31

11. Summary of Actual Volume sold					
Current License period (Jul 2021 – Mar 2022)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	0.00	-	-	3,307.31	3,307.31
PK (MT)	600.42	-	-	108.53	708.95
Credits	-	-	-	-	-
Previous License period (Apr 2021 – Jun 2021)					
CPO (MT)	0.00	-	-	2,028.22	2,028.22
PK (MT)	92.11	-	-	242.65	334.76
Credits	-	-	-	-	-
Note:					
1. Conventional is RSPO certified material but sold as non-RSPO.					
2. CPO Carry Forward from March 2021 to April 2021 is 791.57 mt.					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	XXX	TR-6dbc27d3-9131	-	92.11
2	XXX	TR-c192b571-373c	-	280.00
3	XXX	TR-000ffbb5-73c5	-	71.99
4	XXX	TR-b5a79077-ae93	-	176.03
5	XXX	TR-3a745526-886e	-	72.40
TOTAL			-	692.53

11B. Records of CPO & PK Sold under other schemes since the last audit (if any)

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No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
-	-	-	-	-
TOTAL			N/A	N/A

11C. Records of CPO & PK Sold as conventional since the last audit (if any)				
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)	
1	XXX	2,028.22	-	
2	XXX	3,307.31	-	
		-	108.53	
3	XXX	-	242.65	
TOTAL		5,335.53	351.18	

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

12. Independent Smallholders Certified Tonnage / Volume									
Phase	Estimated last year (NA)			Actual (NA)			Forecast (NA)		
	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			-			-			-
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	

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

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 25/04/2022, 27/04/2022 – 29/04/2022. The audit programme is included as Section 2.3.

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

The 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. Malaysia National Interpretation 2019 of the RSPO P&C 2018 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.

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.

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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 (Re-Certification)	Year 2 (ASA 2_1)	Year 3 (ASA 2_2)	Year 4 (ASA 2-3)	Year 5 (ASA 2-4)
Jabor POM	✓	✓	✓	✓	✓
Jabor Estate	✓	✓	✓	✓	✓

Tentative Date of Next Visit: April 24, 2023 - April 27, 2023

Total Number of Mandays: 9.5 Mandays

2.2 BSI Assessment Team

Name	Role	Competency
Vijay Kanna Pakirisamy (VKP)	Team Leader	<p>Ed Education: Holds a Bachelor Degree in Agribusiness Science Management with Honours, University Utara Malaysia.</p> <p>Work Experience: He has 10 years' experience in Oil Palm Estate Management in leading Oil Palm Companies such as KL Kepong Bhd, IOI Plantations and United Plantations. The last position held was Senior Assistant Manager. His experience includes the day-to-day estate operations and ensured the implementation of RSPO, ISCC and MSPO certification. He has been an sustainable palm oil auditor since 2019.</p> <p>Training attended: He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO SCCS Lead Auditor Course, Endorsed MSPO Lead Auditor Course, HCV & HCS Introductory Training g and SMETA Requirements Training, RSPO Independent Smallholder (IHS) Auditor Training.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Environmental Best Practises, HCV and supply chain requirements.</p> <p>Language proficiency: He is fluent in English, Bahasa Malaysia, Tamil.</p>
Hafri Mohd. Mokhtar (HMM)	Team Member	<p>Education: Holds a Bachelor of Engineering (Hons.) Chemical Engineering, University Technology Malaysia</p> <p>Work Experience: He has 20 years of working experience in multiple engineering disciplines emphasized on science, technology and sustainability. He acquired many skills from being involved in various industrial environments ranging from construction, plantation and mining before auditing. In summary, his started his career as Environmental Officer (2002-</p>

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		<p>2003) in construction, Mill Engineer (2003-2008) in palm oil mill, Project Control Engineer (2008-2011) in mining and Auditor (2011-present) with accredited certification bodies.</p> <p>Training attended: He has completed Social Auditing & SMETA Training, HCV & HCS Introductory Training, ISO 45001 LA Training, MSPO LA Training, Endorsed RSPO SCCS LA Training, Endorsed RSPO P&C LA Training, ISO 9001 LA Training, ISO 50001 LA Training, and ISO 14001 LA Training</p> <p>Aspect covered in this audit: During this audit, he covered Policy and commitment, Social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, Stakeholder Consultation, Legal Requirements, land & Legal issue and RSPO Supply Chain, HCV, General Custody of Chain, Rules on Market Communications & Claims.</p> <p>Language proficiency: Fluent in English and Bahasa Malaysia</p>
NorHalis AbuZar (NHA)	Team Member	<p>Education: Holds a Bachelor of Science in Plantation Technology and Management, University Technology Mara</p> <p>Work Experience: He has 6 years' experience in Oil Palm Estate Management with Kulim Plantations Sdn. Bhd. The last position held was Assistant Manager. His experience includes the day-to-day estate operations and ensured the implementation of RSPO, ISCC and MSPO certification. He is a qualified Lead Auditor for MSPO and has accumulated more than 400 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia.</p> <p>Training attended: He has completed ISO IMS 9001 and 14001 Lead Auditor Course, MSPO 2530:2013 Lead Auditor Course, Endorsed RSPO Lead Auditor Course, ISO 45001 Lead Auditor Course, ISO 9001:2015 Lead Auditor Course, MSPO SCCS Auditor Course and SMETA Requirement Training.</p> <p>Aspects covered in this audit: During this assessment, he assessed on the aspects of Occupational, Health & Safety and Estate Best Practises.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English Language.</p>

Accompanying Persons:

Name	Role
-	-

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1.3 Assessment Plan

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

Date	Time	Subjects	VKP	HMM	NHA
Sunday, 24/04/2022	1500 - 1900	Auditors travel to Kuantan.	✓	✓	✓
Monday, 25/04/2022 Jabor Estate	0800 - 0900	Travel from Kuantan to Jabor Estate	✓	✓	✓
	0900 - 0930	Opening Meeting: - Opening Presentation by Audit Team Leader. - Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation).	✓	✓	✓
	0930 - 1230	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	✓	✓	✓
	1230 - 1330	BREAK			
	1330 - 1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
Tuesday, 26/04/2022	PUBLIC HOLIDAY				
Wednesday, 27/04/2022 Jabor Estate & Jabor POM	0800 - 0900	Travel from Kuantan to Jabor Estate	✓	✓	✓
	0900 - 1230	Continue Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓
	1000 - 1200	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	✓	-
	1230 - 1330	BREAK			

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Date	Time	Subjects	VKP	HMM	NHA
	1330 - 1630	Jabor Palm Oil Mill Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, Lab, weighbridge and palm product storage area, etc.	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
Thursday, 28/04/2022 Jabor POM	0800 - 0900	Travel from Kuantan to Jabor POM	✓	✓	✓
	0900 - 1230	Document review P1 – P7: Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation. RSPO SCCS general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records	✓	✓	✓
	1230 - 1330	BREAK			
	1330 - 1630	Continue Document review P1 – P7: Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation. RSPO SCCS general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records	✓	✓	✓
	1630 - 1700	Interim Closing Briefing	✓	✓	✓
	Friday, 29/04/2022 Jabor POM	0800 - 0900	Travel from Kuantan to Jabor POM	✓	✓
0900 - 1200		Document review Supply chain for CPO mill. RSPO SCCS general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records	✓	✓	-
1200 - 1230		Verify any Outstanding Issues and Preparation for Closing Meeting	✓	✓	-
1230 - 1300		Closing Meeting	✓	✓	-
1300		Auditors travel back to Kuala Lumpur	✓	✓	-

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?	<p>Yes. SDP TBP has included all its operating units in Malaysia, Indonesia, Papua New Guinea and Solomon Island. Refer to the Time Bound Plan table.</p> <p>As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI):</p> <p>http://www.simedarbyplantation.com/media/press-releases/sime-darby-plantation-completes-divestment-of-its-liberia-operations</p>	Complied
Have all the estates and mills certified within five (5) years after obtaining RSPO membership?	<p>Yes. All estates and mill has been certified with RSPO. Some units with exemption cases such as poor financial or sold as property development has been taken out from the certification unit. In Malaysia, Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate) has been transferred to SOU Lavang while for Bintang Oil Mill, SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold and on 1st Oct 2018, the mill has completed the selling off transaction.</p> <p>In Indonesia, PT Mitral Austral Sejahtera was sold and currently SDP have no control in the management.</p>	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.	No. There is no new acquisitions as at latest TBP 2021.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Although there are deviation has been identified at those Indonesia management units but it has been justified that these units are still awaiting to receive land titles.	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?	<p>Yes.</p> <p>Indonesia - PT Swadaya Andika: Mill closed down and all the supply bases was transferred to Rantau Mill - PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri - Rantau Factory certification. PT Mitral Austral Sejahtera: The properties was sold and currently Sime Darby Plantation Berhad have no control in the management.</p>	Complied

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	<p>The property was disposed on 25/06/2019 and an official letter on disposal of PT MAS was sent to RSPO Secretariat on 27/06/2019. Malaysia - Pekaka Mill is being mothballed in year 2018 and all the certified supply base Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate has been transferred to SOU Lavang. Bintang Oil Mill: Sime Darby Plantation Berhad acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold. As at 01/10/2018, the mill has completed the selling off transaction.</p> <p>Papua New Guinea - Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd: The Remediation and Compensation Process is at the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public Notification letter: www.rspo.org/certification/public-announcement</p> <p>For Liberia operations: As at 16/01/2020, Sime Darby Plantation Berhad under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (Sime Darby Plantation Liberia) to Mano Palm Oil Industries Ltd (MPOI): www.simedarbyplantation.com/media/pressreleases/sime-darby-plantation-completesdivestment-of-its-liberia-operations.</p> <p>ACOP 2020 has been cross-referenced as below: www.rspo.org/members/29</p>	
<p>Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised</p>	<p>Although there lapses has been identified at those Indonesia management units but it has been justified that these units are still awaiting to receive land titles.</p>	<p>Complied</p>
<p>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</p>	<p>No fundamental failure. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as these 2 assets were disposed.</p>	<p>Complied</p>
<p>Un-Certified Units or Holdings</p>		
<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>Based on the time-bound plan, it was not identified that those uncertified units are due to RaCP. Mainly are due to awaiting to receive land titles at the Indonesia management units</p>	<p>Complied</p>
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>New plantings within Sime Darby Plantation Berhad that have completed NPP notification 1. NBPOL (Poliamba Limited) 23/05/2020 – no</p>	<p>Complied</p>

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	<p>comments</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyplantation-berhad-nbpol-poliamba-limited</p> <p>2. NBPOL (Guadalcanal Plain Palm Oil Ltd) 06/04/2018 – no comments</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-a-subsiary-of-sime-darby-plantationbhd-guadalcanal-plain-palm-oil-ltd</p> <p>3. NBPOL (Ragu Agri Industries Limited) 29/01/2018 – no comments</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-ramuagri-industries-ltd</p> <p>4. NBPOL (Ragu Agri Industries Limited) 02/09/2016 – no comments</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd-ramu-agri-industries-limited</p> <p>5. NBPOL (Higaturu Oil Palms) 21/06/2016 – no comments</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd-higaturu-oil-palms</p> <p>6. NBPOL (Poliamba Limited – Lamawan) 07/04/2014 – no comments captured in RSPO Website</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-poliambalimited-lamawan-png</p> <p>7. NBPOL (Poliamba Limited – Lamendauen) 07/04/2014 – no comments captured in RSPO Website</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/nbpol-poliambalimited-lamendauen-png</p> <p>8. NBPOL (Roka Mini estate) 04/11/2013 – no comments captured in RSPO website</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd.-roka-mini-estate</p> <p>9. NBPOL (J estate) 01/11/2013 – no comments captured in RSPO website</p> <p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-ltd.-j-estate</p> <p>10. NBPOL (Higaturu Oil Palm) 14/12/2012 – no comments captured in RSPO website</p>	
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	<p>https://rspo.org/certification/new-plantingprocedure/public-consultations/new-britainpalm-oil-limited-higaturu-oil-palm</p> <p>11. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc-new-planting-assessment</p> <p>12. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc.-new-planting-assessment1</p> <p>13. Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/certification/new-plantingprocedure/public-consultations/sime-darbyliberia-plantation-inc.-new-planting-assessment</p> <p>Management units for 11 – 13 above were disposed.</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>No land conflicts. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) has been excluded in the latest TBP as both sites was disposed.</p> <p>The RaCP tracker was checked. There are 21 Management units that have potential liabilities. There are some discrepancy between RaCP tracker and actual scenario due possibility of assets disposal. As per the data audited, there are 19 management units for the Indonesia Operations that requires LUCA. All LUCAs were submitted but the review was delayed due to change of RSPO reviewer. As of 14/07/2021, 10 LUCAs were approved with 0 conservation liability and remaining 9 are still pending from RSPO.</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>Sime Darby Plantation Berhad have published Grievance mechanism that is applied to all management units. Disputes related to labor, stakeholders and communities are to be dealt using this mechanism</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>Sime Darby Plantation maintain corporate governance to monitor and address any legal non-compliances. Through the published Code of Business Conduct and charters, the company is committed to delivery their business complying to the laws and regulations of the country.</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,</p>	<p>Yes. The sustainability unit has conducted internal audits the uncertified units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. The issue</p>	<p>Complied</p>

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a positive assurance statement shall be available and justified.	are mainly awaiting for Land Titles. The last audit was conducted between July 2020 – August 2020. The Head of Sustainability has concluded in the uncertified unit compliance report that there is no land disputes and legal compliance is monitored during the internal audit as the positive assurance.	
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?	No 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.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	Respective sites maintained stakeholder engagements as part of the estates/mills operations. Especially in Indonesia, socialization of company	Complied

3.2 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.	There is no scheme smallholders and/ or outgrowers include in the scope of certification.	Complied

Approved Time Bound Plan

SDP - RSPO Certification for Time Bound Plan - Malaysia Operations

No	Management Unit	Supply Base	Time Bound Plan	Location	Status	Certified Date	Remarks
	SOU Name						
1	Sungai Dingin	Sungai Dingin Oil Mill	-	Karangan, Kedah	Certified	12/08/2011	-
		Anak Kulim Estate					
		Sungai Dingin Estate					
		Somme Estate					
		Bukit Selarong Estate					
		Padang Buluh Estate					
		Bukit Hijau Estate					
		Jentayu Estate					
2	Chersonese	Chersonese Oil Mill	-	Kuala Kurau, Perak	Certified	05/10/2011	-
		Chersonese Estate					
		Kalumpong Estate					
		Tali Ayer Estate					
		Holyrood Estate					
3	Elphil	Elphil Oil Mill	-	Sungai Siput, Perak	Certified	16/08/2011	-
		Kamuning Estate					
		Elphil Estate					
		Kinta Kellas Estate					
4	Flemington	Flemington Oil Mill	-	Teluk Intan, Perak	Certified	05/10/2011	-
		Flemington Estate					
		Bagan Datoh Estate					

		Sabak Bernam Estate					
		Sg. Samak Estate					
5	Seri Intan/Selaba	Seri Intan Oil Mill	-	Teluk Intan, Perak	Certified	03/03/2011	-
		Selaba Oil Mill					
		Seri Intan (+ Selaba) Estate					
		Sabrang Estate					
		Sogomana Estate					
		Sg. Wangi Estate					
		Bikam Estate					
		Cluny (+ Bedford) Estate					
6	Tennamaram	Tennamaram Estate					
		Sungai Buluh Estate					
		Bukit Talang Estate					
				Bukit Kerayong Oil Mill	-	Kapar Selangor	Certified
7	Bukit Kerayong	Bukit Kerayong Estate					
		Bukit Cheraka Estate					
		Elmina Estate					
				East Oil Mill	-	Carey Island, Selangor	Certified
8	East	East Estate					
		Sepang Estate					
		Dusun Durian Estate					
				West Oil Mill	-	Carey Island, Selangor	Certified
9	West	West Estate					

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10	Bukit Puteri	Bukit Puteri Oil Mill	-	Raub, Pahang	Certified	07/07/2011	-
		Bukit Puteri Estate					
11	Kerdau	Kerdau Oil Mill	-	Temerloh, Pahang	Certified	07/07/2011	Jentar Estate has merged with Kerdau Estate and reported to the CB in March/April 2021.
		Kerdau Estate					
		Jentar Estate					
		Mentakab Estate					
		Chenor Estate					
		Sg Mai Estate					
12	Jabor	Jabor Oil Mill	-	Kuantan, Pahang	Certified	07/07/2011	-
		Jabor Estate					
13	Labu	Labu Oil Mill	-	Nilai, Negeri Sembilan	Certified	30/12/2011	New Labu Estate has become a division of Labu Estate.
		Labu Estate					
14	Tanah Merah	Tanah Merah Oil Mill	-	Port Dickson, Negeri Sembilan	Certified	19/05/2010	-
		Tanah Merah Estate					
		Bukit Pelandok Estate					
15	Sua Betong	Sua Betong Oil Mill	-	Port Dickson, Negeri Sembilan	Certified	18/02/2014	Siliao Estate has now been merged into Salak Estate and Bradwall Estate.
		Sua Betong Estate					
		Sengkang Estate					
		Bradwall Estate					
		PD Lukut Estate					
		Tampin Linggi Estate					
		Sg. Bahru Estate					
		Salak Estate					
16	Kok Foh	Kok Foh Oil Mill	-		Certified	07/07/2011	

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		Muar River Estate		Bahau, Negeri Sembilan			Sg. Gemas Estate has now been merged into Sg. Senarut Estate.
		Sg. Senarut Estate					
		Sg. Gemas Estate					
		Kok Foh Estate					
		Bukit Pilah Estate					
		St. Helier Estate					
		Sungai Sabaling Estate					
		Pertang Estate					
17	Kempas	Kempas Oil Mill	-	Jasin, Melaka	Certified	19/05/2010	Serkam Estate, previously from SOU18 (Diamond Jubilee) is now part of SOU 17 (Kempas)
		Kempas Estate					
		Tangkah Estate					
		Kemuning Estate					
18	Diamond Jubilee	Diamond Jubilee Palm Oil Mill	-	Jasin, Melaka	Certified	05/10/2011	Serkam Estate, previously from SOU18 (Diamond Jubilee) is now part of SOU 17 (Kempas) Welch Estate, previously from SOU 19 (Pagoh) is now part of SOU 18 (Diamond Jubilee)
		Serkam Estate					
		Diamond Jubilee Estate					
		Bukit Asahan Estate					
19	Pagoh	Pagoh Oil Mill	-	Muar, Johor	Certified	28/1/2014	-
		Pagoh Estate					
		Welch Estate					
		Lanadron Estate					
		Pengkalan Bukit Estate					
20	Chaah	Chaah Oil Mill	-	Chaah, Johor	Certified	18/11/2010	-
		Chaah Estate					
		Sg. Simpang Kiri Estate					

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		North Labis Estate					
21	Gunung Mas	Gunung Mas Oil Mill	-	Kluang, Johor	Certified	19/05/2010	* SDP acquired Lian Seng Estate in Johor in April 2017. Lian Seng Estate is merged into Bkt Paloh Estate of SOU 21 Gunung Mas, Lian Seng has been incorporated in the RSPO Certification Scope of SOU Gunung Mas in 2018.
		Gunung Mas Estate					
		Kempas Klebang Estate					
		Bukit Paloh Estate					
		Yong Peng Estate					
22	Bukut Benut	Bukit Benut Oil Mill	-	Kluang, Johor	Certified	05/11/2011	* SDP acquired Talisman Estate in Johor in April 2017. Talisman Estate is merged into CEP Nyior Estate of SOU 22 Bk Benut and has been incorporated in the RSPO Certification Scope of SOU Bk Benut in 2018.
		Bukit Benut Estate					
		Lambak Elaeis Estate					
		CEP Nyior Estate					
23	Ulu Remis	Ulu Remis Oil Mill	-	Layang-Layang, Johor	Certified	11/04/2011	-
		Ulu Remis Estate					
		Cenas Estate					
		Bukit Badak Estate					
		Tun Dr. Ismail Estate					
		Pekan Estate					
		Sembrong Estate					
24	Hadapan	Hadapan Oil Mill	-	Layang-Layang, Johor	Certified	29/3/2011	-
		Sri Pulai Estate					
		Kulai Estate					
		Layang Estate					
		CEP Renggam Estate					
26	Sandakan Bay	Sandakan Bay	-	Sandakan, Sabah	Certified	01/10/2008	-
		Tun Tan Siew Sin					

		Tunku Estate					
		Tigowis Estate					
		Sentosa Estate					
		Segaliud Estate					
27	Melalap	Melalap Oil Mill	-	Tenom, Sabah	Certified	21/1/2011	-
		Melalap Estate					
		Sapong Estate					
28	Binuang	Binuang Oil Mill	-	Kunak, Sabah	Certified	16/1/2009	-
		Binuang Estate					
		Sungang Estate					
		Tingkayu Estate					
		Jeleta Bumi Estate					
29	Giram	Giram Oil Mill	-	Kunak, Sabah	Certified	16/1/2009	-
		Giram Estate					
		Mostyn Estate					
30	Merotai	Merotai Oil Mill	-	Tawau, Sabah	Certified	16/1/2009	-
		Merotai Estate					
		Imam Estate					
		Tiger Estate					
		Table Estate					
31	Layang	Layang Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Layang Estate					
		Rasan Estate					
		Belian Estate					

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		Kelida Estate					
		Lavang (Special) Estate					
		Pekaka Estate					
		Ruai Estate					
		Dulang Estate					
		Charquest Estate					
		Paroh Estate					
32	Rajawali	Rajawali Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Rajawali Estate					
		Samudera Estate					
		Semarak Estate					
		Bayu Estate					
33	Derawan	Derawan Oil Mill	-	Bintulu, Sarawak	Certified	30/12/2011	-
		Derawan Estate					
		Sahua Estate					
		Takau Estate					
		Damai Estate					
34	Pekaka	Pekaka Mill	-	Bintulu, Sarawak	Withdrawn	NA	Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate.) has been transferred to SOU Lavang.
35	Bintang	Bintang Oil Mill	-	Johor	NA	NA	* SDP acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on

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							hold. As at 1st Oct 2018, the mill has completed the selling off transaction.
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SDP - RSPO Certification for Time Bound Plan - Indonesia Operations

No	Management Unit	Mill and Supply Base	Time Bound Plan	Latest Internal / External	Location	Status	Certified Date	Remarks (for uncertified unit)
	SOU Name			Audit Date				
1	PT Lahan Tani Sakti	Alur Dumai Mill	-	-	Rokan Hilir District – Riau	Certified	16/01/2012	-
		Alur Dumai Estate						
2	PT Sajang Heulang	Mustika Mill	-	-	Tanah Bumbu District – South Kalimantan	Certified	03/07/2013	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Mustika Estate						
		KKPA-2 PT.SHE Estate						
		KKPA-3 PT.SHE Estate						
		KKPA-5 PT.SHE Estate						
Pantai Bonati Estate	06/07/2011							
3	PT Ladangrumpun Suburabadi	Angsana Mill	-	-	Tanah Bumbu District – South Kalimantan	Certified	06/07/2021	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Angsana Estate						
		Pantai Bonati Estate						
		Gunung Sari Estate						
		KKPA-1 PT.SHE Estate						
		KKPA-4 PT.SHE Estate						
Subur Abadi Plasma 1 Estate	TBC	TBC	TBC	TBC				
4	PT Langgeng Muaramakmur	Bebunga Mill	-	-		Certified	16/03/2012	KKPA & Plasma is not under the management control of Sime Darby
		Bebunga Estate						

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		Sungai Cengal Estate			Kotabaru District – South Kalimantan			Plantation. The decision of certification is from KKPA / Plasma themselves.
		Bakau Estate						
		KKPA LMR	TBC	TBC		TBC	TBC	
5	PT Kridatama Lancar	Sukamandang Mill	-	-	Seruyan and East–Kotawaringin District Central Kalimantan	Certified	05/07/2011	-
		Sukamandang Estate						
		Sapiri Estate						
		Barasdanum Estate						
		Kuala Kuayan Estate						
6	PT Bahari Gembira Ria	Ladang Panjang Mill	-		Muaro Jambi District - Jambi	Certified	09/07/2012	Only Division 3 is certified (1,202 Ha). Total Areas of Division 1 and 2 (1,796.19 ha) HGU still in process KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Ladang Panjang Estate						
		Plasma BGR Estate	TBC	TBC		TBC	TBC	
7	PT Tunggal Mitra Plantations	Manggala Mill	-	-	Rokan Hilir District – Riau	Certified	25/11/2010	-
		Manggala 1 Estate						
		Manggala 2 Estate						
		Manggala 3 Estate						
8	PT Paripurna Swakarsa	Pondok Labu Mill	-	-	Kotabaru District – South Kalimantan	Certified	16/03/2012	-
		Pondok Labu Estate	-	-				
		Binturung Estate						
		Rampa Estate						
		Sesulung Estate						
9	PT Bersama Sejahtera Sakti	Gunung Aru Mill	-			Certified	05/07/2011	-
		Gunung Aru Estate						

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		Gunung Kemas Estate			Kotabaru District – South Kalimantan				
		Laut Timur Estate							
		Pantai Timur Estate							
		KKPA MBP	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.	
10	PT Guthrie Pecconina	Rantau Panjang Mill	-	-	Musu Banyuasin District – South Sumatera	Certified	16/03/2012	Remarks: Land legalisation process for 4152.70 ha is still in process.	
		Rantau Panjang Estate							
		Bumi Ayu Estate							
		Karang Ringin Estate							
		Napal Estate							
		Mangun Jaya Estate							
		Sungai Jernih Estate and GPI KKPA Estate	2023	-					-
11	PT Laguna Mandiri	Rantau Mill	-	-	Kotabaru District – South Kalimantan	Certified	30/12/2011		
		Rantau Estate							
		Matalok Estate							
		Betung Mill							01/04/2014
		Betung Estate							
		Sekayu Estate							
12		Sekunzir Mill	-	-		Certified	23/11/2010	-	

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	PT Indotruba Tengah	Sekunyr Seruyan Estate			Seruyan and West Kotawaringin District – Central Kalimantan			
13	PT Swadaya Andika	Selabak Mill Selabak Estate Randi Estate Sangkoh Estate Lanting Estate	-	-	Kotabaru District – South Kalimantan	Certified	16/03/2012	Mill closed down and all the supply bases was transferred to Rantau Mill – PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri – Rantau Factory certification.
14	PT Bina Sains Cemerlang	Sungai Pinang Mill Sungai Pinang Estate Bukit Pinang Estate	-	-	Musi Rawas District – South Sumatera	Certified	11/09/2012	Remarks: Land legalisation process for 308.35 ha is still in process.
15	PT Teguh Sempurna	Pemantang Mill Pemantang Estate Kawan Batu Estate Hatan Tiring Estate Batang Garing Estate	-	-	Seruyan and East Kotawaringin District – Central Kalimantan	Certified	05/07/2011	-
16	PT Bhumireksa Nusa Sejati	Teluk Bakau Mill Teluk Bakau Estate Nusa Lestari Estate Nusa Perkasa Estate Mandah Mill Mandah Estate Rotan Semelur Estate	-	-	Indra Giri Hilir District – Riau	Certified	11/10/2011 01/04/2014	-
17		Teluk Siak Mill	-	-		Certified	11/10/2011	-

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	PT Intipersada Aneka	Teluk Siak Estate			Pekanbaru, Siak District – Riau				
		Pinang Sebatang Estate							
		Aneka Persada Estate							
18	PT Tamaco Graha Krida	Ungkaya Mill	-	-	Morowali District – Sulawesi Tengah	Certified	10/7/2012	-	
		Ungkaya Estate							
		Plasma TGK Estate	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.	
19	PT SIME Indo Agro	Bukit Ajong Mill	-	-	Sanggau District – West Kalimantan	Certified	18/10/2010	Land legalisation process for East Est for 5815.64 ha is still in process.	
		West Estate							
		East Estate							
		East* Estate /Sei Mawang Estate	2023	-		-		Land legalisation for Sei Mawang is still in process	
		East Plasma Estate	-	-		Certified	18/7/2016	-	
		West Plasma Estate							
20	PT Padang Palma Permai /PT Perkasa Subur Sakti	Blang Simpo Mill	-	-	Aceh Tamiang and East Aceh District – Nangroe Aceh Darussalam	Certified	03/05/2013	-	
		Tamiang (PT PPP) Estate	-	-					
		Batang Ara (PT PSK) Estate							
		Blang Simpo-01 Estate							
		Blang Simpo-02 Estate							
21	PT Natapalma Sandika	Lembiru Mill	-	-	Ketapang District – West Kalimantan	Certified	03/07/2014	PT Sandika Natapalma and PT Budidaya Agro Lestari is sharing one mill i.e. Lembiru Mill.	
		Lembiru Estate							
		Awatan Estate							

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		Karya Palma Estate	TBC	TBC		TBC	TBC	KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		KKPA SNP Estate	TBC	TBC		TBC	TBC	
22	PT Budidaya Agro Lestari	Pelanjau (PT BAL) Estate	-	-	Ketapang District – West Kalimantan	Certified	03/07/2019	-
		Sungai Putih (PT BAL) Estate	2023	-		-		Land Approval is obtained in 2015 while the other approvals are still in processing HGU obtained as per May 2018 KKPA & Plasma is not under the management control of Sime Darby Plantation. The decision of certification is from KKPA / Plasma themselves.
		Beturus (PT BAL) Estate	2023	-		-		
		KKPA BAL Estate	TBC	TBC		TBC	TBC	
23	PT Mitral Austral Sejahtera	MAS Mill	NA	NA	Sanggau District – West Kalimantan	NA	NA	The properties was sold and currently SDP have no control in the management. Please find latest information on 'Updates on PT MAS' worksheet and updates to RSPO Secretariat.
		MAS 1 Estate						
		MAS 2 Estate						
		MAS 4 Estate						
		Plasma MAS Estate						

SDP - RSPO Certification for Time Bound Plan – New Britain Palm Oil (NBPOL) Operations (as at March 2021)

No	Management Unit	Mill and Supply Base	Time Bound Plan	Location	Status	Certified Date	Remarks (for uncertified unit)
	SOU Name						
1	Guadalcanal Plains Palm Oil Limited (GPPOL)	Tetere Oil Mill	-	Guadalcanal Province, Solomon Islands	Certified	18/03/2011	-
		Tetere Estate					
		Ngalimbiu Estate					
		Mbalisuna Estate					
		Smallholders – West Zone (83)					
		Smallholders – Central Zone (53)					

		Smallholders – MBA East Zone (59)					
		Smallholders – MBE East Zone (37)					
2	Milne Bay Estate (MEB)	Hagita Oil Mill	-	Milne Bay Province, PNG	Certified	15/02/2018	-
		Giligili Estate					
		Hagita Estate					
		Waigani Estate					
		Sagarai Estate					
		Padipadi Estate					
		Mariawatte Estate					
		Smallholders – East Gurney Estate (264)					
		Smallholders – West Gurney Estate (229)					
		Smallholders – East Sagarai Estate (157)					
		Smallholders – West Sagarai Estate (221)					
3	Poliamba (POL)	Poliamba Oil Mill	-	New Ireland Province, PNG	Certified	19/03/2012	-
		Kara Estate					
		Nalik Estate					
		West Coast Estate					
		Noatsi Estate					
		Madak Estate					
		Smallholders -North Division (615)					
		Smallholders- South Division (868)					
		Smallholders -West Division (309)					
4	Ramu Agricultural Industrial Ltd (RAIL)	Gusap Mill	-	Morobe Province, PNG	Certified	05/08/2010	-
		Gusap East (Gusap) Estate					

		Gusap West (Paddox) Estate					
		Surinam Estate					
		Dumpu Estate					
		Ngaru Estate					
		J Estate (Jephcott) Estate					
		Smallholders - Madang VOPs (71)					
		Smallholders - Morobe VOPs (253)					
5	Higaturu Oil Palm (HOP)	Sangara Oil Mill	-	Oro Bay Province, PNG	Certified	01/02/2013	-
		Mamba Oil Mill					
		Embi Estate					
		Ambogo Estate					
		Sangara Estate					
		Sumbiripa Estate					
		Mamba Estate					
		Sambogo Estate					
		Scheme Smallholder Sorovi Division(2019)					
		Scheme Smallholder Saiho Division(842)					
		Scheme Smallholder Aeka Division (911)					
		Scheme Smallholder Igora Division (1367)					
		Scheme Smallholder Ilimo Division (671)					
6	West New Britain (WNB)	Mosa Oil Mill	-	Kimbe, West New Britain, PNG	Certified	10/09/2008	-
		Kumbango Oil Mill					
		Kapiura Mill					

		Numundo Mill				
		Waraston Mill				
		Bebere Estate				
		Kumbango Estate				
		Togulo Estate				
		Dami Estate				
		Waisisi Estate				
		Kautu Estate				
		Karausu Estate				
		Moroa Estate				
		Bilomi Estate				
		Loata Estate				
		Haella Estate				
		Garu Estate				
		Daliavu Estate				
		Sapuri Estate				
		Malilimi Estate				
		Rigula Estate				
		Numundo Estate				
		Navarai / Karato ME /KDC EU Estate				
		Volupai / Lotomgam / Natupi / Goruru Estate				
		Lolokoru Estate				
		Ove Estate				
		Tamare Estate				

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		Smallholders LSS Mosa (1822)					
		Smallholders VOP East (1817)					
		Smallholders VOP Central (1964)					
		Smallholders VOP West (1279)					
		Smallholders LSS Kapiura (551)					
		Smallholders VOP Kapiura (850)					
		Smallholder Kaulong / Akami / Pushiki / Repamira / Sakapei					
7	Markham Farms Company Limited (MFCL) / Markham Agro Pte Ltd	Erap Mill	-	Markham Farms	Certified	27/3/2020	There is total area NPP: 710.30ha which is currently excluded from the certification scope until the NPP is approved
		Munum Estate					
		Maralumi Estate					
		Erap Estate					

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 Nil (0) Critical; Nil (0) Minor nonconformities and Nil Opportunity For Improvement raised.

The below is the summary of the non-conformity raised during this assessment.

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

Opportunity for Improvements	
OFI #	Description
OFI 1	N/A

Positive Findings	
PF #	Description
PF 1	Good cooperation among the team.
PF 2	Good document retrieval.
PF 3	Positive feedbacks from interviewed external stakeholders.

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	2047188-202104-M1	Date Issued	23/04/2021
Due Date	21/07/20201	Date of nonconformity Closure	20/07/2021
Clause & Category (Critical / Minor)	3.8.8 SCCS – Critical		
Statement of Nonconformity:	The information for RSPO certified product was incomplete		
Requirement Reference:	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ol style="list-style-type: none"> a. The name and address of the buyer; b. The name and address of the seller; c. The loading or shipment / delivery date; d. The date on which the documents were issued; e. RSPO certificate number; f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g. The quantity of the products delivered; h. Any related transport documentation; i. A unique identification number. 		
Objective Evidence:	As stated in the contract S/C-PSD/2101/PK0133, the PK was sold as RSPO Certified products. However, the RSPO Certificate no. was not available in all document reviewed as weighbridge ticket no. 008047 and 008031, collection order chit no 58842.		
Corrections:	To revised the affected weighbridge ticket by putting all the required information for the RSPO certified products.		
Root Cause Analysis:	The information of certified product contract is not well communicated to the operating unit.		
Corrective Actions:	<ol style="list-style-type: none"> 1. To counter check with GTM on details of contract as and when the contract no appears in RSPO IT Platform 2. Assistant in-charge for SCCS to verify all the weighbridge ticket for each time there is any dispatch and for new contract. 		
Assessment Conclusion:	<p>Major NC verification:</p> <ol style="list-style-type: none"> 1. RSPO weighbridge ticket for RSPO certified products has been included with the RSPO certificate no. MUTU-RSPO/092 (SC Module-MB). 2. Reviewed weighbridge ticket no. <ol style="list-style-type: none"> a. 008047 dated 11/01/2021 (contract S/C-PSD/2101/PK0133) 		

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	<p>b. 008031 dated 17/01/2021 (contract S/C-PSD/2101/PK0133)</p> <p>c. 008236 dated 01/07/2021 (contract S/C-PSD/2106/CPO0059C)</p> <p>3. Communication email with GTM dated 19/06/2021 on contract for RSPO certified CPO.</p> <p>4. The mill has established Palm Trace SCCS Contract Monitoring form. in the form stated the Contract no., Certified/non-certified products and weighbridge ticket no. Each consignment were verified by the Assistant in-charge for SCCS. Verified the records for contract no. S/PSD/2104/CPO 0015A, S/PSD/2104/CPO 0036A and S/PSD/2104/CPO 0058BB, S/PSD/2104/CPO 00110</p> <p>Verified the evidence found that the corrective action plan submitted is effective implemented. The critical NC were effectively closed on 20/07/2021</p> <p><u>ASA 2 1 Verification</u></p> <p>1. RSPO weighbridge ticket for RSPO certified products has been included with the RSPO certificate no. BSI. RSPO 745191.</p> <p>2. Reviewed weighbridge ticket no. 0088434 dated 29/03/2022 (Contract S/C-PSD/2203/PK0112)</p> <p>The corrective action plan was deemed to be effective to address the raised major non-conformity therefore the previous critical non-conformity remains closed.</p>
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Non-conformity			
NCR Ref #	2047188-202104-N1	Date Issued	23/04/2021
Due Date	29/04/2022	Date of nonconformity Closure	29/04/2022
Clause & Category (Critical / Minor)	2.2.2 – Minor		
Statement of Nonconformity:	Due diligence against contractors were not implemented diligently.		
Requirement Reference:	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.		
Objective Evidence:	<p>The terms and condition of the employment contract for Mohd Hisam Bin Hanapi of AM Pelangi Enterprise, a contract to Jabor Estate does not have / unclear on the following:</p> <ol style="list-style-type: none"> 1. No reference to the employment regulation. 2. Unclear regular working hours was stated. It is only stated following the FFB delivery. 3. No sick leave / hospitalization leave entitlement. 4. No statement of EPF /SOCSO contribution 5. Unclear leave entitlement. It is only state 23 days holiday but unclear what it is consist of? 		

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	6. Unclear terms on allowance.
Corrections:	To advise and communicate with the contractors to comply with legal requirements of recruitment for migrant workers or labour contractor.
Root Cause Analysis:	Inadequate monitoring/enforcement on contractor's compliance with legal labour requirement and Employment Act 1955.
Corrective Actions:	To ensure all contracts, including those for FFB supplies to follow the terms and condition of the employment contract for migrant worker's/labor Estate will have a briefing session or stakeholder meeting with all contractor to comply the legal labor requirement and will monitor on quarterly basis on that issues.
Assessment Conclusion:	<p><u>ASA 2 1 Verification</u></p> <p>All contracts contain specific clauses on meeting applicable legal requirements demonstrated via evidence of legal due diligence of all contracted third parties available as per sample Vendor Integrity Pledge for Estate and Mill Contractors including Outside Crop Purchase (OCP) suppliers as following:</p> <ul style="list-style-type: none"> - AM DH Jaya Enterprise (Jabor Estate Contractor) - Bakti Mas Bina Sdn. Bhd. (Jabor POM OCP) - Jurusemangat Sdn. Bhd. (Jabor POM OCP) - Zimmas Sdn. Bhd. (Jabor POM OCP) - Jabur Plantation Sdn. Bhd. (Jabor POM OCP) - Tabir Arena Sdn. Bhd. (Jabor POM OCP) - Boilermech Sdn. Bhd. (Jabor POM Contractor) - Bestrode Sdn. Bhd. (Jabor POM Contractor)

Non-conformity			
NCR Ref #	2047188-202104-N2	Date Issued	23/04/2021
Due Date	29/04/2022	Date of nonconformity Closure	29/04/2022
Clause & Category (Critical / Minor)	3.4.2 - Minor		
Statement of Nonconformity:	The social management plan did not fully considering all inputs or complaints from all stakeholders.		
Requirement Reference:	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.		
Objective Evidence:	<ol style="list-style-type: none"> 1. According to the mill's grievance record, a grievance was raised on 27/03/2021 regarding road safety signage. However the action was not identified in the Management Plan on Social Impact Assessment reviewed on 02/04/2021. 2. According to the mill's Process Briefing logbook, briefing dated 05/04/2021 identified housing issues and the mill management requires time to fix housing damages. However the action was not identified in the Management Plan on Social Impact Assessment reviewed on 02/04/2021. 		

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	<p>3. According to the SOU12 external stakeholder consultation for year 2021 and 2020, an issue regarding legume cover crop were raised consecutively. However there is no proposed action plan proposed by the estate in social management plan to eliminate this continuous issue.</p>
Corrections:	<p>1. To update the complaint, action plan and target date to complete inside the Social Impact Assessment (SIA).</p> <p>2. Mill management to identify all the workers house that possibly had same issues of roof leakage and to update in the SIA together with the action plan and target date to complete</p> <p>3. The management will attend to the complaint reported as soon as possible to eliminate this continuous issues happen again by using their competence sprayers to eradicate the legumes cover crop</p>
Root Cause Analysis:	Lack of understanding on the item that need to be put in the SIA Management Plan
Corrective Actions:	<p>1. To ensure updating all grievance and complaint in the SIA plan, update the action plan and set the target completion date.</p> <p>2. To get training from Support Department to improve on the management plan especially on Social Management Plan.</p> <p>3. To plan a briefing session on grievance procedure to the stakeholders and state in our actions planning for Social Management Plan Impact Assessment.</p>
Assessment Conclusion:	<p><u>ASA 2.1 Verification</u></p> <p>No new planting in Jabor Estate. For existing operations, the operating unit of SOU 12 documented the continual improvement plan for social in the Social Management Plan. Identified main social aspects and impacts from SIA considered in the plan including the following categories:</p> <ul style="list-style-type: none"> - Workers' Housing Condition/Living Improvement including Housing Improvement Plans which effective on November 2021 such as the housing repair request to be via electronic Oil Palm Pal (OPP) system. - Workers' Working Condition including minimum wages achievement - External stakeholders feedbacks including community contribution programs

Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement: 2047188-202104-I1</p> <p>A grievance regarding road safety was raised in mill on 27/03/2021. The action taken was to discuss with estate management. This action was stated in the Complaint book and was briefed to the workers during morning muster on 08/04/2021. There is no records on what is the next action to be taken after discussion with estate management. There is no continuity. Only through interview with the Mill's assistant manager, the action such as repainting the hump and erecting of signage will be taken. Improvement is required for recording the progress.</p> <p>Verification / Follow-up actions:</p> <p>All grievance records were verified to be adequately recorded with the action taken and date of completion together with the acknowledgement of the grievance reporter.</p>

OFI 2	<p>OFI Statement: 2047188-202104-I2</p> <p>The assessment team has noted on the implementation of Standard Operating Policies & Procedures (SOPP) for Engagement of Employees to Undertake Contract For Services. The audit team has consulted MAPA/NUPW and MAPA/NUPW is in agreement with this approach. Since the implementation is only recent, the management should take note the implementation to ensure consistent with the terminology of Core Work as defined in the MYNI-2019.</p> <p>Verification / Follow-up actions:</p> <p>Employment contracts detailing payments and conditions of employment available to the permanent workers employed as per samples sighted. All workers work agreement were also based on MAPA Circular No. 1/2020; Date: 14/1/2020; Minimum Wages Order 2020 (MWO 2020) where the order provides for the minimum wages rates payable to an employee who works in a place of employment in any City Council or Municipal Council area as specified in the schedule.</p> <p>No casual, temporary and day labour employed within all operating units within SOU 12.</p>
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3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2047188-202104-M1	Critical	3.8.8 SCCS	23/04/2021	Closed on 20/07/2021
2047188-202104-N1	Minor	2.2.2	23/04/2021	Closed on 29/04/2022
2047188-202104-N2	Minor	3.4.2	23/04/2021	Closed on 29/04/2022

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss SOU 12 Jabor 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)
Internal Stakeholder	Kedai Runcit Ladang Jabor	Face to Face
External Stakeholder	Loy Yee Seng (Hardware Supplier)	Face to Face
Governmental Department – School	SK Lembah Jabor	Face to Face
Contractor	AM DH Jaya Enterprise	Face to Face
Communities	Norazman B Yusof (JPPK Chairman)	Face to Face

Stakeholders comment	
1	<p>Feedbacks: Local workers & foreign workers NUPW representatives No restrictions by management to all mill and estate employees to join union. Almost all local workers associated with NUPW while more than 50% foreign workers become member. Required fees paid by company with no issue.</p> <p>Audit Team verification and response: No further issue.</p>
2	<p>Feedbacks: School Headmaster/Representative Estate management always participated in school events except during Covid-19 Movement Control Orders. A lot of contributions received from estate management including school children’s excellent award</p> <p>Audit Team verification and response: No further issue</p>
3	<p>Feedbacks: Mill & Estate vendors (contractors & suppliers) No issue in contractual matters since company always give priority to locals and/or long-served contractor to provide service/contract work. Contract pricing fair to both parties for direct award contract unless involve tendering that need to be negotiated. Nevertheless, negotiated price for specific contract/tender work if awarded still fair to both parties.</p> <p>Audit Team verification and response: No further issue.</p>
4	<p>Feedbacks: Neighbouring smallholder and neighbour estate Estate management been very considerate in allowing access within their area with agreed conditions. No issue within boundaries of both smallholder and neighbour estate with Sime Darby’s Estate.</p> <p>Audit Team verification and response: No further issue</p>
5	<p>Feedbacks: Local Village Representatives Both mill and estate management always helpful and contributed a lot to local villagers. Contributions including food basket to Covid-19 quarantined families and recently house cleaning with foods and clothes to families affected by flood.</p> <p>Audit Team verification and response: No further issue</p>

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6	<p>Feedbacks: Gender committee representatives</p> <p>No new mothers at any of the Estates and Mill within SOU 12. In case of any, the committee representative will take actions to address any needs that have been identified.</p>
	<p>Audit Team verification and response:</p> <p>No further issue.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Jabor Certification Unit have already gone through 2 nd Cycle of Replanting therefore this is not applicable.					

Previous land owner / user comment	
NA	<p>Feedbacks: -</p> <p>Audit Team verification and response: -</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.

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that SOU 12 – Jabor POM and Supply Base has complied with the Malaysia National Interpretation 2019 of the RSPO P&C 2018 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 SOU 12 – Jabor POM and Supply Base is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: VIJAY KANNA PAKIRISAMY	Name: MOHAMAD BIN ISHAK SIME DARBY PLANTATION BERHAD
Company Name: BSI SERVICES (M) SDN BHD	Company Name: LADANG JABOR KARUNG BERSUNCI NO: 7
Title: CLIENT MANAGER	Title: 25900 TANTAN MANAGER PAHANG DARUL MAKMUR.
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> SIME DARBY PLANTATION BERHAD LADANG JABOR (647766-V)  MANAGER MOHAMAD BIN ISHAK
Date: 10/05/2022	Date: 11/5/2022

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <p>- Critical (Major) compliance -</p>	<p>Documents specified for mill and estate within SOU 12 Certification Unit made available as per sample as following:</p> <ul style="list-style-type: none"> - Land titles/user rights - Occupational health and safety plans - Plans and impact assessments relating to environmental and social impacts - HCV documentation - Pollution prevention and reduction plans - Details of complaints and grievances - Continuous improvement plans - Public summary of certification assessment report - Group Sustainability Policy - Record of contributions to community development 	Complied
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information provided in appropriate languages and accessible to them.</p> <p>Information also provided during Social Dialog session as per sample records of Social Dialogue Representative of Jabor POM Meeting 2022; Date: 19/04/2022; Venue: Jabor POM Meeting Room.</p>	Complied

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1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 12 maintained records of request for information and responses as per sample sighted as following:</p> <ul style="list-style-type: none"> - Request to Jabatan Perhiltan Kemaman on issues of wild monkey intrusion within estate; Date: 10/4/2022 - Notice to all owners to evacuate cattle from Jabor Estate; Date: 19/4/2022 <p>It was verified that the management of the mill and estate have responded to all request and inquiries in a timely manner with acknowledgement and date of acknowledgement available for verification.</p>	Complied
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.</p> <p>- Critical (Major) compliance -</p>	<p>Communication with external stakeholders was done latest during external stakeholder consultation meeting on 28/03/2022 at Jabor Estate Club House. Meeting was attended by stakeholders among local communities, local schools, vendors and authorities.</p>	Complied
1.1.5	<p>There is a current list of contact and details of stakeholders and their nominated representatives.</p> <p>- Minor compliance -</p>	<p>The latest Stakeholders Lists for all operating units within SOU 12 sighted available as updated on Jan 2022. Information of stakeholders' details available included person in charge, address, e-mail and contact number for various stakeholders' category among internal and external stakeholders including local communities, authorities, vendors and neighbours etc.</p>	Complied
Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
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>As per sample Contractor & Vendor (C&V) Contract Employment and Payslip Requirement Briefing, SOU 12, Central East Region; Meeting # 1/2022; Date: 4/3/2022; Venue: Jabor Estate Meeting Room</p> <p>Sample Vendor Ethical Code of Business Conduct and Vendor Integrity Pledge as following:</p> <ul style="list-style-type: none"> - AM DH Jaya Enterprise (Jabor Estate Contractor) 	Complied

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		<ul style="list-style-type: none"> - Bakti Mas Bina Sdn. Bhd. (Jabor POM OCP) - Jurusemangat Sdn. Bhd. (Jabor POM OCP) - Zimmas Sdn. Bhd. (Jabor POM OCP) - Jabur Plantation Sdn. Bhd. (Jabor POM OCP) - Tabir Arena Sdn. Bhd. (Jabor POM OCP) - BoILERMECH Sdn. Bhd. (Jabor POM Contractor) - Bestrode Sdn. Bhd. (Jabor POM Contractor) 	
1.2.2	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <p>- Minor compliance -</p>	<p>Monitoring included the internal audit conducted by Regional SQM internal auditors for SOU 12. Latest internal audit was conducted on 1-3/3/2022 found no issues in the implementation of the policy and overall ethical business practice.</p>	Complied
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>(C) The Unit of Certification complies with legal requirements</p> <p>- Critical (Major) compliance -</p>	<p>The Legal and Other Requirements Register (LORR) for Sime Darby Plantation Berhad (Mill) – Upstream Malaysia. Prepared by Group Sustainability & Quality Management (GSQM) Updated July 2020. Consist of list of updated legal changes in the Revision History and List of applicable legal and other requirements. Among in the register included Occupational Safety and Health Act 1994 and Its Regulations, Factories and Machinery Act 1967 and Its Regulations, , Fire Services Act 1984, Fire Services (Fire Certificate) Regulations 2001, Petroleum (Safety Measures) Act 1984, Environmental Quality Act 1974 and Its Regulations, Sewage Services Act 1993, Employment Act 1955, Workers Union Act 1959, Immigration Act 1559 and etc. Evaluation of compliance was conducted accordingly. Last reviewed for compliance done on January 2022. As stated in the document, the LORR shall be reviewed and approved for</p>	Complied

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		<p>compliance of the legal and other requirements annually. Sample of licence as below:</p> <p><u>Jabor POM</u></p> <ol style="list-style-type: none"> 1. MPOB License; License Number: 530438004000; License Validity Period: 01/07/2021 – 30/06/2022. 2. Jadual Pematuhan Licence Number: 004060, AS(B)T:31/152/000/003 Validity Period: 01/07/2021 – 30/06/2022. 3. Permit Barang Kawalan Berjadual; Reference Number: KPDNKK/KMN/25-01/18SKD; Description: Diesel; Storage Quantity: 9100 Liters; License Validity Period: 11/05/2021 – 10/05/2024. 4. Air Compressor, Registration Number: PMT68999 valid until 29/08/2022. 5. Back Pressure Steam Receiver, Registration Number: PMT128099 valid until 08/05/2022. 6. "Pengecualian Daripada Sekatan Kerja Malam Bagi Pekerja-Pekerja Wanita Di Bawah Seksyen 34 Akta Kerja 1955" from Jabatan Tenaga Kerja Malaysia dated 20/05/2021. Reference number: BHG/PU/9/135 Jld 48 (18). 7. Enakmen Sumber Air (Terengganu) 2020 Lesen Pengabstrakan Air, Licence Number: Pa (P) – A0006 Validity Period: 01/06/2021 to 21/12/2022. 8. Fire Certificate from BOMBA Serial No: 321759 and Certificate No.: JBPM:TR7/78/2019 Validity Period: 20/08/2021 to 19/08/2022. <p><u>Jabor Estate</u></p> <ol style="list-style-type: none"> 1. MPOB License; License Number: 528528002000; License Validity Period: 01/04/2022 – 31/03/2023. 	
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		<p>2. Nursery License; License Number: 525928011000; License Validity Period: 01/01/2022 – 31/12/2022.</p> <p>3. Permit Barang Kawalan Berjadual; Reference Number: KPDNKK/KMN/25-08/08/(09/2008); Description: Diesel; Storage Quantity: 18000 Litres; License Validity Period: 21/08/2021 – 20/08/2024.</p> <p>4. Salary Deduction Permit from Jabatan Tenaga Kerja, Reference number PP3/22/0010 dated 01/10/1998.</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations.</p> <p>- Minor compliance -</p>	<p>As per records of Sime Darby Plantation Berhad Estate/Mill – Upstream Malaysia Legal & Other Requirements Register (LORR) by Group Sustainability & Quality Management; Updated June 2020. Sighted latest inclusion as follows:</p> <ul style="list-style-type: none"> • Workers Minimum Standards of Housing and Amenities (Amendment) Act 2019 • Perintah Pencegahan dan Pengawalan Penyakit Berjangkit Peraturan-peraturan Pencegahan dan Pengawalan Penyakit Berjangkit (Langkah-langkah di dalam Kawasan tempatan) (No. 7) 2020. • Occupational Safety and Health (Noise Exposure) Regulations 2019. • Pesticides (Amendment of First Schedule) 2019 • Minimum Wages Order, amended 2020 <p>The LORR was verified to be prepared checked and approved by the management of the respective operating units. The LORR are reviewed and approved for compliance of the legal and other requirements annually.</p>	Complied

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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>Jabor Estate has established a boundary marking as in the table. Sampling was made during site visit at field as below:</p> <table border="1" data-bbox="1137 443 1912 592"> <thead> <tr> <th>No</th> <th>Field</th> <th>Boundary with</th> <th>Coordinate</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>P21B</td> <td>Smallholders</td> <td>3°58'0" N 103°17'59" E</td> </tr> <tr> <td>2</td> <td>P16A</td> <td>Smallholders</td> <td>3°59'27 N 103°18'18" E</td> </tr> </tbody> </table> <p>No planting beyond the legal boundary as sighted during site visit in Jabor Estate.</p>	No	Field	Boundary with	Coordinate	1	P21B	Smallholders	3°58'0" N 103°17'59" E	2	P16A	Smallholders	3°59'27 N 103°18'18" E	Complied
No	Field	Boundary with	Coordinate												
1	P21B	Smallholders	3°58'0" N 103°17'59" E												
2	P16A	Smallholders	3°59'27 N 103°18'18" E												
<p>Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p>															
2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>SOU 12 maintained a list of all contractors that are contracted with them updated FY 2022 and as when there is a new addition of contractors. Vendors, suppliers, local communities, government agencies and etc.</p>	Complied												
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p> <p>- Minor compliance -</p>	<p>As per sample Vendor Integrity Pledge for Estate and Mill Contractors including Outside Crop Purchase (OCP) suppliers as following:</p> <ul style="list-style-type: none"> - AM DH Jaya Enterprise (Jabor Estate Contractor) - Bakti Mas Bina Sdn. Bhd. (Jabor POM OCP) - Jurusemangat Sdn. Bhd. (Jabor POM OCP) - Zimmas Sdn. Bhd. (Jabor POM OCP) - Jabur Plantation Sdn. Bhd. (Jabor POM OCP) - Tabir Arena Sdn. Bhd. (Jabor POM OCP) - Boilermech Sdn. Bhd. (Jabor POM Contractor) - Bestrode Sdn. Bhd. (Jabor POM Contractor) 	Complied												

2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>The sampled contract signed with contractors as sighted in Jabor POM. For contractors, the clause 5.8 abolishment of child labour & protecting the rights of children available in the Vendor COBC and Human Rights Charter protecting the rights of children.</p>	Complied
Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder • One or more supporting documents for claims • Valid MPOB license <p>- Critical (Major) compliance -</p>	<p>SOU 12 Jabor POM receives RSPO Certified FFB from the Jabor Estate and also diverted FFB from RSPO Certified Sime Darby Oil Mill such as SOU Kerbau POM.</p> <p>Besides that, the mill also receives Non RSPO Certified FFB from 2 - Collection Centres, 9 - smallholders and 2 - 3rd Party Estates. All sources were MSPO certified.</p> <p>The mill has obtained all the information required by the indicator for all active FFB Suppliers as verified during the audit.</p> <p><u>Sample Dealer</u></p> <ol style="list-style-type: none"> 1. Lim Meng Sow Enterprise Sdn Bhd, MPOB License 505144715000 2. Santong Sawit, MPOB License 506465415000 <p><u>Sample Smallholders</u></p> <ol style="list-style-type: none"> 1. Tabir Arena Sdn Bhd, MPOB License 536963002000, MSPO Cert 100084MSPO3 (PCI Certification). 2. ZMMAS Sdn Bhd, MPOB License 502460102000, MSPO Cert MSPO28122017 CB O6 (CARE Certification). <p><u>Sample Estate</u></p> <ol style="list-style-type: none"> 1. Bukit Keladi (KOP Peserta FELCRA), MPOB License 503139002000, MSPO Cert MSPO031-19 (NIOSH Certification). 	Complied

		<p>Sample of weighbridge ticket</p> <table border="1"> <thead> <tr> <th>OCP</th> <th>Date</th> <th>Ticket No.</th> <th>Lorry No.</th> <th>Weight, MT</th> </tr> </thead> <tbody> <tr> <td>Tabir Arena Sdn Bhd</td> <td>11/10/2021</td> <td>S0003527</td> <td>BJG1799</td> <td>34.12</td> </tr> <tr> <td>KOP FELCRA</td> <td>10/10/2021</td> <td>111128</td> <td>JUH9402</td> <td>12.72</td> </tr> <tr> <td>ZMMAS Sdn Bhd</td> <td>10/10/2021</td> <td>111109</td> <td>CEH1392</td> <td>4.39</td> </tr> </tbody> </table>	OCP	Date	Ticket No.	Lorry No.	Weight, MT	Tabir Arena Sdn Bhd	11/10/2021	S0003527	BJG1799	34.12	KOP FELCRA	10/10/2021	111128	JUH9402	12.72	ZMMAS Sdn Bhd	10/10/2021	111109	CEH1392	4.39	
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2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator2.3.1.</p> <p>- Minor compliance -</p>	<p>There were 2 indirectly sourced FFB and the mill is in the process of collecting the info described in 2.3.1.</p>	Complied																				
<p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>																							
<p>Criterion 3.1: There is an implemented management plan 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.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 12 Jabor POM has established a forecast business plan for five financial years from FY 2022 until 2026 categorized as the 'MPLAN_2022' as a projection for the mill to run the operations. The Plan is reviewed on an annual basis. The plan covers the Mill Production (Mill Intake – Oil Palm, Production Crude Palm Oil, Production Palm Kernel, Total Palm Oil Extraction & Total Palm Kernel Extraction), Reception, Fruit Handling, Sterilization, Threshing, Pressing, Clarification, etc.</p> <p>Jabor Estates have established and implemented its commitment to long-term sustainability and improvements through the MPLAN_2022 (Ex-estate Cost, Admin Paid by HQ and Depreciation). The MPlan Forecast projects the Crop – Oil Palm, CPO, PK, OER,</p>	Complied																				

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		<p>KER, YPH, Direct Cost and Fixed Cost. The estate FFB crop (mt) was budgeted as below:</p> <table border="1"> <thead> <tr> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>36,972.90</td> <td>37,959.01</td> <td>39,363.43</td> <td>38,993.98</td> <td>39,986.72</td> </tr> </tbody> </table>	2022	2023	2024	2025	2026	36,972.90	37,959.01	39,363.43	38,993.98	39,986.72	
2022	2023	2024	2025	2026									
36,972.90	37,959.01	39,363.43	38,993.98	39,986.72									
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>SOU 12 Supply Base have established a long-range replanting programme until FY 2026. Replanting are planned for the fields older than 25 years, non-performance fields (yield) and Ganoderma infected palms. The total Ha for the projected replanting of Jabor Estate are as follows:</p> <table border="1"> <thead> <tr> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>87.36</td> <td>55.84</td> <td>92.38</td> <td>82.58</td> </tr> </tbody> </table>	2022	2023	2024	2025	2026	-	87.36	55.84	92.38	82.58	Complied
2022	2023	2024	2025	2026									
-	87.36	55.84	92.38	82.58									
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake.</p> <p>- Minor compliance -</p>	<p>SOU 12 Operating Units held management reviews at their respective sites on a yearly basis. Among the matters discussed during the management review are as follows: -</p> <ol style="list-style-type: none"> 1. Results of Internal Audit 2. Customer Feedback 3. Status of preventive and corrective action plans 4. Follow Up actions for management reviews 5. Changes that could affect the management system 6. Recommendations for improvement <p>The minutes of meeting indicated that Internal audit findings were each thoroughly examined, and the corrective action plan were discussed. The management review was conducted at the respective operating units as follows:</p> <ol style="list-style-type: none"> a. Jabor POM: 22/03/2022 	Complied										

		b. Jabor Estate: 22/03/2022	
<p>Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.</p>			
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 estate and mill have established the main social and environment improvement plans as stated in the Social Impact Assessment Plan and Environmental Management Plan. The Action plan have been developed based on the areas and issues of concern that have been raised. Among the plans highlighted were as below:</p> <ol style="list-style-type: none"> 1. Plans were available at the mill and estate for Chemical Reduction Plan, Water management Plan, Pollution Prevention Plan, Waste Management Plan and IPM Plan among others. 2. Jabor POM Continuous Improvement Plan was available, categorized by the station and machineries and its issues arising from it and their actions to be taken for improvements. 3. Workers' Housing Condition/Living Improvement including Housing Improvement Plans which effective on November 2021 such as the housing repair request to be via electronic Oil Palm Pal (OPP) system. 	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>PROCEDURAL NOTE: The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed. Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required.</p> <p>- Minor Compliance -</p>	<p>RSPO metric template version 2.1 is used for the reporting of SOU 12 Jabor Certification Unit's metrics (economic, social and environment). Data reporting period is January to December 2021 for (social and environment metrics) and economic metrics from Mar 2021 – Feb 2022 (counting back from audit month). Based on verification with input data, no discrepancies of data reported for the said period for all metrics.</p>	Complied

Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>Applicable Standard Operating Procedures (SOP) has been established accordingly for Jabor POM E.g. the Group Sustainability & Quality Management (GSQM) Standard Operating Procedure been established accordingly e.g. FFB Grading at Mill (Doc. No. SDP/GQSM/FFBG/SOP, Version 1, Rev. 0, date: 01/02/2019), Structured Oil Recovery Assessment (SORA) (Doc. No. SDP/GQSM/SORASOP/01, Version: 1, Rev. 0, date: 7/01/2019), other mill SOP reviewed includes Mill Quality Management System SOP issue date: 01/11/2008 for e.g. reception station, fruit handling station, sterilization station, threshing station, pressing station, clarification station, depericarping station, kernel recovery station.</p> <p>As for estates respective workplace related Safety Operation Procedures has been established accordingly e.g. at Jabor Estate - harvesting (Doc. No. SME/SOP/005), loose fruit collection (Doc. No. SME/SOP/007), spraying (Doc. No. SME/SOP/011), rat baiting (Doc. No. SME/SOP/012), palm circle raking (Doc. No. SME/SOP/013) and Manuring (Doc. No. SME/SOP/004).The SOP copies were available at point of use in the Mill office and estates with latest revision status.</p> <p>Besides the above, the estates also referencing to Sime Darby Agricultural Reference Manual – Oil Palm Planting (Issue No.1, Year 2011, Version: 3, Issue date: 1/07/2011) as part of good agriculture practices. Among the subjects in this manual includes:</p> <p>Section 1. Planting Material, Section 2. Nursery Techniques, Section 3. Replanting, Section 4. Land Preparation, Section 5. Planting Density, Section 6. Maturity Age, Section 7. Field Upkeep.</p>	Complied
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p>	<p>Jabor POM and Jabor Estate have a mechanism to check consistent implementation of procedures through periodical internal audit by SQM Malaysia & Central East RSQM team. Non-compliances</p>	Complied

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	- Minor Compliance -	recorded with regards to applicable P&C 2018 indicators have been identified & closed accordingly. The mechanism of checking the consistent implementation was mainly carried out through field supervision by field staff, executive and managers.	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	Records of monitoring company procedures and compliance to RSPO implementation are maintained and available for verification. Visit from Internal Audit, Safety Visit, General Manager Visit etc. Verified sample of visit record to Jabor POM from RSQM Department on 18/01/2022 for ILO Remediation Implementation. Other than that, from Advisory Visit on 23 & 24/03/2022 for ETP Advisory Visit.	Complied
Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.			
3.4.1	(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/out-grower scheme, is documented. - Critical (Major) compliance -	Social and Environment Impact Assessment Plan FY 2022 focusing on following: <ul style="list-style-type: none"> - Issue: Feedbacks from local communities (JPKK Kg. Perasing Jaya) on FFB lorries using public roads obstructing parents sending their children to school with risks of road accident; Action: Estate management to give verbal instruction to lorry drivers to follow speed limit; Commencement date: April 2022 - Issue: Sekolah Kebangsaan Ladang Jabor requesting estate’s help on monkey trespassing in school; Action: Estate management to consult Wildlife Department to address on the issue together; Commencement date: April 2022 - Issue: Jabor Police Department raised concern on motorcyclist riding motorcycle at public road without wearing helmet; Action: Estate management to monitor own employees; Commencement date: April 2022 - Issue: Estate management raised concern on presence of cattle within estate field; Action: Estate management to issue notice 	Complied

		<p>to cattle owner to take out their cattle; Completion date: April 2022</p> <p>There're also few aspects from internal stakeholders that were taken action as following:</p> <ul style="list-style-type: none"> - Issue: Insufficient lighting at housing complex area; Action: Mill Management to add more lighting at housing complex area; Completion date: 10/02/2022 - Issue: Slippery floor inside mill compound at fruit handling area; Action: Mill management to identify slippery area and conduct HIRARC for action control; Target Completion Date: 30/04/2022 	
3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>No new planting in Jabor Estate. For existing operations, the operating unit of SOU 12 documented the continual improvement plan for social and environment in the Social & Environment Management Plan. Identified main social and environment aspects and impacts from SEIA considered in the plan including the following categories:</p> <ul style="list-style-type: none"> - Workers' Housing Condition/Living Improvement including Housing Improvement Plans which effective on November 2021 such as the housing repair request to be via electronic Oil Palm Pal (OPP) system. - Workers' Working Condition including minimum wages achievement - External stakeholders feedbacks including community contribution programs 	Complied
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting in Jabor Estate. For existing operations, the operating unit of SOU 12 documented the continual improvement plan for social and environment in the Social & Environment Management Plan. Identified main social and environment aspects</p>	Complied

		<p>and impacts from SEIA considered in the plan including the following categories:</p> <ul style="list-style-type: none"> - Workers' Housing Condition/Living Improvement including Housing Improvement Plans which effective on November 2021 such as the housing repair request to be via electronic Oil Palm Pal (OPP) system. - Workers' Working Condition including minimum wages achievement - External stakeholders feedbacks including community contribution programs 	
Criterion 3.5: A system for managing human resources is in place.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.</p> <p>- Minor Compliance -</p>	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented as the SOP for workforce management unit (Doc no: WMU/TOC-SOPP/March 2016) dated 30/03/2016 for foreign worker while for locals, the employment recruitment included liaison and recruitment, documentation and processing (Doc no: WMU/DP SOPP/JAN2016/R1), workforce management centre (WMC) Sua Betong, Careline and estate are available upon request. There's also Migrant Worker Responsible Recruitment Procedure; Version # 1; Date approved: 20/08/2021 as latest employment procedure for migrant worker.</p>	Complied
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>Employment procedures are well implemented with records well maintained as per information reported in indicator 6.1.1 to 6.6.2 below.</p>	Complied
Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.</p>	<p>Sime Darby has established the Upstream Malaysia Health, Safety and Environment (HSE) Policy Statement signed by the CEO</p>	Complied

	<p>- Critical (Major) compliance -</p>	<p>Upstream Malaysia dated 01/06/2020. Jabor POM and Estate ermined appropriate risk control measures. The hazard identification, risk assessment and risk control (HIRARC) records were verified during the assessment. For Jabor POM sampled the HIRARC activity for Reception Station, Fruit Handling Station, Sterilization Station, Threshing Station, Pressing Station, Clarification Station and Boiler Station.</p> <p>For Jabor Estate the HIRARC carried out covered sampled activities like Welding, Manuring, Harvesting, Store, Census, Drainage, Sanitation and Transporting Workers. HIRARC been reviewed at least once a year or whenever there is change in activity/process and any accident occurrence.</p> <p><u>Jabor POM</u></p> <ol style="list-style-type: none"> 1. HIRARC was available in the mill to identify assess and provide controls for all the risks associated to the operations in the mill. Sighted the HIRARC for Boiler Station (Reviewed on 16/01/2022), Steriliser Station (Reviewed on 16/01/2022) and Covid 19 Monitoring (Reviewed on 01/01/2022). 2. CHRA was conducted on 26/06/2020 by Azhar Hazardous Chemical Consultancy (HQ/14/ASS/00/358). The CHRA Report (Report Number: JKPP HQ/14/ASS/00/00001-2020/9) was available for verification. 3. Medical Surveillance was conducted for mill workers on 08/11/2021 for those deemed to be exposed to hazardous chemicals and fumes. 4. Noise Risk Assessment has been conducted at Jabor POM on 30th August 2020 by Noise Risk Assessor, Noordin Bin Saian (JKPP Registration No.: HQ/18/PEB/00/00018). The NRA Report (HQ/18/PEB/00/00018 – 2020/40) was available for verification. 	
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		<p>5. Audiometric Test was conducted for workers exposed to excessive noise in the mill based on the NRA recommendations. A total of 98 workers were involved in Jabor POM. 88 workers were tested by on 08/01/2022. Result shows 3 workers have Hearing Impairment (HI) on 16 workers with Standard Threshold Shift (STS). Balance of 10 workers undergo test with Klinik Syed Baharuddin Sdn Bhd on 09/03/2022 together with 19 workers for Re test. Result showed 6 workers need annual audiometric test and 6 workers need for Medical Examination and Repeat audion within 3 month.</p> <p><u>Jabor Estate</u></p> <ol style="list-style-type: none"> 1. HIRARC was available for all operations in the estate. Latest review conducted On 31/03/2022 for Harvesting and 29/12/2021 for Spraying. Among the HIRARC available were Nursery, Harvesting, Fogging, Manuring, Census and Road Maintenance among others. The HIRARC was reviewed after accidents occurred or any changes in the standard operating procedure in the estate. 2. Chemical Health Risk Assessment was conducted in the estate to assess the usage of hazardous chemicals in the estate. The CHRA was conducted by Azhar Hazardous Chemical Consultancy on 18/07/2020. The CHRA Report (Report Ref.: JKPP HQ/14/ASS/00/358) was available for verification. 3. Medical Surveillance was conducted for Estate workers on March 2021 and report dated 28/05/2021 by Klinik Syed Badaruddin Sdn Bhd. Summary report for Medical Surveillance for those deemed to be exposed to hazardous chemicals and fumes (Manganese and Pesticides). 	
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		<p>4. Noise Risk Assessment has been conducted at Jabor Estate on 25 & 26/02/2022 by Noise Risk Assessor, SH safety Consultancy Sdn Bhd (JKKP Registration No.: HQ/09/PEB/00/97). The NRA Report was available for verification.</p> <p>5. Audiometric Test was recommended by the assessor on yearly basis. Management plan to conduct the test on May 2022.</p>	
<p>3.6.2</p>	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored. - Critical (Major) compliance -</p>	<p>Jabor POM and Supply Base has maintained an approved Health and Safety Policy signed by top management that is displayed prominently on notice boards in English/Bahasa Malaysia. Safety & Health Management Plan was available accordingly.</p> <p>Annual H&S plan established by each Operating Unit are mostly implemented through Annual Training Program 2022 to address the identified health and safety risks. The emphasis is on safe work by providing</p> <ul style="list-style-type: none"> ▪ Knowledge and skills needed to do their work safely and avoid creating hazards that could place themselves or others at risk. ▪ Awareness and understanding of workplace hazards and how to identify, report, and control them. ▪ Specialized training, when their work involves unique hazards. <p>Besides formal classroom training other means include on-the-job training and worksite demonstrations to effectively convey safety concepts, ensuring understanding of hazards and their controls, and promoting good work practices.</p> <p>The safety performance of each Operating Unit is monitored via:</p> <ul style="list-style-type: none"> • Internal Audit conducted by the Head office Sustainability Palm Oil Department. • Workplace inspection by site OSH Committee. • Direct involvement of supervisor and rounds by Asst Manager. 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Safety occurrence reporting. • Health / medical surveillance. • Chemical exposure monitoring. <p>The results of monitoring are discussed at meetings and informed to employees, and where applicable, appropriate corrective actions are taken.</p>					
Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.							
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>Jabor Palm Oil Mill and estate has established an annual training program with latest training program for year 2022 that covers all aspects of the RSPO Principles and Criteria. The training need and program was made available for verification at all visited sites. Awareness and training program had been carried out. All workers involved had been adequately trained in safe working practices. The objective was to ensure all workers involved have been adequately trained e.g. in understanding of RSPO, Safety Data Sheet, safe working practices and the correct use of PPE.</p> <p>Random interviews with workers showed that they understood what is RSPO, the several subsidiaries policies, what does their work/job SOP states and the consequences if deviated, the need to put on PPE and demonstrate donning PPE and when it should be changed, the use of fire extinguishers, understanding workplace hazards, risks and needed control measures, Covid-19 Safe Practices. etc.</p>	Complied				
3.7.2	<p>Records of training are maintained.</p> <p>- Minor Compliance -</p>	<p>Training records are maintained by each Operating Unit. Sample some records at each Operating as follows:</p> <p>Jabor POM</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 70%;">Training</th> <th style="width: 30%;">Date</th> </tr> </thead> <tbody> <tr> <td>First Aid Training</td> <td>20/04/2022</td> </tr> </tbody> </table>	Training	Date	First Aid Training	20/04/2022	Complied
Training	Date						
First Aid Training	20/04/2022						

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		Training on PTW & LOTO	20/04/2022	
		RSPO/MSPO/SCCS Training	23/03/2022	
		HIRARC Revie & Training	22/03/2022	
		Awareness on Sexual Harassment	10/03/2022	
		Induction Training (Grievance, Safety)	01/03/2022	
		Contactor Management Training	17/01/2022	
		Briefing on Covid 19, PPE, Housing, Work Station	28/02/2022	
		Noise Exposure Training	13/12/2021	
		Jabor Estate		
		Training	Date	
		Transporter Training (Lifeline & Harness)	23/04/2022	
		First Aid Training	20/04/2022	
		PPE For Sprayer & Manurer	14/04/2022	
		NRA Training	14/04/2022	
		Force Labour Prevention Validation Procedure Training	06/04/2022	
		Harvesting Training	09/04/2022	
		Medical Drill – Chemical Handling	03/04/2022	
		COBC and Policy Training	30/03/2022	

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		<table border="1"> <tr> <td>Driver Tractor Training</td> <td>28/03/2022</td> </tr> <tr> <td>HIRARC Review & Training</td> <td>22/03/2022</td> </tr> <tr> <td>Sexual Harassment Awareness Training</td> <td>10/03/2022</td> </tr> <tr> <td>Contractor Briefing</td> <td>04/03/2022</td> </tr> <tr> <td>RSPO/ MSPO Training</td> <td>28/01/2022</td> </tr> <tr> <td>HIRARC Sprayer & Manurer</td> <td>25/01/2022</td> </tr> </table>	Driver Tractor Training	28/03/2022	HIRARC Review & Training	22/03/2022	Sexual Harassment Awareness Training	10/03/2022	Contractor Briefing	04/03/2022	RSPO/ MSPO Training	28/01/2022	HIRARC Sprayer & Manurer	25/01/2022	
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HIRARC Sprayer & Manurer	25/01/2022														
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>	Jabor POM has conducted a RSPO SCCS Training for all relevant personals (Mill Manager, Asst Mill Manager, Weighbridge Clerk, Supervisor, Lab Analyst, FFB Grader and Auxiliary Police) on 23/03/2022. The training was conducted based on the RSPO SCCS requirements and procedures.	Complied												
<p>Criterion 3.8: Supply chain requirement for mills (note: All supply chain requirements are considered as Critical (C). However it will not contribute to suspension if there is more than 5 non-compliance within a principle)</p>															
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	SOU 12 Jabor POM receives and processes certified and uncertified FFB from its own supply base and third parties. Therefore, the mill has opted for the Mass Balance module. Hence this indicator is not applicable	Not Applicable												
3.8.2	Mass Balance Module	SOU 12 Jabor POM receives and processes certified FFB from its own supply base and third parties. Therefore, the mill has opted for	Complied												

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	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.	Mass Balance module. Only the FFB received from Jabor Estate and diverted from other sister mills is claimed form processing MB-Certified CPO and PK in the mill.	
3.8.3	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.	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report. (Table 10)	Complied
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	The registration of PalmTrace will be carried out by the GSQM Department. All transaction will be registered in the PalmTrace. SOU 12 Jabor POM registered license available in PalmTrace as following: <ul style="list-style-type: none"> - Member ID: RSPO_AC1000000156 - Member category: Oil Mill - RSPO Membership No.: 1-0008-04-000-00 	Complied
3.8.5	Documented procedures The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following: a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.	Documented procedures available as following: <ol style="list-style-type: none"> 1. Procedure namely Sime Darby Plantation – Plantation Quality Management System – Sustainable Plantation Management System; Appendix 15; Standard Operating Procedure (SOP) for Sustainability Supply Chain and Traceability; Version 2; Issue no.: 5; Issue date: April 2019. 2. The procedure was established which covers responsibility, reporting of certified CPO/PK, non-conformance material, FFB 	Complied

	<ul style="list-style-type: none"> b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill’s procedures for the implementation of this standard. d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill. 	<p>delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communication and Claim and etc.</p> <ul style="list-style-type: none"> 3. The Mill Manager as Head of Operating Unit has the overall responsibility for the implementation of SOP, and he may assign roles to relevant personnel or invite personnel from various departments necessary to assist in the SOP implementation. Sighted the identified and assigned suitable employees to implement and maintain the traceability system by management is En Mohamad Syafiq Aizat Bin Mazlan (Assistant II) – Appointment as RSPO/ISCC/MSPO/SCCS representative dated 01/01/2021. 4. The procedures for receiving and processing certified and non-certified FFBS are documented in the Sime Darby Plantation – Plantation Quality Management System – Sustainable Plantation Management System; Appendix 15; Standard Operating Procedure (SOP) for Sustainability Supply Chain and Traceability; Version 2; Issue no.: 5; Issue date: April 2019. 	
<p>3.8.6</p>	<p>Internal Audit</p> <ul style="list-style-type: none"> i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill: <ul style="list-style-type: none"> a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. b. Effectively implements and maintains the standard requirements within its organisation. ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management 	<p>Internal audit conducted based on the SOP for Sustainable Supply Chain and Traceability of SPMS Appendix 15 (18: Internal Audit); Version 2; Issue # 5; Date: April 2019. The procedure conforms to the requirements in the RSPO SCCS.</p> <p>The latest Internal Audit for RSPO SCCS was done on 01/03/2022 conducted by Sustainability Compliance Unit, Group Sustainability Department. There were no non-conformance raised by the audit team on SCCS requirements.</p>	<p>Complied</p>

	<p>review at least annually. The mill shall maintain the internal audit records and reports.</p>		
<p>3.8.7</p>	<p>Purchasing and Goods In</p> <ul style="list-style-type: none"> i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage. iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents. 	<p>SOU 12 Jabor POM receives RSPO Certified FFB from its own supply base estate, and sister estates (diverted from sister mills).</p> <p>FFB Ticket will be submitted to the mill during incoming of FFB from the estate. Information of the FFB Ticket is then recorded in the WB system by the Weighbridge Operator.</p> <p>Verified the sampled FFB Ticket for incoming FFB for as below:</p> <ul style="list-style-type: none"> 1. Estate: Jabor Estate <ul style="list-style-type: none"> a. Ticket Number: 98649 b. Product: FFB c. Date of Delivery: 27/04/2022 d. Vehicle Number: JKD 8605 e. FFB Weight: 8,780 KG 2. Estate: Chenor Estate <ul style="list-style-type: none"> a. Ticket Number: 14758 b. Product: FFB c. Date of Delivery: 13/04/2022 d. FFB Weight: 26,060 KG 	<p>Complied</p>

		The procedures for receiving and processing certified and non-certified FFBs are documented in the Sime Darby Plantation – Plantation Quality Management System – Sustainable Plantation Management System; Appendix 15; Standard Operating Procedure (SOP) for Sustainability Supply Chain and Traceability; Version 2; Issue no.: 5; Issue date: April 2019. The procedure also states the mechanism for handling non-conforming FFB and documents.	
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> <ol style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<p>SOU 12 Jabor POM have ensured that all the required information are available in document form for any sales of MB-Certified products. CPO – RSPO MB and PK – RSPO MB have been sold during the audit period and sampled records of transactions have been verified as follows.</p> <p><u>MB-Certified CSPK</u></p> <ol style="list-style-type: none"> 1. Contract No.: S/C-PSD/2203/PK0112 <ol style="list-style-type: none"> a. The name and address of the buyer: SDO Carey KCP – SDP Nuri KCP (NK) b. The name and address of the seller: KKS Jabor c. The loading or shipment/ delivery date: 29/03/2022 d. The date on which the documents were issued: 29/03/2022 e. RSPO certificate number: RSPO 745191 f. A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations): Palm Kernel – RSPO MB g. The quantity of the products delivered: 32,250 KG h. Any related transport documentation: W/B Ticket# 008434 i. A unique identification number: W/B Ticket# 008434 	Complied
3.8.9	<p>Outsourcing Activities</p> <ol style="list-style-type: none"> i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. 	Sime Darby has established Standard Operating procedure for outsourced activities as per Sustainability Plantation Management System, SOP for Sustainability Supply Chain and Traceability, ver.	Complied

	<p>subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<p>2, issue no. 5 dated April 2019, Section 13.0: Outsourced Contractors.</p> <p>In the SOP under section 13.1 stated that CPO Mill cannot outsourced processing activities like refining or crushing. Reviewed the contract between Sime Darby Plantation Berhad’s with Nashreena International (M) Sdn. Bhd. dated 12/12/2020. Refer T/SDPB/PEN/CPO/0720/003. In the contract stated the mill has the legal ownership of all input material as per clause 6: Failure to Provide the Services and/or Comply with Laws and Guidelines under sub clause (b). Clause reserving the right of the certification body to audit the outsourced contractor was stated in the agreement under clause 5: The Transporter Undertakings, Obligations and Covenants, sub clause (d) Roundtable Sustainable Palm Oil (RSPO) and Malaysian Sustainable Palm Oil (MSPO).</p>	
3.8.10	<p>The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.</p>	<p>The details of the contractors used for transporting the CPO was documented in the stakeholder list. Among the details include name of contractors, address, phone number and person responsible.</p>	Complied
3.8.11	<p>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.</p>	<p>There were no new contractors used for the physical handling of RSPO certified products by the Mill. Nevertheless the management are aware of the requirements to 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</p>	Complied

<p>3.8.12</p>	<p>Record keeping</p> <ul style="list-style-type: none"> i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements. ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock. iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis. b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock. 	<ul style="list-style-type: none"> 1. Jabor POM has established Standard Operating Procedure to maintain all records of evidence on the implementation of RSPO SCCS. The SOP was documented in Sustainability Plantation Management System, SOP for Sustainability Supply Chain and Traceability, ver. 2, issue no. 5 dated April 2019 under section 5.0: Control of Documents and Records. 2. As stated in SOP for Sustainability Supply Chain and Traceability, ver. 2, issue no. 5 dated April 2019 under section 5.0: Control of Documents and Records all traceability records should be maintained at minimum period of 3 years. 3. Jabor POM receives and process both, certified and non-certified FFB. Therefore, it uses the Mass Balance supply chain system. 4. Mass Balance Module <ul style="list-style-type: none"> a. Jabor POM has established the SCCS Mass balance sheet document to record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. b. All volumes of certified CPO and PK that were delivered were deducted from the material accounting system according to conversion ratios of OER and KER as per sample records of Mass Balance Record 2021 and 2022) c. Positive stock deliveries were maintained through the SCCS Mass balance sheet document to record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. No short selling made by Jabor POM. 	<p>Complied</p>
<p>3.8.13</p>	<p>Extraction Rate</p>	<p>The extraction rate for mill is calculated in daily production detail report. Conversion factor of CPO and PK production is depending</p>	<p>Complied</p>

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	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.	on the actual OER and KER. Last year's average were 20.58% (OER) & 4.90% (KER).	
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	The facility is using the actual extraction rate and therefore updating of rates is not necessary.	Complied
3.8.15	Processing 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.	Jabor POM is using mass balance module, therefore this clause is not applicable.	Not Applicable
3.8.16	Registration of Transactions i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date. ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.	The registration of PalmTrace is carried out by the Sime Darby's Global Trade Marketing Department, HQ. All transaction will be registered in the PalmTrace. Based on the announcement summary, all the registrations were found to be in order. No RSPO volume sold for other scheme. RSPO certified volume only downgraded to conventional CPO/PK.	Complied
3.8.17	Claims 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.	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims.	Complied
General corporate communications			

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4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	No off-product claim made by Jabor POM and verified through document and site review (notice board, business card, shipping documentation, procurement/ purchasing document and promotional material etc). Thus, this indicator is not applicable	Not Applicable
4.2	In corporate communications a member is allowed to: a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. 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.	Not applicable as no off-product claim made by Jabor POM as to date.	Not Applicable
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Not applicable as no off-product claim made by Jabor POM as to date.	Not Applicable
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	Not applicable as no off-product claim made by Jabor POM as to date.	Not Applicable
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No evidence of RSPO corporate logo used by Jabor POM as verified through documentations and websites.	Complied
Business to business communications			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	Business to business communication is demonstrated via shipping documentation and invoices to the next supply chain actor or buyer.	Complied

5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	Shipping documentation verified and conformance with the requirements of RSPO SCCS. In the weighbridge ticket, it stated that i.e product/commodity with SCC model (CPO/Palm Kernel RSPO MB) and RSPO certificate number; MUTU-RSPO/092	Complied
5.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p>	Jabor POM is not under distributor or wholesaler category. Thus, this requirement is not applicable	Not Applicable
Business to consumer communication			
6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable

6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.5	Members shall not communicate to consumers' information about their suppliers' RSPO membership status.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	Not Applicable
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be 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 .	No business to consumer communication on product specific claim made Jabor POM and only producing crude and unfinished product. This is not applicable for Jabor POM.	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.	Oil palm content is 100% CPO and claim as RSPO MB-certified.	Complied
	Where there is any percentage of non-certified oil palm within the product, the reason for this must be fully justified and an action plan for moving to fully certified oil palm must be in place, in accordance with the requirements of the RSPO SCCS. In addition, the non-certified volume must be covered by equivalent volume of RSPO Credits.	Non-certified FFB is come from external crop and since Jabor POM is using Mass Balance module, the non-certified volume is covered in the Mass Balance sheet. No RSPO credits used in Jabor POM.	Complied
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 	Jabor POM does not use the RSPO label in its product (CPO & PK). This is confirmed due site visit observation and interview with the mill workers.	Not Applicable

	provided in the RSPO Trademark License Terms and Conditions and in Annex 1 of the Rules on Market Communications & Claims document.		
Messaging (MB)			
	<p>Messaging ALLOWED in storytelling in product-related communications includes:</p> <ul style="list-style-type: none"> • [Oil palm products]/[palm oil]/[palm kernel oil] from RSPO-certified mills and plantations were mixed with non-certified oil palm products in the supply chain. • The volume of [oil palm products][palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations. <p>In off-product communications, reference to (or images of) particular RSPO-certified production units, if the relationship to those units can be shown in company records is allowed.</p> <p>Messaging NOT ALLOWED in storytelling in product-related communications:</p> <ul style="list-style-type: none"> - Anything that can lead consumers to believe that RSPO-certified palm products are (certified to be) part of the product. 	No evidence of storytelling in product related communication. Hence, this requirement is not applicable	Not Applicable
Principle 4: Respect community and human rights and deliver benefits			
Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 12 has implemented the Sime Darby's Human Rights Charter where they committed to recognizing the role of Human Rights Defenders in accordance to the United Nations declaration on Human Rights Defender.</p> <p>Awareness and training to all workers in order for them to understand their responsibility in respect of human rights were</p>	Complied

		conducted as per latest Social Dialogue Session conducted on 19/04/2022.	
4.1.2	The unit of certification does not instigate violence or use any form of harassment in their operations. - Minor compliance -	Based on the interview of internal stakeholders among workers as well relevant external stakeholders, the mill and estates within SOU 12 do not instigate violence or use any form of harassment in their operations.	Complied
Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties			
4.2.1	(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistle-blowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD. - Critical (Major) compliance -	Based on the records of complaints and grievances no issue of whistle-blowing that requires anonymity of complainants and/or grievance parties. Interview conducted with internal stakeholders among workers and relevant external stakeholders also confirmed the information.	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 -	The Standard Operation Manual dated 01/11/2008 documented the process for Procedure for External Communication (sub-section 5.5, Appendix 5.5.3.2). The Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 documented the process for handling communication regarding social issues. Under Sime Darby website, there is Whistleblowing e-form provide a mechanism for reporting, investigating and remedying any wrongdoing.	Complied
4.2.3	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. - Minor compliance -	Neither any complaints nor land dispute occurred in the SOU 12 Certification Unit since the last audit.	Complied

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4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p> <p>- Minor compliance -</p>	<p>The Sustainable Plantation Management System Appendix 5 (Flowchart and Procedures on handling Social Issues) dated 01/11/2008 documented the process for handling communication regarding social issues. The negotiation process involving the estate management, representatives from the disputed parties, zone heads, third parties and stakeholders shall be carried out. Upon failure of the negotiation process, legal proceedings may follow.</p>	Complied
<p>Criterion 4.3: The unit of Certification contributes to local sustainable development as agreed by local communities.</p>			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>Contributions made by both mill and estate as following:</p> <ul style="list-style-type: none"> - Contribution of t-shirt to all workers in Jabor Estate; Date: 24/4/2022 - Installation of carpet in workers house; Date: 28/2/2022 - Installation of solar lights x 3 units within housing area; Date:23/4/2022 - Estate annual sports event 2022; Date: 22/1/2022 - Provision of bus transport to workers to go to Kuantan town on monthly basis - Contribution to SK Jabor school program; Date: 24/12/2021 - Assistance to Sg. Lembing, Kuantan flood victim; Date: 24/12/2021 - Contribution to Aspa Cottage community; Date: 21/3/2022 - Back to school program for SK Lembah Jabor; Date: 24/2/2022 - Free estate clinic treatment to local communities around Kg. Perasing Jaya, Kg. Jabor Melayu & Kg. Jabor Cina 	Complied
<p>Criterion 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			

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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>	<p>Jabor POM located within Jabor Estate’s land area where Jabor Estate holds a total of 283 land titles as per sample sighted as following:</p> <ul style="list-style-type: none"> - Land Title # 1315; Lot # 359 & 360; Area: 2.696 ha; District Kemaman; Sub-district: Mukim Hulu Jabur - Land Title # 8214; Lot # 521; Area: 5.4883 ha; District Kemaman; Sub-district: Mukim Hulu Jabur - Land Title # 18663; Lot # 1918; Area: 7.436 ha; District Kemaman; Sub-district: Mukim Hulu Jabur 	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>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
4.4.2a	<p>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> <p>- Minor compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
4.4.2b	<p>Evidence that the unit of certification has respected communities’ decisions to give or withhold their consent to the operation at the time that these decisions were taken.</p> <p>- Minor compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
4.4.2c	<p>Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification’s title, concession or lease on the land.</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied

	- Minor compliance -		
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>Boundary maps available for all estates within SOU 12 clearly demarcating estate area with location and coordinate of boundary stone and pegs.</p> <p>There is no land dispute recorded since last audit. In order to deal with future arising land dispute (if applicable), the Sustainable Plantation Management System (SPMS) Appendix 3 dated 01/11/2008 documented the process in handling boundaries disputes.</p>	Complied
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
4.4.5	<p>(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Critical (Major) compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>No issues of land dispute issue occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Complied
<p>Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable

4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
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>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	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>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	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>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable

4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable
4.5.7	New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	No new land acquired in areas inhabited by communities in voluntary isolation. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable
Criterion 4.6: Any negotiations Concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable
4.6.2	(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.	Not Applicable

4.6.4	<p>The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
<p>Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.</p>			
4.7.1	<p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
4.7.2	<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>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
<p>Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.</p>			
4.8.1	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable

4.8.2	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4)</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurs in all estates within SOU 12 that requires FPIC process since the last audit. Consultation with relevant stakeholders conducted on-site confirmed the information.</p>	Not Applicable
<p>Principle 5: Support smallholder inclusion</p>			
<p>Criterion 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.</p>			
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>Prices paid for FFB are stated in the Schedule 3 of the Contract Agreement between SDP and the FFB Suppliers. All FFB suppliers have a copy of the contract agreement for their reference. Any discrepancies of weight or prices paid can be brought forward to the mill management through the grievance procedures that have been in place.</p> <p>Jabor POM does not purchase FFB directly from independent/scheme smallholders and does not include scheme smallholders. Hence the publication of the FFB pricing is not</p>	Complied

		necessary. However, Jabor POM purchase FFB from outgrowers and collection centres. The outgrowers are not considered as smallholders as their land size is above the smallholder definition.	
5.1.2	(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request). - Critical (Major) compliance -	Nevertheless, the FFB suppliers understand the pricing of FFB which is in accordance to the MPOB Monthly Average for CPO and PK. Interview with the FFB Suppliers indicate that they are aware on the pricing mechanism of Jabor POM.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Critical (Major) compliance -	Pricing is based on the MPOB Monthly Average Price for CPO and PK and the OER and KER awarded by Jabor POM. This was affirmed by verifying the Self Billed Invoice to the FFB Suppliers.	Complied
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable. - Critical (Major) compliance -	There are no smallholders under the SOU 12 Jabor certification unit as the estates that supply FFB to Jabor POM are more than 50 Ha as defined RSPO MYNI 2019.	Not Applicable
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	SOU 12 – Jabor POM ensures that all (OCP) Outsider FFB suppliers are provided with a fair, legal and transparent contract agreement. Sampled the contract agreement as below; <ol style="list-style-type: none"> 1. Agreement Number: P/P/1221/FFB03386L <ul style="list-style-type: none"> – FFB Supplier: Lim Meng Sow Enterprise Sdn Bhd – Contract Period: 01/01/2022 to 31/12/2022 2. Agreement Number: P/P/1221/FFB03382L <ul style="list-style-type: none"> – FFB Supplier: Wonderful Horizon Sdn Bhd – Contract Period: 01/01/2022 to 31/12/2022 3. Agreement Number: P/P/1221/FFB03562L 	Complied

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		<ul style="list-style-type: none"> - FFB Supplier: Ikatan Ribuan Sdn Bhd - Contract Period: 01/01/2022 to 31/12/2022 <p>4. Agreement Number: P/P/1221/FFB03383L</p> <ul style="list-style-type: none"> - FFB Supplier: Bakti Mas Bina Sdn Bhd - Contract Period: 01/01/2022 to 31/12/2022 	
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>	Jabor POM ensures that all agreed payments to its Outsider FFB Suppliers are in a timely manner in accordance to the contract agreement which is on or before the 10 th day of the following month. Payments are done every 30 days.	Complied
5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>The Mill conducts regular calibration on their weighbridges used to determine the FFB tonnage for all FFB suppliers. There are 1-unit weighbridge used in the mill and records of yearly calibration for weighbridge was available for verification as below:</p> <p><u>Weighbridge 1 – 60,000 Kg</u></p> <ul style="list-style-type: none"> - Serial Number: 01346096 MK - Certificate Number: D062652 - Safety Label Number: DE18 001790 - Certificate Date: 06/05/2021 - Calibrator: De Metrology Sdn Bhd 	Complied
5.1.8	<p>The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	There are no smallholders under the SOU 12 Jabor certification unit as the estates that supply FFB to Jabor POM are more than 50 Ha as defined RSPO MYNI 2019.	Complied
5.1.9	<p>(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.</p>	The Standard Operation Manual dated 01/11/2008 documented the process for Procedure for External Communication (sub-section 5.5,	Complied

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	- Critical (Major) compliance -	Appendix 5.5.3.2). Briefing has been given during meeting dated 30/03/2021. Refer "Program Bersama Pembekal Sawit Luar Kilang Jabor".	
Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification. - Minor compliance -	There are no smallholders under the SOU 12 Jabor certification unit as the estates that supply FFB to Jabor POM are more than 50 Ha as defined RSPO MYNI 2019.	Not Applicable
5.2.2	The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -	There are no smallholders under the SOU 12 Jabor certification unit as the estates that supply FFB to Jabor POM are more than 50 Ha as defined RSPO MYNI 2019.	Not Applicable
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	There are no smallholders under the SOU 12 Jabor certification unit as the estates that supply FFB to Jabor POM are more than 50 Ha as defined RSPO MYNI 2019.	Not Applicable
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	There are no smallholders within the Unit of Certification. Therefore, this indicator is not applicable.	Not Applicable
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	There are no smallholders within the Unit of Certification. Therefore, this indicator is not applicable.	Not Applicable
Principle 6: Respect workers' rights and conditions			
Criterion 6.1: Any form of discrimination is prohibited.			

6.1.1	<p>(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 12 has implemented Group Sustainability & Quality Policy Statement signed by Group Managing Director on 2nd December 2019. The policy shall be guided by the commitments spelt out in the Company's in Human Rights Charter (HRC) where the management is committed to treat all employees fairly in terms of recruitment, progression, terms and conditions of work and representation regardless of race, caste, nationality, gender, sexual orientation, union membership, political view, religion and/or age.</p>	Complied
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers.</p> <p>- Critical (Major) compliance -</p>	<p>Records of employments and interview conducted on-site with sampled internal and external stakeholders confirmed that the workers and groups including local communities, women, and migrant workers have not been discriminated against.</p>	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>No discrimination based on religion, gender, and nationality etc. during their recruitment. The recruitment process is based on skills, capabilities, and medical fitness necessary etc. This was confirmed from job vacancy advertisement and sample recruitment sighted.</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>Pregnancy testing was conducted only for women employee involved in chemical handling work to ensure no pregnant women working with the risk of chemical exposure. All women employees involved in chemical handling work within SOU 12 underwent Urine Pregnancy Test (UPT) conducted by respective estate's Hospital Assistant upon request only.</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 Group Sustainability Policy covers the commitment facilitating the opportunity for advancement of women at all levels in our organisation and ensuring their protection. The policy was communicated through the Gender Committee meeting conducted quarterly and through Gender Committee Handbook, First Edition 2014 which developed by Plantation Sustainability & Quality Management (PSQM) Department. It explained the types of gender-</p>	Complied

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		<p>based violence & grievance procedures. Meetings were conducted quarterly according to the handbook. Gender Committee were established by the mill and estates management.</p> <p>Latest Jabor Estate Gender Committee meeting was conducted on 08/03/2022.</p> <p>No sexual harassment case been reported since the last audit.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>Evidence of equal pay for same work scope available based on the records of work agreement and pay documents of December 2021, January 2022 and February 2022 of sample workers in Jabor Estate as following:</p> <ul style="list-style-type: none"> - Employee ID # 97965; Female; Post: General Worker; Date joined: 21/12/2013 - Employee ID # 117884; Male; Post: General Worker; Date joined: 09/10/2015 - Employee ID # 123566; Female; Post: General Worker; Date joined: 20/07/2016 - Employee ID # 126354; Male; Post: Oil Palm Harvester; Date joined: 11/10/2016 - Employee ID # 141503; Male; Post: Oil Palm Harvester; Date joined: 28/03/2018 - Employee ID # 149109; Male; Post: Oil Palm Harvester; Date joined: 8/3/2019 - Employee ID # 152284; Male; Post: Piece Rated Worker; Date joined: 08/07/2019 - Employee ID # 152358; Male; Post: Oil Palm Harvester; Date joined: 13/07/2019 - Employee ID # 154072; Male; Post: Piece Rated Workers; Date joined: 27/08/2019 	Complied

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		<ul style="list-style-type: none"> - Employee ID # 158230; Female; Post: General Worker; Date joined: 11/03/2020 - Employee ID # 164170; Female; Post: General Worker; Date joined: 03/07/2021 <p>Pay documents of September 2021, January 2022 and March 2022 of sample workers in Jabor POM as following:</p> <ul style="list-style-type: none"> - Employee ID # 23295; Female; Gang: A Shift; Date joined: 01/04/2006 - Employee ID # 118612; Female; Gang: B Shift; Date joined: 05/12/2015 - Employee ID # 130911; Female; Gang: B Shift; Date joined: 01/02/2017 - Employee ID # 158195; Female; Gang: Laboratory; Date joined: 07/03/2020 - Employee ID # 159750; Male; Gang: Workshop; Date joined: 03/09/2020 - Employee ID # 162543; Male; Gang: Workshop; Date joined: 30/01/2018 - Employee ID # 23286; Female; Gang: General; Date joined: 11/11/2001 	
<p>Criterion 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).</p>			
6.2.1	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>All the workers are under direct employment and some electrical works are under contractor workers. The pay slip has included basic income, allowance pay, working days, medical leave, deduction of salary and etc. as per employment contract in compliance with permits as following:</p>	Complied

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		<ul style="list-style-type: none"> - MAPA/NUPW Field and Other General Employees and Fringe Benefits Agreement , 2019 - MAPA/NUPW Agreement on the Wages of Harvesters, Harvesting Kanganies, Loaders and "Other Loaders" on Oil Palm Estates, 2019 - MAPA/NUPW Palm Oil Mill Employees' Agreement, 2019 - MAPA/NUPW Rubber Tappers' Wage Agreement, 2019 - Permit of <i>Pengecualian Daripada Sekatan Kerja Malam Bagi Pekerja-pekerja Wanita Di Bawah Seksyen 34 Akta Kerja 1955</i>; Ref. # BHG PU/9/135 Jld48(18); Date: 20/05/2021 	
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed. This includes a form of record for work done by family members.</p> <p>- Critical (Major) compliance -</p>	<p>As per Inter-Office Mail from Sime Darby Plantation's Head, HR Upstream to Senior Managers/Managers Estate & Mill for all Northern Region, Central East Region, Central West Region on Implementation of Revised Workers' Contracts and Register of Maternity Leave and Allowances; Date: 03/12/2019.</p> <p>All workers work agreement were also based on MAPA Circular No. 1/2020; Date: 14/01/2020; Minimum Wages Order 2020 (MWO 2020) where the order provides for the minimum wages rates payable to an employee who works in a place of employment in any City Council or Municipal Council area as specified in the schedule.</p>	Complied
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>Records of payslip and check-roll documents available to the workers for sample employees sighted as per indicator 6.1.6 above. Records shown all relevant legal compliance requirements were met by SOU 12.</p>	Complied
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on</p>	<p>The mill and estates within SOU 12 established the Employee Welfare Committee (EWC) as a team to represent and conduct the housing inspection based on area assigned to designated representative. Sighted sample housing and facilities inspections</p>	Complied

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	<p>Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>conducted as sighted for Jabor Estate latest VMO visit dated on 17/4/2022 by Dr. Mohd. Sayuti Abu Bakar of Poliklinik Kita Pekan. Jabor Estate conducted Booster Vaccine on 10/03/2022 and 24/03/2022.</p> <p>Sighted too online housing repair request records latest dated on 17/04/2022. Previous request from workers house # E706A was resolved on 18/04/2022.</p> <p>Latest Quarterly Housing Unit Inspection (EWC) was conducted on 10/02/2022 and latest Biweekly Inspection was conducted on 21/02/2022. Latest Weekly Housing Complex/NEST/Community Hall Inspections (PIOA) was conducted on 21/04/2022.</p> <p>Mill latest Housing Complex/NEST/Community Hall Weekly Inspections (PIOA) dated on 22/04/2022.</p>	
<p>6.2.5</p>	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>The mill and estates within SOU 12 ensured affordable food for its employee through shop & café provision within Jabor Estate agreement between the estate management and Sopiah Yong; Original agreement period: 1/5/2019 – 30/4/2021. Extension period: 01/05/2021 – 31/12/2025.</p>	<p>Complied</p>
<p>6.2.6</p>	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE: STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya, Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing,</p>	<p>Based on SOU 12 Prevailing Wage Assessment (RM) for denominator of total headcount workforce 238, worker 187, local worker 85, foreign worker 102, prevailing wage as following:</p> <ul style="list-style-type: none"> - Local worker: 1,625.75/mth - Foreign worker: 1,656.92/mth 	<p>Complied</p>

<p>seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage). The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</i></p> <p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> - Updated assessment on prevailing wages and in-kind benefits - There is annual progress on the implementation of living wages - Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment - The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
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6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>Employment contracts detailing payments and conditions of employment available to the permanent workers employed as per samples sighted in indicator 6.2.2 above. No casual, temporary and day labour employed within all operating units within SOU 12.</p>	Complied
<p>Criterion 6.3: The unit of Certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below: We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. - Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. <p>Company respect the rights of all personnel to form and join trade unions of their choice to bargain collectively and the workers have their freedom to join the NUPW/MAPA union.</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>Minutes of meeting between NUPW representative with management of Jabor Estate available for meeting conducted on 05/01/2022. Jabor POM NUPW representative meeting with mill management was conducted on 08/02/2022.</p>	Complied
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely</p>	<p>Interview with workers union representatives (NUPW Chairman & NUPW Secretary) confirmed that they were independently elected</p>	Complied

	<p>elected representatives for all workers including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>as the NUPW by all members of NUPW among mill and estate workers via an election without interference by the management.</p>	
<p>Criterion 6.4: Children are not employed or exploited.</p>			
<p>6.4.1</p>	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. - Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. - Ensuring Favourable Working Conditions: We ensure decent living and working conditions for all our employees. We strive to provide a fair wage and access to basic needs for all our employees and workers in our operations. - Enhancing Safety and Health: We provide a safe and healthy working environment for our employees and workers in our operations and support the wellbeing of our communities. - Respecting Community Rights and the Rights of Indigenous People: We uphold the process of Free, Prior and Informed Consent and recognise that the local communities have the right to give or withhold their consent to proposed projects that may affect the lands they own, occupy or otherwise use. - Protecting the Rights of Vulnerable People: We respect the rights of vulnerable people such as marginalised groups, persons of 	<p>Complied</p>

		<p>different abilities and refugees.</p> <ul style="list-style-type: none"> - Protecting the Rights of Children: We seek to promote the wellbeing of children, and safeguard them from any form of maltreatment or exploitation, including child sex tourism, child trafficking, child labour and child pornography. <p>Verification of workers master list confirmed that there is no child labour hired.</p> <p>For contractors, the clause 5.8 abolishment of child labour & protecting the rights of children available in the Vendor COBC dated 21/06/2020, Human Rights Charter-protecting the rights of children.</p>	
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 screening procedure was included as per SOP Hiring of locals dated 01/11/2019 by the assistant operating unit while for foreign workers, the Workforce Management Unit Liaison & Recruitment SOPP (WMU/LR-SOPP/March2016) dated 30/03/2016 under clause procedures recruitment team shall be guided by approved requirement; Age 18-45 years old).</p>	Complied
6.4.3	<p>(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the interview and employees master lists data, no young person below 18 years old employed within all operating units within SOU 12.</p>	Complied
6.4.4	<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>Interview conducted on-site with sampled internal and external stakeholders confirmed that the information on no child labour policy and the negative effects of child labour were provided in appropriate languages and accessible to them.</p> <p>Records of communication sighted available as per Vendor Integrity Pledge for sample as following:</p> <ul style="list-style-type: none"> - AM DH Jaya Enterprise (Jabor Estate Contractor) - Bakti Mas Bina Sdn. Bhd. (Jabor POM OCP) 	Complied

		<ul style="list-style-type: none"> - Jurusemangat Sdn. Bhd. (Jabor POM OCP) - Zimmas Sdn. Bhd. (Jabor POM OCP) - Jabur Plantation Sdn. Bhd. (Jabor POM OCP) - Tabir Arena Sdn. Bhd. (Jabor POM OCP) - Boilermech Sdn. Bhd. (Jabor POM Contractor) - Bestrode Sdn. Bhd. (Jabor POM Contractor) 	
Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>The Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ul style="list-style-type: none"> - Eliminating Violence and Sexual Harassment: We seek to promote an environment where all forms of harassment and abuse are eliminated and to provide support for victims. - Eradicating any form of Exploitation: We endeavour to eradicate any form of forced or bonded labour, slavery, human trafficking and sexual exploitation. <p>The policy was communicated through the Gender Committee meeting conducted quarterly.</p>	Complied
6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>SOU 12 has implemented Social Policy, Gender Policy and Social & Humanity Management Policy dated January 2015 where the management is committed to develop and apply a policy to prevent sexual harassment and other forms of violence against women and to protect their reproductive rights. The policy was displayed on the notice board which was accessible by the workers. Briefing of the policies was conducted during morning muster and the policies was displayed at the notice board outside the office.</p>	Complied

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>As verified during on-site interview with relevant stakeholders, management of Jabor Estate New Mothers Assessment dated 20/04/2022. Total 4 mothers requested the following:</p> <ul style="list-style-type: none"> - Allowance of time for breastfeeding during work hour - Improvement of NEST and extension of operation hour <p>No new mothers in Jabor POM.</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>Interview conducted on-site with sampled internal stakeholders among all workforce confirmed that the information on grievance mechanism, which respects anonymity and protects complainants where requested, is established and communicated to them.</p> <p>No grievance issues that requires the implementation of the mechanism occurs in all operating units within SOU 12 since the last audit.</p>	Complied
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All workers have entered into employment voluntarily and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>The recruitment cost were declared by the labour agent from source country for the applicable fees. Sampled for Tenaga Kerja Indonesia (TKI) Kepada Agensi (PL) Dan Sponsor (PL) for Indonesia effective date on 01/06/2017 (IDR 6,150,000) and Amozza Travels for India (INR 50000) for documents required, medical, insurance, transportation, etc. No other hidden recruitment fees paid to agent.</p> <p>Passport was kept by the management voluntarily. There is agreement letter signed by worker and employer on the safekeeping passport at office. If the workers want to obtain the passport for own usage, they can anytime request for it.</p> <p>There is no contract substitution as the employment contract signed between Sime Darby and embassy of Indonesia and India was same with the employment contract signed between worker and estate/mill.</p>	Complied

		<p>Overtime was given voluntarily. Sighted the overtime request form where employer offer work to worker after working hour/rest day/public holiday.</p> <p>The termination of service clearly stated that the termination of employment if:</p> <ol style="list-style-type: none"> 1. The company is not satisfied with your performance 2. You end employment for any reason; this may include abscondment, resignation or termination before expiry of the fixed term or extended term. 3. You commit any misconduct, including theft, fraud, insubordination, negligence or any other form of crime. 4. You have breached any express or implied terms of your employment. 5. Fail medical examination based on FOMEMA result. 6. Involved in any act that will affect the reputation of the company. <p>No penalty, debt bondage and withholding of wages been imposed to worker if they want to resign. This has been confirmed through the interview and employment contract signed.</p>	
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented. - Critical (Major) compliance -</p>	<p>SOU 12 has implemented a Sime Darby’s Human Rights Charter on where they committed as below:</p> <ol style="list-style-type: none"> a. Providing equal opportunity b. Respecting freedom of association c. Eradicating any form of exploitation d. Ensuring favourable working conditions e. Enhancing Safety and Health <p>They also provided awareness and training to all the foreign workers in order for them to understand their responsibility in respect of</p>	Complied

		<p>human rights. For e.g.: All the workers have provided with induction training in Sua Betong Estate or based estate during their arrival to Malaysia.</p>	
<p>Criterion 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.</p>			
<p>6.7.1</p>	<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. - Critical (Major) compliance -</p>	<p>The responsible person(s) for H&S has been identified accordingly by Jabor Palm Oil Mill and Supply Base. Records of regular meetings between the responsible person(s) and workers were maintained accordingly. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded. Sampled details as follows:</p> <p><u>Jabor POM</u></p> <p>OSH meeting conducted on quarterly basis. For year 2021/2022 sampled the meeting minutes dated 21/03/2022 for 1st OSH Meeting 2022. For 2021, 4th Meeting on 13/12/2021, 3rd Meeting on 20/09/2021, 2nd Meeting on 22/06/2021 and 1st Meeting on 22/03/2021. The OSH discussion agenda was adequately addressed and recorded.</p> <p>OSH Committee Chart for year 2022 was available accordingly with adequate representatives from employee and employer. Appointed letter for OSH Committee members available with latest issuance for year 2022 dated 03/01/2022. Verified also that appointment letters for Chairman, Employees Representative and Employer Representative has been issued accordingly with the respective roles & responsibilities clearly stated in the appointment letters.</p> <p><u>Jabor Estate</u></p> <p>OSH meeting conducted on quarterly basis. For year 2021/2022 sampled the meeting minutes dated 21/02/2022 for 1st OSH Meeting</p>	<p>Complied</p>

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		<p>2022. For 2021, 4th Meeting on 23/11/2021, 3rd Meeting on 24/08/2021, 2nd Meeting on 25/05/2021 and 1st Meeting on 24/01/2021. The OSH discussion agenda was adequately addressed and recorded.</p> <p>OSH Committee Chart for year 2022 was available accordingly with adequate representatives from employee and employer. Appointed letter for OSH Committee members available with latest issuance for year 2022 dated 25/02/2022. Verified also that appointment letters for Chairman, Employees Representative and Employer Representative has been issued accordingly with the respective roles & responsibilities clearly stated in the appointment letters.</p>	
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Accident and emergency procedures have been communicated to all employees, contractors and visitors. Fire Evacuation drill conducted once at least once a year at mill and estates.</p> <p>Fire Evacuation drill was conducted accordingly covering all workers. Fire Certificate from BOMBA Serial No: 321759 and Certificate No.: JBPM:TR7/78/2019 Validity Period: 20/08/2021 to 19/08/2022.</p> <p>Accident and emergency procedures are available in English/Bahasa Malaysia and this is understood by the responsible workers, staff or executives involved in the operation. Good understanding level observed among the workers during workers interview session.</p> <p>Emergency response team organisation chart has been established accordingly in mill and estates. The team consist of accident investigation, firefighting, search & rescue, flood, first aid and spillage control teams. Verified also the emergency evacuation map has been established and pasted at relevant locations seen able by all workers.</p> <p>Training for First Aid is conducted on annual basis. Adequate first aiders trained available. Latest first aid training at Jabor Estate done</p>	Complied

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		<p>on 20/04/2022 and Jabor POM on 20/04/2022. First aid equipment is available at worksites. During the site visit there is evident that First Aid Box is available at the relevant workplace area. Appropriate DOSH guideline been used as first aid kit section control.</p> <p>Fire extinguisher (ABC Powder) assessed during the site observation were available and within the expiry date. Fire Drill Training has been done at Jabor Estate on 30/12/2021 and Jabor POM on 14/09/2021. Portable emergency eye wash & shower facility available at chemical store, workshop and mixing area as applicable.</p> <p>Accident monthly report has been maintained and being discussed in the Quarterly OSH Meeting. JKPP 6 been submitted to DOSH on accidents involving medical leave of more than 4 days. Verified record of JKPP 6 report dated 20/10/2021 involved of 63 TLA. Verified that the accident investigation has been carried out accordingly along with HIRARC review.</p> <p>DOSH visit been recorded in the DOSH logbook. Seen the latest DOSH visit recorded dated 18/02/2021 at Jabor Estate and 14/04/2022 at Jabor POM.</p> <p>JKKP 8 report has been submitted for the year of 2021. Refer report for Jabor Estate with reference number JKPP8/93392/2021 submitted on 04/01/2022 and Jabor POM with reference number JKPP8/114135/2021 submitted on 28/04/2022. For Jabor POM, JKPP 8 has been submitted early in January 2022 (15/01/2022) however there are 2 cases of accidents were not reported. Issue has been raised in the Internal Audit and corrective action has been taken.</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</p>	<p>All workers have been provided with appropriate personal protective equipment (PPE), which is provided by the management free of charge. During the field visit to the Spraying Gang and Manuring</p>	Complied

	<p>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>Gang and visit to the stores of the respective estates and mill, it was sighted that all required PPEs were worn by the personals.</p> <p>The estates have well maintained facilities for the workers to sanitise themselves prior to returning home from work. The showers were all in good working condition. Interview with workers indicated that they were all well aware that they have to sanitise themselves before returning home due to the hazard that the chemical residues could cause.</p> <p>Verification through site visit at Harvesting gang and Manuring gang at Jabor Estate found workers was wear appropriate PPE as per required.</p>																									
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>Medical care is provided to all the employees by the organization. Local workers and foreign workers were covered under SOCSO scheme. Sighted the contribution form (8A) for March 2022, February 2022 and January 2022 for Jabor POM and Estate.</p> <table border="1" data-bbox="1137 890 1926 1268"> <thead> <tr> <th>Operating Unit</th> <th>Month</th> <th>Total Workers</th> <th>Amount, RM</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Jabor POM</td> <td>Mar 2022</td> <td>79</td> <td>539.00</td> </tr> <tr> <td>Feb 2022</td> <td>78</td> <td>514.00</td> </tr> <tr> <td>Jan 2022</td> <td>74</td> <td>569.60</td> </tr> <tr> <td rowspan="3">Jabor Estate</td> <td>Mar 2022</td> <td>146</td> <td>5154.20</td> </tr> <tr> <td>Feb 2022</td> <td>155</td> <td>4752.00</td> </tr> <tr> <td>Jan 2022</td> <td>165</td> <td>5669.90</td> </tr> </tbody> </table>	Operating Unit	Month	Total Workers	Amount, RM	Jabor POM	Mar 2022	79	539.00	Feb 2022	78	514.00	Jan 2022	74	569.60	Jabor Estate	Mar 2022	146	5154.20	Feb 2022	155	4752.00	Jan 2022	165	5669.90	Complied
Operating Unit	Month	Total Workers	Amount, RM																								
Jabor POM	Mar 2022	79	539.00																								
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	Jan 2022	165	5669.90																								
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>Occupational Injuries were recorded using the Lost Time Accident metrics as below:</p> <table border="1" data-bbox="1137 1356 1926 1396"> <thead> <tr> <th>Operating Unit</th> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Operating Unit	2020	2021				Complied																		
Operating Unit	2020	2021																									

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		Cases	Days	Cases	Days	
		Jabor POM	0	0	1	2
		Jabor Estate	6	30	1	63
		<p>Records of all accidents are kept and recorded in OSH Performance Monthly Report and reported to RSQM on monthly basis. Reviewed the monthly report for the month of January, February and March 2022. Accident incidences are reviewed during the safety meetings. Records on Lost Time Accident (LTA) metrics was maintained. Accident records are found to be updated. JKPP 8 form were submitted to DOE through MyKKP systems on January 2022.</p>				
Principle 7: Protect, conserve and enhance ecosystems and the environment						
Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.						
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>IPM Plan has been established in the Jabor Estate which includes the planting of beneficial plants and control of damage by rodents and leaf eating pest</p> <p>Beneficial plants such as <i>Turnera subulata</i> and <i>Cassia cobanensis</i> are grown in the estates and their records of planting in new areas and maintenance of existing areas of beneficial plants and location maps are available.</p> <p>Barn Owl Census the monitoring been done every 6 months and includes details on Field No, Ha, Box No., Type of Box, Box condition and Occupancy. The details been verified by the Estate Manager accordingly. Rat damage and leaf-eating pest census was regularly carried out to obtain information about threshold level and action to be taken thereafter. Inspection at one random barn owl box showed that it is inhabited with bones and bird droppings sighted on the ground at the foot of the barn owl box pole.</p>				Complied

7.1.2	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented. - Minor compliance -	The estates conducted assessment on list of species invasiveness used for biological control. Presently verified that no invasive species listed in the CABI.org introduced in the estates.	Complied
7.1.3	There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities. - Minor compliance -	Based on field visit made at the estates verified that there was no use of fire for pest control in Jabor Estate.	Complied
Criterion 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised. - Critical (Major) compliance -	The written justification in Standard Operating Procedure (SOP) of all agrochemical are available the Agricultural Reference Manual (ARM), SOP and in the Safety Pictorial Book prepared by Sime Darby Plantation Sdn Bhd. Refer to Sime Darby Agricultural Reference Manual, issue:1 version: 03 dated 01/07/2022. Selected products are specific to the target pest, weed and disease.	Complied
7.2.2	(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided. - Critical (Major) compliance -	Estates maintain their records of pesticides consumption and updated on monthly basis. The information about LD50, and a.i. applied per ha from Jan 2022 to Mar 2022 was available for verification at Jabor Estate.	Complied
7.2.3	(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -	The estate have implemented a continuous improvement plan for year 2021 and 2022 where they have stated the intention to reduce the usage of chemical through implementation of Integrated Pest Management Plan. Sighted during the site visit the establishment of beneficial plants along the estate roads and immature areas as well as barn owl boxes placed at intended areas. Paraquat was eliminated. In its place, alternatives such as Glyphosate is used instead.	Complied

7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>There was no prophylactic use of pesticides in the estates. The application of pesticides was based on level of attack severity which was normally obtained through census.</p>	Complied
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ol style="list-style-type: none"> Judgment of the threat and verify why this is a major threat Why there is no other alternative which can be used Which process was applied to verify why there is no other less hazardous alternative What is the process to limit the negative impacts of the application Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>Visit to the chemical stores at estates and chemical register details at Jabor Estate dated 01/01/2022.</p> <p>Based on estates chemical register & on onsite chemical storage, no WHO class IA and IB used. The used of Paraquat is banned. Only class III and IV chemicals used in the estates with adequate due diligence process been followed accordingly.</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 Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides operators for Jabor Estate visited has been provided with proper Personal Protective Equipment. Observed during site visit, the PPE provided to the operators such as e.g. goggle, face respirator, nitrile hand glove, rubber boot and apron. Additionally, the operators have been given training regarding the usage safety and health issue and proper way for chemical application by the plantation executives, manager, and asst. manager and chemical supplier with knowledge on chemical handling and applications. Sample record as below:</p> <ul style="list-style-type: none"> Sprayer refresher training dated 17/01/2022 Training HIRARC for Sprayer dated 25/01/2022 	Complied

		<ul style="list-style-type: none"> PPE Training for sprayer dated 14/04/2022 	
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides were found stored in the estates Chemical Store in accordance with the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) and their Regulations. The stores were at all times locked and at the time of visit the store clerk was seen to unlock the padlock to open entrance door for auditor to inspect the store. At the entrance door, signage requiring donning of PPE were visibly posted. The Chemical Store signage with required Hazard Symbols were available at the entrance. The facility ventilation fan was found working with adequate ventilation available, up-to-date chemical register, trade and generic names, and their Safety data Sheet were available with latest revision and up to date.</p>	Complied
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>All chemical containers were reused as premix containers to transport diluted chemicals to the fields for application purpose. Otherwise the unused chemical containers are triple rinsed and punctured before being disposed to recycle waste collector/licensed schedule waste collector. At Jabor Estate sampled pesticide containers disposal control record CN Ref.Doc. No. 0005589 for SW 409 dated 15/02/2022 to Kualiti Alam Sdn Bhd.</p>	Complied
7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide application by aerial spraying is not practiced by the estates. Verified during onsite visit to the estates that no pesticide application by aerial spraying done.</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>Chemical Health Risk Assessment was conducted in the estate to assess the usage of hazardous chemicals in the estate. The CHRA was conducted by Azhar Hazardous Chemical Consultancy on</p>	Complied

		18/07/2020. The CHRA Report (Report Ref.: JKKP HQ/14/ASS/00/358) was available for verification. Medical Surveillance was conducted for Estate workers on March 2021 and report dated 28/05/2021 by Klinik Syed Badaruddin Sdn Bhd. Summary report for Medical Surveillance for those deemed to be exposed to hazardous chemicals and fumes (Manganese and Pesticides). As for workers exposed to Manganese fumes & organophosphate pesticide annual medical surveillance is required and conducted accordingly at Estate.	
7.2.11	(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 -	Based on the field visits at estates and pesticides workers list at estates including medical surveillance result, verified that no work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions.	Complied
Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.			
7.3.1	A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented. - Minor compliance -	A Waste Management Action Plan 2022 – Jabor Estate was established for the estate and available for verification. The Waste Management Plan includes the identification of wastes, the items descriptions, action to be taken and person in charge. a. Scheduled Waste - Batteries, Spent Lubricant Oil, Spent hydraulic Oil, Filters & Items contaminated with scheduled waste and Chemical Containers. b. Domestic Waste – Rubbish, Sewage. c. Agriculture Waste – EFB and Fronds. d. Recycle Waste – Scrap Iron and Fertilizer bags e. Clinical Waste – Medical Equipments.	Complied
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.	1. Domestic waste is collected by the municipal council and disposed at Gading Senggara Sdn Bhd effective 14/04/2017.	Complied

	<p>- Minor compliance -</p>	<p>Sighted the Tender For Rubbish Collection at Worker Quarters, Jabor Estate (Tender Reference Number: JBE/01/2022); Date: 16/02/2022.</p> <p>2. Scheduled wastes were found to be stored at the designated scheduled waste stores in the mill and estates. The disposal of all scheduled waste is in accordance with Scheduled Wastes Regulations 2005. The disposal records are as below:</p> <p><u>Jabor POM</u></p> <ul style="list-style-type: none"> a. SW 410 – Spent Oil Filter; Consignment Note Number: 202112070RB518G; Date: 07/12/2021; Quantity: 0.0110 Mt; Facility: Kualiti Alam Sdn Bhd. b. SW 110 – Spent Electrical Part; Consignment Note Number: 20211207104EZF1M; Date: 07/12/2021; Quantity: 0.1010 Mt; Facility: Kualiti Alam Sdn Bhd. c. SW 306 – Spent Hydraulic Oil; Consignment Note Number: 202112071081GTV5; Date: 07/12/2021; Quantity: 0.0690 Mt; Facility: Kualiti Alam Sdn Bhd. d. SW 305 – Spent Lubricant Oil; Consignment Note Number: 2021120710H7YFB0; Date: 07/12/2021; Quantity: 0.2090 Mt; Facility: Kualiti Alam Sdn Bhd. e. SW 322 – Spent Isopropyl Alcohol; Consignment Note Number: 2021120710XGH5IS; Date: 07/12/2021; Quantity: 0.1250 Mt; Facility: Kualiti Alam Sdn Bhd. f. SW 409 – Spent Plastic Chemical Container; Consignment Note Number: 2021120710V7FP0E; Date: 07/12/2021; Quantity: 0.1160 Mt; Facility: Kualiti Alam Sdn Bhd. <p><u>Jabor Estate</u></p>	
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		<ul style="list-style-type: none"> a. SW 305 – Spent Lubricant; Consignment Note Number: 100223-R01; Date: 15/02/2022; Quantity: 4 Drums; Facility: Kualiti Alam Sdn Bhd. b. SW 409 – Used Chemical Container; Consignment Note Number: 100223-R03; Date: 15/02/2022; Quantity: 5 Pallets; Facility; Kualiti Alam Sdn Bhd. c. SW 410 – Spent Oil Filter; Consignment Note Number: 100223-002; Date: 15/02/2022; Quantity: 4 Drums; Facility: Kualiti Alam Sdn Bhd. d. SW 404 – Clinical Waste; Consignment Note Number: 200649; Date: 24/11/2021; Quantity: Sharp Bin - 10L, Yellow Plastic bag – 10 Pcs & Cable Tie – 10 Pcs; Facility: Biogreen Commerce Sdn Bhd. 	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	There was no wastes disposal by using open fire observed during the site visit at SOU 12 estate and mill.	Complied
Criterion 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts. - Minor compliance -	Good agriculture practices are followed including as per recommendation from annual agronomist visit reports been followed at estates to manage accordingly on soil fertility to optimise yield and minimise environmental impacts. E.g. for Jabor Estate, the agronomist visit was conducted on 17/02/2021 – 18/02/2021 to observe the general palm development in addition to providing the fertilizer recommendations for the period of July 2021 – June 2022. The visit covered all of the oil palm fields and findings were used as guidance in formulating the fertilizer inputs and suggesting site – specific agronomic practices for yield and growth improvement. The visit was accompanied by the Manager and Assistant Manager.	Complied

7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>Periodic tissue and soil sampling conducted by Sime Darby Research Sdn Bhd for the certification unit as per detailed in the annual agronomist visit reports at the estate.</p> <ul style="list-style-type: none"> - Soil Analysis Test Report (Report Number: S4/2019); Sampled received on 04/12/2018. Date issued on 02/01/2019. - Plant Analysis test Report (Report Number: P414/2021); Sampled received on 05/10/2021. Date issued on 22/11/2021. 	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>Nutrient recycling strategy is in place as per detailed in the annual agronomist visit reports at each estate and includes the recycling of EFB, palm residues and optimal use of inorganic fertilisers. During field visit to estate, visible EFB application and palm residues been practised accordingly. Records of EFB application (mt) in Jabor Estate was verified as below:</p> <table border="1" data-bbox="1137 831 1921 1070"> <thead> <tr> <th>Field</th> <th>Jan 2022</th> <th>Feb 2022</th> <th>Mar 2022</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>2001 B</td> <td>-</td> <td>-</td> <td>50.74</td> <td>50.74</td> </tr> <tr> <td>2005 A</td> <td>-</td> <td>-</td> <td>128.29</td> <td>128.29</td> </tr> <tr> <td>2010 A</td> <td>-</td> <td>-</td> <td>297.64</td> <td>297.64</td> </tr> <tr> <td>2009 C</td> <td>-</td> <td>-</td> <td>218.67</td> <td>218.67</td> </tr> </tbody> </table>	Field	Jan 2022	Feb 2022	Mar 2022	Total	2001 B	-	-	50.74	50.74	2005 A	-	-	128.29	128.29	2010 A	-	-	297.64	297.64	2009 C	-	-	218.67	218.67	Complied
Field	Jan 2022	Feb 2022	Mar 2022	Total																								
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2009 C	-	-	218.67	218.67																								
7.4.4	<p>Records of fertiliser inputs are maintained.</p> <p>- Minor compliance -</p>	<p>Records of fertiliser inputs were maintained as per 2021/2022 Fertiliser Program (Oil Palm). E.g. for Jabor Estate sighted sample as following:</p> <ul style="list-style-type: none"> a. Fertilizer: NKC; Field: 2001C; Fert rate: 3.50Kg/Palm; Total: 7.50 Mt; Date Applied: 16/02/2022 – 21/02/2022. b. Fertilizer: Kieserite ; Field2010B; Fert rate: 1.50Kg/Palm; Total: 8.550 Mt; Date Applied: 09/10/2021. 	Complied																									

Criterion 7.5: Practices minimise and control erosion and degradation of soils.

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7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Maps identifying marginal and fragile soil, including steep terrain were available for verification. They were prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated November 2011.</p> <p>No fragile soil identified in the estate. Among the soil series identified were Beserah (28.32%), Jerangau (45.49%) and Kuantan (26.19%)</p>	Complied
7.5.2	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	<p>Sime Darby have established Slope and River Protection Policy signed by the Managing Director dated 15/01/2015. The policy stated that:</p> <ol style="list-style-type: none"> Slope of >25° must be excluded from any new planting development and replanting program. Slope of <25°, the existing crop and vegetation shall be maintained accordingly. Planting terraces had been constructed where slope >10°. Fields are established with cover crops such as <i>mucuna</i> and soft grasses and ferns. <p>As per slope map prepared by R&D-TTAS Precision Agriculture Unit (UCP) dated November 2018, no area with slope of >25° identified in the estate.</p>	Complied
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	<p>Based on field visit at Jabor Estate, it was verified that there were no new planting of oil palm sighted on steep terrain.</p>	Complied
<p>Criterion 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p> <p>- Critical (Major) compliance -</p>	<p>No new plantings in Jabor Estate. Soil series and topography maps were available for the estate. No marginal or fragile soil categorized in the estate as per soil map issued by R&D Precision Agriculture Unit.</p>	Complied

		As sighted in the estate, the management have taken into account the land terrain, drainage and road systems in planning the 2021 replanting.															
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 -	No new plantings in Jabor Estate. Addressed in the Sime Darby Planation Group Sustainability and Quality Policy Statement signed by the Group Managing Director on 02/12/2019 and Responsible Agriculture Charter under section 3.2: Protect and enhance forest: – “We will seek to protect and enhance forest and wildlife, and minimise carbon emission from land use change through: – vii. No new development of peat areas, regardless of depth or location. We will seek to rehabilitate existing plantings on peats where possible.	Complied														
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	No new plantings in Jabor Estate. As per slope map prepared by R&D-TTAS Precision Agriculture Unit (UCP) dated November 2018, topography information Jabor Estate was available as follows: <table border="1" data-bbox="1137 906 1926 1257"> <thead> <tr> <th>Elevation</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>0° - 2°</td> <td>24.85%</td> </tr> <tr> <td>2° - 6°</td> <td>46.46%</td> </tr> <tr> <td>6° - 12°</td> <td>24.81%</td> </tr> <tr> <td>12° - 20°</td> <td>3.82%</td> </tr> <tr> <td>20° - 25°</td> <td>0.06%</td> </tr> <tr> <td>> 25°</td> <td>0.00%</td> </tr> </tbody> </table>	Elevation	%	0° - 2°	24.85%	2° - 6°	46.46%	6° - 12°	24.81%	12° - 20°	3.82%	20° - 25°	0.06%	> 25°	0.00%	Complied
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> 25°	0.00%																
Criterion 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.																	

7.7.1	<p>(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas.</p> <p>- Critical (Major) compliance -</p>	<p>No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015</p>	Not Applicable
7.7.2	<p>Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat.</p> <p>PROCEDURAL NOTE:</p> <p>Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below).</p> <p>- Minor compliance -</p>	<p>No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015</p>	Not Applicable
7.7.3	<p>(C) Subsidence of peat is monitored, documented and minimised.</p> <p>- Critical (Major) compliance -</p>	<p>No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015</p>	Not Applicable
7.7.4	<p>(C) A documented water and ground cover management programme is in place.</p> <p>- Critical (Major) compliance -</p>	<p>No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015</p>	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 reilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p>	<p>No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015</p>	Not Applicable

	<p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>		
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015	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 Reilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat', version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	No planting on peat in the estate as no peat identified as per Soil Map prepared by R&D-TTAS Precision Agriculture Unit (NHM) dated July 2015	Not Applicable
<p>Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.</p>			
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>Sime Darby Plantation has established a document for Estate Quality Management System contained SOP named Water Management and Bund Management Version 01, Issue No. 1 dated 01/11/2008. Among function as stated to sustain and improve productivity by appropriate implementing water management practices which will minimize loss of soil and nutrients through erosion and run-off, improve accumulation and utilization of rainfall in estate, prevent flooding and conserve moisture or irrigate the land.</p> <p>Water for Domestic use is provided by the mill to the estate and mill worker's quarters via the water treatment plant. The mill extracts the water from the water catchment which is situated in the estate premise and treats the water at the water treatment plant before it</p>	Complied

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being sent to the workers quarters. The water quality is monitored on a monthly basis by sampling the water and sending the sample to an accredited lab for analysis to ensure it conforms with the NSDWQ for domestic use. The latest Microbiology Analysis Test was conducted on 18/03/2022 and the test report (Report Number: ML179/2022) was available for verification. The results indicated that the sampled water conforms with NSDWQ for domestic use.

Water Usage (m³) is monitored by the mill and estate and records were verified as below;

Month	Jabor POM		Jabor Estate	
	2021	2022	2021	2022
January	7192	1248	6317	5942
February	6811	4482	6335	5260
March	7461	7543	6454	6174
April	6428	-	6258	-
May	7701	-	6266	-
June	9720	-	6409	-
July	8723	-	6790	-
August	9339	-	6723	-
September	10858	-	6129	-
October	6695	-	7832	-
November	279	-	7162	-
December	361	-	6764	-

<p>7.8.2</p>	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>- Critical (Major) compliance -</p>	<p>Water courses and wetlands are protected as per documented Guidelines on River Reserve Management (Management of River Reserve in Sime Darby Plantation; dated April 2014). The widths of the buffer zones are guided by the following measurements:</p> <table border="1" data-bbox="1160 507 1883 807"> <thead> <tr> <th>River width (m)</th> <th>Buffer zone width</th> </tr> </thead> <tbody> <tr> <td>> 40</td> <td>50</td> </tr> <tr> <td>20 to 40</td> <td>40</td> </tr> <tr> <td>10 to 20</td> <td>20</td> </tr> <tr> <td>5 to 10</td> <td>10</td> </tr> <tr> <td>< 5</td> <td>5</td> </tr> </tbody> </table> <p>Monitoring based on Sustainable Plantation Management System Appendix 7 Standard Operation Procedure (SOP) for taking water samples from streams/rivers, version 1, year 2008, issue no. 1, dated 01/11/2008.</p> <p>Based on verification at all Jabor Estate's Water Catchment Pond, the riparian zones were satisfactorily maintained and fenced, and no evidence of agrochemicals application seen. Workers and staffs were regularly trained on HCVs and Riparian Zones especially for chemical sprayers and fertiliser applicators.</p>	River width (m)	Buffer zone width	> 40	50	20 to 40	40	10 to 20	20	5 to 10	10	< 5	5	<p>Complied</p>
River width (m)	Buffer zone width														
> 40	50														
20 to 40	40														
10 to 20	20														
5 to 10	10														
< 5	5														
<p>7.8.3</p>	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>The mill applies the biological system with 14 ponds in series for its treatment of effluent. The mill is disposing its effluent to the water ways. The quality of discharged effluent was analysed every month and the parameters are pH, BOD, SS, TN, AN and O&G. The latest Effluent Analysis Test Report (Final Discharge) was conducted on 17/03/2022 by Sime Darby Plantations Research Sdn Bhd. The test</p>	<p>Complied</p>												

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		<p>report (Report Number: EP147/2022) was available for verification as below.</p> <table border="1" data-bbox="1137 434 1930 534"> <thead> <tr> <th>pH</th> <th>BOD</th> <th>SS</th> <th>TN</th> <th>AN</th> <th>O&G</th> </tr> </thead> <tbody> <tr> <td>8.4</td> <td>17</td> <td>20</td> <td>27</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>The upstream and downstream water quality is also monitored on a monthly basis as per the DOE Compliance Schedule requirements. The latest monitoring was conducted on 12/04/2022 at FGV Palm Industries accredited Lab (SAMM No: 247). The results was available (Analysis Certificate: 1689/2022) and indicated that the parameters were within the stipulated parameters.</p>	pH	BOD	SS	TN	AN	O&G	8.4	17	20	27	2	2																		
pH	BOD	SS	TN	AN	O&G																											
8.4	17	20	27	2	2																											
7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -</p>	<p>The mill processing water are obtained from the water catchment situated in the estate premise. The water usage monitoring is made on a monthly basis with the latest recording (2021 & 2022) available as below:</p> <table border="1" data-bbox="1137 890 1930 1385"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">Jabor POM</th> </tr> <tr> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>7192</td> <td>1248</td> </tr> <tr> <td>February</td> <td>6811</td> <td>4482</td> </tr> <tr> <td>March</td> <td>7461</td> <td>7543</td> </tr> <tr> <td>April</td> <td>6428</td> <td>-</td> </tr> <tr> <td>May</td> <td>7701</td> <td>-</td> </tr> <tr> <td>June</td> <td>9720</td> <td>-</td> </tr> <tr> <td>July</td> <td>8723</td> <td>-</td> </tr> <tr> <td>August</td> <td>9339</td> <td>-</td> </tr> </tbody> </table>	Month	Jabor POM		2021	2022	January	7192	1248	February	6811	4482	March	7461	7543	April	6428	-	May	7701	-	June	9720	-	July	8723	-	August	9339	-	Complied
Month	Jabor POM																															
	2021	2022																														
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		September	10858	-																																																		
		October	6695	-																																																		
		November	279	-																																																		
		December	361	-																																																		
Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																																																						
7.9.1	<p>A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.</p> <p>- Minor compliance -</p>	<p>At Jabor Estate, the plan to optimise the usage of diesel is by regular maintenance of diesel-powered machineries and educational programme for the operators on fuel saving. At the mill, the utilisation of fibre and shell as biofuel for boiler operation is consistently implemented to generate electricity through turbines. This helps to reduce the dependency to fossil fuel.</p> <p>Records of use of Diesel (Litres) usage for Jabor POM and Jabor Estate was available for verification as below:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">Jabor POM</th> <th colspan="2">Jabor Estate</th> </tr> <tr> <th>2021</th> <th>2022</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1750</td> <td>905</td> <td>4547</td> <td>4625</td> </tr> <tr> <td>February</td> <td>1480</td> <td>1310</td> <td>4974</td> <td>4784</td> </tr> <tr> <td>March</td> <td>2340</td> <td>1075</td> <td>4537</td> <td>5900</td> </tr> <tr> <td>April</td> <td>2060</td> <td>-</td> <td>4618</td> <td>-</td> </tr> <tr> <td>May</td> <td>2680</td> <td>-</td> <td>5099</td> <td>-</td> </tr> <tr> <td>June</td> <td>3580</td> <td>-</td> <td>5128</td> <td>-</td> </tr> <tr> <td>July</td> <td>4350</td> <td>-</td> <td>5814</td> <td>-</td> </tr> <tr> <td>August</td> <td>1690</td> <td>-</td> <td>5325</td> <td>-</td> </tr> </tbody> </table>			Month	Jabor POM		Jabor Estate		2021	2022	2021	2022	January	1750	905	4547	4625	February	1480	1310	4974	4784	March	2340	1075	4537	5900	April	2060	-	4618	-	May	2680	-	5099	-	June	3580	-	5128	-	July	4350	-	5814	-	August	1690	-	5325	-	Complied
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September	3100	-	5659	-
October	2440	-	5225	-
November	1050	-	6572	-
December	900	-	5367	-

Records of use of, Electricity, Fibre and Shell and Jabor POM was available for verification as below:

Month	Shell		Fibre	
	2021	2022	2021	2022
January	289.90	14.45	1756.99	87.61
February	275.22	156.19	1668.02	946.61
March	363.62	225.19	2203.81	1364.81
April	319.26	-	1934.92	-
May	369.69	-	2240.55	-
June	385.07	-	2333.75	-
July	330.02	-	2000.16	-
August	366.61	-	2221.93	-
September	499.81	-	3029.19	-
October	234.77	-	1422.89	-
November	0.00	-	0.00	-
December	0.00	-	0.00	-

Criterion 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.			
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	<p>Main sources of GHG emission identified were methane (CH) emission through POME treatment and boiler stack from the mill. Other less significant GHG emissions identified including CO, SOx and NOx from various sources including fossil fuel, chemical and fertilizer consumptions mainly from estates activities.</p> <p>The emission value is recorded and calculated through the utilisation of RSPO's Palm GHG Calculator ver. 4.</p>	Complied
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	Not applicable since no new development by the certification unit.	Not Applicable
7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the assessment of all polluting activities as of the Environment Aspect and Impact assessment, among the identified sources of gaseous emissions were boiler chimney, diesel engines and POME to name a few. Current monitoring was through online boiler smoke density and alarm and six-monthly boiler stack monitoring for dust particulate.</p> <p>DOE Compliance Schedule; License Number: 004060; Reference Number: AS(B)T:31/152/000/003; License Validity Period: 01/06/2021 – 30/06/2022. The license states that Stack Sampling has to be conducted every 6 months once in accordance with the methods that has been set by the Malaysian Standard for Air Pollution Control (MS1596:2003).</p>	Complied

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		<p>The Stack Sampling was performed by Environmental Science (M) Sdn Bhd. The Report for Measurement of Dust Particulates Concentration conducted was available for verification as below: Results for air emission monitoring for Boiler Chimney at Jabor POM. Sampling Date: 17/03/2022 Project Reference: L-GB-CC2203CSJ-0298</p> <table border="1" data-bbox="1137 587 1921 858"> <thead> <tr> <th>Stack</th> <th>Average Dust Concentration (mg/m³)</th> <th>Environmental Quality (Clean Air) Regulations 2014, (mg/m³)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Stack 3 Boiler – TG PMD 139</td> <td>84.9 at 6.8% CO₂</td> <td>-</td> </tr> <tr> <td>151.0 at 12.0% CO₂</td> <td>150</td> </tr> </tbody> </table> <p>The report stated that the dust particulates concentration recorded was slightly higher than the allowable limit as stipulated in Environmental Quality (Clean Air) Regulations 2014. Nevertheless, Jabor POM have obtained License to Contravene (License Number: 004080; License Validity Period: 01/01/2022 – 31/12/2022) which states the allowable limit at 400 mg/m³.</p>	Stack	Average Dust Concentration (mg/m ³)	Environmental Quality (Clean Air) Regulations 2014, (mg/m ³)	Stack 3 Boiler – TG PMD 139	84.9 at 6.8% CO ₂	-	151.0 at 12.0% CO ₂	150	
Stack	Average Dust Concentration (mg/m ³)	Environmental Quality (Clean Air) Regulations 2014, (mg/m ³)									
Stack 3 Boiler – TG PMD 139	84.9 at 6.8% CO ₂	-									
	151.0 at 12.0% CO ₂	150									
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area											
7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -</p>	<p>Guided by SDPB ARM, preparation of replanting using fire is not allowed. Based on site visit at Jabor Estate, there was no trace of burning observed. Palm trunks were chipped and windrowed at estates conducting replanting.</p>	Complied								
7.11.2	<p>The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -</p>	<p>Hotspot monitoring managed by HQ (Fire Hotspot Monitoring Team) – if any fire detected, inform estate.</p>	Complied								

		Sime Darby Daily Hotspot Monitoring system has been in place since November 2013 using NASA satellite data. The system monitors any possible occurrence of fire within or nearby the concession areas throughout Sime Darby Plantation Upstream operation globally. At the estates level, there are fire prevention team established. Among the mechanisms to prevent fire are training on firefighting for the ERT, preparing the fire-fighting facilities such as tractor mounted with water bowser and submersible water pump.	
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	SOU 12 Jabor Mill and Estate have conducted Stakeholder Consultation on 28/03/2022. Sighted the minutes of meeting which stated the briefing on fire prevention and control measures. The meeting attendance was attended among others by SJK (C) Jabor, SK SG. Pergam, SK. Lembah Jabor, Masjid Kg Perasing, JPKK Kg Perasing Jaya, SK Jabor and Pengerusi JKKK Neram 1.	Complied
Criterion 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			
7.12.1	(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. A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document. - Critical (Major) compliance -	Certification Unit and supply base did not carry out any new plantings since November 2005. Therefore, this indicator is not applicable during this assessment. The immature areas are of replanted area.	Not Applicable
7.12.2	(C) HCVs, HCS forests and other conservation areas are identified as follows: a) For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.	The High Conservation Value (HCV) Re-assessment for Pahang Zone: Strategic Operating Unit (SOU 12 – Jabor) was conducted by PSQM Department, Sime Darby Plantation Sdn. Bhd. on March 2016 and available for verification. The report has classified the Water Catchment (3.14 Ha) as HCV4 in the estate.	Complied

	<p>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>PROCEDURAL NOTE: Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019). - Critical (Major) compliance -</p>	<p>Jabor Estate have ensured that the management of this HCV area is in accordance with the mitigation methods stated in the HCV Report which are as follows:</p> <ol style="list-style-type: none"> Implementation of SOPs for road construction and river crossings that prevent sedimentation of waterways. Maintenance of natural vegetation on steep slopes to mitigate against flooding and storm surge. Operations such as ploughing or planting does not take place at times of high wind or rainfall to minimise erosion. Agrochemicals used in watershed are controlled. Pollutions in ponds are prevented to maintain fish populations. 	
7.12.3	<i>Indicator is not applicable in Malaysia context</i>	-	Not Applicable
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified). - Critical (Major) compliance -</p>	<p>The High Conservation Value (HCV) Re-assessment for Pahang Zone: Strategic Operating Unit (SOU 12 – Jabor) was conducted by PSQM Department, Sime Darby Plantation Sdn. Bhd. on March 2016 and available for verification.</p> <p>The report has classified the Water Catchment (3.14 Ha) as HCV4 in the estate.</p> <p>Based on the identified HCV, the management have implemented the HCV Management Plan where they have identified the possible threats that could arise at the HCV and the Management and Monitoring of the area. Among the observations recorded were possible encroachment or sign of trespassing, wildlife issues or sightings, pollution or erosion issues.</p> <p>During the site visit to the HCV at the estate, it was sighted that the signages on prohibition of illegal hunting or fishing, no swimming and chemical application at buffer zone area were erected at the area. All the signages were noted to be well maintained. Buffer zones were demarcated along the catchment area banks and no</p>	Complied

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		<p>indication of chemical or fertilizer application were sighted. Regular patrolling by the estates Auxiliary Police were done at HCV area to monitor on trespassing and RTE species with the patrolling records available for verification.</p> <p>The estate continue to train the workers and staffs on HCV and RTE Species. Verified the training on HCVs and biodiversity awareness as follows:</p> <p>a. Jabor Estate – HCV and Environment Training: 28/01/2022</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	Not applicable since there is no land clearing after November 2005	Not Applicable
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>SOU 12 estate and mill continue to train the workers on HCV and RTE Species. Signages on prohibition of illegal hunting or fishing, no swimming and chemical application at buffer zone areas were erected at the HCV areas, Housing Complex and Notice Boards to educate the workers. Pictorial posters on Wildlife Species under the RTE categories were available at the estates and regular awareness programmes were conducted for the staffs and stakeholders.</p>	Complied
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>Not applicable since there is no land clearing after November 2005. Nonetheless, educational activities on RTE species were done through a few means such as briefings/training and no hunting signage. Interview with workers showed that they have a good understanding in the restriction of capturing the RTE species.</p>	Not Applicable
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</p>	Not applicable since there is no land clearing after November 2005.	Not Applicable

	November 2018, the Remediation and Compensation Procedure (RaCP) applies. - Critical (Major) compliance -		
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Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2021** for **Jabor POM** and supply base was calculated using the PalmGHG Calculator version 4.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in 2021 for Jabor POM and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	2.18
PKO	2.18

Extraction	%
OER	20.56
KER	4.90

Production	t/yr
FFB Process	12,035.76
CPO Produced	10,699.87
PKO Produced	2,551.35

Land Use	Ha
OP Planted Area	12,035.76
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	0.00
Total	12,035.76

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	14,773.82	0.53	97,771.41	59.10	0.00	0.00	112,545.23	-
CO ₂ Emission from fertilizer	2,002.68	0.07	11,893.36	7.19	0.00	0.00	13,896.04	-
NO ₂ Emission	1,086.23	0.04	7,148.78	4.32	0.00	0.00	8,235.01	-
Fuel Consumption	7.69	0.00	17.89	0.01	0.00	0.00	25.59	-
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Sink								
Crop Sequestration	-14,003.61	-0.50	-92,660.39	-56.01	0.00	0.00	-10,664.00	-
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Total	3,866.81	0.14	24,171.05	14.61	0.00	0.00	28,037.86	-

*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	4.74	0.00
Grid Electricity Utilization	843.56	0.02
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	848.31	0.02

Summary of Kernel Crusher Emission and Credit (if applicable)

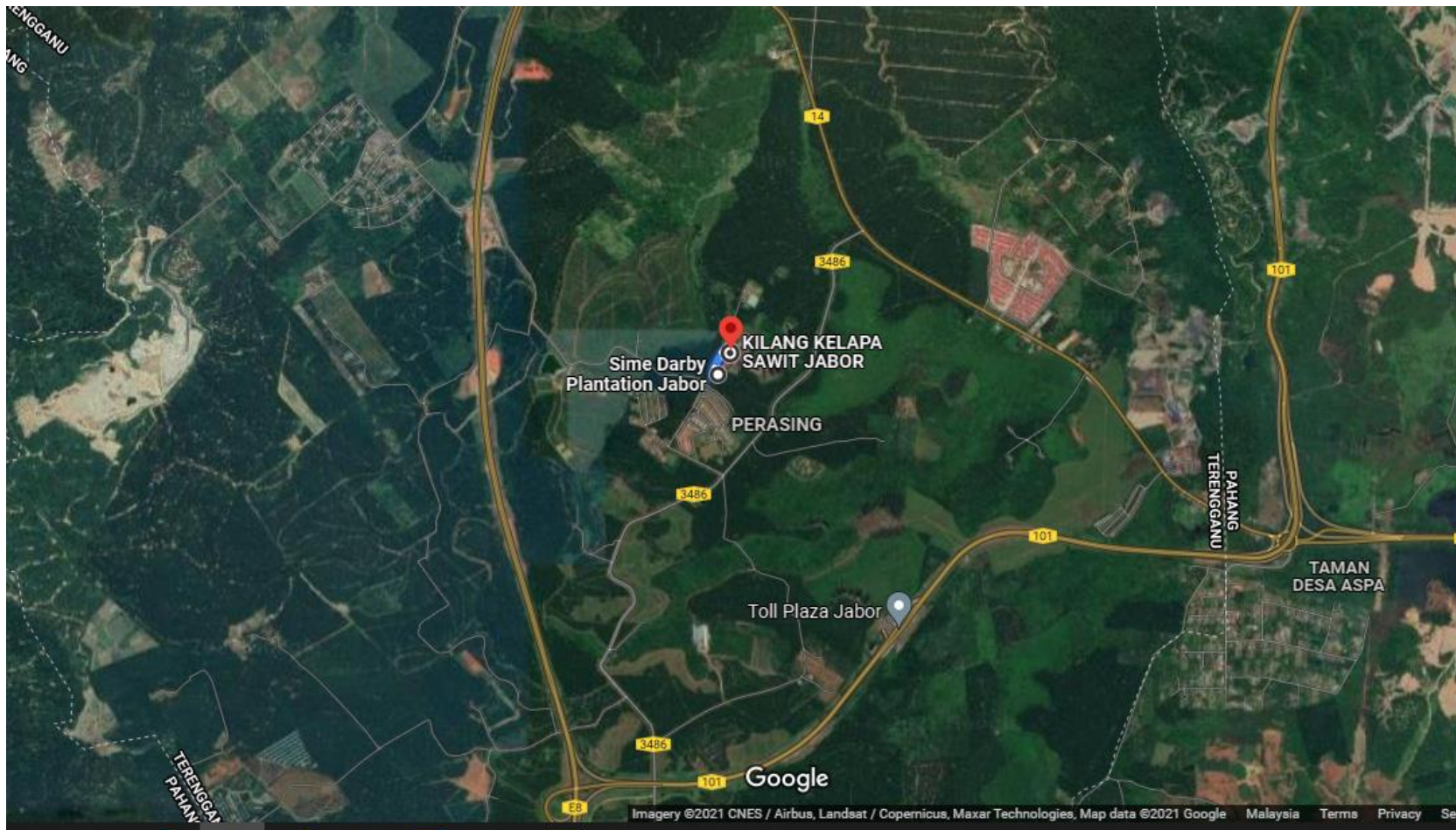
Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

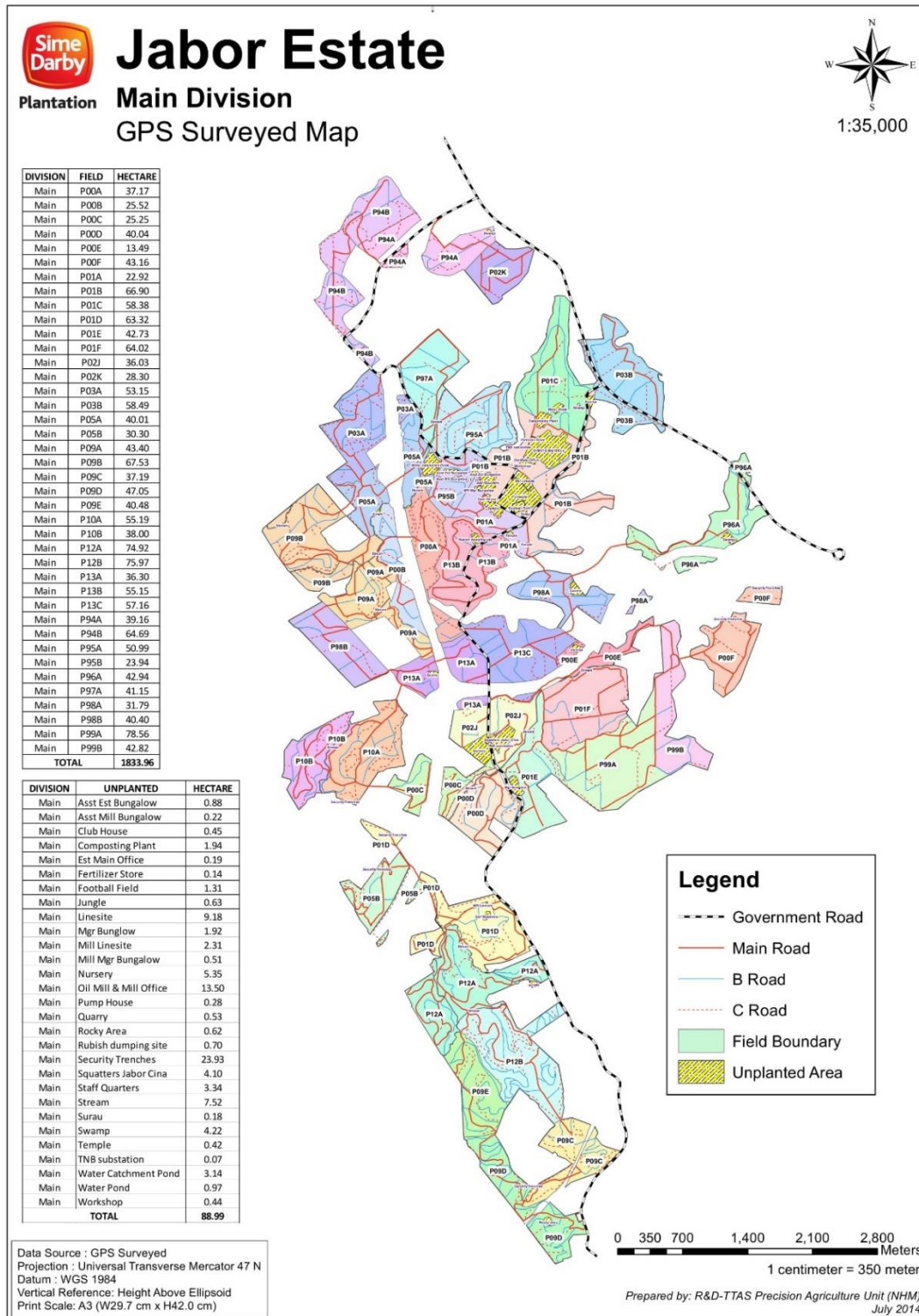
Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

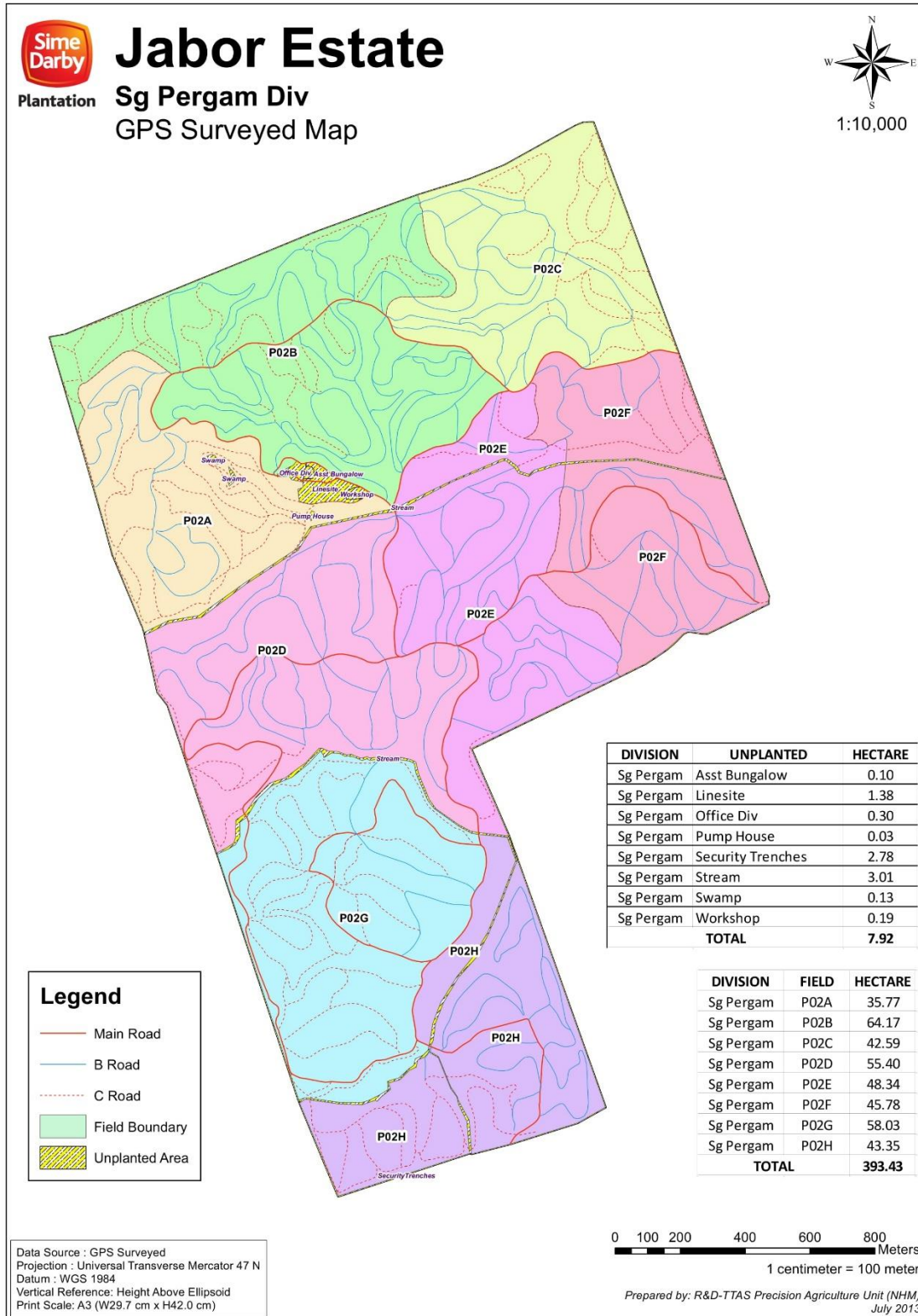
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix C: Location Map of Certification Unit and Supply bases



Appendix D: Estate Field Map





Appendix E: List of Smallholder Registered and sampled

Not Applicable

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