



MSPO SURVEILLANCE PUBLIC SUMMARY REPORT [YEAR 03] 2021



SALCRA

BAU PALM OIL MILL SDN BHD

KM25, JALAN BAU-LUNDU, PO BOX 1818, 94007 BAU, SARAWAK



BQAS Certification [M] Sdn Bhd

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

Tel: 082 572 043

Email: bqascertification@gmail.com

Website: www.bqas.com.my

Accreditation No: ACB MSPO CB15



MSPO SURVEILLANCE PUBLIC SUMMARY REPORT Year 03: 2021

SALCRA: BAU PALM OIL MILL SDN BHD

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

Ref No: BQ/SBPOM/SVA3/04/21

Standard: MS 2530-4:2013

25 07 2020

CERTIFIED ENTITY

MSPO Standards	<input checked="" type="checkbox"/> MS2530-4:2013	
	General Principles for Palm Oil Mills	
Type of Certification:	<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Group
Project Ref No:	BQ/SBPOM/SVA3/04/21	
MSPO Certificate No:	BQAS P4 023-2 0420	
MSPO Certificate Validity:	30 04 2018 – 29 04 2023	
Main Office Address:	Wisma SALCRA, No 1, Lot 2220, Block 26, MTLD, Jalan Dato Mohd Musa, 94300, Kota Samarahan, Sarawak	
Contact Person / Job Title:	Puan Patricia Chan	Sustainability Executive
Telephone / Mobile:	082 621 904	016 831 2705
Email / Website:	patriciachan@salcra.gov.my	
Site Address:	KM 25, Jalan Bau –Lundu, P.O. Box 1818, 94007 Bau, Sarawak.	
Contact Person / Job Title:	Puan Penny Nyapay	Mill Manager
Telephone / Mobile:	019 819 2550	011 1608 7588
Email / Website	bapom01@salcra.gov.my	

CERTIFICATION BODY

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

Office Address:	Lot 7823, Sublot 6, 2n Floor, Block A, Kings' Center, Simpang Tiga, 93350, Kuching Sarawak.	
Contact Person / Job Title:	Managing Director	
Telephone / Mobile:	+6 082 572043	
Lead Auditor:	Wilfred S Landong	
Certifier:	Maxwell S Landong	

Disclaimer:

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EXECUTIVE SUMMARY

BAPOM [Bau Palm Oil Mill Sdn Bhd] is a subsidiary of SALCRA [Sarawak Land Consolidation Rehabilitation Authority]. This is a Surveillance Certification Report Year 3 [fourth year of certification] for BAPOM & scope is Individual Certification under the Standards MSPO MS2530-4:2013 for Palm Oil Mills.

BAPOM is located at KM 25, Jalan Bau-Lundu, P.O. Box 1818, 94007 Bau, Sarawak. The Mill Site is situated at Geo-coordinates N01° 29' 22.48" E109° 58' 49.3"; approximately 25 kilometers from Bau Town; 60.834 hectares of Mixed Zone Country land; owned by SALCRA and rented to BAPOM.

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

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

The following are pertinent information on BAPOM:

No of Employees	159 employees: all locals
MPOB License No / Expiry date	• No: 5003 6980 4000/ Expiry: 30 07 2021
Production Capacity	• 60 (MT) of fresh fruit bunch (FFB) per hour
FFB supply base	• Mainly SALCRA owned plantations & other dealers, plantations & smallholders in Bau-Lundu District
Annual Production Quota	• 300,000 MT
Actual volume of FFB processed for 2020	• 231,415 MT
Projected volume of FFB processed for 2021	• 300,000 MT
Extraction Ratio	• Oil extraction ratio @ 19.94%
	• Kernel extraction ratio @ 4.27%
Actual production volume for 2020	• Crude Palm Oil @ 45,410.54 MT
	• Palm Kernel @ 9672.84 MT
Projected production volume for 2021	• Crude Palm Oil @ 63,000 MT
	• Palm Kernel @ 11,885 MT
Projected pricing for 2021	• CPO @ RM2,107.00/MT
	• PK @ RM1,928/MT

The Surveillance Audit [onsite] was conducted on 12 – 13 04 2021; 2 Auditors; 4 mandays. The purpose of this Audit is to evaluate the implementation, including effectiveness, and continuous compliance to MSPO requirements of BAPOM management systems. Assessments were done at Mill Site Office and Mill proper to assess documentation, mill facilities and mill operations. Information & data were systematically gathered & documented from interviews, observations of process and activities, field audits & review of documentations and records.



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There were 6 findings; 1 NC [non-conformance] Minor & 5 OFI [opportunity for improvements]. CAR [corrective action reports] were raised on these findings; corrective actions were taken accordingly; and the CAR were closed out by the Lead Auditor on 01 07 2021.

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

Mill employees are remunerated in compliance with Employment Act & minimum wage regulations; and living & housing conditions in the mill employees housing and facilities are generally above standard requirements of health & safety regulations & the relevant Housing Act. Available amenities in BAPOM include treated water, domestic waste collection & disposal, electricity and telecommunication services.

BAPOM has continuously complied & conformed to MSPO Certification standards, conditions & requirements. Conclusively, the Lead Auditor therefore recommended that BAPOM Certification under MSPO Standards MS2530-4:2013 Part 4 – General Principles for Palm Oil Mills to be continued and maintained.

Notes:

Management Changes: Mill Manager – Bau Palm Oil Mill Sdn Bhd

It is noted that there is a change of Mill Manager in this SVA3 2021 from previous [Mr Ubang Balang] to new [Madam Penny Nyapay]

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1.0. INFORMATION: CERTIFICATION ASSESSMENT

1.1.	Type of Certification Assessment	<input type="checkbox"/>	Initial Certification / Main Audit
		<input type="checkbox"/>	Annual Surveillance Audit [Year 3]
		<input type="checkbox"/>	Re-certification Audit
1.2.	Scope of MSPO Certification		
		<input type="checkbox"/>	Sustainable Management of Palm Oil Mill with 60MT/Hour
1.3.	MSPO Standards		
		<input type="checkbox"/>	PART 4: MS2530-4:2013

2.0. INFORMATION: CERTIFIED ENTITY

Company Name	SALCRA BAU PALM OIL MILL SDN BHD (BAPOM)		
Company Registration No:	1998 0101 3690 [469819-x]		
Main Address:	KM 25, Jalan Bau –Lundu, 94000 Bau, Sarawak.		
Site Name:	BAU PALM OIL MILL SDN BHD		
Primary Function:	<input type="checkbox"/> Plantation/Organized Smallholders	<input checked="" type="checkbox"/> Mill	
Site Address:	KM 25, Jalan Bau –Lundu, 94000 Bau, Sarawak.		
Management Contact Details			
Name: Penny Nyapay			Mill Manager
Mobile: 019 819 2550	Tel: 011 1608 7588	Email: bapom01@salcra.gov.my	
Name: Saul Ribai ak Paul			Mill Engineer
Mobile: 013 578742			Email: saulr@salcra.gov.my
Headcount:	Local: 159	Foreign: 0	Total: 159

MS 2530-4:2013 General Principles for Palm Oil Mills

MPOB License No: 5003 6980 4000	Expiry Date: 31.07.2021
Scope of Activities:	
Activiti Berlesen	Keluaran Kelapa Sawit
Menjual dan Mengalih	FFB, PK, CPO, SPO #
Membeli dan Mengalih	FFB #
Menyimpan	PK, CPO, SPO #
Mengilang	FFB #
Production Capacity: 60MT/Hour	
OER Extraction Ratio: 19.94%	KER Extraction Ratio: 4.27%
PK Production Volume(actual) 2020: 9672.84 MT	PK Production (estimate) 2021: 11,885 MT



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Actual: 2020		Forecast: 2021	
PK Average Pricing: RM1494.49/MT		PK Average Pricing: RM1,928/MT	
CPO Production Volume: 45,410.54 MT		CPO Production Volume: 63,000 MT	
CPO Pricing: RM2,693.82/MT		CPO Pricing: RM2,107.00/MT	
FFB Volume: 231,415 MT		FFB Volume: 300,000 MT	
Main Sources of FFB:		SALCRA Estates, Agrogreen Venture SB and other collection centers in Bau Lundu District.	
Land Status / Ownership:	Total land size: 60.834 HC Owned by SALCRA and rented to Bau Palm Oil Mill Sdn Bhd		
Geo-Coordinates:	N01° 29' 22.48" E109° 58' 49.3"		
Validity/Date of Certification:	14 04 2018 to 13 04 2023		
FFB Suppliers: 620 [companies & individuals]	Date Established: Year 2003		

3.0. ASSESSMENT METHODOLOGY

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

Information gathering	Interviews – staffs, contractors, local communities, FFB suppliers & other stakeholders
Data collection from	<ul style="list-style-type: none"> • Observation of process & activities • Review of documentations & records • Site visits • Field inspections

Assessment method	<p>Paper</p> <ul style="list-style-type: none"> • Assessing past implementations from records, reports of the management system <p>Practice</p> <ul style="list-style-type: none"> • Assessing current implementation from observing current practices <p>People</p> <ul style="list-style-type: none"> • Assessing future maintenance from interviewing personnel on understanding & assessing competencies.
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Surveillance Audit		Audit Findings Classification	
Term	Meaning	Description	
YES	Compliance	<ul style="list-style-type: none"> • Fulfilled requirement of audited standard 	



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

4.0. ASSESSMENT PROCESS

4.1. AUDIT TEAM

Assessment Year	Name	Role
Surveillance Year 03	Wilfred Landong	Lead Auditor
	Duke Ladin	Auditor

4.2. AUDIT PLAN

4.2.1. AUDIT OBJECTIVES

Surveillance Audit Year 03

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



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4.2.2. ASSESSMENT SITES / PROGRAMS / PARAMETERS

MS2530-4:2013 | General Principles for Palm Oil Mills

4.2.2.1. Assessment Sites

Assessments were performed at:

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

4.2.2.2. Assessment Program

Date: 13 – 14 04 21

No of Auditors: 2

No of Mandays: 4

- | | |
|-------|---|
| Day 1 | <ul style="list-style-type: none">• Opening Meeting• Review Certification Audit Report Year 02• Documentation Audit / Record Review at Mill Office |
| Day 2 | <ul style="list-style-type: none">• Mill – facilities inspection (chemical, schedule waste stores, workshop, effluence ponds, grading etc.)• Observation of milling processes, interview Mill workers/Engineers, weighbridge, laboratory etc.• Inspection/observation of staff/workers housing & living conditions, facilities & amenities, interview foreign workers, domestic waste treatment etc.• Stakeholders' dialogues/interviews (contractors, FFB suppliers, local community representatives, adjacent landowners)• Closing meeting• Presentation of Audit Checklist / Report |

4.2.2.3. Assessment Parameters

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



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

5.0. SUMMARY OF ASSESSMENT RESULTS

5.1. KEY FINDINGS

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

PRINCIPLE 1: MANAGEMENT COMMITMENT & RESPONSIBILITY

1.

Criterion 4.1.4: Continuous Improvement

Indicator	Requirement	Compliance	Findings
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 checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Action Plan for Continual Improvement had been implemented in the year 2020 noted in doc. Among key projects: <ol style="list-style-type: none"> 1. Production – increase productivity 2. Social – mill workers remunerations, FFB supplier – transportation incentive, community – building chapel. 3. Environmental - Domestic waste management, methane trapping, smoke particulate filtering system, pulp and paper plant [expected 2021]



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			However at the time of Audit, CIP – continuous improvement plan for 2021 for BAPOM is not available for viewing / or undocumented yet.
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PRINCIPLE 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY, & EMPLOYMENT CONDITION

2.

Criterion 4.4.2: Complaints and grievances

Indicator	Requirement	Compliance	Findings
4.4.2.2	The system shall be able to resolves disputes in an effective, timely and appropriate manner, which is accepted by all parties.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The system is proven to have resolves disputes in effective manner based on the collection of 'Borang Aduan Kerosakan Kuarters' dan 'Borang Aduan/Pertanyaan Pelawat'. The latest complaint was on 2 nd October 2020. However, timeline of each steps / process should be mentioned in the SOP as guideline.

3.

Criterion 4.4.4: Employees' safety and health

Indicator	Requirement	Compliance	Findings
H.	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Accident and emergency procedures can be seen in the file ref: BAPOM - SOP 602 and was found attached at every available notice board around the mill compound. The SOP was established in 1 st May 2008 with the latest revision in 20 th July 2020, approved and signed by the Mill Manager. Briefing on Log-Out and Tag-Out (LOTO) also can be seen in file Ref: BAPOM - FRM 301.4 with the latest revision was in 23 rd November 2019. As part of accident prevention, LOTO need to be incorporated in the SOP.



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4.

Criterion 4.4.5: Employment conditions

Indicator	Requirement	Compliance	Findings
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The quarters are habitable and being provided with basic amenities and facilities. However, the maintenances and cleanliness of the quarters / compounds need improvement. At the workers quarters there are presence of improper and hazardous extension of electrical wires & fittings that could cause electrical short-circuits, fire and serious harm / damage to workers quarters and its occupants.

PRINCIPLE 5: ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY & ECOSYSTEM SERVICES

5.

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

Indicator	Requirement	Compliance	Findings
4.5.2.2	Palm oil millers shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Fuel (Liter): 2018 - 167,698 2019 - 202,904 2020 - 244,235 Electricity (kWh): 2018 - 283,818 2019 - 283,669 2020 - 299,703 The above data indicated consecutive increase of non-renewable energy for the past 3 years; reflecting measures undertaken to reduce consumption of non-renewable energy may need to be reassessed / reconsidered.



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6.

Criterion 4.5.5: Natural water resources

Indicator	Requirement	Compliance	Findings
4.5.5.1.	The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:		
	Ways to optimize water and nutrient usage and reduce wastage (example having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	System on optimizing water is established Findings: Some parts of the water pipes and valves at the pump house are badly rusted and corroded; require urgent attention to ensure the corrosion [hazard] is rectified to prevent occurrences of leakages and other effects on water quality etc.

5.2.	AUDIT CONCLUSION	
	Summary Statement of Lead Auditor	Signature
	<p>The purpose of this Audit is to evaluate the implementation, including effectiveness, of client management systems; and to confirm that client management system continued to fulfil requirements of the MSPO Standards 2530-4:2013.</p> <p>There were 6 findings during the audit; 1 Minor NC & 5 OFI.</p> <p>The Lead Auditor confirm that the Audit was conducted accordingly in conformance to BQAS/MSPO auditing procedures and process and any findings were objectively investigated and evidenced.</p> <p>Other than the findings stated above it is the Auditors opinion that BAPOM had continually and effectively maintained its' management system; generally fulfilling all requirements of MSPO Standards 2530-4:2013.</p>	 Wilfred S Landong Date: 13 04 2021

5.3.	Acknowledgement by Auditee	Job Title:	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.		 Puan Penny Nyapay Mill Manager Date: 13 04 2021



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5.4. Closure of Corrective Action Report

Corrective Action Reports were raised on 13 04 2021

The Corrective Action Reports were closed out by Lead Auditor on 01 07 2021


6.0. OFFICIAL SIGN-OFF

6.1. Assessment Recommendation by Lead Auditor

		Signature
	<p>Based on the Findings/Action taken by Auditee/Closures above, BAPOM – Bau Palm Oil Mill Sdn Bhd had been able to demonstrate generally its continual compliance to and with requirements of the MSPO MS2530-4:2013 Standard for General Principles for Palm Oil Mills. It is also observed that the change in Mill Manager continue to strengthen the integrity of the management system</p> <p>Therefore, it is recommendation of the Audit team that the Certification of BAPOM under MSPO MS2530-4:2013 Standard be maintained.</p>	 Wilfred S Landong Date: 15 07 2021

6.2. Technical Reviewer

Review Statement

<p>I/the undersigned, being the Technical Reviewer, confirm that I have examined thoroughly all contents of the Report in its' entirety.</p> <p>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.</p> <p>I, hereby confirm that, the Certification of Bau Palm Oil Mill Sdn Bhd under the Standard MSPO2530-4:2013 under General Principles for Palm Oil Mill be maintained.</p>	 Maxwell Stephen 20 07 2021
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7.0.	CONCLUSION	
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7.1.	Certification: BQAS Management	
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7.1.	CERTIFICATION: BQAS MANAGEMENT	
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In reference to MS 2530-4:2013, BQAS Management hereby approved of:

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

7.2	Next Surveillance Assessment Plan	
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SVA 04 – tentatively to be in April / May, 2022.

8.0.	Appendices / Attachments	
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Nil

FOOTNOTES

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