



MSPO SURVEILLANCE PUBLIC SUMMARY REPORT [YEAR 01] 2021

SECRET GREENS SDN BHD [938123-V]

No 9, 1st Floor, Jalan Kai Peng, 96000, Sibul, Sarawak.



BQAS Certification [M] Sdn Bhd

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

Tel: 082 572 043

Email: bqascertification@gmail.com

Website: www.bqas.com.my

Accreditation No: ACB MSPO CB15



MSPO SURVEILLANCE PUBLIC SUMMARY REPORT Year 01: 2021

SECRET GREENS SDN BHD [938123-V]

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

Ref No: BQ/SGSB/SVA1/06/21

Standard: MS 2530-3:2013

Remote Audit

Report Date: 03 09 2021

CERTIFIED ENTITY

MSPO Standards	<input checked="" type="checkbox"/> MS2530-3:2013 General Principles for Palm Oil Plantations & Organized Smallholders	
Type of Certification:	<input checked="" type="checkbox"/> Individual	
Project Ref No:	BQ/SGSB/SVA1/06/21	
MSPO Certificate No:	BQAS 010	
MSPO Certificate Validity:	05 10 2019 to 04 10 2024	
HQ Office Address:	No 9, 1st Floor, Jalan Kai Peng, 96000, Sibul, Sarawak	
Site Address:	Secret Greens, Ulu Kenyana, Mukah, Sarawak	
Contact Person / Job Title:	Kho Lian Whui	Director
Telephone / Mobile:	085 412 568	019 819 2585
Email / Website:	noble_dominance@hotmail.com	
Contact Person / Job Title:	Awang Khairuddin Awang Dol	Manager
Telephone / Mobile:	085 412 568	019 459 0907
Email / Website:	awang.khairuddin75@gmail.com	

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	
Technical Reviewer:	Patrick Sibat Sujan	

Disclaimer:

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EXECUTIVE SUMMARY

Secret Greens Sdn Bhd [SGSB] main office is located at No 9, 1st Floor, Jalan Kai Peng, 96000, Sibul, Sarawak. The Plantation site is located at Geo-coordinates **N2°44:49.423' E112°19:41'.893'** with its' address **@Ulu Kenyana, Mukah, Sarawak.**

Established in December, 2011, the Plantation has a **total certified area of 1045.00 hectares** of lowland with sandy loam type soil. **Total planted area is 876.9 hectares** and 168.1 hectares is reserved land and riparian zones. Plantation lands are rented from local landowners with tenure of up to 30 years.

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

This Audit which was scheduled earlier to be conducted onsite in August 2020 was forcibly delayed a few times due to compliance requirements of COVID 19 MCO [movement control order] enforced by government authorities of Sarawak & Malaysia. Additionally, the plantation also had undergone a period of closure of operations in compliance to requirements of the authorities. Remote Audits options were assessed since; however, then it was rated as **high risk**; hence, the plan was shelved.

Upon various and continued communications between CB and **SGSB**, and further reassessment, the planned Onsite Audit was changed to Remote Audit to ensure regulatory compliances to national COVID 19 Pandemic MCO [movement control order] and regulations enforced by the SDMC [Sarawak Disaster Management Committee].

Guidance documents for this Remote Audit is MPOCC Version 3 Updated Circular [22 March 2021]

Guidance on remote audits due to Covid 19 Pandemic Restrictions.

Risk Assessment was conducted and it was determined prior to conducting the audit that **SGSB** is categorized as **low risk entity** and qualify to be audited remotely.

ICT tools and audit medias in use during this Audit include zoom meetings, google drive for uploading documents, emails, whatsapp chat group for Auditors & Auditees [clients] personnel, postings of realtime photographs evidence and other relevant virtual communication tools etc.

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.



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The following are pertinent information on **SGSB**:

No of Employees	• 16 employees: all local
MPOB License No / Expiry date	• No: 5511 0700 2000; Expiry: 30 06 2022
Date of Establishment	• 2011
Certified Area	• 1045.00 hectares
FFB Actual Production Volume 2020	• 15,404.00 MT
FFB Estimated Production Volume 2021	• 15,700.00 MT

The Surveillance Audit was conducted on 13 - 14 06 2021; 2 Auditors; 4 mandays.

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

Assessments were done on management system documentation & compliance, estates facilities and palm oil cultivation activities & operations. Information & data were systematically gathered & documented from online interviews, realtime photos as evidence & review of documentations and records.

There was no [zero] findings in this Surveillance Audit.

In this Audit, the Auditors also determined that actions to be taken on findings in initial certification audit had been implemented satisfactorily and in compliance with requirements of the Standards.

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

Available amenities in **SGSB** include treated water, electricity, telecommunication services and waste disposal services.

SGSB management systems has continuously improved, complied & conformed to MSPO Certification standards, conditions & requirements.

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



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1.0. INFORMATION: CERTIFICATION ASSESSMENT

1.1.	Type of Certification Assessment	<input type="checkbox"/>	Initial Certification / Main Audit
		<input checked="" type="checkbox"/>	Annual Surveillance Audit [Year 1]
		<input type="checkbox"/>	Re-certification Audit
1.2.	Scope of MSPO Certification	<input checked="" type="checkbox"/>	Production of Sustainable Fresh fruit Bunch from:
			Total Planted Areas Total Certified Areas
	Secret Greens Sdn Bhd		876.90 hectares 1045.00 hectares
1.3.	MSPO Standards	<input type="checkbox"/>	PART 3: MS2530-3:2013

2.0. INFORMATION: CERTIFIED ENTITY

Company Name & Reg No:	Secret Greens Sdn Bhd		
Main Address:	No 9, 1 st Floor, Jalan Kai Peng, 96000, Sibul		
Site Name:	Secret Greens Sdn Bhd		
Primary Function:	<input checked="" type="checkbox"/> Plantation/Organized Smallholders		
Site Address:	Ulu Kenyana, Mukah, Sarawak		
Management Contact Details			
1.	Name: Kho Lian Whui	Job Title: Director	
	Mobile: 019 819 2585	Tel: 085 412 568	Email: noble_dominance@hotmail.com
2.	Name: Awang Khairuddin Awang Doi	Job Title: Manager	
	Mobile: 0194590907	Tel: 085 412568	Email: awang.khairuddin75@gmail.com
Headcount:	Total:16		

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

MPOB License No:5511 0700 2000	Expiry Date:30 06 2022
Scope of Activity: Menjual dan Mengalih#	
Date of Establishment: 29 th March 2011	Geo-Coordinates: N2"44.49.423' E112"19.41.893'
Certified Area:1045.00 ha	Planted Area: 876.90 ha
FFB Production (actual) 2020:15,404 MT	FFB Production (estimate) 2021: 15,700 MT
Sources of FFB: Own Estate	Main FFB purchaser: Unique Palm Oil Mill, Mukah
No of Planting Blocks: 21	No of Palm trees:109,913
Palm Species: Calix 600 Sime Darby	Age Range of Palm Trees:5 to 9 years
Topography: mainly lowland	Soil Type: Mineral
Land Status: Ownership:	<input checked="" type="checkbox"/> Rented <input type="checkbox"/> Own Land <input type="checkbox"/> Joint Venture
Validity/Date of Certification: 05 10 2019 to 04 10 2024	Other Sustainability Certification: nil

BQAS – | All aspects of the Audit are considered Confidential



3.0. ASSESSMENT METHODOLOGY

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

Information gathering Data collection	<ul style="list-style-type: none"> ICT tools and audit medias in use during this Audit include zoom meetings, google drive for uploading documents, emails, whatsapp chat group for Auditors & Auditees [clients] personnel, postings of realtime photographs evidence and other relevant virtual communication tools etc.
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 evidence collection on current practices <p>People</p> <ul style="list-style-type: none"> Assessing future maintenance from interviewing online the auditee personnel on understanding & assessing competencies.

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



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4.0. ASSESSMENT PROCESS

The assessment process was preceded by/with **Risk Assessment of the certified entity** to determine that the Audited Entity qualify to be audited vide **Remote Audit**. BQAS had assessed that surveillance audit 01 of **Secret Greens Sdn Bhd** is classified as **low risk**.

4.1. AUDIT TEAM

Assessment Year	Name	Role
Surveillance Year 02	Wilfred Landong	Lead Auditor
	Duke Ladin	Auditor

4.2. AUDIT PLAN

4.2.1. AUDIT OBJECTIVES

Surveillance Audit Year 02

- Changes to the certified client and its management system
- Verification of 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

4.2.2. ASSESSMENT SITES / PROGRAMS / PARAMETERS

MS2530-3:2013	General Principles for Plantations & Organized Smallholders
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4.2.2.1. Assessment Sites

Remote Assessments were performed on:

- Documentations & records
- Estate – field sites / activities
- Estate – processes, stores, waste & water management, workshop and related facilities
- Staff facilities – housing, amenities etc.

BQAS – | All aspects of the Audit are considered Confidential

Author: Wilfred S Landong



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4.2.2.2. Assessment Program

Date: 13 - 14 06 21

No of Auditors: 2

No of Mandays: 4

Day 1

- Opening Meeting
- Review Certification Audit Report Year 02
- Documentation Audit / Record Review
- Estates – facilities review (chemical, schedule waste stores, workshop, etc.)
- FFB evacuation process

Day 2

- Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc.
- Documentation Audit continued
- 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
- Traceability of FFB
- Use of PPE / Safety & Health training program
- Revisit other points/areas of buffer zone, Riparian reserves, boundaries
- Implementation of Policies & procedures at all stores (fertilizer, chemical, schedule waste store)
- Improvements to workers' quarters – health & safety
- Infrastructure / roads & drainage / natural water management
- Continuous improvement plan & implementation
- Implementation of Best practices
- Implementation of environmental management



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5.0. SUMMARY OF ASSESSMENT RESULTS

5.1. KEY FINDINGS

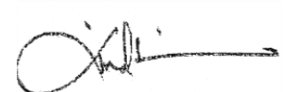
Table:

Principles	P1	P2	P3	P4	P5	P6	P7	Total
No of NC: Major	0	0	0	0	0	0	0	0
No of NC: Minor	0	0	0	0	0	0	0	0
No of OFI: Opportunity for Improvement	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

5.2. AUDIT CONCLUSION

Summary Statement of Lead Auditor	Signature
<p>The purpose of this Surveillance Audit 01 is to evaluate the implementation, including effectiveness, of Secret Greens Sdn Bhd [SGSB] management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.</p> <p>There was no [zero] findings during this Remote Audit. SGSB had continuously conformed and complied to the requirements of the MSPO Standards.</p> <p>In conclusion, the Auditors recommend the Certification Secret Greens Sdn Bhd [SGSB] under the MS2530-3:2013 Part 3 General Principles for Organized Smallholders and Palm Oil Plantation be maintained</p>	 Wilfred Landong Date: 14 06 2021

5.3. ACKNOWLEDGEMENT BY CERTIFIED ENTITY

Acknowledgement by Auditee	Signature
<p>This is to acknowledge and confirm the Surveillance Remote Audit [SVA01] Assessments described in this Report and the Acceptance of the Contents and Findings in the said Audit Report.</p>	 Awang Khairuddin Awang Dol 15 06 2021



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5.4. CORRECTIVE ACTION REPORTS & CLOSURE

There is no [zero] finding during this Audit.

6.0. OFFICIAL SIGN OFF

6.1. ASSESSMENT RECOMMENDATION BY LEAD AUDITOR

	<p>Based on the Findings/Action taken by Auditee/Closures above, Secret Greens Sdn Bhd [SGSB] had been able to demonstrate and improved on its continual compliance to and with requirements of the MSPO MS2530-3:2013 Standard: General Principles for Plantations & Organized Smallholders.</p> <p>Therefore, it is recommendation of the Audit team that the Certification of Secret Greens Sdn Bhd [SGSB] under MSPO MS2530-3:2013 Standard be maintained.</p>	 Wilfred S Landong Date: 30 08 2021
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6.2. ASSESSMENT REVIEW BY TECHNICAL REVIEWER

STATEMENT & CONFIRMATION

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

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information. I, hereby confirm that, **Secret Greens Sdn Bhd [SGSB]** Certification under the Standard MS2530-3:2013 be maintained.

Signed:

Patrick Sibat Sujang
02 09 2021

7.0. CONCLUSION

7.1. 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.



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Maintenance of the certificate.

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

7.2. PLAN FOR NEXT SURVEILLANCE AUDIT

SVA 02 – tentatively to be in APRIL, 2022.

8.0. ATTACHMENTS

Nil

FOOTNOTES

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