



# MSPO MS 2530-3:2013 INITIAL CERTIFICATION SUMMARY REPORT

## RIMBUNGA RAYA SDN BHD [722328-T]

NO 27, JALAN SOMERVILLE, 97000, BINTULU, SARAWAK



### BQAS Certification [M] Sdn Bhd

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

Tel: 082 572 043

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

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

Accreditation No: ACB MSPO CB15



<b>CERTIFIED ENTITY</b>	<b>RIMBUNGA RAYA SDN BHD [722328-T]</b>	
MSPO Standards: MS2530-3:2013	General Principles for Palm Oil Plantations & Organized Smallholders	
Type of Certification:	<input checked="" type="checkbox"/> Individual	
Project Ref No:	BQAS/RRSB/027/05/21	
MSPO Certificate No:	P3 027 0621	
Validity:	01 06 2021 – 31 05 2026	
Main Office Address:	NO 27, JALAN SOMERVILLE, 97000, BINTULU, SARAWAK	
Site Address:	SG. SEPENAK DAN SG. SELAJAU, LABANG, BINTULU, SARAWAK.	
Contact Person / Job Title	Mr Francis Medan	Plantation Manager
Telephone / Mobile	086 335 395	014 876 5398
Email / Website	rrsdbintulu@gmail.com	medanringkai@gmail.com

<b>CERTIFICATION BODY</b>	<b>BQAS CERTIFICATION [M] SDN BHD [11179994-x]</b>	
Office Address:	Lot 7823, Sublot 6, 2n Floor, Block A, Kings' Centre, Simpang Tiga, 93350, Kuching Sarawak.	
Contact Person / Job Title	Wilfred S Landong	Managing Director
Telephone / Mobile	+6 082 572043	+6 017 222 5555
Email / Website	bqassb@gmail.com	www.bqas.com.my
Lead Auditor	Dominic Retan Giah	
Certifier	Maxwell S Landong	

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## EXECUTIVE SUMMARY

This is an Initial Certification Audit & scope is Individual Certification of [RRSB] Rimbunga Raya Sdn Bhd – Lavang Estate under the Standards MSPO MS2530-3:2013 for Oil Palm Plantations & Organized Smallholders.

RRSB main office is located at No. 27, 1<sup>st</sup> Floor, Jalan Sommerville, 97000 Bintulu, Sarawak. Other key information on are as follows:

Site Address	9.5 km, Off Jalan Bakun, Bintulu, Sarawak		
Location Geo Coordinates	N3.302007 E113.472853		
Certified Area	281.04 hectares	Planted Area	266.22 hectares
No of Employees	3 locals, 6 foreign: 16		

The assessment method used 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. Information & data were systematically gathered & documented from interviews [with a cross section random sample of stakeholders], observations of process and activities, field audits & review of documentations and records.

Assessments were done at both the Head Office in Bintulu and the Plantation/Site Office at Lavang Estate during both Stage 1 & Stage 2 Audits.

Stage 1 Audit was conducted on March 16 - 17 2020 & Stage 2 on 11 – 12 09 2020 respectively. The unavoidable long delay in conducting Stage 2 was due to compliance of movement control order as imposed by the government and authorities on COVID19 pandemic effective March 2020. 2 Auditors were assigned to do the Assessments; clocking a total of 8 Mandays to complete the Audits.

There were 17 Findings in Stage 1 Audit classified as AWF (acceptable with findings noted); in areas of management system readiness, policy/policies documentation, legal register, procedures documentation, HIRARC, management plan, & contractors agreement. The corrective action report (CAR) raised for these findings were closed out on 27 08 2020

In Stage 2 Audit there were 11 findings; 5 Minor Non Conformity, 6 OFI (opportunity for improvements) in areas of Internal Audit, Continuous Improvements, Transparency, Traceability, SIA, employment conditions, use of renewable energy and natural water resources. The corrective action report (CAR) for these findings were closed out on 15 04 2021

In both Audit Stages, dialogues and interviews were conducted with stakeholders [workers, local communities, landowner & other land users] to gauge understanding of MSPO principles, applications & its importance and relevance to sustainable growth and production of palm oil products. Also assessed were their opinion & working relationship with Rimbunga Raya management and this was found to be meeting requirements. Local communities were also allowed access and use of roads within the plantation.



Plantation workers are remunerated in accordance with minimum wage order requirements; and living conditions in the Estate meet the bare minimum requirements of health & safety regulations.

Generally, it is noted by the Auditors that Estate management and workers needed more commitment, further training and knowledge to be more effective in implementing and managing its management system in compliance with MSPO 2530-3:2013 Standards.

The Audit team has conducted a rigorous assessment of Rimbunga Raya Sdn Bhd and it is noted that it has made improvements between Stage 1 and Stage 2 Assessment to comply & conform to MSPO2530-3:2013 Certification standards, conditions & requirements.

Conclusively, the Lead Auditor therefore, recommended that upon conclusion and closure of findings of Stage 2 Rimbunga Raya Sdn Bhd be certified under MSPO Standards MS2530-3:2013.

## 1. INFORMATION: CERTIFICATION ASSESSMENT

1.1.	Type of Certification Assessment	<input checked="" type="checkbox"/>	Initial Certification / Main Audit	
		<input type="checkbox"/>	Annual Surveillance Audit [Year 1]	
		<input type="checkbox"/>	Re-certification Audit	
1.2.	Scope of MSPO Certification	<input checked="" type="checkbox"/>	Production of Sustainable Fresh fruit Bunch from:	
			Total Planted Area	Total Certified Area
			266.22 hectares	281.04 hectares
1.3.	MSPO Standards	<input checked="" type="checkbox"/>	PART 3: MS2530-3:2013	
		<input type="checkbox"/>	PART 4: MS2530-4:2013	
1.4.	Maps [Refer Attachments]	<input checked="" type="checkbox"/>	Google Location	
		<input type="checkbox"/>	Boundary / Block Map	
		<input type="checkbox"/>	Topography	
		<input type="checkbox"/>	Soil	

## 2. INFORMATION: CERTIFIED ENTITY

Company Name & Registration No:	<b>Rimbunga Raya Sdn Bhd (722328-T)</b>		
Main Address:	No. 27, 1 <sup>st</sup> Floor, Jalan Sommerville, 97000 Bintulu, Sarawak		
Site Name:	Lavang Estate		
Primary Function:	<input checked="" type="checkbox"/> Plantation/Organized Smallholders	<input type="checkbox"/> Mill	
Site Address:	9.5 km, Off Jalan Bakun, Bintulu, Sarawak		
Management Contact Details			



1.	Name: Francis Medan anak Ringkai	Job Title: Plantation Manager
	Mobile: 014-876398	Tel: 086-335395
		Email: rrsbbintulu@gmail.com
2.	Name: Richi Manja	Job Title: Field Supervisor
	Mobile: 019-877 1705	Tel: 086-335395
		Email:
Headcount:		Local: 2
		General Workers: 15
		Total: 17
MPOB License No: 617489002000		Expiry Date: 31/07/2021
Scope of Activity: Sale and handling of FFB ( <i>Menjual dan mengalih</i> FFB)		
Date of Establishment: November 2013		Geo-Coordinates: N3° 18' 12.3" E113° 28' 14.0"
Certified Area: 281.04 ha		Planted Area: 266.22 ha
FFB Production (actual) 2020: 2,125 MT		FFB Production (estimate) 2021: 2,500 MT
Sources of FFB: Own estate		Main FFB purchaser: Borneo Agro Resources (Palm Oil Mill Sdn Bhd)
No of Planting Blocks: 8 blocks		No of Palm trees: 32,700
Palm Species: Sime Darby, Calex 600, GS 500, Felda/Sime Darby		Age Range of Palm Trees: 6 years
Topography: 60% hilly & 40% flat land peat		Soil Type: Inland peat
Land Status: Ownership:		<input type="checkbox"/> Rented
		<input type="checkbox"/> Own Land
		<input checked="" type="checkbox"/> Joint Venture
Validity/Date of Certification: 00 00 0000 to 00 00 0000		Other Sustainability Certification: Nil

### 3. 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	Interviews – staffs, contractors, local communities, FFB suppliers & other stakeholders
Data collection from	<ul style="list-style-type: none"> <li>• Observation of process &amp; activities</li> <li>• Review of documentations &amp; records</li> <li>• Site visits</li> <li>• Field inspections</li> </ul>
Assessment method	<p>Paper</p> <ul style="list-style-type: none"> <li>• Assessing past implementations from records, reports of the management system</li> </ul> <p>Practice</p> <ul style="list-style-type: none"> <li>• Assessing current implementation from observing current practices</li> </ul> <p>People</p> <ul style="list-style-type: none"> <li>• Assessing future maintenance from interviewing personnel on understanding &amp; assessing competencies.</li> </ul>



Stage 1		Audit Findings Classification	
Term		Meaning / Description	
Acceptable		•	Fulfilled requirement of audited standard
Acceptable with findings noted		•	Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
Not acceptable		•	Demonstrate absence or total breakdown of system to meet standard requirement

Stage 2		Audit Findings Classification	
Term	Meaning	Description	
YES	Compliance	•	Fulfilled requirement of audited standard
OFI	Opportunity for improvements	•	Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
NO (minor NC)	Minor non conformity	•	Non-compliance to standard requirements or company's SOP; or are issues that when combined, jeopardized the functioning of the system
NO (major NC)	Major non conformity	•	Demonstrate absence or total breakdown of system to meet standard requirement, or a number of minor NC against a clause of standard requirements / at a particular area. Of last assessment that are not effectively addressed will be classified as major NC.

## 4. ASSESSMENT PROCESS

### 4.1. AUDIT TEAM

Assessment Stage	Name	Role
Stage 1	Dominic Retan	Lead Auditor
	Robert Tella	Auditor
Stage 2	Dominic Retan	Lead Auditor
	Douglas Alau	Auditor

### 4.2. AUDIT PLAN

#### 4.2.1. AUDIT OBJECTIVES

#### Initial Certification Audit



- Evaluate the implementation, including effectiveness, of the management system
- Information and evidence about conformity to all requirements
- Performance monitoring, measuring, reporting
- Reviewing against key performance objectives and targets
- Performance as regards legal compliance
- Operational control of the client's processes
- Internal auditing and management review
- Management responsibility for policies
- Links between the normative requirements, policy, performance objectives and targets
- Competence of personnel
- Customer specific requirements

#### 4.2.2. ASSESSMENT SITES/PROGRAMS/PARAMETERS

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

##### Assessment Sites

Assessments were performed at:

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

##### Stage 1

##### Audit Program

Date: 16 – 17 03 2020

No of Auditors: 2

No of Mandays: 4

Day 1

- Site Audit @ Lavang Estate
- Estate site Assessment & field Audits  
Inspection/observation of staff/workers housing & living conditions, facilities & amenities, interview foreign workers, domestic waste treatment, Harvesting etc. Stakeholders' dialogues/interviews (contractors, FFB suppliers, local community representatives, adjacent landowners)

Day 2

- Opening Meeting at Main Office
- Documentation Audit
- Review Stage 1 Audit Report

**Stage 2****Main Assessment Program**

Date: 11 – 12 09 2020

No of Auditors: 2

No of Mandays: 4

Day 1

- Site Audit @ Lavang Estate
- Estate site Assessment & field Audits  
Inspection/observation of staff/workers housing & living conditions, facilities & amenities, interview foreign workers, domestic waste treatment, Harvesting etc. Stakeholders' dialogues/interviews (contractors, FFB suppliers, local community representatives, adjacent landowners)

Day 2

- Opening Meeting at Main Office
- Review Stage 1 Audit Report  
Documentation Audit of MSPO MS2530:3:2013; Principle 1 to 6  
Presentation of Audit Checklist / Report

**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
- Assess other points/areas of buffer zone, Riparian reserves, boundaries
- Implementation of Policies & procedures at all stores (fertilizer, chemical, schedule waste store)
- Improvements to workers' quarters – health & safety
- Infrastructure / roads & drainage / natural water management
- Continuous improvement plan & implementation
- Implementation of Best practices
- Implementation of environmental management plan
- Stakeholders & workers interview



### 4.3. THE AUDIT PROCESS

The Audit Process for Stage 2 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 1 month before Audit dates
	↓	
3	Audit Day 1	<ul style="list-style-type: none"><li>• <u>Estate site Assessment &amp; field Audits</u></li><li>• Participants: Audit Team &amp; Auditee Management</li></ul> <u>Stakeholders Consultation / Field &amp; Site Audits</u> <ul style="list-style-type: none"><li>• Stakeholders' interviews</li><li>• MSPO knowledge of Estate staffs</li><li>• Checks &amp; verifications on Boundary, Buffer Zone, Riparian Zone, Waste/scheduled waste management, Water management, Water courses, Harvesting</li><li>• Staff/workers housing &amp; amenities,</li><li>• Use of PPE, Stores, Workshop</li></ul>
	↓	
4	Audit Day 2	<u>Opening Meeting</u> <u>Review of Stage 1 Audit Report</u> <u>Documentation Review</u> <ul style="list-style-type: none"><li>• Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc.</li></ul> <u>Closing meeting</u> <ul style="list-style-type: none"><li>• Participants: Audit Team &amp; Auditee Management</li><li>• Agenda: Review Stakeholders feedbacks</li></ul> Presentation of Report / Checklists. Review, discuss & decide corrective & forward action to be taken by Auditee

**5.0. MSPO STAGE 1 ASSESSMENT**

Standard(s):	<input type="checkbox"/> MS 2530-1	<input type="checkbox"/> MS 2530-2	<input checked="" type="checkbox"/> MS 2530-3	<input type="checkbox"/> MS 2530-4
Stage 1 audit date:	<b>March 16 - 17, 2020</b>		Audit Duration: <b>4.0</b> man-days	
Stage 2 scheduled date:	<b>To be decided</b>			
BQAS audit team:	Name	Role		
	Dominic Retan Giah	Lead Auditor		
	Robert Tella Gunjom	Auditor		

**5.1. STAGE 1 AUDIT REPORT****MANAGEMENT SYSTEM READINESS (GENERAL)**

Was the review of the client's status and understanding regarding requirements of the standard/specification, in particular with respect to the identification of key performance or significant aspects, processes, objectives and operation of the management system was found to be adequate?	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <b>Comments/Justification/Evidence:</b> There is a general understanding on and adherence to best practices in plantation management but as far as compliance to MSPO requirements is concerned, the client has a lot to learn and implement.
The Top-Level Management System Manual detailing justification for exclusions, inclusion of or reference to documented procedures for the management system, and providing a description of the interaction between process?	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <b>Comments/Justification/Evidence:</b> The Top-Level Management System Manual is in the form of a general statement on compliance to the MSPO which also serves as the MSPO policy.
List any manual discrepancies:	
<ol style="list-style-type: none"> <li>No response to BQAS required</li> <li>Changes will be reviewed during Stage 2 audit</li> </ol>	
The policy is defined and appropriate to the purpose of the organization?	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed



	<p><b>Comments/Justification/Evidence:</b></p> <p>The MSPO Policy is a general statement covering the Principles incorporating such aspects as environment, human rights, community development and traceability. Consider to separate the statement into specific policies and procedures.</p>
Transparency is identified to ensure management of stakeholders are meet with MSPO requirement.	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>There is transparency among the group of smallholders in the formation of the plantation but a dedicated list would be more appropriate to cover internal stakeholders and other external stakeholders.</p>
Transparency is identified in complying with traceability system.	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>A general statement is available in the MSPO policy but a dedicated document would be a better manifest on the traceability system.</p>
Process for identification of legal and other requirements.	<p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Evaluation of legislation for compliance is not available. The legal register is also non-existent.</p>
Process for internal and external communication.	<p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>A procedure for internal and external communication is not available.</p>
The outputs from management reviews are consistent with the commitment to continual improvement.	<p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not applicable due to not required for group management of independant smallholder (refer to 2.1d for detail)</p> <p><input type="checkbox"/> Special case with valid reason agreed by Lead Auditor</p> <p><b>Comments/Justification/Evidence:</b></p> <p>There is no record of a management review meeting to generate outputs for continual improvement. The current practice is an informal discussion between the plantation manager and the Managing Director in lieu of a management review meeting to generate action plans (for continual improvement).</p>



Internal audits planned and performed? Records are available?	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not applicable due to not required for group management of independant smallholder (refer to 2.1d for detail) <b>Comments/Justification/Evidence:</b> Internal audit has not been conducted in this plantation.
Is a translator required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**SUPPLEMENT FOR MS 2530-2, MS 2530-3 & MS 2530-4**

Review the information listed below to determine readiness of the organization for the stage 2 audit.

**POLICIES**

MSPO Policy	<input type="checkbox"/> Acceptable: <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <b>Comments/Justification/Evidence:</b> Document sighted and accepted with the following findings: A. No reference no. B. Undated. C. Not signed by top management D. To be segregated from other policies.
Safety and Health Policy	<input type="checkbox"/> Acceptable: <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independant Smallholder) <b>Comments/Justification/Evidence:</b> No specific policy allocated to safety and health found seen or sighted.
Sexual Harrassment Policy	<input type="checkbox"/> Acceptable: <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independant Smallholder) <b>Comments/Justification/Evidence:</b> No specific policy allocated to Sexual Harrassment found, seen or sighted.



Good Social Practice Policy	<input type="checkbox"/> Acceptable: <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> No specific policy allocated to Good Social Practice found, seen or sighted.
Environmental Policy	<input type="checkbox"/> Acceptable: <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Document sighted and accepted with the following findings: A. No reference no. B. Undated. C. Not signed by top management D. To be segregated from other policies.

**PROCEDURES**

Training Procedure	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Training Procedure is not available.
Internal Audit Procedure	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Internal Procedure is not available.
Complaint and grievance Procedure	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Complaint and Grievance Procedure is not available.



Communication Procedure	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Communication Procedure is not available.
Emergency and Incident procedure	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Emergency and Incident Procedure is not available. The assembly point at the site office is not indicated.
Traceability SOP	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The Traceability SOP is not available.



Site Management SOP	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder)</p> <p><input type="checkbox"/> Not Applicable for MS 2530-4 (palm oil mill)</p> <p><i>Note: in case of single site certification</i></p> <p><b>Comments/Justification/Evidence:</b></p> <p>Sighted the following Safe Operating Procedures for:</p> <ol style="list-style-type: none"><li>1) Jungle under brushing and felling</li><li>2) Holing and planting</li><li>3) Palm manuring</li><li>4) Harvesting FFB and loose fruit collection</li><li>5) Disposal of empty chemical containers</li><li>6) House waste disposal</li><li>7) Chemical spray for weeds maintenance</li><li>8) Road construction in areas &gt;25 - &lt;35 degrees slope terrain</li><li>9) Terrace construction in areas &gt;25 - &lt;35 degrees slope terrain</li><li>10) &gt;25 - &lt;35 degrees slope terrain</li><li>11) Drain and road construction in peat area</li></ol> <p>Consider to index and date these SOPs to facilitate ease of reference and endorse them for authenticity.</p>
Chemical Handling SOP	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder)</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Consider to set up a specific SOP for chemical handling. Elements of this SOP are already covered in the afore-mentioned safe work procedures for:</p> <ol style="list-style-type: none"><li>1) Disposal of empty chemical containers</li><li>2) House waste disposal</li><li>3) Chemical spray for weeds maintenance</li></ol>
Scheduled Waste Handling SOP	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder)</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Included in procedure for Disposal of empty chemical containers. Consider to make a separate SOP for current scheduled waste and potential ones later to specify handling, storage and disposal with respect to EQ (Scheduled Waste) Regulations 2005.</p>



DOCUMENTS	
List of Stakeholder	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder)</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Document sighted and verified. List of stakeholders available with following findings:</p> <p>A. No reference no.</p> <p>B. To include external stakeholders</p> <p>C. Not signed by top management</p>
Land ownership	<p><input checked="" type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>281.04 ha. of NCRL, on joint venture and rented from individuals to Rimbunga Raya Sdn. Bhd. From 01<sup>st</sup> June 2016.</p> <p>Document sighted and verified.</p>
Customary Right document	<p><input checked="" type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Not applicable to the occupied land</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Refer to Land Ownership above.</p>
Boundary mapping of the land	<p><input type="checkbox"/> Acceptable</p> <p><input checked="" type="checkbox"/> Acceptable with findings noted</p> <p><input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><b>Comments/Justification/Evidence:</b></p> <p>Boundary mapping of land in progress.</p> <p>Interim map (from drone mapping) sighted and site visit made.</p> <p>Interview with affected parties done and found to be satisfactory.</p>
HIRARC	<p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> Acceptable with findings noted</p> <p><input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed</p> <p><input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder)</p> <p><b>Comments/Justification/Evidence:</b></p> <p>No HIRARC document available.</p>



Training Programme	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Document sighted with the following finding: A. No references. B. Training Programme to include all works and function. To do Training Needs Analysis and to identify training requirement for all workers and staff.
Environmental Policy and Management Plan	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Document sighted and verified. Environmental Policy and management plan available with the following findings: A. Needs to be more comprehensive. B. Not endorsed by top management. C. No references on the document.
Non-renewable energy estimation	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Details of non-renewable energy (diesel usage) available. However, no details of energy usage, estimation and consumption trend.
Waste Identification	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <b>Comments/Justification/Evidence:</b> Documents available with following findings: A. Needs to be more comprehensive. B. Not endorsed by management. C. No references on the document.



Water Management Plan	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> No water management plan made available during time of audit. However, made the following observations at the site: A. Rainwater harvesting for domestic use. B. River water usage for washing and bathing.
Business Management Plan	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <b>Comments/Justification/Evidence:</b> No business management plan available during time of audit.
Product Pricing Mechanism	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Pricing is as determined by the FFB collection centre. Services rendered are paid as per contracts. Sighted: <ol style="list-style-type: none"> <li>1) Customer Summary Grouping Report from Antau Enterprise (FFB collection centre) for the December 2019. Total weight delivered for the month is 155.85 tons in 45 trips at RM420/MT.</li> <li>2) Agreement between Syarikat J&amp;S Service Sdn Bhd and Rimbunga Raya Sn Bhd for holing, transplanting, herbicide spraying, weeding, manuring, planting and road gravelling. Currently, J&amp;S is focused on gravelling which is paid at RM285/chain with hiring of excavator PC 120 at RM120/hour.</li> <li>3) Agreement between Saidi Laini and Rimbunga Raya Sdn Bhd for harvesting, holing, transplanting, herbicide spraying, weeding, manuring and planting of cover crops. Harvesting including in-field evacuation is paid at RM70/MT.</li> </ol>
Contractor Agreement	<input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> No contractor agreement available during time of audit however there are evidence of implementation, receipts, details and list of payments are available and sighted.



Soil and Topographic Information	<input type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> No information available during time of audit.
Social and environmental impact assessment - <input type="checkbox"/> Environmental Impact Assessment - <input type="checkbox"/> Social Impact Assessment – - <input type="checkbox"/> HCV Assessment	<input type="checkbox"/> Acceptable: <input type="checkbox"/> Acceptable with findings noted <input checked="" type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> Interview with workers indicated the presence of the following wildlife: A. Monkeys. B. Wild boar. C. Aquatic life. No SEIA available during time of audit. The riparian buffer of the stream inside the plantation is not demarcated and sign-posted.
Legal Assessment of Customary land	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The land on which the Lavang Estate is established is described as Native Customary Rights Land situated at Sg Sepenak – Sg Selajau Labang, Bintulu.
Compensation claim of customary land	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Acceptable with findings noted <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unacceptable – recommend audit (Stage 2) to be delayed <input type="checkbox"/> Not Applicable for MS 2530-2 (Independent Smallholder) <b>Comments/Justification/Evidence:</b> The estate is established on native land of the Melanau Vaie community as per individual agreement with 22 land owners. The lots of land are rented with payment made on a 6-month basis at the rate of RM28/acre per month. Sighted last payment voucher dated 02/12/2020 for the 22 landowners for the period July 2019 to Dec. 2019.



Job Description (Except for independent smallholder)	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Not Acceptable <b>Comments/Justification/Evidence:</b> The agreement between the worker (on contract) and Rimbunga Raya Sdn Bhd also serves as a job description with specifics on tasks to be carried and payable rates. Sighted: Agreement between Syarikat J&S Service Sdn Bhd and Rimbunga Raya Sdn Bhd for holing, transplanting, herbicide spraying, weeding, manuring, planting and road gravelling. Sighted: Agreement between Saidi Laini and Rimbunga Raya Sdn Bhd for harvesting, holing, transplanting, herbicide spraying, weeding, manuring and planting of cover crops.
Payslip (Except for independent smallholder)	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Not Acceptable <b>Comments/Justification/Evidence:</b> Sighted payslip for: 1) February 2019 for Kemarau anak Egai, mandor at RM2,145.85. 2) February 2019 for Maziah Binti Marzuki, clerk, at RM1,239.25.
Sales and Delivery record of FFB (for independent smallholder only)	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Not Acceptable <b>Comments/Justification/Evidence:</b>
Other records: <b>NA</b>	

**STAGE 1: AUDIT REVIEW****Competencies**

Further special technical competencies needed?	<input checked="" type="checkbox"/> Yes, please specify: Internal audit procedure <input type="checkbox"/> No
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**Information Requirements**

List any further information necessary for planning the Stage 2 audit:	<ol style="list-style-type: none"> <li>Basic Data Sheet – not yet submitted back to BQAS Sdn Bhd.</li> <li>Estate manual of operations (comprising policies, SOPs and plans).</li> </ol>
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**Readiness for Stage 2**

Based upon review of the above, please state the Auditee readiness	<input type="checkbox"/> Ready for Stage 2 as scheduled <input type="checkbox"/> Ready for Stage 2 with concerns <input checked="" type="checkbox"/> Not ready for Stage 2
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**Implementation Review**

Implementation review prior to Stage 2 audit (if applicable)	Closure of Stage 1 findings categorised as unacceptable shall be reviewed before the conduct of Stage 2 audit.
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**LEAD AUDITOR: CONCLUSION STATEMENT**

Rimbunga Raya is not in general readiness for Stage 2.

Unacceptable findings in Stage 1 require to be addressed and closed out prior to approval to conduct Stage 2.


Date: 17/03/2020	Name: Dominic R. Giah	Signature: 
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**AUDITEE ACKNOWLEDGEMENT**

This acknowledges the BQAS audit team's visits to this location and the organizations receipt of the report.

Distribution of this report consists of the organization named above and parties names per contractual agreement.

Additional distribution must be authorized by the organization.

Date: 17/03/2020	Name: Francis Medan anak Ringkai	Job Title: Plantation manager	Signature: 
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**5.2. SUMMARY OF FINDINGS / ACTION TAKEN / CLOSURE**

SUMMARY OF FINDINGS		
No	Process Area	Findings
1.	Process for identification of legal and other requirements.	Evaluation of legislation for compliance is not available. The legal register is also non-existent.
2.	Management reviews with the commitment to continual improvement	There is no record of a management review meeting to generate outputs for continual improvement. The current practice is an informal discussion between the plantation manager and the Managing Director in lieu of a management review meeting to generate action plans (for continual improvement).
3.	Internal audit	Internal audit has not been conducted in this plantation.
4.	Safety & Health Policy	No specific policy allocated to safety and health found seen or sighted.
5.	Sexual Harassment Policy	No specific policy allocated to Sexual Harassment found, seen or sighted.
6.	Good Social Practice Policy	No specific policy allocated to Good Social Practice found, seen or sighted.
7.	Training Procedure	The Training Procedure is not available.
8.	Internal Audit Procedure	The Internal Procedure is not available.



9.	Complaint and grievance Procedure	The Complaint and Grievance Procedure is not available.
10.	Communication Procedure	The Communication Procedure is not available.
11.	Emergency and Incident procedure	The Emergency and Incident Procedure is not available. The assembly point at the site office is not indicated.
12.	Traceability SOP	The traceability SOP is not available.
13.	HIRARC	No HIRARC document available.
14.	Water Management Plan	No water management plan made available during time of audit. However, made the following observations at the site: <b>A.</b> Rainwater harvesting for domestic use. <b>B.</b> River water usage for washing and bathing.
15.	Business Management Plan	No business management plan available during time of audit.
16.	Soil and Topographic Information	No information available during time of audit.
17.	Social and environmental impact assessment	Interview with workers indicated the presence of the following wildlife: <b>A.</b> Monkeys. <b>B.</b> Wild boar. <b>C.</b> Aquatic life.  No SEIA available during time of audit. The riparian buffer along the stream inside the plantation is not demarcated and sign-posted.

**ACTION TAKEN & CLOSURE**

Upon various reassessment, representations and action taken by RRSB on Stage 1 unacceptable findings, the corrective action reports were closed out on 27 02 2021.

**6. STAGE 2: MAIN ASSESSMENT**

Ref No: BQ/RRSB/AU/S2/09/20

Standard(s):  MS 2530-1  MS 2530-2  MS 2530-3  MS 2530-4

Other Standard and/or Edition:

INFORMATION:	CERTIFICATION BODY	
Name:	BQAS Certification [M] Sdn Bhd [11799994-x]	
CB No:	MSPO 06092019 CB 15	
Address:	Lot 7823, Sublot 6, 2 <sup>nd</sup> Floor, Block A, Kings' Centre, Simpang Tiga, 93350, Kuching, Sarawak.	
Contact:	Email: <a href="mailto:bqassb@gmail.com">bqassb@gmail.com</a>	Tel: +6 082 572 043
	Whatsapp: +6 017 814 1112	Website: <a href="http://www.bqas.com.my">www.bqas.com.my</a>
Surveillance Audit Date:	012 10 2020	Audit Duration: <b>4.0</b> man-days
BQAS Audit Team:	Name	Role in the Audit
	Dominic Retan Giah	Lead Auditor
	Douglas Alau Tayan	Auditor

 **INDIVIDUAL CERTIFICATION**

Note: For Group Certification please fill up separate information data sheet for each entity.

 **GROUP [MULTI SITES] CERTIFICATION****6.1. STAGE 2 AUDIT REPORT****PRINCIPLE 1 MANAGEMENT COMMITMENT & RESPONSIBILITY****Criterion 4.1.1: Malaysian Sustainable Palm Oil (MSPO) Policy**

Indicator	Requirement	Compliance	Findings
4.1.1.1	A policy for the implementation of MSPO shall be established.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB MSPO Policy is approved by the MD Datuk Hj Abdul Khadier Sahib on 30/03/2020. Available on display at the site office.
4.1.1.2	The policy shall also emphasize commitment to continual improvement.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Stated in the 2 <sup>nd</sup> para as: "continuously improve by reviewing performance and learning from the industry best practices and continuously improve the operations."

**Criterion 4.1.2: Internal audit**

Indicator	Requirement	Compliance	Findings
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4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The internal audit was conducted on 1 <sup>st</sup> August 2020.
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 type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Sighted RRSB Internal Audits and Management Review Procedures.</p> <p>The internal audit report dated 08/08/2020 provides the audit results.</p> <p><b>OFI:</b> Consider to validate the SOP with a signature and date of endorsement.</p>
4.1.2.3	Report shall be made available to the management for their review.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The internal audit report of 08/08/2020 shall be presented at the management review meeting at the date yet to be decided.
<b>Criterion 4.1.3: Management review</b>			
4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The estate management had held monthly progress meeting to monitor plantation progress.</p> <p>The management review meeting for 2020 shall be conducted at a date to be decided on later.</p>
<b>Criterion 4.1.4: Continual improvement</b>			
4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>This shall be implemented as soon as the social and environmental issues have been considered.</p> <p><b>NC:</b> RRSB does not have an action plan on continual improvement.</p>
4.1.4.2	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology, where applicable, that are available and feasible for adoption.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Most information is obtained through interaction with the stakeholders such the supplier on the use of chemicals and fertilizers (such as Wagro) and the FFB buyer (Borneo Agro POM).
4.1.4.3	An action plan to provide the necessary resources including training, to implement the new techniques or new	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	RRSB has a system of following company directions to provide necessary resources (including training) to implement new techniques or technology.





	input from stakeholders should be properly maintained.		<b>NC:</b> RRSB does not have a proper list of stakeholders.
<b>Criterion 4.2.3: Traceability</b>			
4.2.3.1	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB Products Traceability Procedure is available.
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The RRSB traceability SOP states that the Plantation Manager himself or somebody he assigns can conduct the system compliance verification.</p> <p><b>NC:</b> RRSB cannot provide proof of regular inspection.</p>
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB traceability SOP states that the Plantation Manager himself or somebody he assigns can conduct the system compliance verification.
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	RRSB maintains documents such as records of FFB sales to Borneo Agro Resources (POM) Sdn Bhd (sample sighted 02/92/2020 weighbridge ticket).

**PRINCIPLE 3**

**COMPLIANCE TO LEGAL REQUIREMENTS**

**Criterion 4.3.1: Regulatory requirements**

Indicator	Requirement	Compliance	Findings
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Noted renewed MPOB license with expiry date on 31/07/2021. Similarly, the BOMBA certificate on a fire extinguisher is in April 2021.
4.3.1.2	The management shall list all laws applicable to their operations in a legal requirement register.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The management is aware of the required basic legal requirements through the operation of its parent company Serba Dinamik Sdn Bhd. Presently, RRSB has the Legal and Regulatory Requirement ref.no. 01/2020/RRSB updated on 03/08.



4.3.1.3	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Through its parent company, RRSB has access to updates on legal requirements.
4.3.1.4	The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	An informal system of communication exists between RRSB and Serba Dinamik on regulatory matters.
<b>Criterion 4.3.2: Land use rights</b>			
4.3.2.1	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Lavang Estate is established on 281.04 ha. of NCRL, on joint venture and rented from 22 individuals of Sungai Petenak and Sg Selajau, Labang to Rimbunga Raya Sdn. Bhd as per the "Perjanjian" dated 01 <sup>st</sup> June 2016.
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The "Perjanjian" of 01 <sup>st</sup> June 2016 includes a locality map for the 22 smallholders of the Lavang Estate who are NCR landowners in Sungai Petenak and Sg Selajau, Labang.
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Boundary mapping of land in progress. Noted the presence of an estate perimeter peg sighted which also serves as a marker for the riparian buffer of Sg Selajau at N 03.29124 E 113.47385.
4.3.2.4	Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have been or are being made to previous owners and occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable as all dealings on the parcels of land had been amicable.

**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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The smallholders involved are NCR landowners who had consented to participate in the establishment of the Lavang Estate.
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The locality map included in the Perjanjian indicating the location of the NCR farm plots is on a scale of 1:5000.
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Perjanjian records the names and particulars of the NCR landowners participating in the Lavang Estate along with their endorsement on the agreement.

**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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<b>NC:</b> Rimbunga Raya does not have a SIA Report.

**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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	A system for dealing with complaints and grievances sighted as General Procedure Guideline No: RRSB/MSPO/1/2020- Handling of Complaints and Grievances, established on 30 <sup>th</sup> March 2020, approved and signed by the General Manager.
4.4.2.2	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The flowchart of the Handling Complaint and Grievances SOP Doc. viewed in RRSB/MSPSO/P4/1/2020, dated 30 <sup>th</sup> March 2020, indicated acceptable system in resolving disputes in effective, timely and appropriate manner, which is acceptable by all parties.
4.4.2.3	A complaint form should be made available at the premises, where	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI	Complaints Form is available as stated in the SOP.



	employees and affected stakeholders can make a complaint.	<input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Complaints and Grievances SOP is available. Stakeholders (met verified that they were aware of the SOP in the MSPO requirement).
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No complaints and grievances from any stakeholders had been received up to date.
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	Growers should contribute to local development in consultation with the local communities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	CSR activities conducted under the parent company, Serba Dinamik Sdn Bhd.
<b>Criterion 4.4.4: Employees' safety and health</b>			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The occupational safety and health policy is sighted for Rimbunga Raya SB, established on 30 <sup>th</sup> March 2020, approved and signed by the MD and plan was viewed to be in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act139). Safety and Health issues were discussed during briefings conducted during Muster Call sessions.
4.4.4.2	The occupational safety and health plan shall cover the following:		
A.	A safety and health policy, which is communicated and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The safety and health policy is available in the Office File, established on 30 <sup>th</sup> March 2020, approved and signed by the MD.
B.	b) The risks of all operations shall be assessed and documented	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	HIRARC in assessing risks of all operation was well documented in the MSPO file, established on 30 <sup>th</sup> March 2020, approved and signed by the MD.



C.	An awareness and training program which includes the following requirements for employees exposed to pesticides:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Training is an ongoing process and Training Matrix is found available and sighted in Doc No. MSPO/RRSB/P4/C6. Briefing on MSPO to workers on 2 <sup>nd</sup> February 2020.
C.1	All employees involved shall be adequately trained on safe working practices; and	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	All workers were adequately briefed on safety working practices during Muster Calls session and during training for new field workers.
C.2	All precautions attached to products shall be properly observed and applied.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Safety Data Sheet available in Chemical safety Data Sheet File and briefings on workers' safety conducted during muster call and also during work implementation.
D.	The management shall provide the appropriate personal protective equipment (PPE) at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	During site visit, the workers and staffs were seen using appropriate PPE to cover all potentially hazardous operations as identified in the risk assessment and control 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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The SOP for chemical handling and storage can be viewed in file, titled Chemical Control, established on 30/03/2020, endorsed by the Managing Director. The SOP was found to be 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.
F.	The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Letter of Appointment for Mr. Richi anak Manja as Person In Charge of Safety dated 30 <sup>th</sup> March, 2020 signed by Mr. Mr. Francis Medan, the Estate Manager.



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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Safety and Health PIC is tasked to conduct the necessary requirement for the health. Safety and welfare of the employees.
H.	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	SOP is available filed as Doc. No. RRSB/MSPO/HRD-SP/2020/001
I.	Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The manager is the person-in-charge of the First Aid for the estate management.
J.	Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Any accidents are to be recorded and can be viewed in the folder Accident/Incident record/Monthly Performance Record. The record will be reviewed during Occupational Safety and Health Committee meetings.

**Criterion 4.4.5: Employment conditions**

4.4.5.1	The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The priority for Rimbunga Raya plantation as stated in its Social Policy and Objectives, is 'Rimbunga Raya is committed, as far as practicable; to improve the quality of life of the rural communities participating in its land development programme'. The policy was approved and signed by Rimbunga Raya Managing Director on 30 <sup>th</sup> March 2020.
4.4.5.7	The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<ol style="list-style-type: none"> <li>Contract Claim Sheet system to record the working hours and overtime.</li> <li>The payment slip showed deduction of EPF and SOCSO, working days, weekends and public holidays works, wages advancement and allowances.</li> </ol>



			3. Drivers' Salary Slip available, and being given production incentive in addition to his monthly salary.
4.4.5.2	The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, color, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The manager and supervisor are both locals</p> <p>Harvesters and general are mainly Indonesians.</p> <p>There is no evidence of management practices and discrimination in regards to race, color, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p>
4.4.5.3	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Based on the pay slip and employment contract of Mr Francis Medan, Plantation Manager, his salary of the month of September 2020 was found to meet legal or industry minimum standards as per collective agreement.</p> <p>Also sighted pay-slips for:</p> <p>3) February 2019 for Kemarau anak Egai, mandor at RM2,145.85.</p> <p>February 2019 for Maziah Binti Marzuki, clerk, at RM1,239.25.</p>
4.4.5.4	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Rimbunga Raya HQ management is responsible for ensuring one of the contractors, Zaidi Laini, paid its employees based on legal or industry minimum standards.
4.4.5.5	The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Currently, RRSB relies on a list of employees that is related to their FFB production record detailing Block No., Block Phase, Matured palms, SPH, No. of Palms, Bunch Counts sighted in the Monthly Crop Declaration Form.
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	Sighted: the contract of Mr Richi anak Manja – deemed to be fair and signed by the Estate Manager. According to the



	of employment contract is available for each and every employee indicated in the employment records.	<input type="checkbox"/> NC - Major	staff concerned, he was given a copy of the employment contract upon signing.
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The working hours and breaks as showed in the salary slips and wage slips of the daily paid worker are viewed to comply with the legal regulations and collective agreements.
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Incentives given in-lieu of overtime to deserving staff.
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Wages and overtime documented on the pay slips as shown in Mr Richi anak Manja was viewed to be in line with legal regulations and collective agreements.
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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Based on Mr Richi's employment contracts, there were incentives for good performance given to the workers, free living quarters, annual holidays, free medical care and promotions to be evaluated by the management. The performance appraisal will be conducted by immediate Superior, using the Borang Sasaran Kerja Tahunan (SKT).
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 type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	During site visit to the workers' quarters, it was observed that all the units were habitable, supplied with Gen-set and rainwater tanks.  <b>OFI:</b> Consider enhancing hygienic conditions in the compound: 1) By re-siting the chicken sheds as the present location permitted



			<p>the chickens to roam close to the living quarters.</p> <p>2) Domestic waste was also found being thrown indiscriminately around the living quarters.</p>
4.4.5.13	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p>	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>In the Social policy and Objectives or any other documented policies, Rimbunga Raya respect the rights of all employees the freedom of associations including the rights to join trade unions of their choice and to bargain collectively.</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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The are no child labor employed at the mill.</p>
<b>Criterion 4.4.6: Training and competency</b>			
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Viewed in the titled Training for Plantation Group Plan Year 2020, endorsed and signed by the Estate Manager, all employees were appropriately trained.</p>
4.4.6.2	<p>Training needs of individual employees shall be identified prior to the planning and implementation of the training</p>	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	<p>The training program and plan for the RR estate is based on Training</p>



	program in order to provide the specific skill and competency required to all employees based on their job description.	<input type="checkbox"/> NC - Major	Recommendations for Estate Personnel, attached at the folder Training Record.
4.4.6.3	A continuous training program should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The continuous training program for 2020 - 2021 can be viewed at the file Training for Estate.

**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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB Environmental Policy is approved and signed by the MD Datuk Hj Abdul Khadier Sahib on 30/03/2020.
4.5.1.2.	The environmental management plan shall cover the following:		
A.	An environmental policy and objectives	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The policy lists out 7 objectives covering: <ul style="list-style-type: none"> <li>• No open burning</li> <li>• Conduct operations under best agricultural practices</li> <li>• Maintain continuous improvement (HCV and GHG emissions)</li> <li>• Renewable energy</li> <li>• Biodiversity</li> <li>• Usage of water</li> <li>• Endangered species in the plantation</li> </ul>
B.	The aspects and impacts analysis of all operations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	RRSB is aware of its operations and their impacts on the environment as defined in its Environmental Management Plan covering a total of 7 areas or activities: <ul style="list-style-type: none"> <li>• Planting on native land</li> </ul>



			<ul style="list-style-type: none"> <li>• Terracing, road construction and maintenance</li> <li>• Chemical spraying</li> <li>• Application of fertilizer</li> <li>• Transportation</li> <li>• Use of vehicles and generators</li> <li>• Site accommodation and office</li> </ul>
4.5.1.3	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The negative and positive impacts are described in the RRSB Environmental Management Plan. A positive impact noted is the use of solar energy for lighting.
4.5.1.4	A program to promote the positive impacts should be included in the continual improvement plan.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	This is accounted for in the RRSB Environmental Management Plan
4.5.1.5	An awareness and training program shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The training program and plan for the RR estate is based on Training Recommendations for Estate Personnel, attached at the folder Training Record.
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	RRSB conducts a monthly discussion after the morning muster to highlight environmental as well as safety and health issues affecting workers.
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Consumption for the month of September is 380 litres of diesel utilized by a camp genset and one lorry. The records are maintained at the estate camp store. <b>OFI:</b> Consider to analyze the consumption pattern of diesel by all machines and vehicles over a selected base period.
4.5.2.2	The oil palm premises shall estimate the direct usage of non-renewable	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI	Currently, the RRSB estate camp relies on diesel for power (quarters and office) and



	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"/> NC - Minor <input type="checkbox"/> NC - Major	<p>transport (managerial, supervisory and plantation operations).</p> <p><b>OFI:</b> Consider to conduct an energy efficiency of the diesel used against the FFB harvested.</p>
4.5.2.3	The use of renewable energy should be applied where possible.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Solar energy is used at the quarters (for staff and workers) to re-charge batteries of hand phones.
<b>Criterion 4.5.3: Waste management and disposal</b>			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The Environmental Management Plan describes some types of waste and polluting activities in defining:</p> <ul style="list-style-type: none"> <li>• environmental aspects and impacts</li> <li>• monitoring and evaluating the EMP</li> </ul>
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:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sources of waste generation and its disposal is described in the RRSB EMP.
A	Identifying and monitoring sources of waste and pollution	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Currently, RRSB relies on the EMP which mentions and describes actions to mitigate waste and polluting activities.
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"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The actions described in the EMP point towards efforts to increase efficiency of resource utilization.</p> <p><b>NC:</b> Mixed waste was noted in the landfill visited indicating that RRSB did not practice recycling of its waste.</p>
4.5.3.3	The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005,	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Disposal of scheduled waste is mentioned in the EMP.</p> <p>At present, empty fertilizer bags and used chemical containers are the only scheduled waste produced. These</p>



	Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.		however, are re-used in estate activities to collect loose fruits and carry pre-mix water for spraying.
4.5.3.4	Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national program on recycling of used HDPE pesticide containers.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The plastic chemical containers re-used as carriers for spray water are used till destruction. These are triple washed and perforated before disposal as scheduled waste.
4.5.3.5	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The land fill visited at site was 50 meters from the workers barracks.
<b>Criterion 4.5.4: Reduction of pollution and emission</b>			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Currently, this is included in the EMP.
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	As mentioned above, this is being done through the EMP. Implementation of the Plan is monitored by environmental impacts and their KPI measurement.
<b>Criterion 4.5.5: Natural water resources</b>			
4.5.5.1.	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB depends on the Selajau river for water supply and its Water Management Plan defines usage for plantation and the estate. Rain water harvesting is also practiced.
A	Assessment of water usage and sources of supply.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The WMP describes sources of its water supply. <b>OFI:</b> RRSB may consider to assess the amount of water consumed for domestic use and estate application.



B	Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The WMP specifies water quality sampling after every round of fertilizer application (every quarterly). As the MSPO system has been newly implemented, information on water sampling is not yet available.
C	Ways to optimize water and nutrient usage to reduce wastage (having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Clearly mentioned in the WMP: <ul style="list-style-type: none"> <li>• remove obstruction in Sg Selajau</li> <li>• Create buffer zones on both sides of the river</li> <li>• Silt pits</li> <li>• Monitor water quality</li> <li>• Domestic water shortage</li> </ul>
D	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along natural waterways within the estate.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted during site visit – buffer zones of Sg Selajau, clearly marked and signposted. The geo-coordinates captured for the marker: N3.29124° E113.47385°
E	Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The riparian buffers consist of natural vegetation.
F	Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not in use
4.5.5.2	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not in use
4.5.5.3	Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Stop bunds along the terraces are used to store run-offs. Silt pits to control and conserve surface flow are sited at road junctions.

**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		
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	considerations (such as wildlife corridors). This information should cover:		
A	Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No areas of HBV have been detected in the plantation.
B	Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Although wild animals are present, no RTE species have been sighted at the plantation.
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:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	HBV area is not available in the plantation.
B	Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Posters on wildlife from the Sarawak Forestry Corporation are available for public viewing at the site office.
A	Ensuring that any legal requirements relating to the protection of the species are met.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	RTE species have not been identified at the plantation.
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	This is mentioned in the RRSB EMP to record sighting of RTE or other wildlife.
<b>Criterion 4.5.7: Zero burning practices</b>			
4.5.7.1	Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not in practice



4.5.7.2	A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not in practice
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not in practice
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not yet practiced as the oldest palms are 7 years old.

**PRINCIPLE 6 BEST PRACTICES**

**Criterion 4.6.1: Site management**

Indicator	Requirement	Compliance	Findings
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>A. The Good Agriculture Practice for site management are detailed out in the Good Agriculture Practice SOP File.</p> <ol style="list-style-type: none"> <li>1) Oil Palm Nursery Establishment and Operation</li> <li>2) Field Establishment &amp; Immature Maintenance</li> <li>3) Harvesting, Delivery and Mature Upkeep</li> </ol> <p>B. The SOPs for site management are detailed out in "Peraturan Keselamatan dan Kesihatan Pekerja", Ref. No.OSH/SOP/1, effective date 30<sup>th</sup> March 2020, for the following operations:</p> <ol style="list-style-type: none"> <li>1. General Safety for Oil Palm Estate Workers.</li> <li>2. PPE</li> <li>3. Clearing</li> <li>4. Oil palm manuring</li> <li>5. Weeding management</li> </ol>



			<p>6. Oil Palm Pruning</p> <p>7. Harvesting oil palm</p> <p>8. Loading FFB</p> <p>9. Field Transportation</p> <p>10. Workers' Safety while using Estate Trailer</p> <p>11. Workshop Safety</p> <p>12. Noise Control</p> <p>13. Ramp Maintenance</p> <p>Integrated pest management - Beneficial plants.</p> <p>Site visit confirmed on the upkeep of the estate.</p>
4.6.1.2	Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p><b><u>Mucuna bractata</u></b> and <b><u>Pueria javanica</u></b> being planted on hill slope to prevent soil erosion, as well as terraces for planting on slopes with the use of contour lining spaced at approximately 27 feet to 30 feet apart (horizontal distance).</p>
4.6.1.3	A visual identification or reference system shall be established for each field.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Each field in a block is marked on a plate at road junctions with a number indicating the Block and Phase it is in and its size, Year of Planting, Plant Material and Stand per Hectare for the Block.

**Criterion 4.6.2: Economic and financial viability plan**

4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Rimbunga Raya Estate's Progress of Work Report for the Month of August 2020 and Status and Progress Report August 2020 which provide a comprehensive overview on a cumulative basis of the actual plantation progress against the plan. Actual crop production is compared against forecast (estimate) according to planting age (block) and the yield (MT/ha) is generated for a 12-month period.</p> <p>Noted that for the whole plantation the yield (based on 12-month FFB production)</p>
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			<p>as of Dec. 2019 is 8.7 MT/ha as compared to the estimate at 12.0 MT/ha.</p> <p>The plan also presents an in-depth overview of projected operational expenses for all aspects of the plantation such as:</p> <ul style="list-style-type: none"> <li>• Harvesting</li> <li>• Manuring</li> <li>• Pruning</li> <li>• Vehicle utilization</li> <li>• Labour as per check roll</li> </ul> <p>Based on the spreadsheet (Production Against Budget 2019) presented for the plantation as a whole, the actual production shows an ascending profile towards the end of the year.</p>
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"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	A long-term replanting programme is available and to be reviewed as and when needed.
4.6.2.3	The business or management plan may contain:		Sighted: the RRSB Crops Budget Y2020 (Upkeep and Maintenance Programme Y2020)
A	Attention to quality of planting materials and FFB.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	D X P (Felda, Sime Darby, Guthrie, Golden Hope -GH500, Calex 600).
B	Crop projection: site yield potential, age profile, FFB yield trends.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>As reflected in the Analysis of Expenditure as at 31<sup>st</sup> December 2019 - Estate Direct Cost, the Crop projection are as follows:</p> <ul style="list-style-type: none"> <li>• Site yield potential estimated at 12.0 MT/ha;</li> <li>• Projected Yield from 210.58 ha (2021) - 2,500 MT</li> <li>• Age profile: planted between to Nov 2013 - 2019; (32,700 palms planted).</li> <li>• FFB yield: 10.09 MT/ha as of Dec.2019.</li> </ul>



C	Cost of production: cost per ton of FFB.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Cost of production: Estimated for 2019 at RM305.12/ha or RM57.08/MT FFB.
D	Price forecast	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Price forecast: estimated at RM420 for 2020 and RM450 for 2021.
E	Financial indicators: cost benefit, discounted cash flow, return on investment.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Financial indicators: <ul style="list-style-type: none"> <li>Cost of production is inclusive of upkeep (reading spraying, pruning), fertilizer &amp; its application, harvesting &amp; collection, transportation and other cost; all amounting to RM1,474.67 /ha/yr. or RM122.89/MT FFB.</li> </ul> Total production is 1,914.07 MT harvested from 266.99 ha.
4.6.2.4	The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The estate operation heavily relies on the Crops Budget Y2020 (Upkeep and Maintenance Programme Y2020) which specifies a monthly target for each type of operations.  The actual achieved targets are reported in the monthly Progress of Work Report for submission to main office which keeps tab on variance between target achieved and budget to permit mitigating action to be taken.  Sighted: Estate Plan from the Estate management on the Y2020 target of MT production budget which must be achieved.
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Pricing is as determined by the FFB collection centre. Services rendered are paid as per contracts.  Sighted: <ol style="list-style-type: none"> <li>4) Customer Summary Grouping Report from Antau Enterprise (FFB collection centre) for the</li> </ol>



			<p>December 2019. Total weight delivered for the month is 155.85 tons in 45 trips at RM420/MT.</p> <p>5) Agreement between Syarikat J&amp;S Service Sdn Bhd and Rimbunga Raya Sn Bhd for holing, transplanting, herbicide spraying, weeding, manuring, planting and road gravelling. Currently, J&amp;S is focused on gravelling which is paid at RM285/chain with hiring of excavator PC 120 at RM120/hour.</p> <p>6) Agreement between Saidi Laini and Rimbunga Raya Sdn Bhd for harvesting, holing, transplanting, herbicide spraying, weeding, manuring and planting of cover crops. Harvesting including in-field evacuation is paid at RM70/MT.</p>
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	As per above-mentioned agreement
<b>Criterion 4.6.4: Contractor</b>			
4.6.4.1	Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Two contractors involved;</p> <p>1. Harvesting and maintenance;</p> <p>2. Road maintenance.</p> <p>All contract agreements are legally binding and signed by both parties.</p>
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Sighted: contracts for two contractors involved:</p> <p>1) Agreement between Syarikat J&amp;S Service Sdn Bhd and Rimbunga Raya Sn Bhd for holing, transplanting, herbicide spraying, weeding, manuring, planting and road gravelling.</p> <p>2) Agreement between Saidi Laini and Rimbunga Raya Sdn Bhd for</p>



			harvesting, holing, transplanting, herbicide spraying, weeding, manuring and planting of cover crops.
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The RRSB is currently entertaining the auditors from BQAS to undertake this Initial Audit.
4.6.4.4	The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	As per Contract Agreement sighted in the Contract agreement File. The Plantation Manager is responsible to monitor and verify tasks performed.

**PRINCIPLE 7 DEVELOPMENT OF NEW PLANTING**


No development of new planting.

**6.2 SUMMARY OF FINDINGS**

Table:

Principles	P1	P2	P3	P4	P5	P6	Total
No of NC: Major	0	0	0	0	0	0	0
No of NC: Minor	1	2	0	1	1	0	5
No of OFI: Opportunity for Improvement	1	1	0	1	3	0	6
<b>Total</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>11</b>


**6.3 SUMMARY STATEMENT OF LEAD AUDITOR**

<p>The purpose of this Stage 2 Audit is to evaluate the implementation, including effectiveness, of RRSB management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.</p> <p>There were 11 findings; 5 Minor NC [non-conformance] &amp; 6 OFI [opportunity for improvements]</p> <p>Consideration for Initial Certification of RRSB should be given only upon effective closure of Stage 2 findings</p>	 Dominic Retan Giah Date: 12 09 2020
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**6.4. STAGE 2 – CORRECTIVE ACTION REPORTS**

The corrective action reports of Stage 2 were effectively closed out on 15 04 2021

**7.0. OFFICIAL SIGN OFF****7.1. ACKNOWLEDGEMENT BY CERTIFIED ENTITY**

Acknowledgement by Auditee	Job Title: Manager	Signature
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.		 Francis Medan Date: 18 04 2021

**7.2. ASSESSMENT RECOMMENDATION BY LEAD AUDITOR**

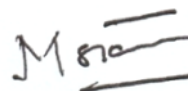
Based on the Findings/Action taken by Auditee/Closures above, Rimbunga Raya Sdn Bhd had been able to demonstrate generally its compliance to and with requirements of the Standard MSPO MS2530-3:2013 under General Principles for Oil Palm Plantations & Organized Smallholders. Therefore, it is recommended that the Initial Certification of RRSB be approved.	 Dominic Retan Giah Lead Auditor 20 04 2021
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**7.1. ASSESSMENT REVIEW BY CERTIFIER****CERTIFIER: STATEMENT & CERTIFICATION CONFIRMATION**

I/the undersigned, being the Certifier, confirm that I have examined thoroughly all contents of the Report in its' entirety. I would conclude that:

- The Audit report has the necessary contents to act as the foundation for the award of a Certificate
- The Audit team has carried out an objective and professional audit of the management unit for certification against the requirements of the MSPO MS2530-3:2013 series.
- The Audit team has investigated adequate and relevant data sources and avenues of the enquiry
- The Audit team has arrived at an appropriate conclusion and recommendation based on the evidence presented to it.
- The Audit team has prepared a concise and comprehensive report to the requirements of the standards

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, RRSB can be granted Certification under the Standard MSPO2530-0:2013 [Part 3]: General Principles for Oil Palm Plantations & Organized Smallholders

Date: 10 05 2021  
  
 Maxwell S Landong  
 Certifier



## 8. CONCLUSION

### 8.1. CERTIFICATION: BQAS MANAGEMENT

In reference to MS 2530-3:2013, the 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.

### 8.2. NEXT SURVEILLANCE ASSESSMENT PLAN

The next surveillance assessment should be on or before June 2022

## 9.0. APPENDICES

Google Map

Boundary Map

### FOOTNOTES

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



Google Map

Boundary Map

