

MSPO SURVEILLANCE CERTIFICATION SUMMARY REPORT [YEAR 01] 2020

LUBOK PALAIE PLANTATION SDN BHD

No 171C, Ground Floor, Kampung Nyabor, 96000, Sibul
Sarawak



BQAS Certification [M] Sdn Bhd

Lot 7823, Sublot 6, 2nd Floor, Block A, King Center,
Simpang Tiga, 93350, Kuching, Sarawak.

Tel: 082 572 043

Email: bqassb@gmail.com

Website: www.bqas.com.my

Accreditation No: ACB MSPO CB15

**MSPO SURVEILLANCE CERTIFICATION REPORT Year 02: 2020**

LUBOK PALAIE PLANTATION SDN BHD

BQAS CERTIFICATION [M] SDN BHD [1179994-X]

Ref No: BQ/LPPSB/SVA1/09/20

Standard: MS 2530-3:2013

15 12 2020

CERTIFIED ENTITY

MSPO Standards	<input checked="" type="checkbox"/> MS2530-3:2013 General Principles for Palm Oil Plantations & Organized Smallholders	
Type of Certification:	<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Group
Project Ref No:	: BQ/LPPSB/SVA1/09/20	
MSPO Certificate No:	BQAS 002	
MSPO Certificate Validity:	30 04 2018 – 29 04 2023	
HQ Office Address:	No 171C, Ground Floor, Kampung Nyabor, 96000, Sibul Sarawak	
Contact Person / Job Title:	Simon Sia Yuk Siong	Manager
Telephone / Mobile:	084 325 478	019 838 2408
Email / Website:	simonsiayuksiong@gmail.com	
Site Address:	Lot 3541, Jalan Pasai Siong, 96000, Sibul, Sarawak	
Contact Person / Job Title:		
Telephone / Mobile:		
Email / Website:		

CERTIFICATION BODY**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**

Office Address:	Lot 7823, Sublot 6, 2n Floor, Block A, Kings' Center, Simpang Tiga, 93350, Kuching Sarawak.	
Contact Person / Job Title:	Wilfred S Landong	Managing Director
Telephone / Mobile:	+6 082 572043	+6 017 222 5555
Email / Website:	bqassb@gmail.com	www.bqas.com.my

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EXECUTIVE SUMMARY

LADANG LUBOK PALAIE [LLP] is owned by Lubok Palaie Plantation Sdn Bhd.

This is a Surveillance Certification Report Year 1 [2nd year of certification] for Ladang Lubok Palaie & scope is individual certification under the Standards MSPO MS2530-3:2013 for Oil Palm Plantations & Organized Smallholders.

It is to be noted that this Audit which was scheduled earlier to be conducted in May, 2020 was forcibly delayed due to compliance requirements of COVID 19 MCO [movement control order] enforced by government authorities of Malaysia.

LPP is located at Lot 3541, Jalan Pasai Siong, 96000, Sibul, Sarawak. The Plantation Site is situated at Geo-coordinates N 002.43035° E 111.94510°; 421.27 hectares of total certified area; on NCR land owned by local communities; operated and managed by LPPSB vide a Joint Venture Agreement.

The assessment method follows principles of **3P** (Paper, Practice & People)

This certification assessment is a sampling process where management systems effectiveness & efficiency are confirmed via an Audit Trail that the Auditor established to make an accurate conclusion.

The following are pertinent information on LLP:

No of Employees	• 42 employees: 6 locals / 36 foreign
MPOB License No / Expiry date	• No: 617490002000, 617496002000, 618547002000; Expiry: 31 07 2021
Date of Establishment	• 2012
Certified Area	• 421.27 hectares
FFB Actual Production Volume 2019	• 7,567.06 MT
FFB Estimated Production Volume 2020	• 8,000 MT

The Surveillance Audit was conducted on 02 – 03 09 2020; 2 Auditors; 4 mandays.

The purpose of this Audit is to evaluate the implementation, including effectiveness, and continuous compliance to MSPO requirements of LLP management systems. Assessments were done at Estate Office and estate proper to assess documentation, facilities and field operations. Information & data were systematically gathered & documented from interviews, observations of process and activities, field audits & review of documentations and records.

13 findings were recorded during this Surveillance Audit; 4 NC – minor non-conformance & 10 OFI – opportunity for improvement. CAR [corrective action report] were raised on these findings; all CARs were closed out on 21 10 2020.

During the Audit, dialogues and interviews were conducted with staffs, field workers, local community representatives, contractors & stakeholders to gauge understanding of MSPO principles, applications & its importance and relevance to sustainable growth and production of palm oil products. Also assessed were their opinion on working & business relationship with LLP management & staffs and this was found to be positive, cordial & mutually beneficial.

Estate employees are remunerated in compliance with Employment Act & minimum wage regulations; and living & housing conditions in the staff housing and facilities are generally meeting standard requirements of health & safety regulations & the relevant Housing Act.

Available amenities in LLP include treated water, electricity and telecommunication services.

LLP has continuously complied & conformed to MSPO Certification standards, conditions & requirements.

Conclusively, the Lead Auditor therefore recommended that LLP certification under MSPO Standards MS2530-3:2013 Part 3 – General Principles for Oil Palm Plantations & Organized Smallholders to be continued and maintained.

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Ref No: BQ/LPPSB/SVA1/09/20

Standard: MS 2530-3:2013

15 12 2020

1.0. INFORMATION: CERTIFICATION ASSESSMENT**INFORMATION: CERTIFICATION BODY**

Name: BQAS Certification [M] Sdn Bhd [11799994-x]
 CB No: MSPO 06092019 CB 15
 Address: Lot 7823, Sublot 6, 2nd Floor, Block A, Kings' Centre, Simpang Tiga, 93350, Kuching, Sarawak.
 Contact: Email: bqassb@gmail.com Tel: +6 082 572 043
 Whatsapp: +6 017 814 1112 Website: www.bqas.com.my
 Surveillance Audit Date: 02 & 03 09 2020 Audit Duration: 6 man-days
 BQAS Audit Team: Name Role in the Audit
 Dominic Retan Lead Auditor
 Robert Tella Auditor

1.1.	Type of Certification Assessment	<input checked="" type="checkbox"/>	Annual Surveillance Audit [Year 1]
1.2.	Scope of MSPO Certification	<input checked="" type="checkbox"/>	Production of Sustainable Fresh Fruit Bunch from 421.27 hectares of Certified Area
1.3.	MSPO Standards	<input checked="" type="checkbox"/>	PART 3: MS2530-3:2013
1.4.	Maps and others [Refer Attachments]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

2.0. INFORMATION: CERTIFIED ENTITY

Company Name & Registration No:		Lubok Palaie Plantation Sdn Bhd (1012799-A)	
Main Address:		No. 171C, Ground Floor, Kampung Nyabor, 96000 Sibul, Sarawak	
Site Name:		Ladang Lubok Palaie	
Primary Function:		<input checked="" type="checkbox"/> Plantation/Organized Smallholders	<input type="checkbox"/> Mill
Site Address:		Lot 3541, Pasai Siong Tengah, Sibul, Sarawak	
Management Contact Details			
1.	Name: Simon Sia Yik Siong	Job Title: Management Representative	
	Mobile: 019 838 2408	Tel: 084 325 478	Email: lubokpalaie@gmail.com simonsiayuksiong@gmail.com
2.	Name: Darren Ting Lik Cherng	Job Title: Estate Manager	
	Mobile: 016 899 1552	Tel: 084 325 478	Email: darren1552@gmail.com

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Standard: MS 2530-3:2013

15 12 2020

Headcount:	Local: 6	General Workers: 36	Total: 42
MS 2530-3:2013 General Principles for Plantations & Organized Smallholders			
MPOB License No: 617490002000 (in the name of Sima Anak Tukie at 133.48 ha) 617496002000 (in the name of Makus Anak Tukie on 128.49 ha) 618547002000 (*in the name of Duchan Anak Makus on 159.3 ha)	Expiry Date: 31/07/2021 31/07/2021 31/07/2021		
Scope of Activity: 1. Menjual & Mengalih FFB#			
Date of Establishment: 2012	Geo-Coordinates: N 002.43035° E 111.94510°		
Certified Area: 421.27 ha	Planted Area 421.77 ha (variation due to ground-based survey method used and planting distance)		
FFB Production (actual) 2019: 7,567.06 MT	FFB Production (estimate) 2020: 8,000 MT		
Sources of FFB: Own estates	Main FFB purchaser: 1. BLD Palm Oil Mill, Bintulu 2. Melati Agro Sdn Bhd, Sibul		
No of Planting Blocks: 37	No of Palm trees: 60,284		
Palm Species: Golden Hope & AAR Hybrida (from Applied Agricultural Resources - associate company of KLK & Boustead)	Age Range of Palm Trees: 4 - 8 years old		
Topography: Undulating	Soil Type: Mineral soil & some peat		
Land Status: Ownership: NCR land	<input checked="" type="checkbox"/> Rented	<input type="checkbox"/> Own Land	<input type="checkbox"/> Joint Venture
Validity/Date of Certification: 01 06 2019 to 31 05 2024	Other Sustainability Certification: None		

3.0. ASSESSMENT METHODOLOGY

This certification assessment is a SAMPLING process where management systems effectiveness & efficiency are confirmed via an audit trail that the Auditor established to make an accurate conclusion

Information gathering Data collection from	Interviews – staffs, contractors, local communities, FFB suppliers & other stakeholders <ul style="list-style-type: none"> • Observation of process & activities • Review of documentations & records • Site visits • Field inspections
Assessment method	Paper <ul style="list-style-type: none"> • Assessing past implementations from records, reports of the management system Practice <ul style="list-style-type: none"> • Assessing current implementation from observing current practices People



- Assessing future maintenance from interviewing personnel on understanding & assessing competencies.

Surveillance Audit		Audit Findings Classification	
Term	Meaning	Description	
YES	Compliance	•	Fulfilled requirement of audited standard
OFI	Opportunity for improvements	•	Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
NO (minor NC)	Minor non conformity	•	Non-compliance to standard requirements or company's SOP; or are issues that when combined, jeopardized the functioning of the system
NO (major NC)	Major non conformity	•	Demonstrate absence or total breakdown of system to meet standard requirement, or a number of minor NC against a clause of standard requirements / at a particular area. Of last assessment that are not effectively addressed will be classified as major NC.

4.0. ASSESSMENT PROCESS

4.1. AUDIT TEAM

Assessment Stage	Name	Role
Surveillance Year 01	Dominic Retan	Lead Auditor
	Robert Tella	Auditor

4.2. AUDIT PLAN

4.2.1. AUDIT OBJECTIVES

Surveillance Audit

- Changes to the certified client and its management system
- Verification continuous management system implementation
- Review of effectiveness of measures arising from the previous audit (if applicable)
- Confirmation of fulfillment of certification requirements
- Enquiries on aspects of certification (Complaints)
- Review of any client's statements with respect to its certified operations (e.g. promotional material, website, use of BQAS logos and marks, use of the certificate)
- Customer specific requirements

4.2.2. ASSESSMENT SITES / PROGRAMS / PARAMETERS

MS2530-3:2013 General Principles for Palm Oil Plantation & Organized Smallholders

4.2.2.1. Assessment Sites

Assessment were performed at:

- Estate Office – documentations & records
- Estate – processes, stores, waste & water management, workshop and related facilities
- Staff facilities – housing, amenities etc.

4.2.2.2. Assessment Program

Date: 02 – 03 09 2020

No of Auditors: 2

No of Mandays: 4

Day 1

- Opening Meeting
- Review Certification Audit Report
- Documentation Audit
- Stakeholders dialogues/interviews (contractors, local community representatives, adjacent landowners)
- Field Audits
FFB harvesting & evacuation activities, boundaries, riparian & buffer zones, chemical handling activities etc.
- Estate sites assessment
Inspection/observation of staff/workers housing & living conditions, facilities & amenities, water reservoir & management, domestic waste treatment etc.
Stores [chemical, schedule waste, PPE etc.] & workshop

Day 2

- Documentation Audit [continuation]
- Closing Meeting
- Issue CAR – corrective action report form
- Presentation of Audit Checklist / Report

4.2.2.3. Assessment Parameters

- Evaluate implementation, including effectiveness of the management system



- Information & evidence about conformity to all requirements
- Performance monitoring, measuring, reporting
- Reviewing against key performance objectives & targets
- Performance as regards legal compliance
- Operational control of the client's process
- Internal auditing & Management review
- Management responsibilities for policies
- Links between the normative requirements, policy
- Competence of personnel
- Customer specific requirements
- Traceability of FFB
- Use of PPE / Safety & Health training program
- Revisit other points/areas of buffer zone, Riparian reserves, boundaries
- Implementation of Policies & procedures at all stores (fertilizer, chemical, schedule waste store)
- Improvements to workers' quarters – health & safety
- Infrastructure / roads & drainage / natural water management
- Continuous improvement plan & implementation
- Implementation of Best practices
- Implementation of environmental management plan
- Stakeholders & workers interview

5.0. SURVEILLANCE ASSESSMENT

5.1. SURVEILLANCE AUDIT REPORT

PRINCIPLE 1 MANAGEMENT COMMITMENT & RESPONSIBILITY

Criterion 4.1.1: Malaysian Sustainable Palm Oil (MSPO) Policy

Indicator	Requirement	Compliance	Findings
4.1.1.1	A policy for the implementation of MSPO shall be established.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	MSPO policy done. Dated 29 Jan 2018, approved by Plantation Director Mr Tang Lee Nang
	The policy shall also emphasize commitment to continual improvement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Stated in the last 2 paragraphs of the policy with respect to;



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			<ul style="list-style-type: none"> ● Adherence to business strategy for sustainable development for the continuous improvement of people, planet and profit. ● Commitment to plantation development on sustainable basis for continuous improvement in accordance with MSPO.
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Criterion 4.1.2: Internal audit

Indicator	Requirement	Compliance	Findings
4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Conducted once a year.</p> <p>Last conducted on 05/12/2019 to 07/12/2019.</p> <p>The audit report summary indicates 0 NC and 2 OFI.</p>
4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>LPPSB/MSPO/P3/C2/I2 dated 03/12/2018 which defines the responsibility of the lead auditor, audit team and the representative.</p> <p>Findings from the previous audit shall be reviewed for traceability. Findings in the current audit are discussed with the representative. The auditor will assign a date for the completion of corrective action of any non-conformance.</p>
4.1.2.3	Report shall be made available to the management for their review.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The internal audit indicates 0 NC and 2 OFI.</p> <p>These findings were brought up at the MR meeting for discussion.</p>

Criterion 4.1.3: Management review

4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>The LPPSB Management Review Meeting was conducted on 10/12/2019 and dwelled on compliance to the MSPO and MSPO objectives for the year 2018 - 2023,</p> <p>The issues discussed were related to the findings in the Internal Audit Report.</p> <p>OFI: The minutes of the MR Meeting maybe further improved by having a clear agenda. The Internal Audit Report should be mentioned with discussion on the number and nature of findings along with corrective actions.</p>
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Criterion 4.1.4: Continual improvement			
4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>SOP for Continual Improvement Plan ref. no. LPPSB/MSPO/SOP/038, Issue No. 1, Issue Date 12/12/2019.</p> <p>A plan to improve 10 subject matters has been drawn up in the SOP.</p>
4.1.4.2	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology, where applicable, that are available and feasible for adoption.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>By maintaining awareness on equipment and techniques through suppliers and other stakeholders (consultation & communication) e.g.purchase of FFB evacuation vehicle was made after discussion with supplier. Also based on observation and experience with an older model already in the estate inventory.</p>
4.1.4.3	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Implemented through the Continual Improvement Plan which has detailed out requirements for 10 subject matters in the SOP, among them:</p> <ul style="list-style-type: none"> ● Minimize use of pesticides ● Environmental impacts ● Maximizing recycling and minimizing waste or by-products generation

PRINCIPLE 2 TRANSPARENCY

Criterion 4.2.1: Transparency of information and documents relevant to MSPO requirements

Indicator	Requirement	Compliance	Findings
4.2.1.1	The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The MSPO policy, Environmental Policy, Human Rights Policy, Minimum Age Policy, Occupational Safety and Health Policy, Prevention on Workplace Violence Policy and Social Policy and other company documents (all available in English and Bahasa Malaysia) are displayed on the noticeboard.</p> <p>Confidential documents may be accessed by personally approaching the estate manager or by calling him on the telephone.</p>



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Standard: MS 2530-3:2013

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4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>Presently, the publicly available documents are displayed on the noticeboard in the site office.</p> <p>OFI: Consider to display the policies and company documents outside for easy access to workers and other stakeholders.</p>
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Criterion 4.2.2: Transparency method of communication and consultation

4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	LPPSB Procedure of Communication and Consultation ref. No. LPPSB/MSPO/SOP/031, Issue No. 1, Issue Date 26/10/2018.
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4.2.2.2	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The assistant estate manager Mr Wally Bin Mastar is Communication Officer as per appointment letter from the Director Mr Tang Lee Nang dated 09/08/2018.
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4.2.2.3	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>List of stakeholders sighted comprising:</p> <ul style="list-style-type: none"> ● Suppliers <ul style="list-style-type: none"> ■ Construction materials (11) ■ Contractor -site maintenance (1) ■ Consumer store (3) ■ Fertilizer, insecticide & pesticide (5) ■ Foreign worker expense (3) ■ Fuel, oil & gas (5) ■ Office equipment, printing & stationery (5) ■ Repair & maintenance - machinery, lorry & motor vehicle (25) ■ Road construction (1) ■ Seedling, scheduled waste handling & fertilizer test (3) ● Transport & freight ● Clients - oil mill & collection center (5) ● Public & government bodies (14) <p>Sighted record of 2 stakeholders approached on 18/02/2020 (Mr Richard Anak Amp) and 20/02/2020 (Mr Ting Hook Soon).</p> <p>OFI: Consider to improve on the record keeping of discussions and feedback received from the stakeholders.</p>
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Criterion 4.2.3: Traceability

4.2.3.1	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	LPPSB FFB Identification & Traceability Ref. No.: LPPSB/MSPO/SOP/029, Issue No. 2, Issue Date 12/12/2019, Rev. 1 defines the function, operational procedures, process monitoring and records.
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	<p>Conducted once a month. Sighted various daily records on harvesting covering the period 01/08/2020 - 15/08/2020 and daily weighbridge advice tickets issued by the oil mill / collection centre.</p> <p>NC: During the audit on documents, the record of regular inspections undertaken to verify compliance of the traceability system was not available.</p>
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The assistant estate manager Mr Wally Bin Mastar is Traceability Officer as per appointment letter from the Director Mr Tang Lee Nang ref. No.: 002/12/2018 dated 1/12/2018.
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted various daily records on harvesting covering the period 01/08/2020 - 15/08/2020 and daily weighbridge advice tickets issued by the oil mill / collection center

PRINCIPLE 3
COMPLIANCE TO LEGAL REQUIREMENTS
Criterion 4.3.1: Regulatory requirements

Indicator	Requirement	Compliance	Findings
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted the LPPSB legal register and availability of hard copies of the various Acts including Minimum Wages Order 2020. Assessment for compliance is carried by the Legal Compliance Person-in-Charge.
4.3.1.2	The management shall list all laws applicable to their operations in a legal requirement register.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The LPPSB legal register comprises a list of legislation arranged in alphabetical order.

4.3.1.3	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>Noted the inclusion of the Minimum Wages Order 2020.</p> <p>OFI: Consider to indicate date of last revision of the legal register.</p>
4.3.1.4	The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Mr Simon Sia is the Legal Compliance Person-in-Charge as per appointment letter from the Director dated 09/08/2018. He keeps track of changes through consultation with the relevant authorities (e.g. the Labour Dept on the Minimum Wages Order 2020 and the Immigration Dept on anything affecting hiring of Indonesian workers.</p>
Criterion 4.3.2: Land use rights			
4.3.2.1	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Rented from 3 NCR land owners Makus Anak Tukie (730313-13-5809), Duchan Anak Makus (001226-13-0831 taking over from the late Nancy (F) Anak Anthony Alik760709-13-5028) and Sima (F) Anak Tukie (621006-13-5304). The agreed yearly rental is RM9,000 to be payable on or before the 7th of August every year for 60 years, commencing from 07/08/2012.</p>
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Sighted: Supplementary Agreement of 2018 incorporating above-named land owners in consideration of the demise of Nancy (F) Anak Anthony Tukie, wife of Makus anak Tukie on 14/02/2016 whose share has been transferred to their son Duchan Anak Makus. The purpose of the land is for oil palm estate or rubber estate.</p>
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The perimeter boundary has been demarcated by the Land and Survey Dept in 2012 upon signing of the agreement between the investor LPPSB and the land owners. The pegs are mounted with the L&S poly peg.</p>
4.3.2.4	Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have been or are being made to previous owners and	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>There has been no dispute or conflict with the land owners since plantation establishment with the signing of the agreement on 07/08/2012.</p>



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Ref No: BQ/LPPSB/SVA1/09/20

Standard: MS 2530-3:2013

15 12 2020

	occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).		
Criterion 4.3.3: Customary rights			
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The land owners have customary rights over the land but with the signing of the agreement, they are paid an annual rent of RM9,000 based on the area of their share.
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Latest plantation map (Lubuk Palaie Plantation Sdn Bhd Total Area 421.77 ha) on A3 showing completed planting blocks (37 in all including block containing Atong 1 and Atong 2) on scale of 1 cm : 96.15 meters.
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Since the establishment of the plantation on 07/08/2012, there had not been any conflict or dispute with the NCR land owners.

PRINCIPLE 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS

Criterion 4.4.1: Social impact assessment (SIA)

Indicator	Requirement	Compliance	Findings
4.4.1.1	Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>SEIA conducted and report submitted by SAYTECH GENERAL INSPECTION SERVICES SDN. Dated December 2017.</p> <p>Report include development plans to mitigate negative impact while promoting and maintaining positives ones:</p> <ul style="list-style-type: none"> a. Access and use rights. b. Economics livelihood and jobs opportunities. <p>Other communities' values such as roads and communication improvement.</p>

Criterion 4.4.2: Complaints and grievances

4.4.2.1	A system for dealing with complaints and grievances shall be established and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	System/procedures established. Sign and approved by Mr. Tang Lee Nang Refer LPPSB/MSPO/SOP/007 dated 04/02/2018.
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		<input type="checkbox"/> OFI	All past complaint and grievances are documented. Document sighted and verified.
4.4.2.2	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>All complaints and disputes resolved timely and in appropriate manner that is accepted by all parties.</p> <p>However, not all complaints and grievances are recorded and documented.</p> <p>OFI: Consider to improve on the implementation of the procedure by maintaining a record of any such future complaints and grievances.</p>
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Complaint forms are available for all employees and stakeholders to make complaint at the premises with a suggestion box for collecting all filled forms.
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The complaint and grievance procedure has been explained in meetings with employees and stake holders.</p> <p>Minutes and pictures sighted.</p>
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Interview with stakeholders and personnel verified that all complaints and grievances in the past 24 months have been resolved.

Criterion 4.4.3: Commitment to contribute to local sustainable development

4.4.3.1	Growers should contribute to local development in consultation with the local communities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Records of CSR activities commitment contributing to local sustainability development. Records contribution sighted and verified. Latest record to Penghulu Richard dated 27/05/2020.
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Criterion 4.4.4: Employees safety and health

4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>OSH Policy developed and signed by current top management Mr. Tang Lee Nang dated 29th Jan 2018.</p> <p>Ref: LPPSB/MSPO/POLICY-05 dated 29.01/2018. Safety And Health Policy.</p>
4.4.4.2	The occupational safety and health plan shall cover the following:		
A.	A safety and health policy, which is communicated and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Safety and Health policy available. Records of meeting and implementation evidence in



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		<input type="checkbox"/> OFI	minute of meeting available sighted and verified. Last meeting conducted on 26.06.2020
B.	b) The risks of all operations shall be assessed and documented	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	HIRARC on all activities/operation are assessed and documented. Refer: HIRARC file. Document sighted and verified.
C.	An awareness and training program which includes the following requirements for employees exposed to pesticides:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Awareness annual training program developed including safety and health aspects. Records of training and records of attendant sighted.
C.1	All employees involved shall be adequately trained on safe working practices; and	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Adequate training on safe working practices are conducted. Photos and attendance recorded and sighted.
C.2	All precautions attached to products shall be properly observed and applied.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	All Safety Data Sheet on all product are available and communicated to relevant employees. SDS folder on all product available, sighted and verified.
D.	The management shall provide the appropriate personal protective equipment (PPE) at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Personal Protective Equipment are provided free of charge by the management as identified by HIRARC. Evidence of issuance of PPE in files are sighted and verified.
E.	The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Standard Operating Procedures for handling of chemicals to ensure proper and safe handling and storage of chemicals in accordance to OSH established. CHRA report available sighted and verified. Ref: LPPSB/MSPO/SOP/014 dated 02.05.2018 Signed and approved by the director Mr. Tang Lee Nang.
F.	The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	An officer is appointed to be responsible for workers safety and health. Refer Letter of appointment: LPP/2020/08/01 dated 01 st Aug 2020 Document sighted and verified.



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	to latest national regulations and collective agreements.		
G.	The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meetings are kept and the concerns of the employees and any remedial actions taken are recorded	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	OSH Committee meeting conducted to discuss matters and issues that affect their business related their employee's safety and health and welfare. Minute of meeting are taken, and any remedial action taken are recorded. Refer: OSH Committee meeting minute, dated 26.06.2020.
H.	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Accident and emergency procedures exist and understood by all employees. Procedures and instruction are communicated and explained to employees in morning briefing and meeting. SOP approved and signed by the Director Mr. Tang Lee Nang. Ref: LPPSB/MSPO/SOP/018 dated 12 th Dec. 2019.
I.	Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Employees trained in First Aid equipment are available at worksite record of training and training material are available and sighted. First aid box and accident guideline available, no expired medicine sighted. Ref: Mr. WALLY BIN MASTAR I/C No. 670721-13-5523 (Assistant Manager). Cert No. Siri: B00929 11667 dated 23/02/2020
J.	Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	A number of minor accidents went unreported and no records of accident kept or recorded. Management to keep record on all types of accident and emergencies. OFI: Consider to keep a complete record of all incidents (both accidents and near misses) for enhanced monitoring of safety and health among workers and staff.
Criterion 4.4.5: Employment conditions			
4.4.5.1	The management shall establish policy on good social practices regarding human rights in respect of industrial	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Policy established and practiced and sighted. Evidence of good social practice are seen in in sight visit and interviews of stakeholders.

	harmony. The policy shall be signed by the top management and effectively communicated to the employees.		Ref: LPPSB/MSPO/POLICY-03 dated 29.01.2018. Policy was signed by company director, Mr. Tang Lee Nang dated 29.01.2018.
4.4.5.2	The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, color, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	All workers are given equal opportunity and statement established. Statement are display on noticeboard and communicated to employees during meeting. Policy signed by top management Mr. Tang Lee Nang dated 14 th May 2018. Ref: LPPSB/MSPO/POLICY-07 dated 14/05.2018.
4.4.5.3	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Employees pay and condition meet the legal industry minimum standard. Evidence in: a. Payslip. i. Husain Hamaali ii. Pusidin b. Kontrak Pekerjaan. i. Saifullah Bin Mahathir, field conductor. c. Offer letter/Tawaran Pekerjaan. i. Saifullah Bin Mahathir field conductor Document sighted and verified.
4.4.5.4	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	All work are done by own staff except for transporting of FFB. Contract agreement sighted, sign by both party and in accordance with the minimum pay requirement. Refer: FFB TRANSPORTING AGREEMENT dated March 2018.
4.4.5.5	The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Accurate records of all accounts on all employees including seasonal workers; Local workers: 08 workers. Foreign workers (Indonesian): 28 workers. Record sighted and verified.
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Copies of all employment contract signed by both parties available, As random sample contract:

	of employment contract is available for each and every employee indicated in the employment records.		No. Rujukan pekerja: LPPSB-GW003. AHMAD MALE PASSPORT: B1398781 DOB: 29-09-1990 ISLAM INDONESIAN Document verified and sighted.
4.4.5.7	The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Time recording system established and verified by the following: Document sighted and verified. A. Local workers - punch Card. Punch card sighted verified. B. Foreign workers - checkroll. Payment voucher sighted and verified.
4.4.5.8	The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Working hours and break in time records comply with legal regulations and collective agreements. Working hours and overtimes are put on display for transparency. Working hours - 8hrs = 1 man day. Overtime paid 1.5 times actual pay. Working on weekend 2 times pay. Document Sighted and verified.
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Existing wages and overtimes payment reflected in pay slip and punch card meets legal requirement. Document sighted and verified.
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The following social benefits are given to employees: a. Incentives depending annual profit for local permanent staff only. b. Free housing/quarters all employers. c. Water and electricity provided free of charge.
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	On site living quarters are provide with basic amenities and facilities in compliance with

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	and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.		workers minimum standard housing and amenities. Water and electricity are provided free.
4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sexual harassment and violence policy established and implemented by posting it on noticeboard and constant reminder during weekly assembly. Policy signed by director Mr. Tang Lee Nang Ref: LPPSB/MSPO/POLICY-06 dated 14.05.2018 Document sighted and verified.
4.4.5.13	The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Rights of all employees are respected and reflected in Human Rights Policy. Document signed by top management Mr. Tang Lee Nang dated 14 th May 2018. Ref: LPPSB/MSPO/POLICY-07 dated 14 th May 2018. Document sighted and verified.
4.4.5.14	Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. Work by children and young persons is acceptable on family farms, under adult supervision, and when not interfering with their education. They shall not be exposed to hazardous working conditions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	No children or young person employed by the management, list of workers and employees available sighted and verified.

Criterion 4.4.6: Training and competency



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4.4.6.1	All employees, contractors and relevant smallholders are appropriately trained. A training program (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Training programmes developed and conducted for all employees and contractors. Evidence in attendance, photos and training contents/material sighted and verified. Last training done on 28.08.2020.</p> <p>Types of training:</p> <p>A. Weed Spraying. B. Pruning C. P&D rat baiting D. Harvesting. E. manuring</p> <p>Evidence in photos and document sighted and verified.</p>
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training program in order to provide the specific skill and competency required to all employees based on their job description.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>TNA conducted and plan prior to implementation of the training programme. Training Need Analysis sighted and verified.</p>
4.4.6.3	A continuous training program should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Annual Training programme developed and conducted for all employees about their jobs function. Records and evidence of training available, sighted and verified.</p>

PRINCIPLE 5 ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY & ECOSYSTEM SERVICES

Criterion 4.5.1: Environmental management plan

Indicator	Requirement	Compliance	Findings
4.5.1.1	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>LPP Environmental Management Policy prepared by Mr Kong Chong Lung & signed by Mr Tang Lee Nang dated 29/01/2018. The policy is displayed inside the site office,</p> <p>OFI: Consider to display the LPP Environmental Management Policy for public viewing.</p>



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4.5.1.2.	The environmental management plan shall cover the following:		
A.	An environmental policy and objectives	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Environmental policy described as above, containing 5 objectives: <ul style="list-style-type: none"> ● Legal compliance ● Continual improvement in sustainable management ● Minimizing adverse environmental effects arising from plantation activities ● Improving efficiency of resource utilization & ● Minimizing pollution).
B.	The aspects and impacts analysis of all operations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Four areas of plantation operations are identified and analyzed for aspects and impacts: <ul style="list-style-type: none"> ● Scheduled waste store, ● Vehicle workshop, ● Pest & diseases control (chemical calibration & mixing) and ● Pest & diseases control (pesticides and chemical spraying),
4.5.1.3	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Elements of the environmental improvement plan are covered in LPPSB/MSPO/SOP/038, Issue No. 1, Issue Date 12/12/2019. Among the environmental subject matters covered are: <ul style="list-style-type: none"> ● Minimize use of pesticides ● Maximize recycling and minimize waste or by-products generation ● Pollution prevention ● Estate inputs monitoring <p>The positive and negative impacts of all operations include the following:</p> <p>Safety & health</p> <p>Harvesting</p> <p>Spraying</p> <p>Manuring</p> <p>Transport FFB</p> <p>Socio-economic impact</p>



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			<p>Generation of employment and business opportunity</p> <p>Domestic and scheduled waste</p>
4.5.1.4	A program to promote the positive impacts should be included in the continual improvement plan.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The LPPSB Continual Improvement Plan (ref. no. LPPSB/MSPO/SOP/038, Issue No. 1, Issue Date 12/12/2019) provides a program covering 10 aspects of activities in the plantation, among them:</p> <ul style="list-style-type: none"> ● Minimize use of pesticides ● Maximize recycling and minimize waste or by-products generation ● Pollution prevention ● Estate inputs monitoring
4.5.1.5	An awareness and training program shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Training programmes developed and conducted for all employees and contractors. Evidence in attendance, photos and training contents/material sighted and verified. Last training done on 28.08.2020.</p> <p>Types of training:</p> <p>A. Weed Spraying. B. Pruning C. P&D rat baiting D. Harvesting. E. manuring</p> <p>Evidence in photos and document sighted and verified.</p>
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>LPP safety & health committee last conducted its meeting on 26/06/20. An environmental issue discussed was the use of the emergency shower and eye wash.</p>

Criterion 4.5.2: Efficiency of energy use and use of renewable energy

4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate time frame. There should be a plan to assess the usage of	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>Only the Consumption of Petrol and Diesel record for August 2020 was sighted. The total quantity consumed is 2,970 litres utilized by:</p> <ul style="list-style-type: none"> ● 1 pickup for general administration & commuting between estate & town office ● 4 x 3-ton lorries for in field use,
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	non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.		<ul style="list-style-type: none"> ● 1 x tracked tipper truck (Marocca), ● 4 x excavator, ● 1 x unit FFB evacuator / 3-wheeled farm ATV (Bangau) and ● 2 generators supplying power to the 2 labor lines. <p>OFl: Consider to prepare an analysis of the consumption of non-renewable energy over a base period to understand the efficiency of energy use.</p>
4.5.2.2	The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Electricity supply is from SESCO since June 2019 when the estate office was connected to the grid. Consumption for 2020 (Jan. To Aug.) is 5,842 kWh with an average of 730.25 kWh/month.
4.5.2.3	The use of renewable energy should be applied where possible.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The spot light to provide night long illumination for the office and store area is powered by solar energy.
Criterion 4.5.3: Waste management and disposal			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Management of Waste Generated by Estates LPPSB/MSPO/SOP/033, issue no. 1, issue date 27/10/2018 lists out 8 types of waste: <ol style="list-style-type: none"> 1) Scheduled waste 2) Empty chemical containers 3) Household rubbish disposal 4) Line site wastewater 5) Pruned fronds 6) Felled palms 7) Used clinical syringes 8) Scrap iron 9) Used tyres 10) Empty fertilizer bags
4.5.3.2	A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste		



	management plan should include measures for:		
A	Identifying and monitoring sources of waste and pollution	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>As per the SOP on Management of Waste Generated by Estates:</p> <ol style="list-style-type: none"> 1) Scheduled waste 2) Empty chemical containers 3) Household rubbish disposal 4) Line site wastewater 5) Pruned fronds 6) Felled palms 7) Used clinical syringes 8) Scrap iron 9) Used tyres 10) Empty fertilizer bags
B.	Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	<p>Mentioned in the Mitigation Measure in the above-named SOP on Management of Waste Generated by Estates such as:</p> <ul style="list-style-type: none"> ● Recycling of empty chemical containers ● Recycling of plastic, glass and metal containers ● Sale of scrap metal ● Stacking of pruned fronds to mitigate soil erosion & reduce impact on waterways <p>NC: During the site visit, it was noted that mixed waste in the landfill was not segregated according to the SOP.</p>
4.5.3.3	The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	<p>LPPSB/MSPO/SOP.034, issue no. 1, issue date 31/10/2018. The SOP lists out 2 types of waste from operations: used lubricant and used spent hydraulic oil. The scheduled waste inventory is updated monthly into eSWIS by Mr Simon Sia.</p> <p>The last disposal via TLM Tlasa Hijau Sdn Bhd detected on eSWIS for July 2020 was on 17/06/2020 comprising 5 types of scheduled waste:</p> <ul style="list-style-type: none"> ● SW102 at 0.0770 MT ● SW305 at 0.3710 MT



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			<ul style="list-style-type: none"> ● SW 306 at 0.0080 MT ● SW409 at 0.0424 MT ● SW410 at 0.0408 MT <p>NC: During the visit to the Scheduled Waste Store, it was noted a spillage of waste oil on the gravel fronting the store had been left unattended.</p>
4.5.3.4	Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national program on recycling of used HDPE pesticide containers.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Empty chemical containers are triple washed to be reused as containers for lubricating oil. Used containers are perforated and stored (as sighted in the Scheduled Waste Store) prior to disposal as SW 409 through a licensed scheduled waste collector TLM Tiasa Sdn Bhd.
4.5.3.5	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Domestic waste is disposed into a land fill as per the SOP on waste management LPPSB/MSPO/SOP/033. The present land fill (excavated on 15/08/2020) is located on a high ground in the estate, well away from the nearest watercourse and the nearest drain is more than 100m away. For the time being, the estate is disposes of domestic waste (generated by the office) through the Sibul town scavenging service at the collection point at junction of the Pasai Tengah road. OFI: Consider to enhance monitoring of previous excavated and covered pits with appropriate site marking.
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable. Based on the social-environmental impact assessment, the most likely and pertinent impact is reduction on water quality.



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4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as the SOP is available only for solid waste, scheduled waste and domestic waste.
Criterion 4.5.5: Natural water resources			
4.5.5.1.	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted: SOP for Water Management LPPSB/MSPO/SOP/017, issue no. 1, issue date: 07/05/2018. The main source of drinking water is from the Sibul Water Board. Water for washing is from harvested rainwater.
A	Assessment of water usage and sources of supply.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted: record of water supplied by the Sibul Water Board for 2020 (Jan. To July). Usage is 1,536 litres, averaging 219.42 litres per month.
B	Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Monitoring of water quality is conducted annually with the latest sampling done on 16/12/2019. Among the parameters tested, BOD was 2.5 mg/litre at Water Sample 1 (downstream of LPP). At WS2 (upstream), the BOD was 3.8 mg/litre. The parameters were well within the acceptable limits.
C	Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Rain harvesting is very much in evidence at the office complex and at the workers quarters Labour Line 2 x 400-litre HDPE tanks (blue in colour). Workers use the water for washing while drinking water is collected in carboys from the office taps. Only the office is supplied with piped water from the Lembaga Air Sibul.
D	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along natural waterways within the estate.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The riparian zone along the plantation boundary in Block 1B was ascertained to be well demarcated with standing vegetation still in place.
E	Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The block boundary stops at the riparian zone. Thus there is no planting on the bank of the river.



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F	Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as there were no bore wells.
4.5.5.2	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as the plantation does not straddle any waterway. Bunds, weirs and dams are not in use.
4.5.5.3	Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Rain water is harvested at the living quarters for workers for use in washing. Drinking water is obtained from the Sibul Water Board and supplied to the estate office and the living quarters.
Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value area			
4.5.6.1.	Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:		
A	Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted posters on wildlife (protected and fully protected) from the Sarawak Forestry Corporation. The quarterly EMR keeps track of biodiversity issues. However, no high biodiversity value habitats are identified within the Ladang Lubok Palaie. During the site visit, a monitor lizard was sighted.
B	Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The EMR monitors biodiversity in the plantation. No RTE species are identified within the Ladang Lubok Palaie.
4.5.6.2.	If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for		



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	management planning and operations should include:		
A	Ensuring that any legal requirements relating to the protection of the species are met.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Posters on wildlife (protected and fully protected) are available and posted on the outside wall of the office.
B	Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Noted signage for No Hunting, No Felling & No Open Burning at the compound of the estate office and at the main gate.
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	Staff and workers have been briefed on compliance regarding wildlife conservation including sighting and identification. NC: A register of wildlife location seen or heard in the plantation is not available or maintained.
Criterion 4.5.7: Zero burning practices			
4.5.7.1	Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as this is not practised.
4.5.7.2	A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not practised
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	This practice shall be adopted at the replanting phase.

PRINCIPLE 6
BEST PRACTICES
Criterion 4.6.1: Site management

Indicator	Requirement	Compliance	Findings
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Appropriate standard operating procedures available consistently implemented and monitored.</p> <p>Ref: Plantation Guideline.</p> <p>SOPs covering all operations such as:</p> <ul style="list-style-type: none"> • Manuring (LLPSB/MSPO/SOP/001) • Estate Upkeep & Cultivation (LLPSB/MSPO/SOP/002) <p>Pests and Diseases (LLPSB/MSPO/SOP/003)</p> <p>During the site visit, the general condition of the plantation was ascertained to be well maintained.</p>
4.6.1.2	Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Lubok Palaie Plantation occupies a flat lowland beside the Pasai river with small patches of high ground. Sighted pits scattered among palms on slopes to conserve water. All access roads had side drains.</p>
4.6.1.3	A visual identification or reference system shall be established for each field.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Each block was marked with a placard stating year of planting and size of the block.</p> <p>Total no. of block: 37</p> <p>Planting material: i. AA DXP Hybrid ii. Golden hope.</p> <p>Total number of palms: 60,205.</p> <p>Year planted: 2012</p> <p>Hectarage: 421.77ha.</p>

Criterion 4.6.2: Economic and financial viability plan

4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Sighted LPP Budgeted Summary Income & Expenditure Cost FY 2020</p> <p>Total Operating Income for 2020 is expected at RM2,983,544.38 (rising from RM229,416.72 in Jan 2020 to 286,809.04 in Dec 2020).</p>
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			Total Production Cost is expected to be RM2,421,146.50 (expected to rise from RM108,803.32 in Jan. 2020 to RM118,784.32 in Dec. 2020). FFB revenue is assumed at RM372.52/MT. Annual cost per hectare is expected at RM5,740.44 while annual revenue is expected at RM7,073.87/ha.															
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable. No replanting programme established, all crops are aged between 4 & 8 years old.															
4.6.2.3	The business or management plan may contain:																	
A	Attention to quality of planting materials and FFB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Planting material: GOLDEN HOPE and AA DXP HYBRID															
B	Crop projection: site yield potential, age profile, FFB yield trends.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p><u>Year planted 2013 – 2016</u></p> <table border="1"> <tr> <td>Budget Year</td> <td>2020</td> <td>2021</td> </tr> <tr> <td>Matured Crop (ha)</td> <td>421.77</td> <td>421.77</td> </tr> <tr> <td>No. of palms</td> <td>60205</td> <td>60205</td> </tr> <tr> <td>Revenue/MT</td> <td>375.52</td> <td>376.67</td> </tr> <tr> <td>Revenue/ha</td> <td>7,073.87</td> <td>7,095.68</td> </tr> </table>	Budget Year	2020	2021	Matured Crop (ha)	421.77	421.77	No. of palms	60205	60205	Revenue/MT	375.52	376.67	Revenue/ha	7,073.87	7,095.68
Budget Year	2020	2021																
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No. of palms	60205	60205																
Revenue/MT	375.52	376.67																
Revenue/ha	7,073.87	7,095.68																
C	Cost of production: cost per ton of FFB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	2020 – RM304.73 2021 – RM304.73 Refer Budget summary Income & expenditure for the year 2020 & 2021 (estimated actual). Document sighted and verified.															
D	Price forecast	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Price Forecast for the year 2020: Forecast: RM375.52/MT Actual: RM443.508/MT (as of July 2020) Overall tonnage 4,374.93MT (as of July 2020) Refer to sales of FFB summary report.															



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E	Financial indicators: cost benefit, discounted cash flow, return on investment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Financial indicators for year 2020.</p> <p>Refer to statement of cash flow year end 31/12/2019.</p> <table border="1" data-bbox="956 371 1481 689"> <tr> <td>Cost of operation</td> <td>RM337.16/MT</td> </tr> <tr> <td>Discounted cash flow</td> <td>FY 2020 - 2022 RM1,577,388.52</td> </tr> <tr> <td>Return on Investment</td> <td>136% nett profit/contributed share capital.</td> </tr> </table>	Cost of operation	RM337.16/MT	Discounted cash flow	FY 2020 - 2022 RM1,577,388.52	Return on Investment	136% nett profit/contributed share capital.
Cost of operation	RM337.16/MT								
Discounted cash flow	FY 2020 - 2022 RM1,577,388.52								
Return on Investment	136% nett profit/contributed share capital.								
4.6.2.4	The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Monitored in the Accounts Section on a monthly basis to enable rectification to be made following any deviation from the plan. The data from the field on FFB production is used.</p> <p>LPPSB/MSPO/SOP/011 dated 15/07/2020.</p>						

Criterion 4.6.3: Transparent and fair price dealing

4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Pricing of product are determined by the MPOB and mill base on pre-arranged agreement.</p> <p>Existing mechanism of determining pricing is acceptable.</p> <p>All FFB are delivered to BLDSB Igan Palm Oil Mill for processing.</p> <p>Statement of FFB delivery to Igan Palm Oil Mill for the month of July 2020 sighted and verified.</p>
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Only 1 contractor engaged:</p> <p>GOODWILL TRANSPORT CO. To act as independent contractor to transport FFB from the plantation to the mill. Contract agreement sign by both parties</p> <p>Ref: FFB TRANSPORTING AGREEMENT dated March 2018.</p> <p>Document sighted and verified.</p>

Criterion 4.6.4: Contractor

4.6.4.1	Where contractors are engaged, they shall understand the MSPO requirements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Contractor are aware of MSPO requirement.</p> <p>Evidence in photos, record of training, meeting and attendance available.</p>
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	and shall provide the required documentation and information.		Document sighted and verified.
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Only 1 contractor engaged: GOODWILL TRANSPORT CO. To act as independent contractor to transport FFB from the plantation to the mill. Contract agreement sign by both parties Ref: FFB TRANSPORTING AGREEMENT dated March 2018. Document sighted and verified.
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Contractors agreed to be assessed and interviewed by approved MSPO auditors to verify assessments through physical inspection.
4.6.4.4	The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The officer responsible for the observance and the control points applicable to the tasks perform by the contractor is the Assistant Estate Manager.

PRINCIPLE 7 DEVELOPMENT OF NEW PLANTING

Not applicable

No implementation and development of new planting in Year 2020

5.2. SUMMARY OF FINDINGS


Principle	1	2	3	4	5	6	Total
No of OFI: Opportunity for Improvement	1	2	1	2	3	0	9
No of NC: Non-Conformance [minor]	0	1	0	0	3	0	4
No of NC: Non-Conformance [major]	0	0	0	0	0	0	0
Total	1	3	1	2	6	0	13

5.3. STAKEHOLDERS' CONSULTATION REPORT

No stakeholder consultation during this audit



5.4. AUDIT CONCLUSION

	Summary Statement of Lead Auditor	Signature
	<p>The purpose of this Surveillance Audit is to evaluate the implementation, including effectiveness, of LLP management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.</p> <p>13 findings were recorded</p> <p>Conclusively it is the opinion of the Audit Team that LLP had adequately maintained effectively the implementation of its' management systems and that continued Certification under MS2530-3:2013 to be continued; subject to satisfactory actions taken on all findings.</p>	 Dominic Retan Giah Date: Sept. 3, 2020

5.5. ACKNOWLEDGEMENT BY CERTIFIED ENTITY MANAGEMENT REPRESENTATIVE


	<p>This is to acknowledge and confirm the Audit Visits/Assessments described in this Report and the Acceptance of the Contents and Findings in the said Audit Report.</p>	Simon Sia Date: 03 09 2020
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5.6. CORRECTIVE ACTIONS REPORTS & ACTION TAKEN BY CERTIFIED ENTITY

Corrective Action Reports were raised on 03 09 2020
The Corrective Action Reports were closed out by Lead Auditor on 21 10 2020

6.0. OFFICIAL SIGN OFF

6.1. ASSESSMENT RECOMMENDATION: LEAD AUDITOR

<p>Based on the Findings/Action taken by Auditee/Closures above, Lubok Palaie Plantation Sdn Bhd had been able to demonstrate generally its continual compliance to and with requirements of the MSPO MS2530-3:2013 Standard under General Principles for Palm Oil Plantation & Organized Smallholders. Therefore, it is recommended that the Certification of LPPSB be maintained.</p>	 Dominic Retan Giah 30 11 2020
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**6.2. ASSESSMENT REVIEW BY TECHNICAL REVIEWER**

I/the undersigned, being the Technical Reviewer, confirm that I have examined thoroughly all contents of the Report in its' entirety.

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information.

I, hereby confirm that, the Certification of Ladang Lubok Palaie [owned by Lubok Palaie Plantation Sdn Bhd] under the Standard MSPO2530-3:2013 under General Principles for Palm Oil Plantations & Organized Smallholders be maintained.

Maxwell Stephen

10 12 2020

7.0. CONCLUSION**7.1. CERTIFICATION: BQAS MANAGEMENT**

In reference to MS 2530-4:2013, BQAS Management hereby approved of:

- Issuance of the certificate.
- Issuance of the certificate as soon as implementation of corrective action(s) has been demonstrated.
- Maintenance of the certificate.**
- Maintenance of the certificate as soon as implementation of corrective action has been demonstrated.

7.2. PLAN FOR NEXT SURVEILLANCE AUDIT

Surveillance Audit Year 01 was delayed due to COVID19 Movement Control Order as enforced by Malaysian government authorities.

Surveillance Audit Year 03 will revert back to be in compliance with Ladang Lubok Palaie official date of Certification.

Surveillance Audit Year 02 is scheduled to be by May, 2021

8.0. ATTACHMENTS

Nil

FOOTNOTES

All audit findings are based on a sampling process, targeted towards reliable evidence for effective implementation and compliance of the management system. Where applicable findings and required corrective action were or will be agreed upon with the responsible managers or management representatives, steps have been or will be defined to resolve such non-conformity. Further business aspects may exist, positive or negative, which have not been reviewed by the audit team. It is the organization's responsibility to investigate and evaluate the potential impact and scope of findings, thus continuously ensuring full compliance to the applied standard(s)

