

**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA3/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

**MSPO SURVEILLANCE CERTIFICATION  
REPORT 3 [YEAR 04] 2023****GREEN FIELD PLANTATION SDN BHD****[471764-X]****[BATU NIAH ESTATE]**

**Head Office : Lot 8729,SL24. 2<sup>nd</sup> Floor, 126B, Green Heights Commercial  
Centre, Jalan Lapangan Terbang, 93250 Kuching. Sarawak**

**BQAS Certification [M] Sdn Bhd**

Lat 7823, Sublot 6, 2<sup>nd</sup> Floor, Block A, King Center, Simpang Tiga,  
93350, Kuching, Sarawak.

Tel: 082 572 043

Email: [bqascertification@gmail.com](mailto:bqascertification@gmail.com)

Website: [www.bqas.com.my](http://www.bqas.com.my)

Accreditation No: ACB 044

## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023



**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
 MSPO Certification Services  
 ACB 044

**Green Field Plantation Sdn Bhd [471764-X]**  
 Ref No: GFPSB/AU/SVA3/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

<b>CERTIFIED ENTITY</b>	<b>GREEN FIELD PLANTATION SDN BHD [661374-U]</b>
<b>MSPO Standards</b>	<input checked="" type="checkbox"/> <b>MS2530-3:2013 General Principles for Palm Oil Plantations &amp; Organized Smallholders</b>
<b>Type of Certification:</b>	<input checked="" type="checkbox"/> <b>Individual</b>
Project Ref No:	<b>GFPSB/AU/SVA03/08/23</b>
MSPO Certificate No:	<b>BQAS P3 024 0520</b>
MSPO Certificate Validity:	<b>01 MAY 2020 - 30 April 2025</b>
HQ Office Address:	Lot 8729, SL24. 2 <sup>nd</sup> Floor, 126B, Green Heights Commercial Centre, Jalan Lapangan Terbang, 93250 Kuching. Sarawak
Contact Person / Job Title:	<b>Erwin anak Asong / Estate Manager</b>
Telephone / Mobile:	010-409 9116
Email / Website:	<a href="mailto:erwin@gfp.com.my">erwin@gfp.com.my</a>
Site Address:	Batu Niah Estate, Lot 159, Suai Land District, Sungai Terus, 98200 Niah, Miri, Sarawak

<b>CERTIFICATION BODY</b>	<b>BQAS CERTIFICATION [M] SDN BHD [1179994-X]</b>
Office Address:	Lot 7823, Sublot 6, 2 <sup>nd</sup> Floor, Block A, King Center, Simpang Tiga, 93350 Kuching, Sarawak.
Contact Person / Job Title:	<b>Dominic Retan Giah / Audit &amp; Certification Manager</b>
Telephone / Mobile:	+60 12-892 3412
Lead Auditor:	<b>Dominic Retan Giah</b>
Technical Reviewer	<b>Patrick Sibat Sujang</b>

*Disclaimer:*

*This Report (inclusive of enclosures & attachments) had been prepared for the exclusive use and benefits of the addressee(s) and solely for the purpose for which it was intended. Unless BQAS provide prior written consent, no part of this report should be reproduced, distributed or communicated to any third party. BQAS would not accept liability if this report is used for an alternative purpose from which it was intended, nor would BQAS owe any duty of care to any third party in respect of this Report.*

# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023



BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA3/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## TABLE OF CONTENTS

No.		Description	Pages
		<b>Executive Summary</b>	2-3
1.0		<b>Information: Certification Assessment</b>	4
2.0		<b>Information: Certified Entity</b>	4-5
3.0		<b>Assessment Methodology</b>	5-6
4.0		<b>Assessment Process</b>	6
	4.1	Audit Team	6-7
	4.2	Audit Plan	7
5.0		<b>Surveillance Assessment</b>	10
	5.1	Surveillance Audit Report	10
	5.2	Summary of Findings	11-13
6.0		<b>Previous Audit Result (if applicable)</b>	14
	6.1	Corrective Action Report & Closure	14-21
7.0		Summary Statement by Lead Auditor	21
8.0		<b>Audit Conclusion</b>	21
9.0		<b>Audit Program</b>	22
10.0		<b>Official Sign-off</b>	22
	10.1	Acknowledgement by Certified Entity	22
	10.2	Assessment Recommendation by Lead Auditor	23
	10.3	Assessment Review by Technical Reviewer	23
11.0		<b>Appendix/Enclosures</b>	24
		Appendix 1 : Location Map Of Green Field Plantation Sdn Bhd (Google Map)	25
		Appendix 2 : Location Map Of Green Field Plantation Sdn Bhd	26
		Appendix 3 : Field Plan Of Estate Site	27
		Appendix 4 : Principle & Criteria Audit Report/Checklist(s)	28-55
		Appendix 5 : Audit Plan	55-58
		Appendix 6 : Abbreviation	59

## EXECUTIVE SUMMARY

Green Field Plantation Sdn Bhd [GFPSB] main office is located at Lot 8729, SL24. 2<sup>nd</sup> Floor, 126B, Green Heights Commercial Centre, Jalan Lapangan Terbang, 93250 Kuching, Sarawak. The Plantation site is located at Geo-Coordinates: 3° 47' 57.26" N, 113° 36' 13.21"E; with address at Batu Niah Estate, Lot 159, Suai Land District, Sungai Terus, 98200 Niah, Miri, Sarawak approximately 90 kilometers from Miri City.

Established in 2002, the Plantation consist a total certified area of 2,984 hectares of lowland with sandy loom type soil. Planted area is 2,844.21 hectares; the un-planted areas are conserved as riparian zones. GFPSB employed a total headcount of 203 full-time staffs & general workers. Plantation lands are rented from members of the local community in the area.

This is Surveillance [Year 03] Audit, 4<sup>th</sup> year of certification & maintenance to assess performance & maintenance of the management system & continued certification of GFPSB under the Standard MSPO2530-3:2013 General Principles for Plantations & Organized Smallholders & Scope is **Individual Certification**.

During this SVA03, GFPSB also received the Assessor from Department of Standards Malaysia to witness the process of MSPO Certification by BQAS.

Risk Assessment was conducted and it was determined prior to conducting the audit that GFPSB is categorised as low to medium risk entity and qualified to be audited on-site.

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 GFPSB:

No of Employees	● 203 Employees
MPOB License No.	● 509130902000
Expiry Date	● 31/08/2024
Date of Establishment	● 2002
Certified Area:	● 2,984 hectares
Production (Actual) 2022	● 27,744.16MT
FFB Production (estimate) 2023	● 44,000.00MT

The Surveillance Audit was conducted from 29<sup>th</sup> to 30<sup>th</sup> August 2023 & 2 Auditors were assigned to do the Assessment; clocking a total of 4 Man-days to complete the Audit.

The purpose of this Audit is to evaluate the implementation, including effectiveness, and continuous Compliance to MSPO requirements of GFPSB management systems.

Assessments were done on the management system documentation and compliance, estate's facilities, FFB production activities and operations. Information and data were systemically gathered and documented from interviews, observations of process and activities, field audits and reviews of documentations and records at the estate site in Batu Niah.



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

There were altogether 6 Findings classified as 3 NCs (Minor Non-Conformity) and 3 OFIs (Opportunity for Improvements).

Corrective Action Reports were raised on 30<sup>th</sup> August 2023 and these findings were closed out on 26<sup>th</sup> October, 2023.

In this audit, the Auditors also assessed and determined that actions on findings in the Surveillance 02 [Year 3] certification audit had been implemented satisfactorily and in Compliance with requirements of the MSPO Standards.

Estate employees are remunerated in Compliance with Employment Act and Minimum wage regulations and living quarters are considered to meet minimum requirements and in compliance with Workers Minimum Standard Housing and Amenities Act 1990.

Available amenities in the estate include treated water, solar energy and telecommunication services.

**One of the most distinct Continuous Improvements employed by the GFPSB is the use of Farm Tractors completed with FFB Retrieval Arm/Palm FFB Grabber (10 units) and Erreppi Buffalo tractor (10 units) which had greatly improved the efficiency of their FFB harvesting and transportation.**

**GFPSB had also completed the construction of 2 Blocks of Concrete Buildings, consisting 10 units of living quarters, replacing the old dilapidated staff living quarters.**

The management systems of Green Field Plantation Sdn Bhd [GFPSB] had continuously complied & conformed to MSPO Certification standards, conditions & requirements.

Conclusively, the Lead Auditor therefore recommended that GFPSB Estates Certification under MSPO Standards MS2530-3:2013 be continued and maintained.



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## 1.0 INFORMATION: CERTIFICATION ASSESSMENT

1.1	Type of Certification Assessment	<input type="checkbox"/>	Initial Certification / Main Audit	
		<input checked="" type="checkbox"/>	Annual Surveillance Audit 03 [Year 4]	
		<input type="checkbox"/>	Re-certification Audit	
1.2	Scope of MSPO Certification	<input type="checkbox"/>	Production of Sustainable Fresh fruit Bunch from:	
			Total Planted Areas	Total Certified Areas
	<b>Green Field Plantation Sdn Bhd</b>		2,844.21 hectares	2,984 hectares
1.3	<b>MSPO Standards</b>	<input checked="" type="checkbox"/>	<b>PART 3: MS2530-3:2013</b>	

## 2.0 INFORMATION : CERTIFIED ENTITY

Company Name & Registration No:	<b>GREEN FIELD PLANTATION SDN BHD [471764-X]</b>		
Head Office Address	Lot 8729, SL24. 2 <sup>nd</sup> Floor, 126B, Green Heights Commercial Centre, Jalan Lapangan Terbang, 93250 Kuching. Sarawak		
Site Name	<b>Green Field Plantation Sdn Bhd (Batu Niah Estate)</b>		
Primary Function:	<input checked="" type="checkbox"/> <b>Plantation/Organized Smallholders</b>		
Site Address	<b>Lot 159, Suai Land District, Sungai Terus, 98200 Niah, Miri, Sarawak.</b>		
Management Contact Details			
1	Name : Erwin Anak Asong	Job Title: Estate Manager	
	Mobile: 010-409 9116	Tel:	Email: <a href="mailto:erwin@gfp.com.my">erwin@gfp.com.my</a>
2	Name : Lias anak Layang	Job Title: Junior Assistant Estate Manager	
	Mobile: 019-702 4451	Tel:	Email: <a href="mailto:lias@gfp.com.my">lias@gfp.com.my</a>
Headcount	Staff : 51	General Workers	: 152 Total : 203



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## MS 2530-3:2013 General Principles for Plantations & Organized Smallholders

MPOB License No: <b>509130902000</b>	Expiry Date: <b>31 08 2024</b>
Scope of Activity: Menjual & Mengalih FFB	
Date of Establishment: 2002	Geo-Coordinates: 3° 47' 57.26" N 113° 36' 13.21"E
Certified Area: <b>2,984</b> hectares	Planted Area: <b>2,844.21</b> hectares
Production (Actual) 2022 : <b>27,744.16 MT</b>	FFB Production (estimate) 2023: <b>44,000 MT</b>
Source of FFB : Own Estate	Main FFB Purchaser: Southwind Palm Mill and Alam Bumi Palm Oil Mill
No. of Planting Blocks : 37 in 4 divisions	No. of Palm Trees (Stand Counts): 330,272 palm:
Palm Species : Guthrie & FELDA	Age Range of Palms : 17 – 19 years old
Topography : Flat lowland with peat	Soil Type: Peat & mineral soil
Land Ownership Status :	State land (60-year lease)
Validity/Date of Certification:	<b>01 MAY 2020 - 30 April 2025</b>

### 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	<ul style="list-style-type: none"> <li>• Interviews – staffs and workers</li> <li>• Observation of process &amp; activities</li> <li>• Review of documentations &amp; records</li> <li>• Site visits</li> <li>• Field inspections</li> </ul>	
Assessment method	<p><b>Paper</b></p> <ul style="list-style-type: none"> <li>• Assessing past implementations from records, reports of the management system Practice</li> </ul> <p><b>Practice</b></p> <ul style="list-style-type: none"> <li>• Assessing current implementation from observing current practices</li> </ul> <p><b>People</b></p> <ul style="list-style-type: none"> <li>• Assessing future maintenance from interviewing personnel on understanding &amp; assessing competencies.</li> </ul>	
<b>Surveillance Audit</b>	<b>Audit Findings Classification</b>	
Term/Abbreviation	Category	Description
<b>Yes</b>	Compliance	•Fulfilled requirement of audited standard



Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

<b>OFI</b>	Opportunity For Improvements	● Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
<b>No (Minor NC)</b>	Minor Non-Conformity	● Non-Yes to standard requirements or company's SOP; or are issues that when combined jeopardized the functioning of the system .
<b>No (Major NC)</b>	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**

The assessment process was preceded by/with **Risk Assessment of the certified entity** to determine that the Audited Entity qualify to be audited **on site**. BQAS had assessed that Surveillance Audit 01 of **Green Field Plantation Sdn Bhd** is classified as **low to medium risk**.

**4.1 AUDIT TEAM**

NAME	ROLE
Dominic Retan Giah	Lead Auditor
Douglas Alau Tayan	Auditor

<b>A. Dominic Retan Giah</b>		<b>Lead Auditor</b>
<b>Qualifications:</b>		
<ul style="list-style-type: none"> <li>● Bachelor of Science in Wood Science &amp; Technology, Colorado State University, Fort Collins; 1987,</li> <li>● Diploma in Wood Technology, Institut Teknologi MARA (UiTM), Shah Alam; 1983</li> <li>● St Joseph School, Kuching, Sarawak; 1963-1973</li> </ul>		
<b>Working Experience:</b>		
Year ended	Employer	Highest Job
2017	Mitsubishi Heavy Industries Ltd	Environmental Officer
2014	Saytech General Inspection Services S/B.	Manager, EIA & Certification
2012	Sarawak Planted Forest Sdn Bhd	District Plantation Manager
2008	Grand Perfect Sdn Bhd	Senior Training Officer
2002	Borneo Pulp and Paper Sdn Bhd	District Planner
1997	Easimax Dynamics Sdn Bhd	Manager

<p><b>Relevant MSPO Related Credentials:</b></p> <ul style="list-style-type: none"> <li>● MSPO Lead Auditor (Pioneer Group), Course No. 1 dated 26 to 30<sup>th</sup> January 2015</li> <li>● EIA Consultant No. C038[NREB/I/2008], March 2014</li> <li>● Logged more than 180 Man-days as MSPO Lead Auditors</li> </ul>
--

<b>B. Douglas Alau Tayan</b>		<b>Auditor</b>
<b>Qualifications:</b>		
<ul style="list-style-type: none"> <li>● M.Sc. Agr. Sc. (Univ. of Florida, USA) 1986</li> <li>● B. Agr. Sc. (Univ. Of Florida, USA) 1984</li> <li>● Diploma Agric.(UPM, M'sia) 1980</li> <li>● Senior Cambridge (SEDAYA, Kanowit) 1975</li> </ul>		
<b>Working Career &amp; Experience</b>		
<b>Year Ended</b>	<b>Employer</b>	<b>Highest Job</b>
1986-Present	Freelance EIA Consultant	Consultant
1998	Edward & Sons (EM) Sdn Bhd	General Manager
1995	The Borneo Sun Sdn Bhd	General Manager
1991	Universiti Pertanian Malaysia	Lecturer
<ul style="list-style-type: none"> <li>● Plantation &amp; Management with more than 15 years working experience in oil palm plantation company as estate owner responsible for crop production, documentation, general estate maintenance, man power sufficiency, costing, good agricultural practices, security, mechanization, special project and OSH.</li> </ul>		
<b>Relevant MSPO Related Credentials:</b>		
<ul style="list-style-type: none"> <li>● <b>Training</b> - MSPO auditor &amp; MSPO Peer Reviewer Training (14-15/06/2017) by MPOCC, &amp; ISO/IEC 17021-1:2015 Conformity Assessment -Requirements for Bodies providing Audit &amp; Certification of Mgm. Systems (5-6/12/2017) by DSM.</li> <li>● Integrated Quality, Environmental, Occupational Health &amp; Safety Systems - Lead Auditor Training Course (20<sup>th</sup> April to 4<sup>th</sup> May 2019).</li> <li>● Successfully Completed and passed the Examination for the MSPO Lead Auditor Course (7<sup>th</sup> - 11<sup>th</sup> November 2016).</li> <li>● EIA Consultant No.: NREB/I/0160, July 2017</li> <li>● Logged more than 80 Man-days as MSPO Auditor</li> </ul>		

## 4.2 AUDIT PLAN

### 4.2.1 AUDIT OBJECTIVES

**The objectives of this surveillance audit are as follows:**

- To assess changes to the certified client and its management system;
- Verification of continuous management system implementation;
- To verify effectiveness and implementation of all correction and corrective actions for non-conformance(s) raised in the previous audit (if any);



Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

- d. To identify and evaluate links between the normative requirements, policies, procedures, performance objectives and targets (consistent with the expectations in the applicable MSPO standard or relevant normative documents), any applicable legal requirements, responsibilities, competence of personnel, operations, procedures, performance data and internal audit findings and conclusions;
- e. Review of effectiveness of measures arising from the previous audit (if applicable);
- f. Confirmation of fulfillment of certification requirements;
- g. Inquiries on aspects of certification (complaints);
- h. To review of any client's statements with respect to its certified operations (promotional material, website, use of BQAS logos and marks, use of the certificate) and;
- i. To verify and ensure that if there is MSPO logo usage, then it shall be in accordance with MSPOLGP04 1 Oct 2019.

**4.2.2 SURVEILLANCE ASSESSMENT- SITES/PROGRAMS/PARAMETERS**

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

**A. 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.

**B. SURVEILLANCE AUDIT - Main Assessment Program**

**Date: 29 & 30 08 2023**

**No. of Auditors: 2**

**No. of Man-days: 4**

Day 1	●	Site Audit @ Estate, Bintangor
	●	<b>Opening Meeting at Site Office</b>
	●	Review Initial Certification Audit Report
	●	Documentation Audit / Record Review
	●	Estates – facilities review (chemical, schedule waste stores, workshop, etc.)
	●	FFB handling process
Day 2	●	Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc.
	●	Documentation Audit continued
	●	<b>Closing meeting</b>
	●	Presentation of Audit Checklist / Report



### C. 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 Yes
- 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

#### 4.3 THE AUDIT PROCESS

The Audit Process for Surveillance Audit Assessments was conducted as follows:

No.	Process	Description/Activities
1	Public Notification	Written notice to inform public on MSPO Audit is posted at Estate Office 1 month before Audit dates
	↓	
2	Audit Plan	Auditee received 2 weeks before Audit dates
	↓	
3	Audit Day 1	<b>Opening Meeting</b> Estate site Assessment & Field Audits <ul style="list-style-type: none"> <li>• Participants: Audit Team &amp; Auditee Management</li> <li>Stakeholders Consultation / Field &amp; Site Audits</li> <li>• Stakeholders Interviews</li> <li>• MSPO knowledge of Estate staffs</li> <li>• Checks &amp; verification on Boundary, Buffer Zone, Riparian Zone, Waste/scheduled waste management, Water management, Water courses, Harvesting</li> <li>• Staff/workers housing &amp; amenities,</li> <li>• Use of PPE, Stores, Workshop</li> </ul>
	↓	
4	Audit Day 2	Review of Initial Certification Audit Report Documentation Review



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	<ul style="list-style-type: none"> <li>• Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc.</li> </ul> <p>Documentation Review [continuation]</p> <ul style="list-style-type: none"> <li>• Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc.</li> </ul> <p><b>Closing meeting</b></p> <ul style="list-style-type: none"> <li>• Participants: Audit Team &amp; Auditee Management</li> <li>• Agenda: Review Stakeholders feedback Presentation of Report / Checklists. Review, discuss &amp; decide corrective &amp; forward action to be taken by Auditee</li> </ul>
--	---

Audit Stage:	Green Field Plantation Sdn Bhd	Audit Duration
Stage 1 Audit Date:	17 & 18 12 2019	4 man-days
Stage 2 Audit Date:	29 & 30 01 2020	6 man-days
Surveillance Audit 01	26 & 27 08 2021	4 man-days
Surveillance Audit 02	26 & 28 09 2022	4 man-days
<b>Surveillance Audit 03</b>	<b>29 &amp; 30 08 2023</b>	<b>4 man-days</b>

**5.0 SURVEILLANCE AUDIT 03 - MAIN ASSESSMENT**

**5.1 AUDIT REPORT - GREEN FIELD PLANTATION SDN BHD [471764-X]**

**Ref No: GFPSB/AU/SVA03/08/23**

Standards :  MS2530-3:1  MS2530-3:2  MS2530-3  MS2530-4

Other Standard and/or Edition : Nil

INFORMATION:	CERTIFICATION BODY	
Name:	BQAS Certification [M] Sdn Bhd [1179994-X]	
CB No.:	ACB MSPO CB 15	
Address:	Lat 7823, Sublot 6, 2 <sup>nd</sup> Floor, Block A, King Centre, Simpang Tiga, 93350, Kuching, Sarawak.	
Contact:	Email:	Tel: +6 082 572 043
	Watsapp: +6 0165759383	Website: <a href="http://www.bqas.com.my">www.bqas.com.my</a>
Surveillance Audit 03 Date:	<b>29 &amp; 30 08 2023</b>	Audit Duration: 4 man-days
BQAS Audit Team:	Name:	Role in the Audit
	<b>Dominic Retan Giah</b>	<b>Lead Auditor</b>
	<b>Douglas Alau Tayan</b>	<b>Auditor</b>
	<b>Alim G. Mideh</b>	<b>Auditor-In-Training</b>
DSM Assessor	<b>Abdul Aziz Bin Long</b>	<b>Assessor/Witness Auditor</b>

<input checked="" type="checkbox"/>	<b>INDIVIDUAL CERTIFICATION</b>
-------------------------------------	---------------------------------



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## 5.1 SURVEILLANCE AUDIT REPORT

**Table 5.1.1 Summary of Findings**

Principles	P1	P2	P3	P4	P5	P6	Total
No of NC: Major							
No of NC: Minor				2	1		3
No of OFI: Opportunity for Improvement				3			3
Total				5	1		6

**Table 5.1.2 DETAIL OF SURVEILLANCE AUDIT 01 FINDINGS**

No.	CAR	Principle	Criterion	Findings
1	NC-2	Principle: 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4.: Employees safety and health	<p><b>MSPO Clause 4.4.4.2 E states</b>“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.”</p> <p><b>NC Statement:</b> The CHRA for GPF is already long overdue. The previous report was presented in 2012.</p> <p><b>Evidence:</b> Expired CHRA Report by Logos Consultant Company dated 13/03/2012. A housekeeping issue was also noted with respect to the supposedly temporary storage on the floor of the amorphous packages of seldom used chemical compound Kenterex.</p>
2	NC-2	Principle: 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health	<p><b>MSPO Clause 4.4.4.2 G states</b> “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.”</p> <p><b>NC Statement:</b>The hygiene and sanitation issues at Camp 15A were not adequately addressed, affecting the welfare of the occupants.</p> <p><b>Evidence:</b> A site visit to Camp 15A revealed some health and sanitation issues that may have been overlooked. A toilet for field staff, was in a dilapidated and unhygienic condition with effluent spilling around the building. Grey wastewater was discharged in an unsanitary manner from the first floor at the 2-storey quarters.</p>
3	NC -2	Principle 5 : ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY & ECOSYSTEM SERVICES	Criterion 4.5.1: Environmental management plan	<p><b>MSPO Clause 4.5.1.3 states</b> “An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.”</p>

# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023



BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

				<p><b>NC Statement:</b> Batu Niah Estate is to institute mitigation measures on the negative impacts of a dilapidated gen-set building and leaking diesel fuel.</p> <p><b>Evidence:</b> During the site visit, it was noted that a gen-set house for Camp 15A was run-down with extensive diesel spillage.</p>
4	OFI	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health:	<p><b>MSPO Clause 4.4.4.2B states</b> “The occupational safety and health plan shall cover the following: b) The risks of all operations shall be assessed and documented.”</p> <p><b>Improvement required:</b> Consider to install a safety stopper at the lip of the pit to prevent the trailer or tractor from slipping into the dump pit.</p>
5	OFI	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health	<p><b>MSPO Clause 4.4.4.2 C.1 states</b> “All employees involved shall be adequately trained on safe working practices;”</p> <p><b>Improvement required:</b> Consider to improve on access and ease of movement in the field fertilizer store near the ramp to ensure safe work practices.</p>
6	OFI	Principle: 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.5: Employment conditions	<p><b>MPPO Clause 4.4.4.5 states</b> “In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.”.</p> <p><b>OFI:</b> Consider to implement housekeeping as the compound around the quarters at Camp 15A is overgrown with grass.</p>

Note : Refer to Appendix 4 : Field Audit Report - Checklist for the full Surveillance Audit



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

6.0 PREVIOUS AUDIT RESULT (IF APPLICABLE)	
No. of Non-Conformity (NC) raised from the previous audit	<b>MSPO Initial Certification Audit 02 (Year 3) 4 NC (1 Major NC and 3 Minor NC) and 4 OFIs</b>
The audit team has reviewed the result from the previous audit (MSPO Initial Certification Audit) and verified the effectiveness of the closing of any Non-Conformity (NC) raised. As a conclusion:	
<input checked="" type="checkbox"/>	<b>All Four (4) Non-Conformity and all Four (4) OFIs raised during the previous audit has been corrected and Corrective Action or Corrective Action Plan has been carried out and implemented effectively</b>
<input type="checkbox"/>	The management system has not adequately addressed Non-Conformity (NC) raised during the previous audit and the specific issue has been re-defined in this report.

**6.1 Surveillance Audit Corrective Action Report And Closure**

The Corrective Action Reports for this Surveillance Audit 01 are as per Tables below:

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
	Standards: MS 2530-3:2013	Ref: GFPSB/AU/SVA03/08/23	CAR No: 1/6
1.	Findings	To be completed by Auditor	
	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health:	
<p>MSPO Clause 4.4.4.2 E states "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."</p> <p><b>NC Statement:</b> The CHRA for GPF is already long overdue. The previous report was presented in 2012.</p> <p><b>Evidence:</b> Expired CHRA Report by Logos Consultant Company dated 13/03/2012. A housekeeping issue was also noted with respect to the supposedly temporary storage on the floor of the amorphous packages of seldom used chemical compound Kenterex.</p>			
2.	Classification	To be completed by Auditor	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: Minor non-conformity Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> OFI: Opportunity for improvements <input type="checkbox"/> On-site audit	
3.	Confirmation	To be completed by Client	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes	
	<b>Comments: (if any) To close CAR (corrective action report) recorded as OFI of Employees safety and health accordingly.</b>		
	Date: 30/08/2023	Name: Erwin Anak Asong	Job Title: Estate Manager
4.	Root cause[s] of NC or OFI	To be completed by Client	



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**



BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	Remarks: <i>Lack of awareness by the management to ensure the CHRA Report is renewed every 5 (five) years.</i>  <i>The chemical store person in charge failed to adhere to ensuring proper housekeeping inside the chemical store according to the Standard Operating Procedure for Handling of Chemicals to ensure proper and safe handling and storage in accordance with Occupational Safety and Health (Classification, Packaging, and Labelling) Regulation 1997 and Occupational Safety and Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</i>		
<b>5.</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	Remarks: 1. <i>The GFPSB CHRA report was issued Letter of Award on 10/10/2023 to GLOBAL GREEN OSH SERVICES SDN BHD, 2nd Floor, No. 393, Lot 4049, Jalan Tun Ahmad Zaidi, Parkcity Commerce Square, Phase 5, 97000 Bintulu, Sarawak</i>  <i>Attachment:</i> <i>i. Letter of Award</i> <i>ii. Keep the amorphous packages of the seldom-used chemical compound Kenterex in the chemical plastic container with proper labeling.</i> <b>Attachment v : Training Attendance Form &amp; Photos</b> <i>Attachment:</i> <i>i. Photos of evidence proper housekeeping of chemical store.</i> <i>ii. Photos of evidence keeps the amorphous packages of the seldom-used chemical compound Kenterex in the chemical plastic container with proper labeling</i>  2. <i>Awareness training was conducted on September 23, 2023, for the chemical store person in charge and for all employees to ensure proper storage and handling according to the Standard Operating Procedure for Handling of Chemicals to ensure proper and safe handling and storage in accordance with Occupational Safety and Health (Classification, Packaging, and Labelling) Regulation 1997, Occupational Safety and Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000, and the GFP Safe Operating Procedures for Chemical Management. Doc. No.:MSPO/GFP/P4/C4/19</i> 3. <i>Attachment:</i> <i>i)SOP Chemical Management Doc. No. : MSPO/GFP/P4/C4/19</i>  <i>ii) Photos of evidence awareness training and attendance form.</i>		
	Date: <b>30/08/2023</b>	Name: <b>Erwin Anak Asong</b>	Job Title : <b>Estate Manager</b>  Signature: 
<b>6.</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks: <b>Very impactful corrective action.</b>		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
	Date: <b>26 10 2023</b>	Name: <b>Dominic Retan Giah</b>	



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
Standards: MS 2530-3:2013		Ref: GFPSB/AU/SVA03/08/23	CAR No: 2/6
<b>1.</b>	<b>Findings</b>	<b>To be completed by Auditor</b>	
	Principle 4 : SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health:	
<p><b>Remarks:</b>  <b>MSPO Clause 4.4.4.2 G states</b> <i>“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.”</i>  <b>NC Statement:</b> <b>The hygiene and sanitation issues at Camp 15A were not adequately addressed, affecting the welfare of the occupants.</b>  <b>Evidence:</b> A site visit to Camp 15A revealed some health and sanitation issues that may have been overlooked. A toilet for field staff, was in a dilapidated and unhygienic condition with effluent spilling around the building. Grey wastewater was discharged in an unsanitary manner from the first floor at the 2-storey quarters.</p>			
<b>2.</b>	<b>Classification</b>	<b>To be completed by Auditor</b>	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: <b>Minor non-conformity</b> Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> OFI: Opportunity for improvements <input type="checkbox"/> On-site audit	
<b>3.</b>	<b>Confirmation</b>	<b>To be completed by Client</b>	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>Comments: (if any) To close CAR (corrective action report) recorded as Non-Yes of Employees safety and health accordingly.</b>	
	Date: 27/08/2021	Name: Erwin Anak Asong	Job Title: Estate Manager
<b>4.</b>	<b>Root cause[s] of NC or OFI</b>	<b>To be completed by Client</b>	
	<p>Remarks:          1. Lack of awareness by the management to provide a safe and proper toilet according to the GFP Standard Operating Procedure Estate Welfare Doc. No. MSPO/GFP/P4/C3/19.          2. Lack of supervision by the person in charge to ensure proper housekeeping and sanitation of the Camp 15 A toilet.</p>		
<b>5.</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	<p>Remarks:          1. Memo 031/2023 Construction of New Toilet House at Camp 15 Labour Quarters (Semi-Concrete).          Attachment 1: a) Layout Plan of New Toilet House (20 Doors)          2. Awareness Training was conducted on September 23, 2023 for all occupants to ensure proper housekeeping and sanitation according to the GFP Safe Operating Procedure for estate welfare Doc. No. MSPO/GFP/P4/C3/19.          Attachment:          (1) SOP Estate Welfare Doc. No. :MSPO/GFP/P4/C3/19          (2) Photos of evidence awareness training and attendance form.          3. Conduct weekly inspections by the person in charge to maintain proper housekeeping and sanitation at Camp 15A.          Attachment: I. Weekly inspection checklist report.</p>		
	Date: 28/09/2021	Name: Erwin Anak Asong	Job Title : Estate Manager
			Signature:
<b>6.</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks:		
	<b>WELL DONE</b>		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 26 10 2023		
	Name: Dominic Retan Giah		



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
	Standards: MS 2530-3:2013	Ref: GFPSB/AU/SVA03/08/23	CAR No: 3/6
1.	Findings	To be completed by Auditor	
	Principle 5: ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY & ECOSYSTEM SERVICES	Criterion 4.5.1: Environmental management plan	
<p>Remarks:</p> <p>MSPO Clause 4.5.1.3 states "An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored."</p> <p><b>NC Statement:</b> Batu Niah Estate is to institute mitigation measures on the negative impacts of a dilapidated gen-set building and leaking diesel fuel.</p> <p><b>Evidence:</b> During the site visit, it was noted that a gen-set house for Camp 15A was run-down with extensive diesel spillage.</p>			
2.	Classification	To be completed by Auditor	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: Minor non-conformity <input type="checkbox"/> OFI: Opportunity for improvements		
	Type of follow up	<input checked="" type="checkbox"/> Document review [off-site audit] <input type="checkbox"/> On-site audit	
3.	Confirmation	To be completed by Client	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>Comments: (if any) To close CAR (corrective action report) recorded as OFI of Training and competency accordingly</b>		
	Date: 30/08/2023	Name: Erwin Anak Asong	Job Title: Estate Manager
4.	Root cause[s] of NC or OFI	To be completed by Client	
	Remarks: <i>Lack of awareness.</i>		
5.	Corrective action taken (s)	To be completed by Client	
	Remarks: <i>1. Memo 031/2023 Construction of New Generator House at Camp 15 Labour Quarters (Semi-Concrete).          Attachment 1: a) Layout Plan of New Generator House</i>		
	Date: 28/09/2023	Name: Erwin Anak Asong	Job Title : Estate Manager
			Signature: 
6.	Closure of NC or OFI findings	To be completed by Lead Auditor	
	Remarks:		
	The memo attached serves to indicate that the management has taken immediate measures.		
	The drawings of the new gen-set house are accepted as corrective action to ensure future compliance.		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Date: 26 10 2023	Name: Dominic Retan Giah	



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
	Standards: MS 2530-3:2013	Ref: GFPSB/AU/SVA1/10/21	CAR No: 4/6
1.	Findings	To be completed by Auditor	
	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health:	
<p><b>MSPO Clause 4.4.4.2B states</b> "The occupational safety and health plan shall cover the following:          b) The risks of all operations shall be assessed and documented."</p> <p><b>Improvement required:</b> Consider to install a safety stopper at the lip of the pit to prevent the trailer or tractor from slipping into the dump pit.</p>			
2.	Classification	To be completed by Auditor	
	<input type="checkbox"/> NC 1: Major non-conformity <input type="checkbox"/> NC 2: Minor non-conformity <input checked="" type="checkbox"/> OFI: Opportunity for improvements		
	Type of follow up	<input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> On-site audit
3.	Confirmation	To be completed by Client	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Comments: (if any) To close CAR (corrective action report) recorded as Non-Yes of Status of rare, threatened, or endangered species and high biodiversity value area accordingly</b>		
	Date: 30/08/2023	Name: Erwin Anak Asong	Job Title: Estate Manager
4.	Root cause[s] of NC or OFI	To be completed by Client	
	Remarks: <i>Lack of awareness by the person in charge to install a safety stopper at the lip of the pit to prevent the tractor from slipping into the dump pit.</i>		
5.	Corrective action taken (s)	To be completed by Client	
	Remarks: 1. Installed a safety stopper at the lip of the pit to prevent the tractor or trailer from slipping into the dump pit.  Attachment: i. Photos of evidence before and after safety stopper installation.  2. Revise the standard operating procedures for landfill management, and the dump pit hole safety stopper installation should be included.		
	Date: 05/10/2023	Name: Erwin Anak Asong	Job Title : Estate Manager
			Signature:
6	Closure of NC or OFI findings	To be completed by Lead Auditor	
	Remarks: Revision of the SOP is commendable.		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
	Date: 26 10 2023	Name: Dominic Retan Giah	



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
	Standards: MS 2530-3:2013	Ref: GFPSB/AU/SVA03/08/23	CAR No: 5/6
1.	Findings	To be completed by Auditor	
	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health	
<p><b>MSPO Clause 4.4.4.2 C.1 states</b> “All employees involved shall be adequately trained on safe working practices;”</p> <p><b>Improvement required:</b> Consider to improve on access and ease of movement in the field fertilizer store near the ramp to ensure safe work practices.</p>			
2.	Classification	To be completed by Auditor	
	<input type="checkbox"/> NC 1: Major non-conformity <input type="checkbox"/> NC 2: Minor non-conformity <input checked="" type="checkbox"/> OFI: Opportunity for improvements	<input type="checkbox"/> Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit] <input type="checkbox"/> On-site audit	
3.	Confirmation	To be completed by Client	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	<p><b>Comments: (if any) To close CAR (corrective action report) recorded as Non-Yes of Status of rare, threatened, or endangered species and high biodiversity value area accordingly</b></p>		
	Date: 30/08/2023	Name: Erwin Anak Asong	Job Title: Estate Manager
4.	Root cause[s] of NC or OFI	To be completed by Client	
	<p><i>Remarks:</i> Poor planning by the management to provide a proper design with a strong structure, proper ventilation, a concrete floor, access, and ease of movement in the field fertilizer store.</p>		
5.	Corrective action taken (s)	To be completed by Client	
	<p><i>Remarks:</i> 1. Construction a new fertilizer store by improving access and ease of movement to ensure safe work practices. <i>Attachment:</i> Memo033/2023 Proposal for Construction of New Fertilizer Store Budget for Year Ending 31st December 2023, “Property, Plant and Equipment Expenditure” New fertilizer store layout plan</p>		
	Date: 18/09/2023	Name: Erwin Anak Asong	Job Title : Estate Manager Signature:
6	Closure of NC or OFI findings	To be completed by Lead Auditor	
	Remarks: The corrective actions to be taken are viewed as appropriate for worker health and safety.		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 26 10 2023		
	Date: 26 10 2023	Name: Dominic Retan Giah	



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

	BQAS CERTIFICATION [M] SDN BHD ACB 044 MSPO Certification Services	GREEN FIELD PLANTATION SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE AUDIT 03 YR 4 Date: 30 08 2023
	Standards: MS 2530-3:2013	Ref: GFPSB/AU/SVA03/08/23	CAR No: 6/6
<b>1.</b>	<b>Findings</b>	<b>To be completed by Auditor</b>	
	<b>Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY &amp; EMPLOYMENT CONDITIONS</b>	<b>Criterion 4.4.5: Employees safety and health:</b>	
<p><b>MSPO Clause 4.4.5.11 states</b> <i>"In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation."</i></p> <p><b>Improvement required:</b> Consider to implement housekeeping as the compound around the quarters at Camp 15A is overgrown with grass.</p>			
<b>2.</b>	<b>Classification</b>	<b>To be completed by Auditor</b>	
	<input type="checkbox"/> NC 1: Major non-conformity <input type="checkbox"/> NC 2: Minor non-conformity	<input checked="" type="checkbox"/> <b>OFI: Opportunity for improvements</b>	
	Type of follow up	<input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> On-site audit
<b>3.</b>	<b>Confirmation</b>	<b>To be completed by Client</b>	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Comments: (if any) To close CAR (corrective action report) recorded as Non-Yes of Status of rare, threatened, or endangered species and high biodiversity value area accordingly</b>		
	Date: 30/08/2023	Name: Erwin Anak Asong	Job Title: Estate Manager
<b>4.</b>	<b>Root cause[s] of NC or OFI</b>	<b>To be completed by Client</b>	
	Remarks: 1. Lack of awareness by the occupants to ensure good housekeeping at the compound around the quarters at Camp 15A.  2. Lack of supervision by the person in charge to ensure good housekeeping at the compound around the quarters at Camp 15A.		
<b>5.</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	Remarks: 1. Clearing the camp 15A compound using an excavator and creating a proper drainage system. Attachment: I. Photos of evidence before and after conducting the housekeeping. 2. Conduct a weekly inspection by the person in charge to ensure proper housekeeping at the compound around the quarters in camp 15A in compliance with the Workers Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation. Attachment: i. Weekly inspection checklist report. ii. Photos of evidence Camp 15A inspection by the person in charge.		
	Date: 28/09/2023	Name: Erwin Anak Asong	Job Title : Estate Manager
			Signature:
<b>6</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks: Scheduled housekeeping will ensure awareness.		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
	Date: 26 10 2023	Name: Dominic Retan Giah	



Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## 7.0 SUMMARY STATEMENT OF LEAD AUDITOR

The purpose of this Surveillance Audit 03 is to evaluate the implementation, including effectiveness, of **Green Field Plantation Sdn Bhd - Batu Niah Estate** management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.

During this SVA03, GFPSB also received the Assessor from Department of Standards Malaysia to witness the process of MSPO Certification by BQAS.

There were Six (6) findings; where Three (3) were Minor NCs and Three (3) OFIs in this Surveillance Audit 03 Year 4, affecting the Certification of **GFPSB - Batu Niah Estate** under MSPO2530-3:2013.

**All the Minor NCs and OFIs were closed on the 26<sup>th</sup> October 2023.**

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the audit findings the audit team concluded that:

1. The management system documentation demonstrated conformity with the requirements of the audit standard and provided sufficient structure to support implementation and maintenance of the management system
2. The management system is in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the organization's policies and objectives.
3. All Nonconformities raised during the previous audit has been corrected and Corrective Action or Corrective Action Plan has been carried out and implemented effectively .
4. Throughout the audit process, the management system demonstrated overall conformance with the requirements of the audit standard.
5. **One of the most distinct Continuous Improvements employed by the GFPSB is the use of Farm Tractors completed with FFB Retrieval Arm/Palm FFB Grabber (10 units) and Erreppi Buffalo tractor (10 units) which had greatly improved the efficiency of their FFB harvesting and transportation.**
6. **GFPSB had also completed the construction of 2 Blocks of Concrete Buildings, consisting 10 units of living quarters, replacing the old dilapidated staff living quarters.**

Therefore, the audit team recommends that, based on the results of this audit and the organization commitment towards complying with **MSPO (MS2530-3:2013) - Part 3: General Principles for General Principles for Organized Smallholders and Palm Oil Plantation** management system certification be continued for **Green Field Plantation Sdn Bhd - Batu Niah Estate.**



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

## 8.0 AUDIT CONCLUSION

In reference to MS 2530-3:2013, 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.

## 9.0 AUDIT PROGRAM

Item	Description	Man-Days	Tentative Dates
Initial Certification Audit	Site Audit - Stage 1	6	17 & 18 12 2019
	Site Audit - Stage 2	6	29 & 30 01 2020
<b>Annual Surveillance Audit – Year 1</b>	<b>Site Audit</b>	<b>4</b>	<b>26 &amp; 27 08 2021</b>
Annual Surveillance Audit – Year 2	Site Audit	4	July 2022
<b>Annual Surveillance Audit – Year 3</b>	<b>Site Audit</b>	<b>4</b>	<b>29-30 August 2023</b>
Annual Surveillance Audit – Year 4	Site Audit	4	May 2024

## 10.0 OFFICIAL SIGN-OFF

### 10.1 ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY & CONFIRMATION OF AUDIT FINDINGS

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.

Signed for & on Behalf of GFPSB:  
**ERWIN ANAK ASONG**  
 Estate Manager  
 Date : 30 08 2023

Signature:



Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

**10.2 LEAD AUDITOR: CONCLUSION & RECOMMENDATION**

Based on the Findings/Action taken by Auditee/Closures above, GFPSB - Batu Niah Estate has been able to demonstrate generally its continual Yes to and with requirements of MSPO MS2530-3:2013 Standard. Therefore, it is recommended that the continued **GFPSB - Batu Niah Estate Certification under the Standard MSPO MS2530-3:2013 be maintained.**

Signed for & on Behalf of BQAS:

**Dominic Retan Giah**

Lead Auditor

Date : 30 08 2023

Signature:

**10.3 TECHNICAL REVIEWER: STATEMENT & CONFIRMATION**

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

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in Yes 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, **GFPSB Batu Niah Estate Certification under the Standard MSPO MS2530-3:2013 be continued.**

**Patrick Sibat Sujang**

BQAS TECHNICAL REVIEWER

Date :30 10 2023

Signature:

**Confidentiality**

The content of this report and all information received in association with the audit of the subject organization will be maintained in the strictest confidence by the members of the audit team and by BQAS, in accordance with prior agreement.



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 30 08 2023

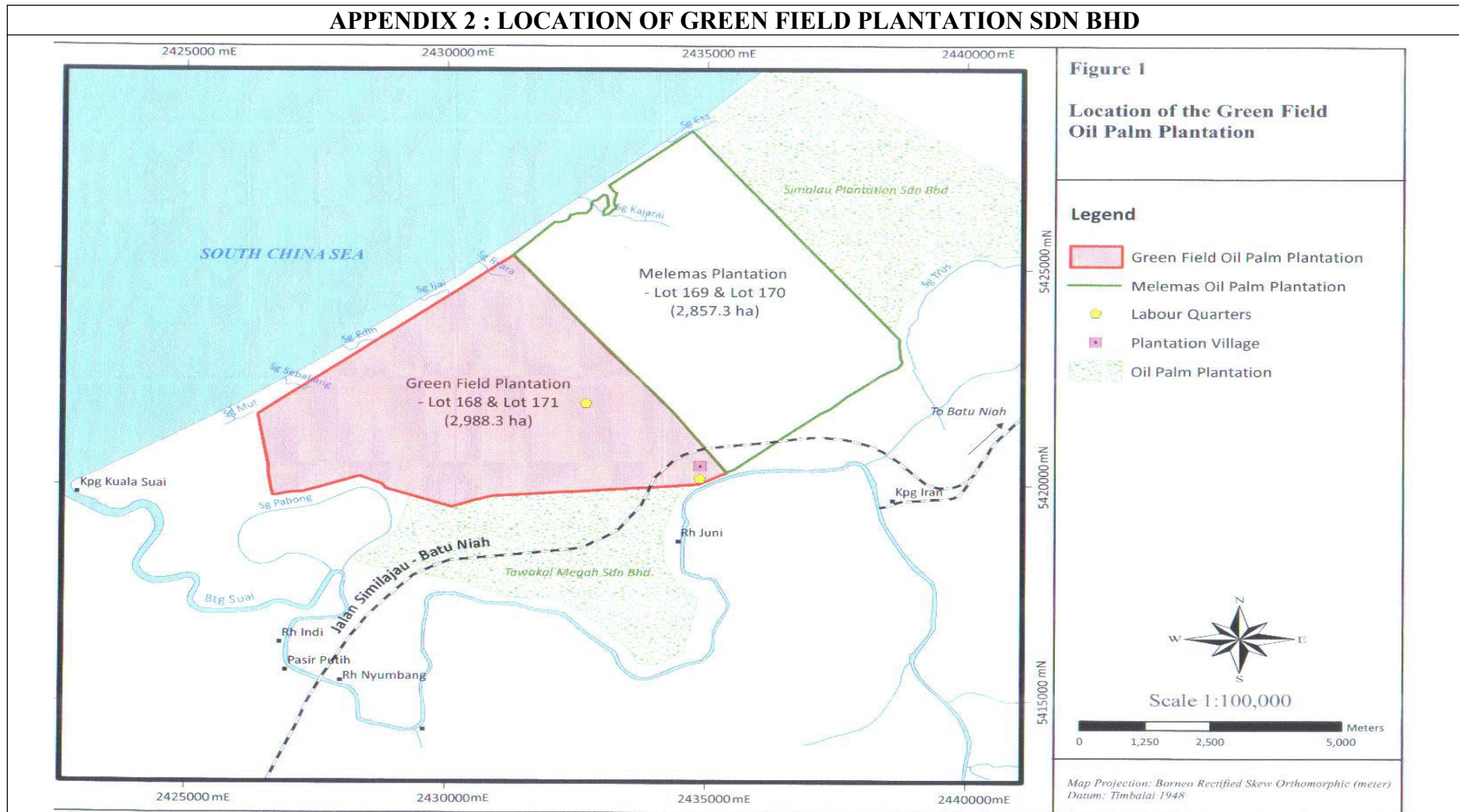
## 11.0 Appendix / Enclosures

Appendix / Corresponding Audit Documentation	<ul style="list-style-type: none"><li>√ Appendix 1 : Location Map Of Green Field Plantation Sdn Bhd (Google Map)</li><li>√ Appendix 2 : Location Map Of Green Field Plantation Sdn Bhd</li><li>√ Appendix 3 : Field Plan Of Estate Site</li><li>√ Appendix 4 : Principle &amp; Criteria for Surveillance Audit Report/Checklist(s)</li><li>√ Appendix 5 : Audit Plan</li><li>√ Appendix 6 : List of Abbreviation</li></ul>
--	--

## APPENDIX 1 : LOCATION MAP OF GREEN FIELD PLANTATION (GOOGLE MAP)



**APPENDIX 2 : LOCATION OF GREEN FIELD PLANTATION SDN BHD**



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023



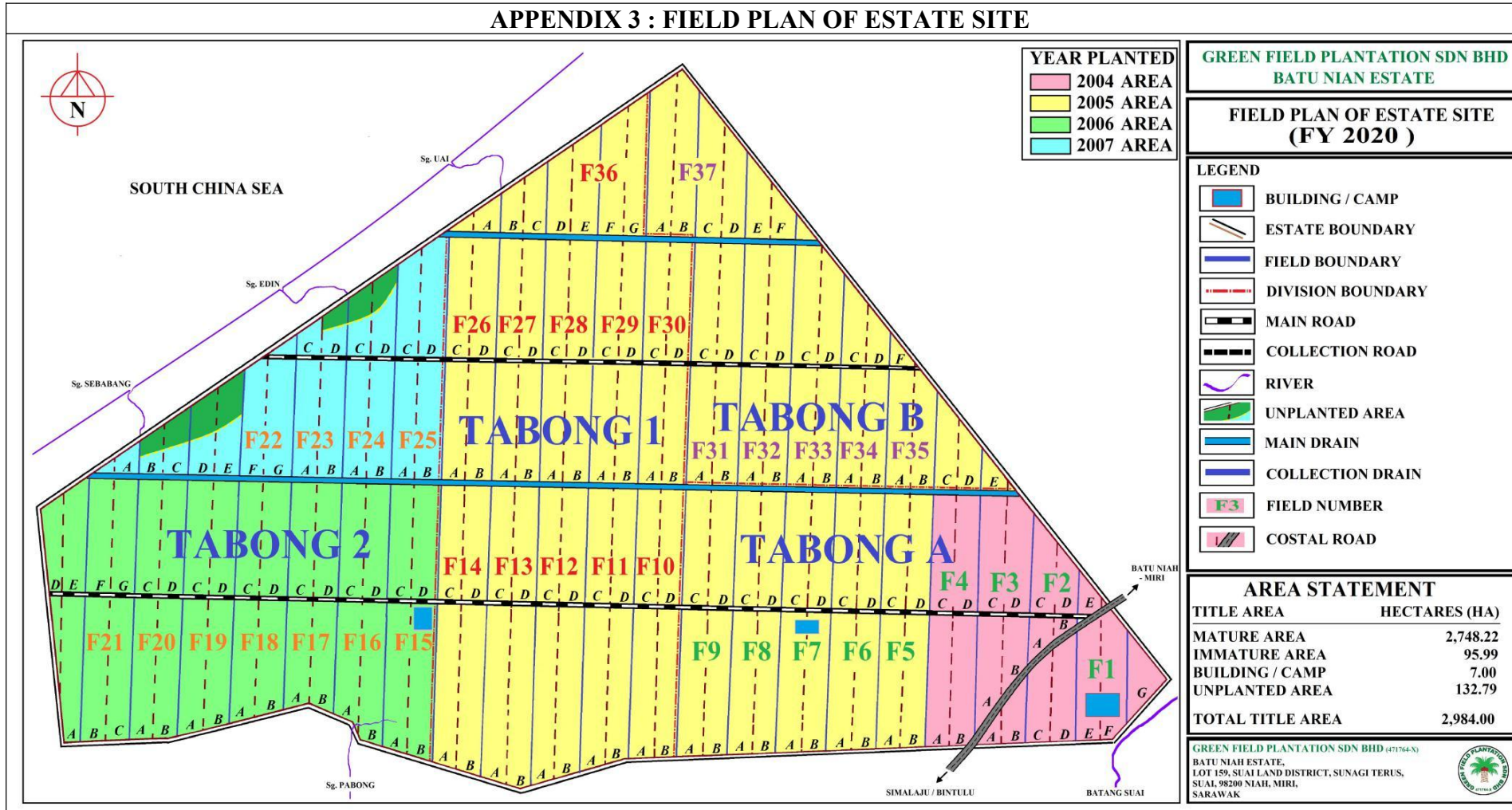
BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
 MSPO Certification Services  
 ACB 044  
 Standard: MS 2530-3:2013

Green Field Plantation Sdn Bhd [471764-X]  
 Ref No: GFPSB/AU/SVA03/08/23

On Site Audit

Report Date: 30 08 2023

## APPENDIX 3 : FIELD PLAN OF ESTATE SITE





## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

### Appendix 4 : Principle & Criteria Audit Report/Checklist(s)

<b>Company Name &amp; Registration No:</b>		<b>GREEN FIELD PLANTATION SDN BHD [661374-U]</b>	
Certifying Unit:		Individual Certification	
Main Address:		Lot 8729, SL24. 2 <sup>nd</sup> Floor, 126B, Green Heights Commercial Centre, Jalan Lapangan Terbang, 93250 Kuching, Sarawak	
Site Name:		<b>Green Field Plantation Sdn Bhd (Batu Niah Estate)</b>	
Primary Function:		<input checked="" type="checkbox"/> Plantation/Organized Smallholders	<input type="checkbox"/> Mill
Site Address:		Lot 159, Suai Land District, Sungai Terus, 98200 Niah, Miri, Sarawak.	
<b>Management Contact Details</b>			
1.	Name: Erwin Anak Asong	Job Title: Estate Manager	
	Mobile: 010-409 9116	Tel:	Email: <a href="mailto:erwin@gfp.com.my">erwin@gfp.com.my</a>
2.	Name: Lias anak Layang	Job Title: Junior Assistant Estate Manager	
	Mobile: 016 8988896	Tel: 082 230167	Email: <a href="mailto:lias@gfp.com.my">lias@gfp.com.my</a>
Date of Audit		29-30/08/2023	
Audit Team Members		Team Leader/Lead	Dominic Retan Giah
		Auditor	Douglas Alau Tayan

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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted GFPSB/MSPO-P1/C1/2019/001 Malaysian Sustainable Palm Oil (MSPO) Policy signed by the new Managing Director Datuk Patinggi Tan Sri George Chan Hong Nam on 13 <sup>th</sup> October 2022.  The policy is on display on the noticeboard at the junction to the office and on the outside wall of the office.
4.1.1.2	The policy shall also emphasize commitment to continual improvement.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Defined as a company commitment in the last para of the said policy.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Internal Audit was conducted on August 10 – 11, 2023. Findings raised: 0 NC and 17 OFI. The internal auditor was Mr Chai Chuan Lee from the Green Field Plantation head office in Kuching, appointed on 03/10/2022 by the GFP Head of Plantation Sdn Bhd.



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Procedure available and sighted - ref: GFPSB//MSPO/P1/C2/19 dated 2<sup>nd</sup> Jan. 2023, Issue no. 1 prepared by estate manager Mr. Erwin Asong and approved by Mdm Winnie Wong, Head Plantation Operation.</p> <p>Some changes were noted in that the estate manager was to act as facilitator and GFPSB had to cooperate with the internal auditor.</p>
4.1.2.3	Report shall be made available to the management for their review.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The findings of the internal audit were presented to the Management Review meeting on 15/08/2023 attended by 9 personnel including the EM who also chaired the meeting.
<b>Criterion 4.1.3: Management review</b>			
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The MR was last conducted on 15/08/2023 with 9 attendees. The agenda covered:</p> <ul style="list-style-type: none"> <li>• Audit results of the Internal Audit &amp; External Audit</li> <li>• Review of company policies</li> <li>• Training needs</li> <li>• Compliance with legal requirement (review of Legal Register &amp; renewal of Trade Licence &amp; MPOB licence)</li> <li>• Changes that would affect the management system which comprised:             <ul style="list-style-type: none"> <li>○ construction of 10-door staff quarters</li> <li>○ proposed budget for 6-door Labour Quarters</li> <li>○ renovation of ex-Staff Quarters Camp 15</li> <li>○ Budget for existing Fertilizer Store</li> </ul> </li> <li>• Complaints / suggestion</li> <li>• Other issues</li> </ul>
<b>Criterion 4.1.4: Continual improvement</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Available: the GFP SOP for Continuous Improvement Plan (CIP) doc. no. MSPO/GFP/P1/C4/2021, effective date 20/01/2023.</p> <p>The Management Continuous Improvement Plan 2023 covers:</p> <ol style="list-style-type: none"> <li>1) Operations (4 activities)</li> <li>2) Field Upkeep &amp; Maintenance (9 activities)</li> <li>3) Estate Basic Facilities (5 activities)</li> <li>4) Human Resource (2 activities)</li> <li>5) Social Responsibility (13 activities)</li> <li>6) Environmental (7 activities)</li> <li>7) Building, Construction &amp; Agriculture Equipment (15 activities).</li> </ol> <p>These various plans are given a time frame of completion through the 4 quarters.</p>





## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted GFP Procedure for External Communication doc. no. MSPO/GFP/P4/C2/19, effective date 02/01/2023, issue no. 1, revision 001 which spells out the communication & reporting on the estate's quality, safety & health and environmental issues with internal and external stakeholders. The external communication provides for: <ul style="list-style-type: none"> <li>• a review of the communication</li> <li>• time frame for external communication</li> <li>• communication with certification body</li> <li>• communication with HQ Dept Plantation Division</li> <li>• communication with the Media</li> <li>• pro-active communication</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Management Representative for MSPO related matters is still Mr Erwin anak Asong the Estate Manager appointed on 02/08/2019 by the GFP Head of Plantation Division Mdm Winnie Wong.  The Documentation Control Officer is Ms Tracy anak Arun, Administrative Clerk, similarly appointed on 02/08/2021.
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The GFP list of stakeholders is slotted under the GFP Transparency of Information doc. no. MSPO/GFP/P2/C2/2023, Issue no. 3, Rev. no. 002 which details out: <ol style="list-style-type: none"> <li>a) Local Authorities (16 entities)</li> <li>b) List of suppliers (18 entities)</li> <li>c) List of Consultant &amp; Contractor (7 names)</li> <li>d) Surrounding Communities (17 groups)</li> </ol>
<b>Criterion 4.2.3: Traceability</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	GFP SOP for FFB Identification and Traceability, doc. no. MSPO/GFP/P2/C3/2023, effective date 02/01/2023, issue 3, Rev. no. 001 which defines: <ul style="list-style-type: none"> <li>• the function</li> <li>• operational procedures</li> <li>• process monitoring</li> <li>• records</li> </ul> The SOP is complete with Flowchart for Harvesting and a Flowchart for FFB Identification (Checker).
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The system is checked on a daily basis by the individual personnel responsible for each stage of the process beginning from the harvesting (bunches from each task) to the mill bridge.



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Field conductor Mr Reynold Jay Anak Dagang is the MSPO Traceability and Mass Balance Officer via appointment letter dated 02/08/2019 by the estate manager Mr Erwin Anak Asong and approved by GFP Head, Plantation Operation Mdm Winnie Wong & counter-signed by the field conductor concerned.
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The following records of sales, delivery & transportation of FFB were viewed: <ul style="list-style-type: none"> <li>• Driver Chit Ticket no. 04 dated 23/08/2023 by Mr Muliandra from Block 29 of Tabung 1 with a total of 284 bunches</li> <li>• Harvesting summary by bunch checker / mandorE (sample Harvesting Summary No. 01312 dated 23/08/2023)</li> <li>• Harvesting Ticket No. 08071 dated 23/08/2023 denoting no. of bunches from harvested blocks &amp; the identity of the harvester.</li> <li>• Estate weighbridge ticket records the no. of bunches and field no. (sample GFP weighbridge ticket no. P0077439 for 3,780 kg of FFB.</li> <li>• Oil mill weighbridge ticket issued by the oil mill for payment &amp; record purposes (sample Southwind POM Weighbridge Ticket No. 295518 for delivery of 27,570 kg on 24/08/2023.</li> </ul>

### 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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Law and Regulation Requirement (elaborated in the GFP Legal Register (Estate)) evaluates the relevant legislation with the related estate activities with the indicated compliance status.  Monitoring of the compliance status is shared between the HQ, the Estate Manager and a Third Party (such as licensed laboratory).  Samples of compliance: <ul style="list-style-type: none"> <li>• MPOB Licence No. 509130902000 expiring 31/08/2023 (has been renewed and awaiting the hard copy from MPOB) for 2,844 hectares (planted area).</li> <li>• Trade licence No. A 1065763 valid from 13/12/2021 to 29/11/2023 for GFPSB in the business of plantation.</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

4.3.1.2	The management shall list all laws applicable to their operations in a legal requirement register.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted GFP Legal Register (Estate) – updated as at 02/08/2019 comprising: <ol style="list-style-type: none"> <li>1. Pesticide Act</li> <li>2. Pesticide (Highly Toxic Pesticides) Regulations 1996</li> <li>3. Land Acquisition Act 1960</li> <li>4. Employees Provident Fund Act 1991</li> <li>5. Labour Ordinance</li> <li>6. Sarawak Government Gazette, Public Holiday Ordinance (08/02/2010)</li> <li>7. Employees' Social Security Act 1969</li> <li>8. Workmen's Compensation Act 1952</li> <li>9. Immigration Act 1959/63</li> <li>10. Minimum Retirement Age Act 2012</li> <li><b>11. Minimum Wages Order 2022*</b></li> <li>12. Environmental Quality Act 1974</li> <li>13. EQ (Scheduled Waste) Regulation 2005</li> <li>14. NREB Ordinance 1993</li> <li>15. The NREB (Prescribed Activities) Order</li> <li>16. Water Ordinance</li> <li>17. OSH Act 1994</li> <li>18. OSH (Safety and Health Committee) Regulations 1996</li> <li>19. OSH – SHO Regulations 1997, SHO Order 1997, Prohibition of Use of Substance Order 1999</li> <li>20. OSH – USECHH</li> <li>21. NADOOPOD</li> <li>22. FMA</li> <li>23. Wildlife Protection Ordinance</li> <li>24. MPOB Act</li> <li>25. MPOB (Licensing) Regulations</li> <li>26. MPOB (Compound) Regulations</li> <li>27. MPOB (Quality) Regulations</li> <li>28. The Business, Professions and Trading License Ordinance</li> <li>29. Control of Supplies Act 1961</li> <li>30. Fire Services Act</li> <li>31. Weights and Measures Act</li> <li>32. Sewage Service Act 1993</li> </ol> <p>There has been no change since last year's review.            *A hard copy of the Minimum Wage Order 2022 is available.</p>
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The register is reviewed annually by the Legal Compliance Officer.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Mr Jimery Anak Aun is the designated Legal Compliance Officer appointed on 02/08/2019.
<b>Criterion 4.3.2: Land use rights</b>			



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The establishment of the Batu Niah Estate (of GFPSB) has not infringed on the land rights of the users in the vicinity as the estate is situated on State Land.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Noted Provisional Lease of State Land to GFPSB for Lot No. 159 in Suai Land District on 2,984 ha. from 10/04/2002 for 60 years.
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The legal perimeter boundary is demarcated with a perimeter drain and clearly visible boundary poles.
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 occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	There has been no land dispute with GFPSB since the establishment of the estate.
<b>Criterion 4.3.3: Customary rights</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable
<b>PRINCIPLE 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY &amp; EMPLOYMENT CONDITIONS</b>			
<b>Criterion 4.4.1: Social impact assessment (SIA)</b>			
<b>Indicator</b>	<b>Requirement</b>	<b>Compliance</b>	<b>Findings</b>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Available: Social Impact Assessment (SIA) Report – Final dated September 2019 by Doc. No. MSPO/GPF/P4/C1/2019 assessed date: 02/02/2023; next assessment 30/01/2024  Some positive impacts identified are: <ul style="list-style-type: none"> <li>Provide land accessibility by road &amp; encourage local economic activities (from road repair &amp; construction activity)</li> <li>Encourage local economic activities through providing job opportunity</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<ul style="list-style-type: none"> <li>Improve livelihood through donation of basic facilities such as water tanks, piping , roofing, etc</li> <li>Stable income and opportunity to become small holders through providing technology, information, expertise &amp; training.</li> </ul> <p>Some negative impacts are:</p> <ul style="list-style-type: none"> <li>Social problems &amp; spread of diseases through employment of immigrants</li> <li>Dust &amp; noise through road repairs &amp; construction</li> <li>Loss of jungle produce through plantation establishment (&amp; generation of jobs)</li> </ul> <p>Among the mitigation plan to mitigate negative impact are imposing speed limits, consultation &amp; counselling to address community perception and engaging in transparency with the local community.</p>
<b>Criterion 4.4.2: Complaints and grievances</b>			
4.4.2.1	A system for dealing with complaints and grievances shall be established and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Complaint and Grievances procedures/system to resolved dispute established.            Ref: GFPSB/MSPO/P4/C2/2019 dated 02<sup>nd</sup> August 2019. There has been no change since its inception.</p> <p>Document sighted, verified and acceptable.</p>
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>All complaint and grievances found recorded in register book and complaint form have been resolved as per established procedures within the timeline.</p> <p>Complaint books and forms recorded 5 entries for 2023 to date. Sample of requests received:</p> <ul style="list-style-type: none"> <li>From Francis anak Christopher Lee Chen on 15/03/2023 and Jaquilind Apung on 16/03/2023 asking for potable water due to the long drought. Treated water from Southwind POM was brought in a tanker</li> <li>From Deddin Sumantok on 09/06/2023 requesting for extended operating hours of Gen set 15 for Camp 15 to permit the conduct of his wedding ceremony. This was approved by the EM for specified hours on the following Saturday &amp; Sunday.</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Complaint books are available and accessible at all times by employees and affected stakeholders.</p> <p>The GFPSB Complaint Book Record for the year 2023 commencing from 15/09/2023 is sighted. Five entries requesting for water supply and the extension of the gen-set operating hours are recorded for the year to date.</p>
4.4.2.4	Employees and the	<input checked="" type="checkbox"/> Compliance	Internal & external stakeholders are made



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	surrounding communities should be made aware that complaints or suggestions can be made any time.	<input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>aware of the SOP on complaints and grievance through the various company documents &amp; MSPO policies.</p> <p>The suggestion boxes are located at the office and the security post along with the forms to file complaint and or feedback. .</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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>All complaints for the last 24 month have been entertained and resolved.</p> <p>Sighted: GFPSB Complaint Book Record commencing from 11/05/2019. Five entries are recorded for 2023 to date.</p>
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	Growers should contribute to local development in consultation with the local communities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>CSR such as job opportunities, contribution of community relation works and extending of community developmef needs to the surrounding communities are made.</p> <p>Sighted:</p> <ul style="list-style-type: none"> <li>• Invitation dated 02/05/2023 from recently MSPO certified Tawakal Megah Sdn Bhd / Talam Indah Sdn Bhd to attend Stakeholders Consultation at Sold Palm Oil Mill.</li> <li>• Request dated 30/06/2023 for feedback from Alambumi POM in conjunction with MSPO certification criteria.</li> <li>• A circular dated 10/08/2023 to senior management official of nearby companies &amp; contractors regarding implementing of MSPO and acquaintance of its policies.</li> <li>• Cash donation on 14/08/2023 to Batu Niah Police Station to hold its Family Day.</li> </ul>
<b>Criterion 4.4.4: Employees safety and health</b>			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>OSH developed and signed by the current top management in accordance to OSH Act (Act 514). Ref:</p> <ol style="list-style-type: none"> <li>1. OSH Policy GFPSB/MSPO/C4/2022/003 dated 13<sup>th</sup> Oct. 2022 signed by the MD Datuk Patinggi Tan Sri Dr George Chan Hong Nam.</li> <li>2. Records of quarterly OSH committee meeting available. Sighted MoM of 2<sup>nd</sup> quarter OSH committee dated 09/06/2023.</li> <li>3. Appointment of OSH committee members Ref: MSPO/GFP/OSHA/P4/C12 dated 17<sup>th</sup> January 2023.</li> <li>4. Manual of Safe Work Procedures Ref: MSPO/GFPSB/P4/C4/11/2022, Eff. Date: 02/08/2019; Issue No. 02, Rev. No. 01 incorporating procedures for operating new machines.</li> </ol>
4.4.4.2	The occupational safety and health plan shall cover the following:		



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

A.	A safety and health policy, which is communicated and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>OSH policy available and displayed. Communicated to employees during meeting and training and implemented.</p> <p>Ref: GFPSB/MSPO-P4/C4/2022/003 dated 13<sup>th</sup> Oct. 2022, approved by Datuk Patinggi Tan Sri Dr George Chan Hong Nam.</p>
B.	b) The risks of all operations shall be assessed and documented	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Sighted: GFPSB Batu Niah Estate HIRARC Doc. No. MSPO/GFP/P4/C8/19 prepared by JAEM Lias Jayang &amp; approved by EM Erwin Asong; date assessed 01/02/2022, next review 01/02/2024; to be reviewed every 6 months or after the occurrence of an operational accident.</p> <p>The HIRARC covers such stations as:</p> <ul style="list-style-type: none"> <li>• Hot work at the workshop (2 activities)</li> <li>• Heavy work at the workshop (10 activities)</li> <li>• Handling of chemical and fertilizer (4 activities)</li> </ul> <p>Most activities are determined to have either low or medium risks.</p> <p><b>OFI: Consider to install a safety stopper at the lip of the pit to prevent the trailer or tractor from slipping into the dump pit.</b></p>
C.	An awareness and training program which includes the following requirements for employees exposed to pesticides:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Training program and training matrix developed and available.</p> <p>Sighted: GFPSB Training Matrix for 2022 covering 17 topics (Doc. No. MSPO/GFP/P4/C6/22 dated 2<sup>nd</sup> January 2023. Among the topics covered:</p> <ul style="list-style-type: none"> <li>• Weed control</li> <li>• Manuring</li> <li>• Pest &amp; diseases control</li> <li>• GFP Agriculture Policy</li> <li>• Good Agriculture Practice</li> </ul> <p>The Training Needs Analysis is incorporated into the matrix, detailing the personnel required to attend specific training topics.</p>
C.1	All employees involved shall be adequately trained on safe working practices; and	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>OSHA Training Programme 2032 has achieved monthly training for 10 types of training such as:</p> <ul style="list-style-type: none"> <li>• Harvesting (06/02/2023)</li> <li>• Spraying (11/04/2023)</li> <li>• Slashing (02/03/2023)</li> <li>• Workshop (09/06/23023)</li> <li>• Chemical Handling (24/02/2023)</li> </ul> <p>The training on:</p> <ul style="list-style-type: none"> <li>• OSHA Harvesting Training was conducted by the SO Indra Kilau on 06/02/2023, attended by 8 personnel.</li> <li>• Chemical Weeding by SO Indra Kilau on 11/04/2023, attended by 5 personnel.</li> <li>• Operating estate machinery on 07/01/2923</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<p>by SO Indra Kilau, attended by 42 personnel at the Estate Complex.</p> <p><b>OFI:</b> Consider to improve on access and ease of movement in the field fertilizer store near the ramp to ensure safe work practices.</p>
C.2	All precautions attached to products shall be properly observed and applied.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>All safety data sheets are available at the Chemical Store and the Fertilizer Store. Warning signage posted at strategic places to create awareness in the field. Personnel these stores have to observe safety precautions and wear 3M N95 masks.</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Adequate and appropriate PPE are provided free of charge to all employees as recommended. Samples sighted from the list of PPE issued to all staff and workers:</p> <ul style="list-style-type: none"> <li>• Safety vests (green) issued to 11 staff &amp; workers on 15/04/2023</li> <li>• Safety helmets to 3 personnel on 15/04/2023</li> <li>• Safety helmets (yellow) to 4 carpenters on 13/01/2023</li> </ul> <p>A separate record is kept of POs obtained to procure these PPE items eg PO20230156 dated 12/06/2023 for the requisition of 50 yellow helmets.</p>
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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> <b>NC - Minor</b> <input type="checkbox"/> NC - Major	<p>Standard operating procedures to ensure proper and safe storage and handling of chemicals sighted in SOP for Chemical Management Doc. No. MSPO/GFP/P4/C4/19, Eff. Date 02/08/2023. The SOP covers the following:</p> <ul style="list-style-type: none"> <li>• Receiving of the chemicals which include its Chemical Safety Data Sheet.</li> <li>• Handling – do's &amp; don'ts</li> <li>• Storage</li> <li>• Disposal</li> <li>• Chemical Health Risk Assessment – the last report on CHRA for GFP is dated 13/03/2012 (which expires in 2017), overdue by 6 years.</li> </ul> <p>A facility to capture triple wash rinse water is also in place.</p> <p><b>NC (minor):</b> The CHRA for GFP is already long overdue.</p> <p><b>Evidence:</b> Expired CHRA Report by Logos Consultant Company dated 13/03/2012. A housekeeping issue was also noted with respect to the supposedly temporary storage on the floor of the amorphous packages of seldom used chemical compound Kenterex.</p>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

F.	The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The current GFPSB Safety & Health Officer is Mr Indra Kilau anak Jilon, appointed on 17/01/2023 by the EM (doc. No. MSPO/GFP/OSHA/P4/C12). The appointment letter is counter-signed by the SHO.
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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" style="color: red;" type="checkbox"/> <b>NC - Minor</b> <input type="checkbox"/> NC - Major	<p>The latest quarterly OSH Committee meeting (02/2023) was held on 09/06/2023 attended by 8 personnel. Among the issues discussed were:</p> <ul style="list-style-type: none"> <li>• Report on work site inspection by the OSH Committee at Estate Complex, Camp 7 &amp; Camp 15.</li> <li>• Accident report for Q2/2023 – nil</li> <li>• Report on medical surveillance &amp; disposal of domestic waste</li> <li>• Training conducted on tractor driver training, triple rinsing, first aid training</li> <li>• Other business such the construction of the new blocks, replacement of wooden electric poles with concrete ones, application for connection with SESCO.</li> </ul> <p>A site visit to Camp 15A revealed some health and sanitation issues that may have been overlooked. A toilet for field staff, was in a delapidated and unhygienic condition with effluent spilling around the building. Grey wastewater was discharged in an unsanitary manner from the first floor at the 2-storey quarters.</p> <p style="color: red;"><b>NC (minor): The hygiene and sanitation issues of the occupants at Camp 15A were not taken into consideration.</b></p>
H.	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>GFPSB relies on MSPO/GFP/P4/C4/19 Eff. Date 02/01/2023; Issue No. 1, Revision 001; for its accident and emergency procedures such as:</p> <ul style="list-style-type: none"> <li>• Flowchart for steps of responses to an Environmental and OSH emergencies including accident/ incident</li> <li>• Flowcharts for Emergency Action Plan in the event of Fire, Explosion &amp; Diesel Spillage</li> </ul> <p>Noted the safety briefing for auditors, and the availability of assembly point in case of a building on fire.</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The EM himself is the trained First Aider for GFPSB holding Certificate No. 073613 issued on 21<sup>st</sup> Feb. 2014. Employees (17 altogether) had been trained on Basic First Aid on 10/05/2023 by the Safety Officer Indra Kilau.</p> <p>A total of 9 first aid kits are available at GFPSB:</p> <ul style="list-style-type: none"> <li>• Office - 1</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<ul style="list-style-type: none"> <li>• Store – 1</li> <li>• Portable – 7 (with the Field Conductors)</li> </ul>
J.	Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>This is reviewed during the OSH Committee meeting which was determined to be <b>NIL</b> for the 2<sup>nd</sup> quarter of 2023.</p> <p>GFPSB also maintains a submission record (JKKP 8 (IV / IV) to DOSH (via online portal). Sighted: submission on 10/01/2022 for 2021 returns stating:</p> <ul style="list-style-type: none"> <li>• Man-hours = 50,445 (average employment head count of 171 personnel)</li> <li>• Occupational Accident Cases: nil</li> <li>• Occupational Poisoning and Disease Cases: nil</li> </ul>
<b>Criterion 4.4.5: Employment conditions</b>			
4.4.5.1	The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The GFPSB Good Social Practices Policy (Policy ref. no. GFPSB/MSPO-P4/C5/2022/004), signed on 13/10/2022 into establishment by the MD Datuk Patinggi Tan Sri Dr George Chan Hong Nam, aims to:</p> <ul style="list-style-type: none"> <li>• Provide a healthy, safe &amp; harmonious working environment;</li> <li>• Provide equal opportunity in all aspects of employment &amp; maintaining open channel of communication;</li> <li>• Prohibit forced labour &amp; child labour;</li> <li>• Comply with Minimum Wages Requirements as per government statutory order;</li> <li>• Uphold rights to freedom of association.</li> </ul> <p>GFPSB is committed to comply with guidance on national laws regarding employee rights and welfare.</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>This is expressed in the first line of the above-mentioned GFPSB Good Social Practices Policy stating that GFPSB "is committed to develop an organizational culture that exhibits high ethical behaviour and respect for human rights, equality and justice."</p>
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>This is expressed in the above-mentioned GFPSB Good Social Practices Policy stating that the company aims to:</p> <ul style="list-style-type: none"> <li>• Provide equal opportunity in all aspects of employment &amp; maintaining open channel of communication;</li> <li>• Comply with Minimum Wages Requirements as per government statutory order.</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	on minimum wage.		
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Among other things, the GFPSB Good Social Practices Policy states:</p> <ul style="list-style-type: none"> <li>Comply with Minimum Wages Requirements as per government statutory order.</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>GFPSB adheres to this requirement. Sighted 3 sets of employee records:</p> <ul style="list-style-type: none"> <li>Batu Niah Estate Record of Employment July 2023 containing a list of 39 names of locals both staff and daily paid workers (including their date of reporting for duty, age, designation, sex, EPF account no.)</li> <li>GFP List of Workers 07/23 detailing the names of 149 personnel (Batu Niah Estate Record of Employment July 2023) based on their work teams (such as supervisor, watchman, driver, harvester), their passport no. job location (Tabung A or B and Tabung 1 or 2).</li> <li>Executive &amp; staff number 23.</li> </ul>
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>All employees and contract workers are provided with employment contract sign by both parties' employer and employees.</p> <p>Samples sighted:</p> <ul style="list-style-type: none"> <li>GFPSB Perjanjian Kerja for Mr Reno Guntur (passport no. C2392975) from Sambas, Indonesia, being offered a wage of RM57.70/day. The employment contract was signed in 11<sup>th</sup> November 2022 by the Manager Ms Winne Wong of GFPSB and counter-signed by Mr Reno Guntur.</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Staff (monthly paid) attendance is noted at the morning muster.</p> <p>Attendance of workers (daily paid) is recorded by the respective OIC (staff) into a check roll during morning muster.</p>
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Noted in the GFPSB Pay Advice of Mr Reno Guntur for July 2023 which indicates the following:</p> <ul style="list-style-type: none"> <li>Salary (PR Mechanized FFB Transport System in T2 at 451.61 tons X RM5.00) at RM 2,373.43</li> <li>Salary Rest Day (2 days) at RM115.38</li> </ul> <p>His total earning for July 2023 is RM2,373.40 (after rounding).</p>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	the applicable legal requirement.		
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Noted that Mr Reno Guntur in his July 2023 Pay Advice is not eligible for overtime as he is paid by volume of FFB transported.</p> <p>However, other workers who are on daily-rate eligible for such overtime payment as described in their offer letter:          "(Clause (A) Upah Gaji Harian subsection (d) Kerja lebih masa bagi kerja gaji karian dibayar sebanyak 1.5 per jam setiap jam terlebih dari masa yang ditetapkan."</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>All employees get to enjoy the following amenities:</p> <ul style="list-style-type: none"> <li>• free company housing supplied with water (harvested rain-water) and electricity (camp gensets).</li> <li>• Insurance coverage</li> <li>• Medical care</li> <li>• Motorcycle allowance for supervisors</li> <li>• FFB incentives % - harvester only.</li> <li>• Free Leave fare if work for more than 2 years</li> </ul>
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.	<input type="checkbox"/> Compliance <input checked="" style="background-color: yellow;" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The accommodation facilities in the camp complex are generally of sturdy construction (bricks and timber). Structures in the outlying camp sites in the surrounding estates are of timber and habitable.</p> <p>The dilapidated buildings detected in the last audit had made way to new concrete and plywood structures now being erected; due for completion in September 2023.</p> <p style="background-color: yellow;"><b>OFI: Consider to implement housekeeping as the compound around the quarters at Camp 15A is overgrown with grass.</b></p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The GFPSB management adheres to its Sexual Harrassment Policy (Policy ref. no. GFPSB/MSPO-P4/C5/2022/005) which states:</p> <ul style="list-style-type: none"> <li>• Treats all sexual harassment incidents seriously;</li> <li>• Investigates immediately all complaints of sexual harassment and treated with respect and confidence;</li> </ul> <p>Anyone found to have harassed another person shall face disciplinary action</p> <p>The policy has been signed into effect on 13/10/2022 by the MD Datuk Patinggi Tan Sri Dr George Chan Hong Nam.</p>
4.4.5.13	The management shall	<input checked="" type="checkbox"/> Compliance	This is provided for in the GFPSB Good Social



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	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 type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Practices Policy (Policy ref. no. GFPSB/MSPO-P4/C5/2022/004), which among other things, aims to:</p> <ul style="list-style-type: none"> <li>• Provide equal opportunity in all aspects of employment &amp; maintaining open channel of communication;</li> <li>• Comply with Minimum Wages Requirements as per government statutory order;</li> <li>• Uphold rights to freedom of association.</li> </ul>
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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Based on the records sighted in Batu Niah Estate Record of Employment August 2022 and the GFP List of Workers 09/22, the youngest employee is aged 19 – Mr Dominic Kalong anak Anthony Jimbai, having started work on 01/04/2022.
<b>Criterion 4.4.6: Training and competency</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Training program and training matrix developed and available.</p> <p>Sighted: GFPSB Training Matrix for 2022 covering 17 topics (Doc. No. MSPO/GFP/P4/C6/22 dated 2<sup>nd</sup> January 2023. Among the topics covered:</p> <ul style="list-style-type: none"> <li>• Weed control</li> <li>• Manuring</li> <li>• Pest &amp; diseases control</li> <li>• GFP Agriculture Policy</li> <li>• Good Agriculture Practice</li> </ul> <p>The Training Needs Analysis is incorporated into the matrix, detailing the personnel required to attend specific training topics.</p>
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The above-mentioned Training Matrix 2023 has been planned and prepared ahead of actual date of training.</p> <p>Actual implementation is recorded for each type of training such as:</p>



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	training program in order to provide the specific skill and competency required to all employees based on their job description.		<ul style="list-style-type: none"> <li>GFPSB OSH Training Programme Year 2023 (to date from January to May 2023) Sustainability Training Programme listing 15 topics (including Cointractor Awareness Training). The most active training month has been February 2023 (6 topics conducted).</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Training program and training matrix developed and available.</p> <p>Sighted: GFPSB Training Matrix for 2023 covering 17 topics.</p> <p>The Training Needs Analysis is incorporated into the matrix, detailing the personnel required to attend specific training topics.</p>
<b>PRINCIPLE 5 ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY &amp; ECOSYSTEM SERVICES</b>			
<b>Criterion 4.5.1: Environmental management plan</b>			
<b>Indicator</b>	<b>Requirement</b>	<b>Compliance</b>	<b>Findings</b>
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted Environmental Policy Ref. No.: GFPSB/MSPO-PS/C1/2022/006, which had been updated and signed by the new Managing Director, Datuk Patinggi Tan Sri Dr. George Chan Hon Nam dated 13 <sup>th</sup> October 2022.
4.5.1.2.	The environmental management plan shall cover the following:		
A.	An environmental policy and objectives	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Environmental Policy and objectives included in the EMP mentioned above: Environmental Policy and Management Plan (EPMP) available and implemented.
B.	The aspects and impacts analysis of all operations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Included in the Environmental Policy and management plan (EPMP) mentioned above.
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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" style="color: red;" type="checkbox"/> <b>NC - Minor</b> <input type="checkbox"/> NC - Major	<p>Environmental improvement plan to mitigate the negative impacts and to promote the positive ones had been included in the EMP above. Monitoring on the environmental aspects were done semi-annually through an environmental consultant (Envisar Sdn Bhd; NREB Ref. No. NREB/600-1/2H/59). The most recent monitoring report available is for monitoring for Jan to June (1<sup>st</sup> half) of 2023 which shows that no significant negative impacts on the environment. Certificate of water analysis dated 12 June 2023 included. Document sighted and verified.</p> <p>During the site visit, it was noted that a genset house for Camp 15A was run-down with</p>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<p>extensive diesel spillage.</p> <p><b>NC (minor): Batu Niah Estate is to institute mitigation measures on the negative impacts of a run-down genset building and leaking diesel fuel.</b></p>
4.5.1.4	A program to promote the positive impacts should be included in the continual improvement plan.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Statements to promote the positive impacts are included in the EMP above but programmes to undertake such initiatives are not indistinct and not specified.</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>GFP Sustainability Training Programme Year 2023 lists out the following types of training topics:</p> <ol style="list-style-type: none"> <li>1. MSPO Principles</li> <li>2. Sustainability Awareness Briefing</li> <li>3. Buffer Zone Awareness</li> <li>4. Triple Rinsing Procedures</li> <li>5. Waste management - Landfill Procedures</li> <li>6. Schedule Waste handling - Used oil handling</li> <li>7. Environmental Awareness</li> <li>8. Product Identification and Traceability Procedures</li> <li>9. Payslip's content Briefing</li> <li>10. Oil Trap maintenance Procedures</li> <li>11. Compliance and Grievances Procedures - Internal Stakeholders</li> <li>12. Legal Compliance and Update Procedures</li> <li>13. Contractor Awareness Briefing</li> <li>14. Safety &amp; Health Training</li> <li>15. First Aid Training</li> </ol> <p>To ensure that employees are appropriately trained, a training needs analysis is incorporated in the GFP Training Matrix for Year 2023 (ref: MSPO/GFP/P5/C6/23).</p> <p>All staff and workers including the contractor are assessed against the listed training topics and designated a type of training needed defined as either AT (awareness training), or KT (knowledge training) or NR (not required).</p>
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Management Meetings are held at the estate office (MOM Level1). Minutes of meetings sighted (Meetings on 21st May 2023) show that operational matters towards oil palm growth, yield and safety and social welfare of workers including environmental risk assessment were discussed.</p> <p>Minute sighted and verified.          Ref: GFP/MOM/2023/05 dated 21<sup>st</sup> May 2023.</p>
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			



# MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

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 timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>GFPSB maintains a record of the consumption of non-renewable energy.</p> <p>Consumption of non-renewal energy such as the use of Diesel was recorded and closely monitored, the baseline for these audit will be from the 2016 and year 2022 is an estimation. Diesel is supplied by Megnasco Sdn Bhd.</p> <p>Sighted Diesel Issuance 2016 to 2022, Doc. no. MSPO/GFPSB/P5/C5/21, effective date 02/01/2022, issue no. 1, Revision no. 0 and Record on consumption of non-renewal energy (diesel) from 01/01/2022 to 31/12/2022. Consumption of non-renewable energy are recorded/ monitored in an effort towards optimizing usage and avoiding wastage/excesses.</p> <p>Sighted monthly energy Efficiency record from Jan to Dec. 2022 (MSPO/GFP/P5/C5/21) as a practice to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency monthly. Analysis showed about 5.879 liter diesel for each metric ton of FFB. <b>(Total FFB 27,010.27 mt)</b></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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Consumption of Diesel:</p> <p>2018: 152,0421 liter          2019: 168,270 liter          2020 :179,573 liter          2021 : 166,623 liter          2022: 158,795 liter          2023 : 156,300 liter (estimate)</p>
4.5.2.3	The use of renewable energy should be applied where possible.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Solar panels are used for lighting which are not connected to the power generator such as at the gates to plantation, ramps, fertilizer's store, CCTV at both gates connected to both the Estate manager's hand phone and GFP Hq in Kuching.</p> <p>Solar Street Lighting 1,500 Watt - 20 Units had been ordered as of 16thn August 2023.</p> <p>Rainwater harvesting are also being done using gutters into tanks for domestic water supply/consumption.</p> <p>Equipment and facilities sighted during field audit.</p>
<b>Criterion 4.5.3: Waste management and disposal</b>			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Described in MSPO/GFPSB/P5/C3/01 Principle 5: Environment, Natural Resources, Biodiversity and Ecosystem, effective date 02/08/2019, issue no. 1, revision 00. It caters to both scheduled waste and domestic waste and their methods of disposal. Scheduled waste is disposed through a licensed scheduled waste collector; E-Concern [M]Sdn Bhd via contract dated 19<sup>th</sup> September</p>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			2022.  SOP on Scheduled Waste MSPO/GFPSB/P5/C3/19 deals with scheduled waste classification, storage and handling.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Identification of sources of waste and pollution and monitoring plan are as stated in 4.5.3.1 above:</p> <p>Described in MSPO/GFPSB/P5/C3/01 Principle 5: Environment, Natural Resources, Biodiversity and Ecosystem, effective date 02/08/2019, issue no. 1, revision 00 catering to both scheduled waste and domestic waste and their methods of disposal.</p> <ul style="list-style-type: none"> <li>Scheduled waste is disposed through a licensed scheduled waste collector</li> </ul> <p>Domestic wastes were disposed properly in dumping sites installed away from housing areas and watercourses at strategic locations within the plantation.</p>
B.	Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Efforts are being made to improve on the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products where possible. Recycle waste are disposed/sold to Recycle Company, notably used batteries, metal, zinc sheets, aluminium, etc.</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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>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 are shown in documents stated in 4.5.3.1 above.</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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Empty schedule wastes containers were sold to licensed buyer (E-Concern (M) Sdn Bhd) on 24 September 2023 to be disposed in an environmentally and socially responsible way. Record of transactions are attached together with documents 4.5.3.1 above.</p> <p>Records and document vide Letter of Request for Collection dated 8<sup>th</sup> September 2023.</p>



**MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023**

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	should be adhered to. Reference should be made to the national program on recycling of used HDPE pesticide containers.																																																				
4.5.3.5	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.	<input checked="" type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Domestic wastes were disposed properly in dumping sites installed away from housing areas and watercourses at strategic locations within the plantation.</p> <p>Domestic waste bins and shelter were provided within the Labour lines as well as the staff quarters.</p>																																																		
<b>Criterion 4.5.4: Reduction of pollution and emission</b>																																																					
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The assessment of these items were undertaken during EIA before the establishment of the plantation (EIA Report/EMMP Approval 16 Jan, 2003 (19)NREB/6-4/223).</p> <p>The assessments were continued during the semi-annually Environmental Monitoring and Management exercise upon establishment and operation of the plantation.</p> <p>The assessment of all polluting activities is well documented in the file entitled "RISK AND OPPORTUNITY ASSESSMENT (Environmental Aspects and Impact" was approved and signed by Estate Manager. The EMM Form has seven columns - Environmental Aspect, Environmental Impact, Risk, Action to Address Risk, Opportunity, Action to Address Opportunity and Compliance Obligation.</p> <p><b>GHG Measurement (Ref: GHG Emission Assessment File)</b>            GFPSB also calculated GHG emission from fuel usage, The estimated GHG Value for the period Jan - Dec 2022 is shown below:</p> <p>GHG Emission Calculation :</p> <table border="1"> <thead> <tr> <th>Material</th> <th>Total</th> <th>Unit</th> <th>EF</th> <th>GHG V</th> </tr> </thead> <tbody> <tr> <td>Field Emission : N2O</td> <td>319,533.96</td> <td>Kg</td> <td>4.87</td> <td>1,556,130.39</td> </tr> <tr> <td>P2O5</td> <td>349,550.00</td> <td>Kg</td> <td>1.01</td> <td>353,045.50</td> </tr> <tr> <td>K2O</td> <td>146,664.73</td> <td>Kg</td> <td>0.57</td> <td>83,598.90</td> </tr> <tr> <td>MgO</td> <td>349,550.00</td> <td>Kg</td> <td>1.06</td> <td>370,523.00</td> </tr> <tr> <td>CaO</td> <td>-</td> <td>Kg</td> <td>0.13</td> <td>-</td> </tr> <tr> <td>Herbicide /Pesticide</td> <td>1,040.47</td> <td>Kg</td> <td>10.97</td> <td>11,413.91</td> </tr> <tr> <td>Diesel</td> <td>158,795.00</td> <td>Liter</td> <td>3.14</td> <td>4987,616.30</td> </tr> <tr> <td>Lubricant</td> <td>5126.40</td> <td>Kg</td> <td>0.95</td> <td>4,870.08</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td></td> <td></td> <td><b>2,878,198.07</b></td> </tr> </tbody> </table> <p><small>Source of EF - ISC20511-03-15, V2.3EU; Blomgren 2011; IFEU 2009; BLE 2010; Stichtnote et.al (2010) &amp; IFEU 2009.</small></p> <p><b>FFB Production = 27,010,270 Kg/Year</b>  <b>GHG Emission + 0.1066 Kg CO2eq/Kg FFB</b></p>	Material	Total	Unit	EF	GHG V	Field Emission : N2O	319,533.96	Kg	4.87	1,556,130.39	P2O5	349,550.00	Kg	1.01	353,045.50	K2O	146,664.73	Kg	0.57	83,598.90	MgO	349,550.00	Kg	1.06	370,523.00	CaO	-	Kg	0.13	-	Herbicide /Pesticide	1,040.47	Kg	10.97	11,413.91	Diesel	158,795.00	Liter	3.14	4987,616.30	Lubricant	5126.40	Kg	0.95	4,870.08	<b>Total</b>				<b>2,878,198.07</b>
Material	Total	Unit	EF	GHG V																																																	
Field Emission : N2O	319,533.96	Kg	4.87	1,556,130.39																																																	
P2O5	349,550.00	Kg	1.01	353,045.50																																																	
K2O	146,664.73	Kg	0.57	83,598.90																																																	
MgO	349,550.00	Kg	1.06	370,523.00																																																	
CaO	-	Kg	0.13	-																																																	
Herbicide /Pesticide	1,040.47	Kg	10.97	11,413.91																																																	
Diesel	158,795.00	Liter	3.14	4987,616.30																																																	
Lubricant	5126.40	Kg	0.95	4,870.08																																																	
<b>Total</b>				<b>2,878,198.07</b>																																																	



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	EMP results for the First half of 2023 shows no significant pollution within the plantation areas. Four samples from within the plantation areas show that they are within Class IIB of the MWQS. All sources of pollution are seemingly to be adequately addressed.
<b>Criterion 4.5.5: Natural water resources</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The GFPSB Water Management Plan focuses on the management of drainage and water level to keep the palms irrigated. Water for human consumption are sourced from rain harvesting and from Southwind Palm Oil Mill water supply.
A	Assessment of water usage and sources of supply.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Rainwater are collected using gutters connected to water tanks for domestic water supply/consumption. Bathing and washing of clothes and dishes are undertaken in water bodies such as main drains and dug-out areas.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Household gray wastewater from residential areas are discharged directly into the drains while black water pass through conventional septic tanks initially before being discharged into the water bodies.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Rain water harvesting is fully utilized with all buildings provided with water tanks to provide potable water and for general washing.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Vegetated buffers are maintained along main streams and plantation/block boundaries to avoid/reduce pollution into the receiving waters. From the Site visit conducted on the 29/08/2023, it was observed that all the designated riparian and buffer zones are well-maintained.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Vegetative cover along permanent water courses are well preserved.
F	Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	There are no bore wells in the Batu Niah Estate.
4.5.5.2	No construction of bunds,	<input checked="" type="checkbox"/> Compliance	Water check dam and weir were seen at



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	weirs and dams across main rivers or waterways passing through an estate.	<input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	collection drain for water level at Tabung A management for growth of oil palm trees.  From the six Peat Water Monitoring Station at F5, F9, F15, F26, F30 and F33, GFPSB recorded that the Mean Water level for the month of Jan -Jul 2023 is within the desired level (50-70 cm).
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Undertaken as in 4.5.5.1 and 4.5.5.2 above.
<b>Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value area</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Information on the existing biodiversity (flora and fauna) were undertaken during EIA in 2003 (Pre-plantation establishment).
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	High biodiversity value habitats are absent, a similar situation as reported in the EIA Report. However, fauna sometimes were seen within and nearby the site. birds: magpie robin, crows, sea eagle, owls, herons, egret, swifts, kingfishers, waterhen, hill mynas; fishes: snake-head, catfish, biawan, sepat siam, belanak, Crustaceans: udang kertas, crabs, Animals: monitor lizards, crocodiles, pythons, monkeys (kera), Others: snails, cockles.
4.5.6.2.	If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for 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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Among the fauna above, the following are listed as protected under the Sarawak Wildlife Protection Ordinance 1998(SWLPO1998) are birds: sea eagle, owls, herons, egret, swifts, kingfishers, hill mynas Animals: monitor lizards, crocodiles, python,



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			monkeys (kera), During the field inspection, one monitor lizard was spotted at Block F4 and a monkey and one bird (purple Heron- <i>Ardea purpurea</i> ) were spotted at Block F22.
B	Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Related posters (on protected flora and fauna) were displayed in various billboards in main office and housing areas to inform staff and to discourage any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts.
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	HCV area had been established and preserved at Block F16 Tabong 2 HCV and Block F22 Tabong 2 HCV, covering an area around 30 hectares more or less.
<b>Criterion 4.5.7: Zero burning practices</b>			
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No new planting is being undertaken in the area. So possibility of open burning is remote though there are controlled fire for food preparation/barbecue in housing areas observed.
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Replanting on the 800 ha plantation area had been planned for the middle of 2024. Nursery site had been earmarked at Block 4 Tabung A. As this Block is highly infested with Ganoderma, official application to the NREB shall be sought prior land clearing.
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No evidence of open burning detected during field/site audit.
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable
<b>PRINCIPLE 6 BEST PRACTICES</b>			
<b>Criterion 4.6.1: Site management</b>			
<b>Indicator</b>	<b>Requirement</b>	<b>Compliance</b>	<b>Findings</b>
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	GFP maintains and implements the SOPs for site management are detailed out in Best Practices, doc. no. <b>MSPO/GFP/P6/C2/19</b> , effective date 02/08/2019, issue no. 1.  <b>Group Agricultural Policy</b> - The SOPs describe operational procedure of nursery practices, Field Establishment & Immature Maintenance,



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<p>(planting practices, ground cover maintenance, roads construction &amp; maintenance, immature stage), harvesting, collection of bunches and Loose Fruits, manuring, pesticide application, pests &amp; diseases control and Delivery of FFB and Loose Fruits.</p> <ul style="list-style-type: none"> <li>• The SOP for pesticides specifies standard working practices and application of pesticides.</li> <li>• These SOPs are adhered for estate's operation &amp; activities.</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable as the GFP Batu Niah Estate is established on flat lowland.
4.6.1.3	A visual identification or reference system shall be established for each field.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Each field in a block is marked on a plate at road junctions with a number indicting the block it is in and its specific field reference number.</p> <p>Sample block marker:            A. Block F1            B. Area : 57.83 Ha            C. Planted Year: Nov 2004            D. Total Palm Stand: 9686            E. Planting material: Guthrie</p>
<b>Criterion 4.6.2: Economic and financial viability plan</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Progress of Work Report for the Month of December 2022 the Green Field Plantation Sdn Bhd was sighted which provides a comprehensive overview on a cumulative basis of the actual plantation progress against the plan. Actual crop production is compared against forecast (estimate) according to planting age (block) and the yield (MT/ha) is generated for a 12-month period. Noted that for the whole plantation the yield (based on 12-month FFB production) as of Dec. 2022 is 9.497MT/ha as compared to the estimate at 12.70 MT/ha.</p> <p>The plan also presents an in-depth overview of projected operational expenses for all aspects of the plantation such as:</p> <ul style="list-style-type: none"> <li>• Harvesting</li> <li>• Manuring</li> <li>• Rat control</li> </ul>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			<ul style="list-style-type: none"> <li>Pruning</li> <li>Vehicle utilization</li> <li>Labour as per check-roll</li> </ul> <p>Based on the graph (Production Against Budget 2022) presented for the plantation as a whole, the actual production shows a declining profile towards the end of the year than the budgeted trend.</p> <p>The problem is mainly due to the damaged caused by Ganoderma which affected a total area of more than 300 hectares of the plantation. The other factor is the age of the palm trees, (17 - 19 years), whereby production is on the declining trend.</p>																					
4.6.2.2	Where applicable, an annual replanting program shall be established. Long term replanting program should be established and review annually, where applicable every 3-5 years.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable at the moment as the oldest palms are planted in 2004 (currently 19 years old and still productive).																					
4.6.2.3	The business or management plan may contain:																							
A	Attention to quality of planting materials and FFB.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Guthrie & FELDA																					
B	Crop projection: site yield potential, age profile, FFB yield trends.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Crop projection:</p> <ul style="list-style-type: none"> <li>Site yield potential estimated at 14.10 MT/ha;</li> <li>Age profile: planted between 2004 to 2007;</li> <li>FFB Yield : 2,410.95 MT or 0.847 MT/ha as of July. 2023</li> <li>FFB yield: 2,042.75 MT or 0.718 MT/ha as of Dec. 2022.</li> </ul> <p><b>Year Planted 2022-2022</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Budget Year</th> <th style="text-align: center;">2022(actual)</th> <th style="text-align: center;">2023(Estimate)</th> </tr> </thead> <tbody> <tr> <td>Matured Crop (ha)</td> <td style="text-align: center;">2,844.21</td> <td style="text-align: center;">2,844.21</td> </tr> <tr> <td>No. of palms</td> <td style="text-align: center;">330,272</td> <td style="text-align: center;">330,272</td> </tr> <tr> <td>Total production (MT)</td> <td style="text-align: center;">27,744.16</td> <td style="text-align: center;">44,000</td> </tr> <tr> <td>Total Revenue (Gross)</td> <td style="text-align: center;">RM21,608,216</td> <td style="text-align: center;">RM32,079,610</td> </tr> <tr> <td>Revenue/MT</td> <td style="text-align: center;">RM800</td> <td style="text-align: center;">RM800.00</td> </tr> <tr> <td><b>Revenue/ha (Gross)</b></td> <td style="text-align: center;"><b>RM7,597.26</b></td> <td style="text-align: center;"><b>RM11,278.92</b></td> </tr> </tbody> </table>	Budget Year	2022(actual)	2023(Estimate)	Matured Crop (ha)	2,844.21	2,844.21	No. of palms	330,272	330,272	Total production (MT)	27,744.16	44,000	Total Revenue (Gross)	RM21,608,216	RM32,079,610	Revenue/MT	RM800	RM800.00	<b>Revenue/ha (Gross)</b>	<b>RM7,597.26</b>	<b>RM11,278.92</b>
Budget Year	2022(actual)	2023(Estimate)																						
Matured Crop (ha)	2,844.21	2,844.21																						
No. of palms	330,272	330,272																						
Total production (MT)	27,744.16	44,000																						
Total Revenue (Gross)	RM21,608,216	RM32,079,610																						
Revenue/MT	RM800	RM800.00																						
<b>Revenue/ha (Gross)</b>	<b>RM7,597.26</b>	<b>RM11,278.92</b>																						
C	Cost of production: cost per ton of FFB.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Cost of production: Actual Cost for 2022 at RM4,135.72/ha or RM423.97/MT and Estimated Cost for 2023 at RM4,135.72/ha or RM267.34/MT FFB.</p> <p>Refer Budget summary Income &amp; expenditure for the year 2022 &amp; 2023(estimated &amp; actual).</p>																					



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			Document sighted and verified.
D	Price forecast	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Price forecast: estimated at RM800 average for Year 2023.
E	Financial indicators: cost benefit, discounted cash flow, return on investment.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Financial indicators: <ul style="list-style-type: none"> <li>Cost of production is inclusive of upkeep (slashing, spraying, pruning), fertilizer &amp; its application, harvesting &amp; collection, transportation and other cost; all amounting to RM4,135,72/ha. or RM293.34/MT FFB.</li> </ul> Total production is estimated at 40,099 MT harvested from 2,844.21 ha.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The estate operation heavily relies on the Crops Budget Y2023 (Upkeep and Maintenance Programme Y2023) which specifies a monthly target for each type of operations.  The actual achieved targets are reported in the monthly Progress of Work Report for submission to HQ which keeps tab on variance between target achieved and budget to permit mitigating action to be taken.  Sighted: Budget for the Year 2023: Operation Estimated Cash flow Summary target at 40,099 MT production .
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Prices for services to be conducted in the plantation are mentioned in the contracts for works such as: <ul style="list-style-type: none"> <li>FFB harvesting at RM28/MT</li> <li>Loose fruit collection at RM120/MT</li> </ul>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Contracts for harvesting and mechanical works are sighted as described in the responses below.
<b>Criterion 4.6.4: Contractor</b>			
4.6.4.1	Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Contracts for harvesting and mechanical works are sighted as described in the responses below.
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Evidence sighted: <ol style="list-style-type: none"> <li>a) Mechanical works – Letter of Award for;               <ol style="list-style-type: none"> <li>1. Collection Drain Desilting (Rate @ RM3.25/m),</li> <li>2. Main drain Desilting @RM5.00/m, with GL Agriculture (Ref. GFDrain Desilting2023-1)dated 21 June 2023.</li> </ol> </li> <li>3. Maintenance Works (Mounding @</li> </ol>



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

			RM7.00/palm, Harvesting Path Clearing and Compaction @ RM440.00/Ha), with GL Agriculture (Ref. GFMaintenance2023-02)dated 14 July 2023. Pruning @ RM3.50 with GL Agriculture (Ref. GFPruning2023-02)dated 14 July 2023.
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The GFPSB Batu Niah Estate is currently entertaining the auditors from BQAS to undertake this surveillance audit Year 3. BQAS has previously conducted the Stage 1 in mid-December 2019, Stage 2 Audit on 29 <sup>th</sup> - 30 <sup>th</sup> January 2020, Surveillance Audit Year 1 on the 26 <sup>th</sup> to 27 <sup>th</sup> August 2021 and Surveillance Audit Year 2 on the 26-28 <sup>th</sup> August 2023.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The work status by the contractor is verified by the GFP management prior to endorsement of Completion of Works Document submitted by the contractor.</p> <p>The officer responsible for the observance and the control points applicable to the tasks perform by the contractor is the Estate Manager.</p>
<b>PRINCIPLE 7                      DEVELOPMENT OF NEW PLANTING</b>			
<b>NO NEW PLANTING</b>			

### 5.2. Summary of Findings

Table:

Principles	P1	P2	P3	P4	P5	P6	Total
No of NC: Major							
No of NC: Minor				2	1		3
No of OFI: Opportunity for Improvement				3			3
<b>Total</b>				<b>5</b>	<b>1</b>		<b>6</b>

### APPENDIX 5 : Details of Audit Plan for the Annual Surveillance Audit – Year 4 (SVA-3)

	Version Date: July 24, 2023	Ref No: GPSB/AU/SVA3/08/23
Co Name/No	Green Field Plantation Sdn Bhd (471764-X)	
Address	Lot 8729,SL24. 2nd Floor, 126B, Green Heights Commercial Centre, Jalan Lapangan Terbang, 93250 Kuching. Sarawak	
Audit Sites	Batu Niah Estate	
Address	Lot 159, Suai Land District, Sungai Terus, 98200 Niah, Miri, Sarawak	
Standard(s)	<input checked="" type="checkbox"/> MS 2530-3:2013	<input type="checkbox"/> MS 2530-4:2013
Type of Audit	<input checked="" type="checkbox"/> SURVEILLANCE AUDIT 3 (YEAR 4)	
Audit team	Name	Role
	Dominic Retan Giah (DRG)	Lead Auditor
	Douglas Alau Tayan (DAT)	Auditor



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	Alim Mideh	Auditor-in-training
<b>DSM</b>	<b>Abdul Aziz Bin Long</b>	<b>Assessor (DSM)</b>
Audit Scope	<input checked="" type="checkbox"/> <b>Part 3: Oil Palm Plantation</b>	<input type="checkbox"/> Part 4: Mill
Audit language	English, Bahasa Malaysia	
Audit Dates	From: 29/08/2023	To: 30/08/2023
Audit criteria	Principle 1 to Principle 7	
	No. of findings from previous audit SVA02:	
	<ul style="list-style-type: none"> <li>• 1 X NC (major)</li> <li>• 3 X NC (minor)</li> <li>• 4 X OFI</li> </ul>	

SURVEILLANCE AUDIT	AUDIT OBJECTIVES
- 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	

### AUDIT AGENDA

**Day 1: 29<sup>th</sup> August 2023 (Tuesday) – Plantation Office / Sites within the Plantation**

Time	Subject; process	Reference	Unit; department	Participants	Auditor(s)
0900	<b>Opening meeting</b>		Estate management	Management representative, supervisors	DRG, DAT
0930	<b>Field / Site Audit</b> <ul style="list-style-type: none"> <li>• Office (if any)</li> <li>• Boundary Markers/ Riparian Zone / Buffer Zone</li> <li>• Block identification</li> <li>• Water &amp; Waste management</li> <li>• Biodiversity / Protection of Endangered Species</li> <li>• FFB: Harvesting / delivery / Traceability</li> <li>• Staff &amp; Workers Quarters / health &amp; safety</li> <li>• Stores: Chemical / Fertilizer / Workshop</li> </ul>	<u>MS 2530-3:2013</u> Principle 4 Principle 5 Principle 6 Principle 7	Estate stores, maintenance workshop, field operations	Management representative, field personnel	DRG, DAT
1130	<b>Management commitment &amp; responsibility</b> <ul style="list-style-type: none"> <li>• MSPO Policy</li> <li>• Internal audit</li> <li>• Management review</li> <li>• Continual improvement</li> </ul>	<u>MS 2530-3:2013</u> Principle 1	Estate management	Management representative	DRG
1130	<b>Environment, natural resources, biodiversity and ecosystem services</b>	<u>MS 2530-3:2013</u> Principle 5	Estate management		DAT



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	<ul style="list-style-type: none"> <li>Environmental management plan</li> <li>Efficiency of energy use</li> </ul>				
1230	<b>Lunch break</b>				
1330	<b>Transparency</b> <ul style="list-style-type: none"> <li>Transparency</li> <li>Communication &amp; consultation</li> <li>Traceability</li> </ul> <b>Compliance to legal requirements</b> <ul style="list-style-type: none"> <li>Regulatory requirements</li> <li>Land use rights</li> <li>Customary rights</li> </ul>	<u>MS 2530-3:2013</u> Principle 2  <u>MS 2530-3:2013</u> Principle 3	Estate management	Management representative	DRG
1330	<b>Environment, natural resources, biodiversity and ecosystem services</b> <ul style="list-style-type: none"> <li>Waste management and disposal</li> <li>Reduction of pollution and emission</li> </ul>	<u>MS 2530-3:2013</u> Principle 5	Estate management	Management representative	DAT
1530	<b>Social responsibility, Health &amp; Safety</b> <ul style="list-style-type: none"> <li>Social impact assessment</li> <li>Complaints &amp; grievances</li> <li>Commitment to contribute to local sustainable</li> </ul>	<u>MS 2530-3:2013</u> Principle 4	Estate management	Management representative	DRG
1530	<b>Environment, natural resources, biodiversity and ecosystem services</b> – continued <ul style="list-style-type: none"> <li>Natural water resources</li> <li>Status of rare, threatened or endangered species and high biodiversity value areas</li> <li>Zero burning practices</li> </ul>	<u>MS 2530-3:2013</u> Principle 5			DAT
1800	<b>End of Day 1</b>				

### Day 2: 30<sup>th</sup> August 2023 (Wednesday) – Plantation Office

Time	Subject; process	Reference	Unit; department	Participants	Auditor(s)
0900	<b>Social responsibility, Health &amp; Safety</b> <ul style="list-style-type: none"> <li>Employees safety &amp; health</li> <li>Employment conditions</li> <li>Training &amp; competency</li> </ul> <b>Best Practices</b> <ul style="list-style-type: none"> <li>Site management</li> <li>Economic and financial viability plan</li> <li>Transparent and fair price dealing</li> <li>Contractor</li> </ul>	<u>MS 2530-3:2013</u> Principle 4  <u>MS 2530-3:2013</u> Principle 6	Estate management	Management representative	DRG  DAT
1100	<b>Principle 7 0</b> - if applicable <ul style="list-style-type: none"> <li>High biodiversity value</li> <li>Peat land</li> <li>Social and environmental impact assessment</li> <li>Soil &amp; topographic</li> </ul>	<u>MS 2530-3:2013</u> Principle 7			DRG , DAT



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

**BQAS CERTIFICATION [M] SDN BHD [1179994-X]**  
**MSPO Certification Services**  
**ACB 044**  
**Standard: MS 2530-3:2013**

**Green Field Plantation Sdn Bhd [471764-X]**  
**Ref No: GFPSB/AU/SVA03/08/23**

**On Site Audit**

**Report Date: 30 08 2023**

	information <ul style="list-style-type: none"> <li>• Planting on steep terrain, marginal and fragile soils</li> <li>• Customary land</li> </ul>				
1230	Lunch break				
1330	Review of outstanding issues from previous Surveillance 02 Audit (if any)		Estate management	Management representative	DRG, DAT
1500	Compilation of findings				Auditors only
1700	Closing Meeting		Estate management	Management representative, supervisors	DRG, DAT
1730	Discussion				Auditors & DSM Witness Auditor
1800	End of Audit Day 2				

### APPENDIX 6 : LIST OF ABBREVIATIONS

CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
CU	BQAS
BQAS	BQAS Certifications
DOE	Department of Environment
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
ERT	Endangered Rare or Threatened species
EU	European Union
FFB	Fresh Fruit Bunch
FSC	Forest Stewardship Council
FSC COC	Forest Stewardship Council Chain of Custody
FSC FM	Forest Stewardship Council Forest Management
GGL	Green Gold Label
GMP	Good Manufacturing Practice
GOTS	Global Organic Textile Standard
GTP	Good Trading Practice
GPS	Global Positioning System
HACCP	Hazard Analysis and Critical Control Point
HCV	High Conservation Value
HCVF	High Conservation Value Forest
IPM	Integrated Pest Management
JAS	Japanese Agricultural Standard
MDC	MDC Publishers Sdn Bhd ( Company Name)
MPOB	Malaysian Palm Oil Berhad
MSDS	Material Safety Data Sheet
MSPO	Malaysian Sustainable Palm Oil
NC	Non Conformity
OE	Organic Exchange
OSH	Occupational Safety and Health
OSHAS	Occupational Safety and Health Assessment Scheme



## MSPO SURVEILLANCE CERTIFICATION REPORT 03 [Year 04] 2023

BQAS CERTIFICATION [M] SDN BHD [1179994-X]  
MSPO Certification Services  
ACB 044  
Standard: MS 2530-3:2013

Green Field Plantation Sdn Bhd [471764-X]  
Ref No: GFPSB/AU/SVA03/08/23

On Site Audit

Report Date: 30 08 2023

P&C	Principle and Criteria
PEFC	Programme for the Endorsement of Forest Certification
PK	Palm Kernel
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
SA8000	Social Accountability 8000
Sdn Bhd	Sendirian Berhad
SIA	Social Impact Assessment
SOCISO	Social Security Organisation
SOP	Standard Operating Procedure
USDA/NOP	United States Department of Agriculture – National Organic Program
MT	Metric Tonnes
WHO	World Health Organization