



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

BQAS CERTIFICATION [M] SDN BHD [1179994-X]
MSPO Certification Services
ACB MSPO 15

TRIDENT CREST SDN BHD [661374-U]
Ref No: BQ/TCSB//21

Standard: MS 2530-3:2013

On Site Audit

Report Date: 08 10 2021

MSPO SURVEILLANCE CERTIFICATION REPORT 01[YEAR 02] 2021



TRIDENT CREST SDN BHD
[661374-U]

MADOR ESTATE

**1st Floor, Lot 3135-3136, Block 10, Jalan Laksamana
Cheng Ho, 93350 Kuching, Sarawak**



BQAS Certification [M] Sdn Bhd

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

Tel: 082 572 043

Email: bqascertification@gmail.com

Website: www.bqas.com.my

Accreditation No: ACB MSPO CB15



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TRIDENT CREST SDN BHD [661374-U]
Ref No: BQ/TCSB//21

Standard: MS 2530-3:2013

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CERTIFIED ENTITY	TRIDENT CREST SDN BHD[661374-U]
MSPO Standards	<input checked="" type="checkbox"/> MS2530-3:2013 General Principles for Palm Oil Plantations & Organized Smallholders
Type of Certification:	<input checked="" type="checkbox"/> Individual
Project Ref No:	BQ/TCSB/21
MSPO Certificate No:	BQAS P3 025 0920
MSPO Certificate Validity:	01 September 2020 - 31 August 2025
HQ Office Address:	1 st Floor, Lot 3135-3136 Block 10, Jalan Laksmana Cheng Ho, 93350 Kuching, Sarawak
Contact Person / Job Title:	Alison Nicholas Patrick / Director
Telephone / Mobile:	012 886 3449 / 082 416677
Email / Website:	arnicholas@gmail.com
Site Address:	Tanah NCR, Sg Entiboh Mador Bintangor, 96100, Sarikei, Sarawak.

CERTIFICATION BODY	BQAS CERTIFICATION [M] SDN BHD [1179994-X]
Office Address:	Lot 7823, Sublot 6, 2 nd Floor, Block A, King Center, Simpang Tiga, 93350 Kuching, Sarawak.
Contact Person / Job Title:	Douglas Alau Tayan / Audit & Certification Director
Telephone / Mobile:	+6 0198599891
Lead Auditor:	Dominic Retan Giah
Technical Reviewer	Patrick Sibat Sujang

Disclaimer:

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EXECUTIVE SUMMARY

Trident Crest Sdn Bhd [TCSB] main office is located at 1st Floor, Lot 3135-3136, Block 10, Jalan Laksmana Cheng Ho, 93350 Kuching, Sarawak. The Plantation site is located at Geo-Coordinates: 02° 06' 10.3" N, 111° 47' 17.0" E; with address at Tanah NCR, Sg Entiboh Mador Bintangor, 96100 Sarlkei, Sarawak approximately 45 kilometers from Sarikei Town.

Established on the 30th July 2004, the Plantation consist a total certified area of 170.05 hectares of lowland with sandy loom type soil. Planted area is 150.00 hectares; the un-planted areas are conserved as riparian zones. TCSB employed a total headcount of 16 full-time staffs & general workers. Plantation lands are rented from members of the local community in the area.

This is Surveillance [Year 1] Audit, 2nd year of certification & maintenance to assess performance & maintenance of the management system & continued certification of TCSB under the Standard MSPO2530-3:2013 General Principles for Plantations & Organized Smallholders & scope is **Individual Certification**.

Risk Assessment was conducted and it was determined prior to conducting the audit that TCSB 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 TCFBSB:

No of Employees	● 16 Employees
MPOB License No.	● 6017 4600 2000
Expiry Date	● 31/08/2022
Date of Establishment	● 30 July 2004
Certified Area:	● 170.5 hectares
Production (Actual) 2020	● 1,111.86 MT
FFB Production (estimate) 2021	● 1,200.00 MT

The Surveillance Audit was conducted from 11th to 12th August 2021 & 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 TCSB 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



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gathered and documented from interviews, observations of process and activities, field audits and reviews of documentations and records, both at the estate site in Bintangor and headquarters' office in Kuching.

There were altogether 9 Findings classified as 2 NCs (Major Non Conformity) and 7 OFIs (Opportunity for Improvements).

Corrective Action Reports were raised on 12th August 2021 and these findings were closed out on 4th October, 2021.

In this audit, the Auditors also assessed and determined that actions on findings in initial certifications 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.

The management systems of Trident Crest Sdn Bhd [TCSB] had continuously complied & conformed to MSPO Certification standards, conditions & requirements.

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



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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 [Year 1]	
		<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
	TRIDENT CREST SDN BHD		150 hectares	170.5 hectares
1.3	MSPO Standards	<input checked="" type="checkbox"/>	PART 3: MS2530-3:2013	

2.0 INFORMATION : CERTIFIED ENTITY

Company Name & Registration No:	TRIDENT CREST SDN BHD [661374-U]		
Head Office Address	1 st Floor, Lat 3135-3136 Block 10, Jalan Laksmana Cheng Ho, 93350 Kuching, Sarawak		
Site Name	Trident Crest Sdn Bhd (MADOR ESTATE)		
Primary Function:	<input checked="" type="checkbox"/> Plantation/Organized Smallholders		
Site Address	Tanah NCR, Sg Entiboh Mador Bintangor, 96100, Sarikei, Sarawak		
Management Contact Details			
1	Name : Alison Nicholas	Job Title: Director	
	Mobile: 012-8863449	Tel:082 416677	Email: arnicholas@gmail.com
2	Name : Terry Pengarah	Job Title: Manager	
	Mobile: 011 25120062	Tel:	Email:
Headcount	Staff : 7	General Workers : 9	Total : 16



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

MPOB License No: 6017 4600 2000	Expiry Date: 31 08 2022
Scope of Activity: Menjual & Mengalih FFB	
Date of Establishment: 30 July 2004	Geo-Coordinates: 2° 06' 10.3" N, 11° 47' 17.0" E 2.102861° N, 111.788056° E
Certified Area: 170.5 hectares	Planted Area: 150 hectares
Production (Actual) 2020 : 1,111.86 MT	FFB Production (estimate) 2021: 1,200.00 MT
Source of FFB : Own Estate	Main FFB Purchaser: Manis Palm Oil Mill
No. of Planting Blocks : 29	No. of Palm Trees (Stand Counts) : 14,400 trees
Palm Species : FELDA & GH500	Age Range of Palms : 3 to 9 years
Topography : Alluvial flatland consisting of shallow and deep peat. Presence of small hills (6 – 12 degrees of slopes) with elevation of 5 – 10 m above sea level.	Soil Type: Bijat, Mukah, Saratok & Merit Series
Land Ownership Status :	RENTED
Validity/Date of Certification:	1st September 2020 till 31st August 2025

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"> • Interviews – staffs and workers • Observation of process & activities • Review of documentations & records • Site visits • Field inspections
Assessment method	<p>Paper</p> <ul style="list-style-type: none"> • Assessing past implementations from records, reports of the management system Practice <p>Practice</p> <ul style="list-style-type: none"> • Assessing current implementation from observing current practices <p>People</p> <ul style="list-style-type: none"> • Assessing future maintenance from interviewing personnel on understanding & assessing competencies.



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

4.0 ASSESSMENT PROCESS

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 **Trident Crest Sdn Bhd** is classified as **low to medium risk**.

4.1 AUDIT TEAM

NAME	ROLE
Dominic Retan Giah	Lead Auditor
Duke Ladin	Auditor

A. Dominic Retan Giah	Lead Auditor
Qualifications:	
<ul style="list-style-type: none"> ● Bachelor of Science in Wood Science & Technology, Colorado State University, Fort Collins; 1987, ● Diploma in Wood Technology, Institut Teknologi MARA (UiTM), Shah Alam; 1983 ● St Joseph School, Kuching, Sarawak; 1963-1973 	



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Working Experience:		
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
Relevant MSPO Related Credentials:		
<ul style="list-style-type: none"> ● MSPO Lead Auditor (Pioneer Group), Course No. 1 dated 26 to 30th January 2015 ● EIA Consultant No. C038[NREB/I/2008], March 2014 ● Logged more than 150 Man-days as MSPO Lead Auditors 		

B. Duke Ladin	Auditor
Qualifications:	
<ul style="list-style-type: none"> ● B.Sc. Management, Bemidji State University, Bemidji, Minnesota, USA 1999 ● Bachelor of Arts (Hons) in management, Open University Malaysia [OUM] 2016 ● Successfully completed MSPO Auditor Course in 2019 	
Working Career & Experience	
<ul style="list-style-type: none"> ● Oil Palm Planter [MPOB License 4528 2700 1000 since 2009] ● Contractor - Construction Company [2014-2017] ● Project manager [2007-2013] 	
Relevant MSPO Related Credentials:	
<ul style="list-style-type: none"> ● Completed MSPO Auditor Courses - SGS, February 2019 ● Logged more than 69 Man-days as MSPO Auditors 	



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4.2 AUDIT PLAN

4.2.1 AUDIT OBJECTIVES

The objectives of this audit are as follows:

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



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- Staff facilities – housing, amenities etc.

B. SURVEILLANCE AUDIT - Main Assessment Program

Date: 11 & 12 08 2021

No. of Auditors: 2

No. of Man-days: 4

Day 1	<ul style="list-style-type: none"> • Site Audit @ Estate, Bintangor
	<ul style="list-style-type: none"> • Opening Meeting at Site Office • Review Initial Certification Audit Report • Documentation Audit / Record Review • Estates – facilities review (chemical, schedule waste stores, workshop, etc.) • FFB handling process
Day 2	<ul style="list-style-type: none"> • Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc. • Documentation Audit continued • Closing meeting • 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 compliance
- Operational control of the client's process
- Internal Auditing & Management review
- Management responsibilities for policies
- Links between the normative requirements, policy
- Competence of personnel
- Customer specific requirements
- Traceability of FFB
- Use of PPE / Safety & Health Training Program
- Revisit other points/areas of Buffer Zone, Riparian Reserves, Boundaries
- Implementation of Policies & Procedures at all stores (fertilizer, chemical, schedule waste store)
- Improvements to workers' quarters – health & safety
- Infrastructure / roads & drainage / natural water management
- Continuous Improvement Plan & Implementation
- Implementation of Best Practices
- Implementation of Environmental Management



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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	<p>Opening Meeting Estate site Assessment & Field Audits</p> <ul style="list-style-type: none"> • Participants: Audit Team & Auditee Management Stakeholders Consultation / Field & Site Audits • Stakeholders Interviews • MSPO knowledge of Estate staffs • Checks & verification on Boundary, Buffer Zone, Riparian Zone, Waste/scheduled waste management, Water management, Water courses, Harvesting • Staff/workers housing & amenities, • Use of PPE, Stores, Workshop
	↓	
4	Audit Day 2	<p>Review of Initial Certification Audit Report Documentation Review</p> <ul style="list-style-type: none"> • Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc. <p>Documentation Review [continuation]</p> <ul style="list-style-type: none"> • Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc. <p>Closing meeting</p> <ul style="list-style-type: none"> • Participants: Audit Team & Auditee Management • Agenda: Review Stakeholders feedback Presentation of Report / Checklists. Review, discuss & decide corrective & forward action to be taken by Auditee

Audit Stage:	Trident Crest Sdn Bhd	Audit Duration
Stage 1 Audit Date:	30 & 31 01 2020	4 man-days
Stage 2 Audit Date:	21, 23 & 24 07 2020	6 man-days



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5.0 SURVEILLANCE AUDIT - MAIN ASSESSMENT

5.1 AUDIT REPORT - TRIDENT CREST SDN BHD [661374-U]

Ref No: TCSB/AU/SVA1/09/21

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 nd Floor, Block A, King Centre, Simpang Tiga, 93350, Kuching, Sarawak.	
Contact:	Email: bqascertification@gmail.com	Tel: +6 082 572 043
	Watsapp: +6 0165759383	Website: www.bqas.com.my
Initial Certification Audit Date:	11 & 12 08 2021	Audit Duration: 4 man-days
BQAS Audit Team:	Name:	Role in the Audit
	Dominic Retan Giah	Lead Auditor
	Duke Ladin	Auditor

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

PRINCIPLE 1 MANAGEMENT COMMITMENT & RESPONSIBILITY

Criterion 4.1.1: Malaysian Sustainable Palm Oil (MSPO) Policy			
Indicator	Requirement	Compliance	Findings
4.1.1.1	A policy for the implementation of MSPO shall be established.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	MSPO Policy (TCSB/MSPO-P1/C1/2019/001) signed by Managing Director Mr. Nicholas Patrick on 07/11/2019. The established Policy is communicated with employee by displaying on the notice board at the estate office as well daily pre-work briefing by the work supervisors.
4.1.1.2	The policy shall also emphasize commitment to continual improvement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Commitment to continual improvement is expressed in the last para of the 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	The Internal Audit is to be conducted annually as defined in the TCSB Internal Audit Procedure. NC: TCSB did not conduct the internal audit for 2021.



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4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Internal Audit Procedure is established doc. Ref. no. TC/MSPO/MIPI/19/IAU/001. The TCSB Internal Audit Report of 25/07/2020 referred to the Stage 2 Audit Report dated 24/07/2020 on which the Staff Meeting based its discussions and actions.
4.1.2.3	Report shall be made available to the management for their review.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	As described in the TCSB Internal Audit Procedure, the Office/Admin Manager or Lead Auditor shall present the IA result in a summary during the management review. The minutes of the Staff Meeting No. 3/2020 held on 24/07/202 attended by, among others, Ms. Alison Ribas Nicholas (Director) and Mr. Terry Pengarah (Estate Manager) to address non-conformance issues arising from the Stage 2 Audit.
Criterion 4.1.3: Management review			
4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	As per the minutes of meeting sighted, the Staff Meeting No. 3/2020 styled as the Management Review was conducted on 24/07/2021. Review inputs included: <ul style="list-style-type: none"> • Stage 2 Audit findings • Site matters <p>OFI: This Staff Meeting styled as a Management Review Meeting maybe further improved by having a complete attendance record and an effective discussion of the inputs from audit findings.</p>
Criterion 4.1.4: Continual improvement			
4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Continual Improvement Plan (TC/MSPO/P1/19/CIP/001) dated on 07/11/2019 is prepared covering the following activities: <ol style="list-style-type: none"> 1. minimize use of pesticides 2. environmental impacts 3. maximizing recycling and minimizing waste or by-products regeneration 4. pollution prevention plan 5. social impacts 6. a mechanism to capture the performance and expenditure in social and environmental aspects 7. estate inputs 8. water consumption & water quality 9. health and safety performance 10. management review <p>A designated person in charge is indicated for each activity.</p> <p>OFI: Consider to provide a targeted completion date to facilitate follow up and monitoring for the designated person-in-charge.</p>



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4.1.4.2	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology, where applicable, that are available and feasible for adoption.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Top Management will gather any update and new information from MPOB Monthly Bulletin for any updated information / technology / industry standard as well from peers in neighbouring estates.
4.1.4.3	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Based on information gathered including discussion in the Management Review, no such is required at the moment.

PRINCIPLE 2 TRANSPARENCY

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

Indicator	Requirement	Compliance	Findings
4.2.1.1	The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Noted: display of company documents, memos, bulletins and circulars on the office noticeboard Also noted on a noticeboard on the estate boundary with the access road: posters on safety & health and safe work reminders in dual languages (English & Bahasa).
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	MSPO related policies, organization chart and safety posters are displayed at the noticeboard at the entrance to the estate as well as at the estate office.

Criterion 4.2.2: Transparency method of communication and consultation

4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Trident Crest has prepared the following procedures: <ul style="list-style-type: none"> TC/MSPO/SOP/19/EXT/001 for External Communication, Eff. Date 07/11/2019. TC/MSPO/SOP/20/INT/001 for Internal Communication, Eff. Date 31/01/2020.
4.2.2.2	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The management official nominated is Mr. Terry anak Pengarah named as the Communications Officer in addition to his present position as Estate Manager via the appointment letter from the Managing Director Mr. Nicholas Patrick dated 07/11/2019 ref. no. ARN/TC/HR-TC/001/19.
4.2.2.3	List of stakeholders, records of	<input checked="" type="checkbox"/> Yes	Sighted: The TCSB List of Stakeholders last



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	all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.	<input type="checkbox"/> No <input type="checkbox"/> OFI	<p>updated on 16/01/2019 comprising the following stakeholders:</p> <ul style="list-style-type: none"> • Authorities (9) • Customers - mill & collection center (2) • Contractors <ul style="list-style-type: none"> - involved in construction of camp facilities (8) - road construction (4) • Suppliers of parts for repairs & maintenance (21) • Road construction (4) • Medical clinic (1) • Finance & accounts (2) • Rates & assessment (1) • Scheduled waste agencies n(3) • Transport & freight (4) • Consumer stores (3) • Seedlings & agro-chemicals (5) • Agents for foreign workers expenses (3) • Fuel, oil & gas suppliers (4) • Furniture & office equipment (30)
Criterion 4.2.3: Traceability			
4.2.3.1	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Trident Crest (Mador Estate) follows the Traceability of FFB SOP doc. ref. no. TC.MSPO/P2/TRA/01, Eff. Date 07/11/2019 which specifies:</p> <ul style="list-style-type: none"> • Monitoring & checking of the FFB movement by the Estate Manager. • Maintenance of all records and submission to the Office Manager at the HQ office.
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Monitoring and recording are done by site supervisors, drivers and the estate manager.
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The management official nominated is Ms. Alison Ribas anak Nicholas named as the Legal and Traceability Advisor and Internal Auditor in addition to her present position as Office Manager via the appointment letter from the Managing Director Mr. Nicholas Patrick dated 07/11/2019 ref. no. ARN/TC/HR-ARN/004/19.</p>
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Sighted:</p> <ul style="list-style-type: none"> • TCSB Tax Invoice No. TC04-2021/004(2) dated 30/04/2021 for 25 deliveries of FFB from 1st to 22nd April, 2021 totaling 84.06 MT at RM798.33, yielding a revenue to Mador Estate of RM67,107.62. • Purchases of FFB Report from Lucky A Sdn Bhd for April 2021 amounting to 129.23 MT (with a revenue of RM103,168.19). • TCSB FFB Statement for the Month of April 2021 declaring 129.23 MT delivered to Lucky A Sdn Bhd and deducting for transport charges to the mill at RM20/MT. The balance for TCSB is RM100,583.59.



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PRINCIPLE 3 COMPLIANCE TO LEGAL REQUIREMENTS			
Criterion 4.3.1: Regulatory requirements			
Indicator	Requirement	Compliance	Findings
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Among the legal documents noted: <ul style="list-style-type: none"> MPOB Licence No. 601746002000 valid till 31/08/2021 (on 170.5 hectares) Company registration certificate for Trident Crest Sdn Bhd (661374-U) dated 30/07/2004 Sijil Pendaftaran Majikan m EPF dated 24/01/2008
4.3.1.2	The management shall list all laws applicable to their operations in a legal requirement register.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The Legal Register of Trident Crest (TC/MSPO/SOP/19/LRG/001) Eff. Date 07/11/2019, Issue No. 1 comprises of the following: <ul style="list-style-type: none"> Land & Wildlife Protection matter (10 items) Employment matters (7 items) Crop Protection matters (4 items) Environmental quality matters (11 items) Occupational Safety & Health matters (2 main items) MPOB (2 items)
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	TCSB SOP for Legal register doc. ref. no. TC/MSPO/SOP/19/LRG/001 dd 07 11 2019 states that the legal register is to be maintained and Updated. This is the responsibility of the Legal Advisor.
4.3.1.4	The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The management official nominated is Ms. Alison Ribas anak Nicholas named as the Legal Advisor and Internal Auditor in addition to her present position as Office Manager via the appointment letter from the Managing Director Mr. Nicholas Patrick dated 07/11/2019 ref. no. ARN/TC/HR-ARN/004/19.
Criterion 4.3.2: Land use rights			
4.3.2.1	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The NCR land around and in vicinity of the Mador Estate is owned by residents from 5 nearby longhouses. The network of roads that the estate maintains provides encumbered access to farmers from the local communities.
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Mador Estate is established on NCR land owned by 85 residents from the 5 nearby longhouses. TCSB rents these parcels of NCR land as detailed out in the Development Agreement signed and agreed by both parties. Viewed and verified Land Development Agreement between TCSB & Lingga anak Berinau dated 21 07 2007; known as Field Lot 19 for a tenure of 30 years with an annual rental at RM300/ hectare. Legally enforceable by both parties
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	A boundary pole sighted on the common access road to the estate entrance was noted to have the following ego-coordinates: N 2° 05' 50.8" E 111° 46' 53.9"



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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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	As testified by the Development Agreement, there is no dispute with the affected landowners.
Criterion 4.3.3: Customary rights			
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as the affected landowners had acquiesced to the development with an agreed rental,
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted: Mador Site Map of the plantation scale 1:7500 (as an exurban to the Development Agreement) with the parcels of NCR land belonging to individual owners clearly identified. Noted that for Mr. Lingga anak Berinau, his parcel of land is Field Lot 19 of 32.696 hectares in size.
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The Development Agreement is a testimony of amicable settlement on the use of the NCR land for the establishment of Mador Estate.

PRINCIPLE 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS

Criterion 4.4.1: Social impact assessment (SIA)			
Indicator	Requirement	Compliance	Findings
4.4.1.1	Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Social Impact identification, plans and mitigations can be referred to Social, Environmental Impact Assessment Report (Mador Estate) dated 16 th January 2020.
Criterion 4.4.2: Complaints and grievances			
4.4.2.1	A system for dealing with complaints and grievances shall be established and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	A system for Grievance and Complaint was established in SOP file ref: TC/MSPO/P\$/19/GAC/001, dated 7 th November 2019. The document was signed and approved by the Managing Director.
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The summarized version of the Grievance and Complaint SOP were viewed in the flowcharts that represent the monthly paid employees and daily paid employees and non-estate personnel. Both flowcharts indicated of the time frame to resolve issues raised within each level of managements.
4.4.2.3	A complaint form should be made available at the	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Complaint form can be obtained from the site office's Complaints/Suggestion Box located at



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	premises, where employees and affected stakeholders can make a complaint.	<input type="checkbox"/> OFI	the site office and also from the site supervisor.
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Employees and the surrounding communities were made aware of the complaints or suggestion through word-of-mouth as suggested through the interviews with the workers. To date no complaints or suggestion been recorded.
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	There were no complaint and grievances received and recorded at the time of the surveillance audit.
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	Growers should contribute to local development in consultation with the local communities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The Estate Management construct road did periodic road repair leading to the estate. The surrounding communities use this as access road to commute in and out from their longhouse.
Criterion 4.4.4: Employees safety and health			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Occupational Safety and Health policy file ref: TCSB/MSPO-P4/2019/003 was established on the 7 th November 2019, signed and approved by the Managing Director. Also there is copy written in Bahasa Melayu.
4.4.4.2	The occupational safety and health plan shall cover the following:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	
A.	A safety and health policy, which is communicated and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The policy can be sighted exhibited at the estate entrance notice board, site office and the workers' quarters.
B.	b) The risks of all operations shall be assessed and documented	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	A good list of operational risks and approved by the Managing Director can be viewed in HIRARC file ref: TC/MSPO/P4/HIRARC/001, established on 7 th November 2019.
C.	An awareness and training program which includes the following requirements for employees exposed to pesticides:		
C.1	All employees involved shall be adequately trained on safe working practices; and	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	As sighted on surveillance audit site visit, the workers used appropriate PPE during herbicide spraying at the estate.
C.2	All precautions attached to products shall be properly observed and applied.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> OFI	NC: Safety Data Sheets (SDS) were not available at the chemical and fertilizer stores. It was noted that the same finding was recorded in Stage 2 certification audit.
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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Surveillance audit site visit found that the workers and staffs used appropriate PPE for the tasks.



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	such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).		
E.	The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The SOP on chemical handling was sighted in the file ref: TC/MSPO/SOP/19/CHM/001 dated 7 th November 2019, signed and approved by the Managing Director.
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The appointment of Mr. Stephen Anak Linga as a person responsible workers' safety and health is still valid as stated in the letter of appointment file ref: ARN/TC/HR-SL/002/19 dated 7 th November 2019.
G.	The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meetings are kept and the concerns of the employees and any remedial actions taken are recorded	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Records of meetings indicated that the last staff meetings to discussed the issues of the employees welfare, health and safety was conducted on 15 th July 2021. Meetings thereafter was postponed due to COVID-19 pandemics.
H.	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted was the Emergency Preparedness and Response Procedure file ref: TC/MSPO/SOP/19/ERP/001, dated 7 th November 2019, signed and approved by the Managing Director.
I.	Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Viewed are certificates of Basic First Aid Training and Cardiopulmonary Resuscitation with Malaysian Red Crescent Society on the 18 th October 2020 involving 2 of the estate supervisors, Mr. Barnabas Jok Anak Bruno and Mr. Stephen Anak Lingga.
J.	Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	There was no record of accident occurred in between the last Stage 2 audit and the first surveillance audit as per JKKP 8 report.
Criterion 4.4.5: Employment conditions			
4.4.5.1	The management shall establish policy on good social	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	The Good Social Practices Policy can be viewed in the file ref: TCSB/MSPO-P4/C5/2019/004 dated



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	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 type="checkbox"/> OFI	7th November 2019, signed and approved by the Managing Director.
4.4.5.2	The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, color, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	There is no evidence that Trident Crest Sdn Bhd practices any discrimination in providing opportunity and workers treatments based on race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.
4.4.5.3	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Based on the wages payment record of the month of July 2021, employees pay and condition meet legal or industry minimum standards and as per agreed collective agreements.
4.4.5.4	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	No contractor being employed.
4.4.5.5	The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Staff and workers particulars were sighted in the employment contracts which included minimum wages and job descriptions.
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The samples of employment contract/Letter of employment of Mr. Stephen Anak Lingga for local workers and Mr. Amrin of TKI found to be fair and a copy was given to the worker. Both employment letters were approved and signed by both parties in which the Managing Director signed on behalf of TCSB.
4.4.5.7	The management shall establish a time recording system that makes working	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Working hours was written in the employment contract that stated: Mon - Fri: 7:30am - 4:30 pm (1 hour break in



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	hours and overtime transparent for both employees and employer.		between) Sat: 7:30 am - 12:30 pm Sun: Off day Workers daily work days are recorded using time card and verified by estate supervisors.
4.4.5.8	The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The working hours are deemed to be complying to the legal regulations and collectives agreements. Overtime and deductions in the wages are said to be mutually agreed by the employers and employees.
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Wages and overtime payments documented also include EPF and SOCSO for local staff in which are in line with the current legal regulations and collective agreements. Workers payments also include harvesting price of RM50/metric ton and manuring of RM 2 per bag.
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Employees benefits, other than statutory benefits, includes medical and annual bonuses that are based on estate profitability and yearly productions.
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"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	The living quarters are considered to meet minimum requirements and in compliance with Workers Minimum Standard Housing and Amenities Act 1990. OFI: The estate management has to improve on monitoring of amenities as the certificate for the fire extinguisher at the quarters had expired on 30th July 2021. The auditors were made to understand that servicing of the camp fire extinguishers was being arranged.
4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sexual Harassment Policy was viewed as file ref: TCSB/MSPO-P4/C5?2019/005, established and endorsed by the Managing Director on 7 th November 2019.
4.4.5.13	The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Mentioned in the Good Social Practice Policy file ref: TCSB/MSPO-P4/C5/2019/004, ' Trident Crest Sdn Bhd is committed to develop an organizational culture that exhibits high ethical behaviour and respect for human rights, equality and justice.'



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	<p>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.</p>		
4.4.5.14	<p>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.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>As viewed in the workers list and onsite inspections, TCSB did not adhere to the practice of hiring and exploiting children as work forces.</p>
Criterion 4.4.6: Training and competency			
4.4.6.1	<p>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.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Training matrix viewed in file ref: TC/MSPO/P4/C6/19/TRN/01 dated 7th November 2020, encompassed training for all the groups in the estate for the year 2021 - 2022. However, up until the date of the surveillance audit 1, none of the designated training can be implemented due to COVID-19 pandemic.</p>
4.4.6.2	<p>Training needs of individual employees shall be identified prior to the planning and implementation of the training program in order to provide the specific skill and competency required to all employees based on their job description.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Training needs viewed in the training matrix file ref: TC/MSPO/P4/C6/19/TRN/01 were divided into needs of a group of the same designated job ex: Site Supervisors.</p>
4.4.6.3	<p>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.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The training schedule for the year 2020 - 2021 was documented in the file ref: TCSB/yearly/001. Only the Basic First Aid Training and Cardiopulmonary Resuscitation with Malaysian Red Crescent Society on the 18th October 2020 involving 2 of the estate supervisors was carried out and the rest were being postponed due to the ongoing pandemic.</p>



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PRINCIPLE 5 ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY & ECOSYSTEM SERVICES

Criterion 4.5.1: Environmental management plan			
Indicator	Requirement	Compliance	Findings
4.5.1.1	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Environmental Policy TYCSB/MSPO-P5/C1/2019/006 signed by the MD Mr. Nicholas Patrick on 07/11/2019. The policy is displayed at the estate office and cod aspects of the policy are communicated to the workers at the daily pre-work briefing.
4.5.1.2.	The environmental management plan shall cover the following:		
A.	An environmental policy and objectives	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The Environmental Policy aims to adhere to the following objectives: <ul style="list-style-type: none"> Operate in compliance with relevant environmental laws and regulations pertaining to the plantation sector Preventing air, water and soil pollution by managing waste based on prescribed laws Ensuring training, information, instructions and environmental sanctions are provided to employees, contractors, visitors & stakeholders. Promote environmental awareness Give priority to environmental care for every set of activities.
B.	The aspects and impacts analysis of all operations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The EMP lists out aspects related to: <ul style="list-style-type: none"> Emissions to fumes, vapour, smoke, dust, mist and discharge of gas from generators, machinery and estate activities Discharge of water contaminated with chemicals Discharge of oil into the water courses Leakage & spillage of used oil base onto land & into the drain Generation of scheduled waste Spillage of chemical to the floor Project operation in proximity to residential areas Project operation in proximity to areas with high biodiversity & forest reserves.
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"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Trident Crest shall promote its environmental improvement plan by providing the following facilities: <ol style="list-style-type: none"> 1. Proper Scheduled Waste Storage 2. Designated vehicle maintenance area 3. Proper chemical washing area <p style="background-color: yellow; margin-top: 5px;">OFI: To substantiate the environmental improvement plan and facilitate monitoring, consider to include a table of implementation.</p>
4.5.1.4	A program to promote the	<input type="checkbox"/> Yes	There is merely a statement to this effect in the



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	positive impacts should be included in the continual improvement plan.	<input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>continual improvement plan.</p> <p>OFI: Consider to formulate a table to track program implementation on promoting positive impacts.</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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Sighted: Training Matrix for Year 2019/2020 ref. no. TC/MSPO/P4/C619/TRN/01 Eff. Date 07/11/2019, Issue no. 1, covering 17 topics. Categories of staff and workers are specified for each training.</p> <p>Sample of training conducted:</p> <ul style="list-style-type: none"> MSPO Training on 05/11/2019 attended by 9 staff & MSPO consultants <p>No other training was conducted due to pandemic restrictions on proximity at gatherings.</p>
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>The estate management maintained the daily briefing and small group discussions only due to the current pandemic. Aspects of the Environmental Policy were discussed as reminders.</p>
Criterion 4.5.2: Efficiency of energy use and use of renewable energy			
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate time-frame. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Mador Estate uses diesel to operate the following equipment:</p> <ul style="list-style-type: none"> Excavator – 1 unit Kobelco In-field FFB transporter – 1 unit Canycom (tracked crawler) Twin cab – 1 unit Toyota Hilux <p>Diesel is pumped into 20-litre jerrycans at the fuel station in Sarikei on an as-and-when required basis.</p> <p>Fuel issued to each unit of machines is recorded in a storekeeper's logbook. Viewed entry for March 2021 on issue of diesel as follows:</p> <ul style="list-style-type: none"> Kobelco: 860 litres Canycom: 80 litres Hilux: 220 litres
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 type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	<p>Only fossil fuel is consumed in the operations of Mador Estate. The electricity used is generated from solar panels for lighting in the office & quarters.</p> <p>OFI: Consider to compare the record of fuel consumption with FFB production for each month and year to determine the energy efficiency of the estate operations.</p>
4.5.2.3	The use of renewable energy should be applied where possible.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	<p>Electricity for lighting in the office & quarters, charging of smartphones and to power a TV set is generated from solar cells.</p>



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Criterion 4.5.3: Waste management and disposal			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Trident Crest's Waste Management & Disposal Plan (TC/MSPO/P5/EN/19/WMP/01 Eff. Date 07/11/2019) recognizes 2 categories of waste: <ul style="list-style-type: none"> Scheduled Waste Domestic sanitary / household waste
4.5.3.2	A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:		
A	Identifying and monitoring sources of waste and pollution	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Trident Crest's Waste Management & Disposal Plan details out the types of wastes in the following: <ul style="list-style-type: none"> Scheduled Waste (such as lead acid batteries, spent lubricating oil, spent hydraulic oil, waste oil or sludge) and proper storage & handling of this type of waste Domestic sanitary / household waste (generated from the estate office & quarters) for disposal into the landfill or recycled.
B.	Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The used chemical containers SW409 are stored for re-use as containers to hold triple rinse wash water for spraying. Excess containers are collected by the agrochemical supplier. Used oil is collected for use as lubricant for chainsaws. Recyclable wastes such as scrap metal, paper and bottles (both glass and plastic) are collected and sold to a vendor in town.
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The SOP is included in the Trident Crest's Waste Management & Disposal Plan (TC/MSPO/P5/EN/19/WMP/01 which specifies: <ul style="list-style-type: none"> Handling of used contaminated pesticide containers Storage of scheduled waste (including packaging & labeling)
4.5.3.4	Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The used chemical containers SW409 are stored for re-use as containers to hold triple rinse wash water for spraying. Excess containers are collected by the agrochemical supplier.



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	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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Biodegradable waste & kitchen scraps are disposed of into the landfill (first excavated on 11/11/2019) which is progressively filled up a layer of soil. Non-biodegradable materials are collected and disposed into the municipal bin in Sarikei.
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The main polluting activity at the moment is the operation of fuel burning equipment which comprises the excavator, the FFB transporter and the pickup truck. An assessment of all polluting activities is sighted in document reference TC/MSPO/P5/EN/19/EMP/01 dated 07/11/2019.
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The following types of wastes are identified: <ul style="list-style-type: none"> • Scheduled Waste (such as lead acid batteries, spent lubricating oil, spent hydraulic oil, waste oil or sludge) and proper storage & handling of this type of waste • Domestic sanitary / household waste (generated from the estate office & quarters) for disposal into the landfill or recycled. Sighted: the action plan to reduce identified significant pollutants and emissions doc. Ref. no. TC/MSPO/P5/EN/19/EMP/01 dated 07/11/2021.
Criterion 4.5.5: Natural water resources			
4.5.5.1.	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted: TCSB Water Management Plan is sighted in the SEIA report (Mador Estate) dated 16 January 2020 (refer to Table 3.5.1: the prescribed Environmental Management Plan for Major Issues page C3 – 13 and page CH4 - 26(item C5 - 11)
A	Assessment of water usage and sources of supply.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	The assessment on water usage and source of supply sighted in SEIA report (Mador Estate) dated 16 January 2020 - refer page C3 - 5.
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 type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Water quality is sighted in the SEIA report (Mador Estate) dated 16 January 2020. (Refer page C3 - 8, C3 - 9 and C3 - 10) OFI: Consider to provide an update on the water quality monitoring for 2021.
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,	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Rainwater for cleaning and washing is collected and stored in company-supplied water tanks. Potable water for cooking and drinking is carried in containers and supplied to the office and workers quarters. Any wastewater is taken up as land application.



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	collection of rainwater, etc.).		
D	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along natural waterways within the estate.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The plantation is far removed from the nearest permanent water courses (Sg Tulai and Sg Binatang which flow into the Rejang River. Any used water discharged is taken up as field application.
E	Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable as there is no natural watercourse within the plantation or in the immediate vicinity.
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable
4.5.5.2	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable
4.5.5.3	Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Roadside drains are maintained to hold run-off during rains. During this audit, it was noted that the access road to the estate was under water after a heavy rain in the night.
Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value area			
4.5.6.1.	Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:		
A	Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not near any HBV area, being surrounded with neighboring oil palm plantations. A fringe of forests seen on a boundary has been acquired by another plantation for development. No wildlife sighted
B	Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable



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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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Noted the display of posters on wildlife from the Sarawak Forestry Corporation at the office as well at a noticeboard at entrance to the drive way to the estate.
B	Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Sighted the following for: <ul style="list-style-type: none"> • No hunting signage at the entrance • No open burning • No trespassing
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Deemed not applicable due to absence of HBV issues
Criterion 4.5.7: Zero burning practices			
4.5.7.1	Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Trident Crest subscribes to its Zero Burning Policy ref. no. TCSB/MSPO-P5/C7/2019/007 signed by its MD Mr. Nicholas Patrick on 07/11/2019, which seeks to: <ul style="list-style-type: none"> • Prohibit open burning • Enhance fire control training • Ensure all stakeholders understand and observe the restrictions, instructions and information on open burning
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	No applicable
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	No applicable
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"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	No applicable



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PRINCIPLE 6	BEST PRACTICES
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Criterion 4.6.1: Site management			
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Indicator	Requirement	Compliance	Findings
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	SOP viewed are; 1. Boundary marking 2. Oil Palm Nursery Culling 3. Block Design 4. Drainage & Constructions 5. Palm Pruning 6. Manuring 7. Weeding 8. Harvesting 9. IPM-beneficial plants planting Pests controls
4.6.1.2	Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	A site visit during the audit verified that the estate had implemented the following for soil protections and prevention of siltation in the drains: <ul style="list-style-type: none"> ● Natural vegetation growth along the drains ● Use of palm fronds to prevent run off and siltation ● Culverts to ease water flow across the drain ● Using cover crops
4.6.1.3	A visual identification or reference system shall be established for each field.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Block markers are used to establish reference system that include info such as: <ul style="list-style-type: none"> ● Block no ● Land size ● Planting material ● Year of planting ● Palm three count

Criterion 4.6.2: Economic and financial viability plan			
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4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	TCSB management Plan was documented in the file titled Business Plan 2019-2021 dated 1 st March 2020.
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	As of the date of surveillance audit 1, the age of the oil palm trees are estimated to be between 4 - 9 years. Therefore, no replanting program is being considered at the moment.
4.6.2.3	The business or management plan may contain:		



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A	Attention to quality of planting materials and FFB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Viewed in the Business Plan and block markers, oil palm trees species planted are Felda and GH500.
B	Crop projection: site yield potential, age profile, FFB yield trends.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Viewed in the document Business Plan and Staff Meeting No. 1/2021 Appendix A: Year 2019: Oil palm trees age: 2 - 8 years FFB Production: 919 mt Yields: 5.4 mt/ha Year 2020: Oil Palm trees age: 3 - 9 years FFB Production: 1,111 mt Yield: 7 mt/ha
C	Cost of production: cost per ton of FFB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Cost of production for the year 2020 was calculated as: Harvesting = Rm 50.00 Other costs = Rm 47.00 Total = Rm 97.00
D	Price forecast	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Price forecast for year 2021 is being conservatively put at RM 430 per mt.
E	Financial indicators: cost benefit, discounted cash flow, return on investment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Derived from the Mador Estate Budgeted Profit & Loss Account for 2021. The projection indicated that: Total income was RM648,000 Total Operational Costs were RM582,872.48 Profit for end of 2021 was determined at RM65,127.50.
4.6.2.4	The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	TCSB directors and shareholders meet every quarter annually to review the company/estate performance. Estate management or staff meeting is held at least once a month to discuss site management plan implementation. The last meeting for estate management was conducted on 15 th July 2021 via WhatsApp chat group due to Movement Control Order SOP.
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Pricing mechanism was documented in the file ref: TCSB/MSPO/P6/BP/TR&FP/01 dated 7 th November 2019: <ul style="list-style-type: none"> ● Harvesting = Rm 45.00/mt ● Slashing = Rm 15.00 - 23.00/ha ● Manuring = Rm 2.00/bag ● Frond pruning = Rm 15.00/ha ● Weed Spraying = Rm 25.00/ha ● Loading from field to ramp = Rm 3.00/mt ● Loose fruit collection = Rm 1.50/15kg bag
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Only employment contracts of both local and TKI workers were viewed and found to be legal, fair and transparent. Payments were made in timely manner.



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Criterion 4.6.4: Contractor			
4.6.4.1			
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Not applicable.
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	The surveillance audit 1 conducted on 11 th August 2021 was given a full cooperation by the management and staffs.
4.6.4.4	The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> OFI	Surveillance and supervision of daily estate activities is undertaken by the estate manager and supervisor.

PRINCIPLE 7 DEVELOPMENT OF NEW PLANTING

Nat applicable as there is no development of new planting

5. SUMMARY OF FINDINGS

Table 5.1 Summary of Findings

Principles	P1	P2	P3	P4	P5	P6	Total
No of OFI: Opportunity for Improvement	2	0	0	1	4	0	7
No of NC: Major	1	0	0	1	0	0	2
No of NC: Minor	0	0	0	0	0	0	0
Total	3	0	0	2	4	0	9

There was a total of Nine (9) findings, of which Two (2) were Major Non-compliance and Seven were categorised as Opportunity for Improvement.

6. PREVIOUS AUDIT RESULT (IF APPLICABLE)	
No. of Non-Conformity (NC) raised from the previous audit	MSPO Initial Certification Audit (Stage 2) 2 Observations
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:	



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<input checked="" type="checkbox"/>	All Observations raised during the previous audit has been corrected and Corrective Action or Corrective Action Plan has been carried out and implemented effectively
<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.

Refer to **APPENDIX C: Status of Nonconformities (NC) Raised in the Previous Audit**

6.1 Corrective Action Report

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



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	BQAS Certification [M] Sdn Bhd ACB MSPO 15 MSPO Certification Services		TRIDENT CREST SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE YEAR 1 AUDIT Date: 12-08-2021
	Standards: MS 2530-3:2013	Ref: BQ/TCSB/SVA1/08/21	CAR No: 1	
1.	Findings	To be completed by Auditor		
	Principle 1: Management commitment and responsibility	Criterion 4.1.2: Internal audit		
<p>Remarks: MSPO Clause 4.1.2.1 states: "Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement."</p> <p>Finding: TCSB did not conduct the internal audit for 2021.</p> <p>Evidence: The TCSB Internal Audit Procedure specifies that the Internal Audit is to be conducted annually.</p>				
2.	Classification	To be completed by Auditor		
	<input checked="" type="checkbox"/> NC 1: Major non-conformity <input 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		
	Date: 12/08/2021	Name: Alison Ribas Nicholas	Job Title: Director	
4.	Root cause[s] of NC or OFI	To be completed by Client		
	Remarks: Due to the pandemic (ie. MCO etc), the on-site internal audit was postponed and was not conducted within the stipulated time.			
5.	Corrective action taken (s)	To be completed by Client		
	Remarks: Internal audit plan for Year 2021-2022 has been drawn up. (Refer to the attached Tentative Schedule for the IA - Excel file) Date: 30 Sep 2021	Name: Alison Nicholas	Job Title: Director/Office & Admin Manager	Signature:
6.	Closure of NC or OFI findings	To be completed by Lead Auditor		
	Remarks: The attached Tentative Schedule for the Internal Audit 2021 has been viewed. This nonconformity is now considered resolved.	Signature: 		
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
	Date: 04/10/2021	Name: Dominic Retan Giah		



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

BQAS CERTIFICATION [M] SDN BHD [1179994-X]
MSPO Certification Services
ACB MSPO 15

TRIDENT CREST SDN BHD [661374-U]
Ref No: BQ/TCSB//21

Standard: MS 2530-3:2013

On Site Audit

Report Date: 08 10 2021

ATTACHEMNT FOR CAR NO. 1 :MSPO ESTABLISHMENT SYSTEM - INTERNAL AUDIT PLAN

Company : Trident Crest Sdn Bhd Year : 20221-2022 Scheme/Standard : MSPO MS2530-3:2013 Team Leader (s) : Nicholas Patrick (NP) & Alison Nicholas (AN) Team Members : Terry Pengarah (TP), Stephen Lingga (SL), Barnabas Jok Bruno (BJB), Wilson Nyaru Terry (WNT)

Events/Month	Person In charge	Onsite / Off site	Sep 2021 Week		Oct 2021 Week					Nov 2021 Week					Dec 2021 Week					Jan 202 Week					Feb 2022 Week					Mar 202 Week				
			4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5					
1. Gap Analysis (based on checklist)	ARN & TP	Onsite & Off-site																																
2. Review/Develop/Revise MSPO Documentation (if required)																																		
2.1 MSPO Policy, Procedures etc	ARN	Off site																																
2.2 Legal register (Environment, Safety & Health, Social, etc)	ARN	Off site																																
2.3 EIA / SIA, etc	n/a	-	COMPLETED IN 2019 - 2020																															
3. Briefing of MSPO Documentation	n/a	-																																
4. Review, amend and finalize MSPO Documentation (if required)	ARN	Offsite																																
5. MSPO Awareness Training	n/a	-																																
6. Implementation	n/a	-																																
7.1 Internal Audit Training	n/a	-																																
7.2 Internal Audit Preparation (e.g. Audit Checklist)	ARN/TP	Onsite & Off-site																																
7.3 Internal Audit	ARN/TP/SL/B JB/WNT	Onsite & Off-site																																
7.4 Follow up with Internal Audit Findings (NC/OFI)	ARN/TP/SL/B JB/WNT	Onsite & Off-site																																
8. Management Review	NP/ARN/TP	Onsite & Off-site																																
9.1 Certification Audit (Stage 1)	n/a	-	COMPLETED IN JAN 2020																															
9.2 Certification Audit (Stage 2)	n/a	-	COMPLETED IN JUL 2020																															
9.4 Surveillance Audit (Year 1)	ARN/TP	Onsite & Off-site	CARRIED OUT IN AUG 2021																															
9.4 Support on Closure of Audit Findings - NC/OFI (if any)	ARN/TP	Offsite / onsite																																

Remarks:

- Tentative Schedule Plan
- Actual Date of Realization



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Standard: MS 2530-3:2013

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 BQAS	BQAS Certification [M] Sdn Bhd ACB MSPO 15 MSPO Certification Services	 tridentcrest	TRIDENT CREST SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE YEAR 1 AUDIT Date: 12-08-2021
Standards: MS 2530-3:2013		Ref: BQ/TCSB/SVA1/08/21		CAR No: 8
7.	Findings	To be completed by Auditor		
	Principle 4: Social Responsibility, Health, Safety & Employment Conditions	Criterion 4.4.4: Employee safety & health		
<p>Remarks: MSPO Clause 4.4.4.1 C2 states: "All precautions attached to products shall be properly observed and applied."</p> <p>Finding: Safety Data Sheets (SDS) were not available at the chemical and fertilizer stores.</p> <p>Evidence: Visual sighting during site visit. The same finding was also recorded in Stage 2 certification audit.</p>				
8.	Classification	To be completed by Auditor		
	<input checked="" type="checkbox"/> NC 1: Major non-conformity <input 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	
9.	Confirmation	To be completed by Client		
		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Date: 12/08/2021	Name: Alison Nicholas	Ribas	Job Title: Director
10.	Root cause[s] of NC or OFI	To be completed by Client		
	Remarks: Not familiar with requirements.			
11.	Corrective action taken (s)	To be completed by Client		
	Remarks: Safety data sheets were obtained from respective suppliers and filed/displayed at estate store. Refer to attached picture.	Signature:		
	Date: 30 Sep 2021	Name: Alison Nicholas	 Job Title: Director/Office & Admin Manager	
12.	Closure of NC or OFI findings	To be completed by Lead Auditor		
	Remarks: This nonconformity is satisfactorily addressed.	Signature:		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	 Date: 02/10/2021 Name: Dominic Retan Giah		



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

BQAS CERTIFICATION [M] SDN BHD [1179994-X]
MSPO Certification Services
ACB MSPO 15

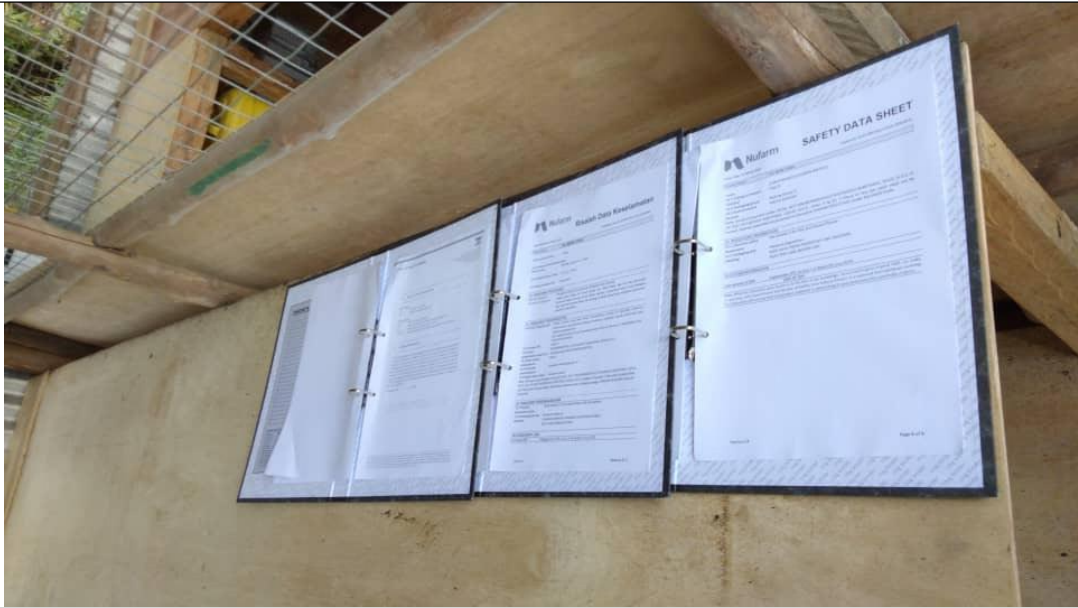
TRIDENT CREST SDN BHD [661374-U]
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Standard: MS 2530-3:2013

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Attachment for CAR No. 8 : Safety Data Sheets





MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

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Standard: MS 2530-3:2013

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	BQAS Certification [M] Sdn Bhd ACB MSPO 15 MSPO Certification Services		TRIDENT CREST SDN BHD	CORRECTIVE ACTION REPORT SURVEILLANCE YEAR 1 AUDIT Date: 12-08-2021
	Standards: MS 2530-3:2013	Ref: BQ/TCSB/SVA1/08/21	CAR No: 9	
13.	Findings	To be completed by Auditor		
	Principle 4: Social Responsibility, Health, Safety & Employment Conditions	Criterion 4.4.5: Employment conditions		
<p>Remarks: MSPO Clause 4.4.5.11 states: "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>Improvement expected: With regards to the fire safety of the occupants and the quarters, the fire extinguisher should have been inspected by BOMBA as its certificate had expired on 30th July 2021.</p>				
14.	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 type="checkbox"/> On-site audit <input checked="" type="checkbox"/> Document review [off-site audit]		
15.	Confirmation	To be completed by Client		
	Date: 12/08/2021	Name: Alison Ribas Nicholas	Job Title: Director	
		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
16.	Root cause[s] of NC or OFI	To be completed by Client		
	Remarks: Fire extinguishers were not on the maintenance schedule.			
17.	Corrective action taken (s)	To be completed by Client		
	Remarks: Fire Extinguishers have been checked and serviced by G-Time Engineering (Complete maintenance inspection). Refer to G-Time Engineering's inv 2109020 dated 23 Sep 2021 & certificate for the 4 fire extinguishers.	Signature:		
	Date: 30 Sep 2021 Name: Alison Nicholas Job Title: Director/Office & Admin Manager			
18.	Closure of NC or OFI findings	To be completed by Lead Auditor		
	Remarks: Satisfactorily closed.	Signature:		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
	Date: 02/10/2021	Name: Dominic Retan Giah		



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ATTACHMENT 1 FOR CAR No. 9 : TRIDENT CREST INVOICE FOR SERVICING FIRE EXTIGUISHERS

G-TIME ENGINEERING.

No.1, G/F Lorong 7, Jalan Changal, 96000 Sibu Sarawak.
Tel: 010-9851594 / 019-8161155
Email Add: gtimeco.gtc@gmail.com

RECEIPT

TRIDENT CREST SDN BHD,
TANAH NCR SG.ENTIBOH MADOR BINTANGOR,
96100 SARIKEI SARAWAK.

INVOICE NO : 2109020
DATE : 23/09/2021
D/O REF : 4122
TERMS : CASH

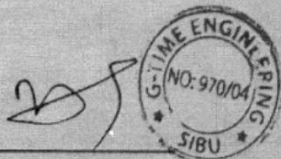
No.	Description	Quantity	Unit Price (RM)	Amount (RM)
	Service charge include checking, pressuring nitrogen gas, safety pin, plastic seal, coating spray and complete with maintenance inspection.			
1	9 KG ABC SERVICE CHARGE	4 UNITS	25.00	80.00
2	RECYCLE DRY POWDER	4 UNITS	5.00	20.00
3	NECK O RING	4 PC	2.00	8.00
4	DRY POWDER REFILL	3 KG	5.50	16.50
5	APPLICATION BOMBA CERTIFICATE	4 UNITS	5.00	20.00
Grand Total RM:				144.50

RINGGIT MALAYSIA: ONE HUNDRED FORTY FOUR & CTS FIFTY ONLY.

Note:

- All cheques should be crossed and made payable to G-Time Engineering.
Our Banker: Public Bank A/C No : 3-1808149-04
- Goods sold are neither returnable nor refundable.

for G-Time Engineering.



Customer Signature & Stamp



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

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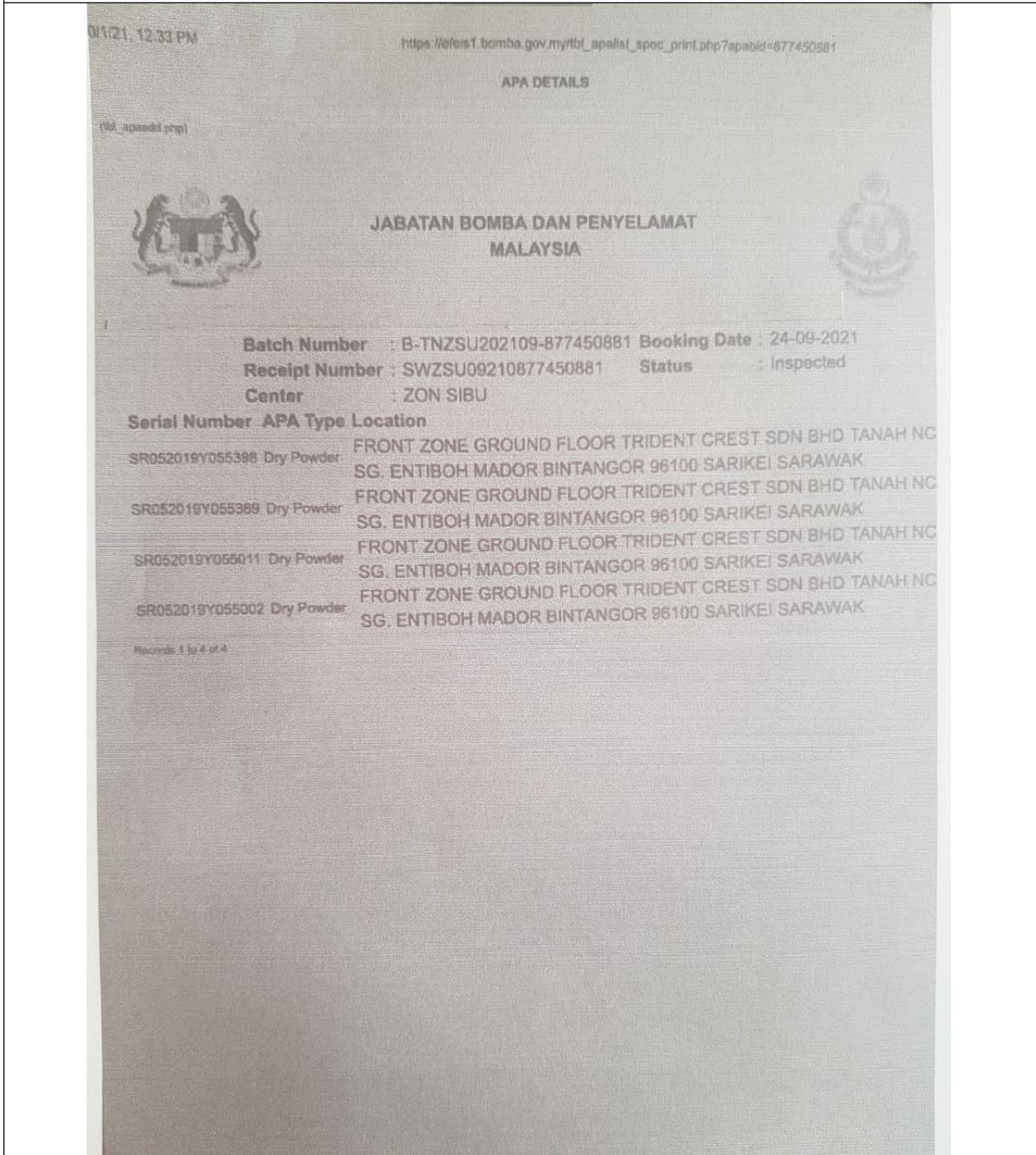
TRIDENT CREST SDN BHD [661374-U]
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ATTACHMENT 2 FOR CAR No. 9 : TRIDENT CREST FIRE EXTINGUISHER RECORD OF CERTIFICATE OF INSPECTION





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7. SUMMARY STATEMENT OF LEAD AUDITOR

Report Summary:

The purpose of this Surveillance Audit 02 is to evaluate the implementation, including effectiveness, of **TRIDENT CREST SDN BHD – Mador Oil Palm Estate** management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.

There were Nine (9) findings; where two (2) were Major NCs and seven (7) OFIs in this Year 1 Surveillance Audit affecting the Certification of TCSB Mador Estate under MSPO2530-3:2013.

The two Major NCs were closed on the 2nd and 4th October 2021, and one of the OFI's was closed on the 2nd of October 2021. The Corrective Action for the other 6 OFIs are in progress and would be assessed during the next surveillance audit.

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.

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 **Trident Crest Sdn Bhd Mador Oil Palm Estate**.



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8. CONCLUSION

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

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

Maintenance of the certificate.

- Maintenance of the certificate as soon as implementation of corrective action has been demonstrated.

9. AUDIT PROGRAM

Item	Description	Man-Days	Tentative Dates
Initial Certification Audit	Site Audit - Stage 1	4	30 & 31 01 2020
	Site Audit - Stage 2	6	21, 23 & 24 07 2020
Annual Surveillance Audit – Year 1	Site Audit	4	11 & 12 08 2021
Annual Surveillance Audit – Year 2	Site Audit	4	August 2022
Annual Surveillance Audit – Year 3	Site Audit	4	August 2023
Annual Surveillance Audit – Year 4	Site Audit	4	August 2024

Refer to **APPENDIX C: Details of Audit Plan** for the Annual Surveillance Audit – Year 1 (SVA-1)

Note: The actual date of the next annual surveillance audit will be discussed and decided 3 months prior to the month of planned audit.



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

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10. 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 TCSB:

ALISON RIBAS NICHOLAS
Director
Date : 22 09 2021

10.2 LEAD AUDITOR: CONCLUSION & RECOMMENDATION

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

Signed for & on Behalf of BQAS:

Dominic Retan Giah
Lead Auditor
Date : 08 10 2021

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 compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information. I, hereby confirm that, **TCSB Mador Estate Certification under the Standard MSPO MS2530-3:2013 be continued.**

PATRICK SIBAT SUJANG

BQAS TECHNICAL REVIEWER
Date : 12 10 2021



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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.



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APPENDIX A : LOCALITY MAP – TRIDENT CREST SDN BHD OIOL PALM PLANTATION





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APPENDIX B	SUMMARY OF FINDINGS - STAGE 2 INITIAL CERTIFICATION AUDIT
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Table: C1

Principles	P1	P2	P3	P4	P5	P6	Total
No of OFI: Opportunity for Improvement	-	-	-	2	-	-	2
No of NC: Major	-	-	-	-	-	-	-
No of NC: Minor	-	-	-	-	-	-	-
Total	-	-	-	2	-	-	2

The Stage Two Findings - Two OFIs as per Checklist below:

Criterion 4.4.4: Employees safety and health			
4.4.4.2	The occupational safety and health plan shall cover the following:		
C.2	All precautions attached to products shall be properly observed and applied.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Site visit to the estate store on 20th July indicate that the products are properly labeled, but there is absence of Safety Data Sheet. The Estate is in the process of preparing the Safety Data Sheet.
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"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> OFI	Inspection to the living quarters was done during the site visit on 21 July 2020. The living quarters has the basic amenities and facilities and met minimum requirement and in compliance with Workers Minimum Standard Housing and Amenities Act 1990. However, there are no fire extinguishers found in the workers quarters, estate office and stores.



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Standard: MS 2530-3:2013

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APPENDIX C: Details of Audit Plan
for the Annual Surveillance Audit – Year 1 (SVA-1)

1. INFORMATION		
	Date:	Ref No:
Co Name/No	TRIDENT CREST SDN BHD	
Address	1st Floor, Lot 3135-3136, Block 10, Jalan Laksmana Cheng Ho, 93350 Kuching.	
Audit Sites		
Address		
Standard(s)	<input type="checkbox"/> MS 2530-3:2013	<input type="checkbox"/> MS 2530-4:2013
Type of Audit	<input checked="" type="checkbox"/> Surveillance Audit Year 01	
Audit team	Name:	Role
	DOMINIC RETAN GIAH	Lead Auditor
	DUKE LADIN	Auditor
		Auditor
Audit Scope	<input checked="" type="checkbox"/> Part 3: Oil Palm Plantation	<input type="checkbox"/> Part 4: Mill
Audit language	English, Bahasa Malaysia	
Audit dates	From : 10-08-2021	To : 11-08-2021
Audit criteria	Principle 1 to Principle 6	

2. AUDIT OBJECTIVES
<ul style="list-style-type: none"> Review of changes to the certified client and its management system
<ul style="list-style-type: none"> Effectiveness of the management system with regards to achieving the certified client's objectives and the intended results of the respective management system
<ul style="list-style-type: none"> Verification of continuous management system implementation / continuing operational control
<ul style="list-style-type: none"> Review of effectiveness of measures arising from previous Audit
<ul style="list-style-type: none"> Confirmation of fulfillment of certification requirements
<ul style="list-style-type: none"> Inquiries on aspects of Certification [complaints]; complaints handling
<ul style="list-style-type: none"> Review of any client's statements with respect to its certified operations [promotional materials, website, use of BQAS logos & marks, use of the Certificate];
<ul style="list-style-type: none"> Customer specific requirements



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<ul style="list-style-type: none"> Internal Audits & Management Review
<ul style="list-style-type: none"> A review of actions taken on Nonconformities identified during the previous audit
<ul style="list-style-type: none"> Progress of planned activities aimed at continual improvements

3. AUDIT AGENDA 1

Type of Assessment: Documentation Review		Venue: Office
No.	Agenda:	Reference:
1	Opening Meeting	
2	Organizational Information & Surveillance Report Review	
3	Management Commitment & Responsibility, MSPO Policy, Internal Audit, Management Review, Continuous Improvement	MS 2530-3:2013: Principle 1: C1- c4
4	Transparency of information & documents relevant to MSPO requirements Internal communication & stakeholder consultation, Traceability (Procedure, sample of Inspection record)	MS 2530-3: 2013: Principle 2: C1 – C3
5	Regulatory Requirement, Legal Register List, Compliance status Land Used Right, Customary Right (if applicable)	MS 2530-3:2013: Principle 3: C1 – C3
6	Social responsibility, health, safety and employment conditions, Social impact assessment, Complaint Management, Complaint Record, Action Plan, Commitment to contribute to local sustainable development, Safety and health, Employment, Training & competency (employees, contractors & relevant smallholders), Subcontractor, employment conditions	MS 2530-3:2013 Principle 4: C1 – C6
7	Environment, natural resources, Biodiversity and ecosystem services, EMP Efficient energy use & use of renewable fuel, Waste management & disposal, Reduction of pollution & emission, Natural water resources, Status of RTE species & high biodiversity value, Zero burning practices	MS 2530-3:2013: Principle 5: C1- C7
8	Best Practices, Site management, Economic & Financial Viability Plan, Transparency & fair price dealing, Contractor	MS 2530-3:2013 Principle 6: C1 – C4
9	Closing Meeting	
10	Presentation of Checklist, Findings, Corrective Action Report	



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Standard: MS 2530-3:2013

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4. AUDIT AGENDA 2		
Type of Assessment: Site/Field Audit		Venue: Field/Site
No.	Agenda:	Reference:
1	Activities: <ul style="list-style-type: none"> • Harvesting • Buffer Zone. Riparian Zone • Staffs/Workers quarters & living conditions (Cross-check field input against documentation)	MS 2530-3:2013 Principle 4: C4 & 5 Principle 5: C1,2,3,5,6
2	Site Visit – store <ul style="list-style-type: none"> • Fertilizer store, Chemical store, Scheduled waste store (Cross-check field input against documentation)	MS 2530-3:2013 Principle 4: C4 Principle 5: C4
3	Information from stakeholders (interview sessions)	MS 2530-3:2013 Principle 2: <u>C2</u>

5. DOCUMENTATIONS:

1	Organization Chart	15	List of Stakeholders
2	HIRARC	16	Management System Manual
3	Land Ownership/Agreements	17	Training Programs
4	Legal Register	18	Customary Rights documents
5	Environmental Management Plan	19	Internal Audit
6	Boundary Mapping	20	Waste Management Plan
7	Management Review	21	Business/Management Plan
8	Product & Services Pricing Mechanism	22	Policies
9	SOP (Standard Operating Procedures)	23	Water Management Plan
10	Non-renewable energy estimation	24	Contractor Agreement
11	Soil & Topographic information / Maps	25	Social/Environmental Impact Assessment
12	Legal Assessment of Customary Land	26	Compensation claim of customary land
13	Job Description	27	Workers Pay-slip
14	Training Plan	28	Use of new technology / techniques (if any)

Note:

(To be prepared by Auditee and be made available during Audit – soft & hard copies)



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

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Standard: MS 2530-3:2013

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Report Date: 08 10 2021

AUDIT SCHEDULE

Day 1: 10th August 2021 (Tuesday) – Plantation Office / Sites within the Plantation

SVA 1 – DAY 1			AUDIT AGENDA/PROGRAM
DATE	TIME	VENUE	AGENDA
10/08/2021	0830	Estate office	Opening Meeting
	0900	Site visit	Field / Site Audit (ALL) <ul style="list-style-type: none"> • Office (if any) • Boundary Markers/ Riparian Zone / Buffer Zone • Block identification • Water & Waste management • Biodiversity / Protection of Endangered Species • FFB: Harvesting / delivery / Traceability • Staff & Workers Quarters / health & safety • Stores: Chemical / Fertilizer / Workshop • Review of areas of concern raised in Initial Certification Audit
	1230		Lunch break

	1330	Estate office	Documentation Audit: Principle 1 (DRG) <ul style="list-style-type: none"> • MSPO Policy • Internal audit • Management review • Continual improvement Principle 2 (DRG) <ul style="list-style-type: none"> • Transparency • Communication & consultation • Traceability
	1330		Principle 4 (DL) <ul style="list-style-type: none"> • Social impact assessment • Complaints & grievances • Commitment to contribute to local sustainable development • Employees safety & health
	1500		Principle 3 (DRG) <ul style="list-style-type: none"> • Regulatory requirements • Land use rights • Customary rights
	1500		Principle 4 (DL) <ul style="list-style-type: none"> • Employment conditions • Training and competency
	1700		End of Audit Day 1



MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2021

BQAS CERTIFICATION [M] SDN BHD [1179994-X]
MSPO Certification Services
ACB MSPO 15

TRIDENT CREST SDN BHD [661374-U]
Ref No: BQ/TCSB//21

Standard: MS 2530-3:2013

On Site Audit

Report Date: 08 10 2021

SVA 1 – DAY 2(Wednesday)			AUDIT AGENDA/PROGRAM
DATE	TIME	VENUE	AGENDA
11/08/2021	0800	Estate office	Stakeholders Consultation (Principle 2) (DL)
	1000		Documentation Audit: Principle 5 (DRG) <ul style="list-style-type: none"> • Environmental management plan • Efficiency of energy use • Waste management and disposal • Reduction of pollution and emission
	1200		Principle 6 (DL) <ul style="list-style-type: none"> • Site management • Economic and financial viability plan • Transparent and fair price dealing • Contractor
	1230		Lunch break
	1330		Principle 6 – continued (DL) <ul style="list-style-type: none"> • Natural water resources • Status of rare, threatened or endangered species and high biodiversity value areas • Zero burning practices
	1530		Principle 7 0 - if applicable (DRG) <ul style="list-style-type: none"> • High biodiversity value • Peat land • Social and environmental impact assessment • Soil & topographic information • Planting on steep terrain, marginal and fragile soils • Customary land
	1545	Estate office	Review of findings and compilation (auditors only)
	1615		Preparation of presentation for SVA Audit findings
	1700		Closing Meeting
	1730		End of Audit Day 2

Notes:

1. Client to provide local Transport to Audit Team
2. Client to make appointment with Stakeholders to be interviewed during Audit time.
3. Client to make appointment with at least 3 Stakeholders to be interviewed during Audit time.