



## MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2022

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

RIMBUNGA RAYA SDN BHD (722328-T)  
Ref No: BQAS/MSPO-CERT/RRSB/038

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/01/2022

# MSPO SURVEILLANCE PUBLIC SUMMARY REPORT 01[YEAR 02] 2021

## RIMBUNGA RAYA SDN BHD (722328-T) *LAVANG ESTATE*

No. 27, 1<sup>st</sup> Floor, Jalan Sommerville,  
97000 Bintulu, Sarawak



### **BQAS Certification [M] Sdn Bhd**

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

Tel: 082 572 043

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

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

Accreditation No: ACB MSPO 15



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<b>CERTIFIED ENTITY</b>	<b>RIMBUNGA RAYA SDN BHD [722328-T]</b>
<b>MSPO Standards</b>	<input checked="" type="checkbox"/> <b>MS2530-3:2013</b> <b>General Principles for Palm Oil Plantations &amp; Organized Smallholders</b>
<b>Type of Certification:</b>	<input checked="" type="checkbox"/> <b>Individual</b>
Project Ref No:	BQ//MDSPO-CERT/RRSB/038
MSPO Certificate No:	<b>BQAS P3 025 027 0621</b>
MSPO Certificate Validity:	<b>01 June 2021 - 31 May 2026</b>
HQ Office Address:	No. 27, 1 <sup>st</sup> Floor, Jalan Sommerville, 97000 Bintulu, Sarawak
Contact Person / Job Title:	<b>Francis Medan Anak Ringkai / Plantation Manager</b>
Telephone / Mobile:	014-876 398 / 086-335395
Email / Website:	rrsbbintulu@gmail.com
Site Address:	Sg Sepenak dan Sg Selajau, Labang, Bintulu, Sarawak

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

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### EXECUTIVE SUMMARY

Rimbunga Raya Sdn Bhd [RRSB] main office is located at No. 27, 1<sup>st</sup> Floor, Jalan Sommerville, 97000 Bintulu, Sarawak. The Plantation site is located at Geo-Coordinates: 3.302007° N; 113.472853° E. ; with address at 9.5 Km, Off Jalan Bakun, Sg Sepenak dan Sg Selajau, Labang, Bintulu, Sarawak approximately 40 kilometers from Bintulu Town.

Established in November 2013, the Plantation consists a total certified area of 281.04 hectares of lowland with sandy loam type soil. Planted area has been revised from the 266.22 hectares in the Certification Stage 2 Audit to 205.88 hectares (after the estate was re-surveyed using Drone Mapping System); the un-planted areas are conserved as riparian zones. It was also noted that RRSB had hired a mapping specialist to conduct mapping of the estate using a drone.

A more precise map of the estate had now been obtained. Result of the drone survey: the planted area was determined to be **205.88 ha** (compared to a previously reported planted area of **266.22 ha**).

This Drone Mapping System recorded the actual area planted and marked each individual palm planted within the estate.

RRSB employed a total headcount of 16 full-time staffs & general workers. Plantation lands are rented from members of the local community in the area.

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

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

The assessment method follows principles of **3P (Paper, Practice & People)**. This certification assessment is a sampling process where management systems effectiveness & efficiency are confirmed via an Audit Trail that the Auditor established to make an accurate conclusion.

The following are pertinent information on RRSB:

No of Employees	●	16 Employees
MPOB License No.	●	617489002000
Expiry Date	●	31/07/2022
Date of Establishment	●	November 2013
Certified Area:	●	281.04 hectares
Production (Actual) 2021	●	2,691.57 MT
FFB Production (estimate) 2022	●	3,256.00 MT



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The Surveillance Audit was conducted from 21<sup>st</sup> to 22<sup>nd</sup> December 2021 and 2 Auditors were assigned to do the Assessment; clocking a total of 4 Man-days to complete the Audit.

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

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

There were altogether 9 Findings classified as 5 NCs (Minor Non Conformity) and 4 OFIs (Opportunity for Improvements).

Corrective Action Reports were raised on 22<sup>nd</sup> December, 2022 and these findings were closed out on 19<sup>th</sup> January, 2022.

In this audit, the Auditors also assessed and confirmed that actions on findings in initial certifications audit had been implemented satisfactorily and in compliance with requirements of the MSPO Standards.

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

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

The management systems of Rimbunga Raya Sdn Bhd [RRSB] had continuously complied & conformed to MSPO Certification standards, conditions & requirements.

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



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## 1.0 INFORMATION: CERTIFICATION ASSESSMENT

1.1	Type of Certification Assessment	<input checked="" type="checkbox"/>	Initial Certification / Main Audit	
		<input checked="" type="checkbox"/>	<b>Annual Surveillance Audit [Year 1]</b>	
		<input type="checkbox"/>	Re-certification Audit	
1.2	Scope of MSPO Certification	<input checked="" type="checkbox"/>	<b>Production of Sustainable Fresh fruit Bunch from:</b>	
			Total Planted Areas	Total Certified Areas
	<b>RIMBUNGA RAYA SDN BHD</b>		205.88 ha	281.04 ha
1.3	<b>MSPO Standards</b>	<input checked="" type="checkbox"/>	<b>PART 3: MS2530-3:2013</b>	

## 2.0 INFORMATION : CERTIFIED ENTITY

Company Name & Registration No:	<b>RIMBUNGA RAYA SDN BHD [661374-U]</b>		
Head Office Address	No. 27, 1 <sup>st</sup> Floor, Jalan Sommerville, 97000 Bintulu, Sarawak		
Site Name	<b>RIMBUNGA RAYA SDN BHD (LAVANG ESTATE)</b>		
Primary Function:	<input checked="" type="checkbox"/> <b>Plantation/Organized Smallholders</b>		
Site Address	9.5 km, Off Jalan Bakun, Sg Sepenak dan Sg Selajau Labang, Bintulu, Sarawak		
Management Contact Details			
1	Name : Francis Medan anak Ringkai	Job Title: Plantation Manager	
	Mobile: 014-876 398	Tel:086-335395	Email: rrsbbintulu@gmail.com / medanringkai@gmail.com
2	Name : Jali anak Empeni	Job Title: Field Supervisor	
	Mobile:	Tel:	Email:
Headcount	Staff : 2	General Workers	: 14 Total : 16



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

MPOB License No: 617489002000	Expiry Date: 31/07/2022
Scope of Activity: Menjual & Mengalih FFB	
Date of Establishment: 30 July 2004	Geo-Coordinates: 3.302007 N, 113.472853 E
Certified Area: 281.04 hectares	Planted Area: 205.88 hectares
Production (Actual) 2021 : 2,691.57 MT	FFB Production (estimate) 2022: 3,256.00 MT
Source of FFB : Own Estate	Main FFB Purchaser: Borneo Agro Resources Palm Oil Mill Sdn Bhd
No. of Planting Blocks : 8	No. of Palm Trees (Stand Counts) : 32,700 trees
Palm Species :Sime Darby, Calex 600, GS 500, Felda	Age Range of Palms : 7 years
Topography :60% hilly & 40% flat land peat.	Soil Type: Inland peat
Land Ownership Status :	<b>JOINT-VENTURE</b>
Validity/Date of Certification:	<b>1<sup>st</sup> June 2021 till 31<sup>st</sup> May 2026</b>

### 3.0 ASSESSMENT METHODOLOGY

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

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



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

## 4.0 ASSESSMENT PROCESS

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

## 4.1 AUDIT TEAM

NAME	ROLE
Dominic Retan Giah	Lead Auditor
Douglas Alau Tayan	Auditor

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





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2017	Mitsubishi Heavy Industries Ltd	Environmental Officer
2014	Saytech General Inspection Services S/B.	Manager, EIA & Certification
2012	Sarawak Planted Forest Sdn Bhd	District Plantation Manager
2008	Grand Perfect Sdn Bhd	Senior Training Officer
2002	Borneo Pulp and Paper Sdn Bhd	District Planner
1997	Easimax Dynamics Sdn Bhd	Manager

### Relevant MSPO Related Credentials:

- MSPO Lead Auditor (Pioneer Group), Course No. 1 dated 26 to 30<sup>th</sup> January 2015
- EIA Consultant No. C038[NREB/I/2008], March 2014
- Logged more than 150 Man-days as MSPO Lead Auditors

<b>B. Douglas Alau Tayan</b>		<b>Auditor</b>
<b>Qualifications:</b>		
<ul style="list-style-type: none"> <li>● M.Sc. Agr. Sc. (Univ. of Florida, USA) 1986</li> <li>● B. Agr. Sc. (Univ. Of Florida, USA) 1984</li> <li>● Diploma Agric.(UPM, M'sia) 1980</li> <li>● Senior Cambridge (SEDAYA, Kanowit) 1975</li> </ul>		
<b>Working Career &amp; Experience</b>		
<b>Year Ended</b>	<b>Employer</b>	<b>Highest Job</b>
1986-Present	Freelance EIA Consultant	Consultant
1998	Edward & Sons (EM) Sdn Bhd	General Manager
1995	The Borneo Sun Sdn Bhd	General Manager
1991	Universiti Pertanian Malaysia	Lecturer
<ul style="list-style-type: none"> <li>● Plantation &amp; Management with more than 15 years working experience in oil palm plantation company as estate owner responsible for crop production, documentation, general estate maintenance, man power sufficiency, costing, good agricultural practices, security, mechanization, special project and OSH.</li> </ul>		
<b>Relevant MSPO Related Credentials:</b>		
<ul style="list-style-type: none"> <li>● <b>Training</b> - MSPO auditor &amp; MSPO Peer Reviewer Training (14-15/06/2017) by MPOCC, &amp; ISO/IEC 17021-1:2015 Conformity Assessment -Requirements for Bodies providing Audit &amp; Certification of Mgm. Systems (5-6/12/2017) by DSM.</li> <li>● Integrated Quality, Environmental. Occupational Health &amp; Safety Systems - Lead Auditor Training Course (20<sup>th</sup> April to 4<sup>th</sup> May 2019).</li> <li>● Successfully Completed and passed the Examination for the MSPO Lead Auditor Course (7<sup>th</sup> - 11<sup>th</sup> November 2016).</li> <li>● EIA Consultant No.: NREB/I/0160, July 2017</li> <li>● Logged more than 50 Man-days as MSPO Auditor</li> </ul>		



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### 4.2 AUDIT PLAN

#### 4.2.1 AUDIT OBJECTIVES

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

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

#### 4.2.2 ASSESSMENT SITES/PROGRAMS/PARAMETERS

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

##### **A. ASSESSMENT SITES**

**Assessment were performed at :**

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



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## B. SURVEILLANCE AUDIT - Main Assessment Program

**Date: 21 & 22 12 2021**

**No. of Auditors: 2**

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

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

<b>5.</b>	<b>Summary of Findings</b>
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Table: 5.1 Summary of Findings

Principles	P1	P2	P3	P4	P5	P6	Total
No of NC: Major	0	0	0	0	0	0	0
No of NC: Minor	2	2	0	0	0	1	5
No of OFI: Opportunity for Improvement	0	1	0	3	0	0	4
<b>Total</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>9</b>

There was a total of Nine (9) findings, of which five (5) were Minor Non-compliance and Four (4) were categorised as Opportunity for Improvement.

<b>6.0 PREVIOUS AUDIT RESULT (IF APPLICABLE)</b>	
No. of Non-Conformity (NC) raised from the previous audit	<b>MSPO Initial Certification Audit (Stage 2)</b> <b>5 NC (Minor)</b> <b>6 Observations</b>
The audit team has reviewed the result from the previous audit (MSPO Initial Certification Audit) and verified the effectiveness of the closing of any Non-Conformity (NC) raised. As a conclusion:	
<input checked="" type="checkbox"/>	<b>All NCs (Minor) and Observations raised during the previous audit has been corrected and Corrective Action or Corrective Action Plan has been carried out and implemented effectively.</b>



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<input type="checkbox"/>	The management system has not adequately addressed Non-Conformity (NC) raised during the previous audit and the specific issue has been re-defined in this report.
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## 6.1 Corrective Action Report

The Corrective Action Report for the five Minor NCs are as follows:

6.1.1	Standards: MS 2530-3:2013	Ref:	CAR No: 01
6.1.1.1	Findings		To be completed by Auditor
	Principle: 1. MANAGEMENT COMMITMENT & RESPONSIBILITY		Criterion: Internal audit
<p><b>MSPO Clause 4.1.2.1 states:</b> " Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential".</p> <p><b>Evidence:</b> Only the internal audit report and result of the previous year were available.</p> <p><b>Finding:</b> No internal audit was conducted this year prior to this first Surveillance Audit.</p>			
6.1.1.2	Classification		To be completed by Auditor
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: <b>Minor non-conformity</b>		<input type="checkbox"/> OFI: Opportunity for improvements <input type="checkbox"/> On-site audit
	Type of follow up	<input checked="" type="checkbox"/> Document review [off-site audit]	
6.1.1.3	Confirmation		To be completed by Client
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Date: 22/12/2021	Name: Francis Medan	Job Title: Plantation Manager
6.1.1.4	Root cause[s] of NC or OFI		To be completed by Client
	Remarks: Restricted movement due to Movement Control Order during the Covid-19 pandemic.		
6.1.1.5	Corrective action taken (s)		To be completed by Client
	Remarks: To issue and implement the following: 1) Internal audit plan and 2) Internal audit report (identifying strengths, weaknesses and areas for further improvement)		Signature: 
	Date: 17/01/2022	Name: Francis Medan	Job Title: Plantation Manager
6.1.1.6	Closure of NC or OFI findings		To be completed by Lead Auditor
	Remarks: Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
	Date: 19 January 2022	Name: Dominic Retan Giah	



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<b>6.1.2</b>	<b>Standards: MS 2530-3:2013</b>	<b>Ref:</b>	<b>CAR No: 02</b>
<b>6.1.2.1</b>	<b>Findings</b>	<b>To be completed by Auditor</b>	
	<b>Principle: 1. MANAGEMENT COMMITMENT &amp; RESPONSIBILITY</b>	<b>Criterion: Management review</b>	
<p><b>MSPO Clause 4.1.3.1 states:</b> "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.".</p> <p><b>Evidence:</b> Only the minutes of the monthly meetings were available and these did not mention the internal audit report.</p> <p><b>Finding:</b> No management review meeting for 2020 was conducted.</p>			
<b>6.1.2.2</b>	<b>Classification</b>	<b>To be completed by Auditor</b>	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: <b>Minor non-conformity</b> Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> OFI: Opportunity for improvements <input type="checkbox"/> On-site audit	
<b>6.1.2.3</b>	<b>Confirmation</b>	<b>To be completed by Client</b>	
	Findings & classification are correct <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 22/12/2021 Name: Francis Medan Job Title: Plantation Manager		
<b>6.1.2.4</b>	<b>Root cause[s] of NC or OFI</b>	<b>To be completed by Client</b>	
	Remarks: No meetings could be conducted due to restricted movement of staff during the Movement Control Order.		
<b>6.1.2.5</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	Remarks: To issue and implement the following: 1. Notice of management review meeting with a meeting agenda attached. 2. Minutes of management review meeting (with the attendance of participants attached)	Signature: 	
	Date: 17/01/2022 Name: Francis Medan Job Title: Plantation Manager		
<b>6.1.2.6</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks: Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 19 January 2022 Name: Dominic Retan Giah		



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 ACB MSPO 15

**RIMBUNGA RAYA SDN BHD (722328-T)**  
 Ref No: BQAS/MSPO-CERT/RRSB/038

Standard: MS 2530-3:2013

On Site Audit

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<b>6.1.3</b>	<b>Standards: MS 2530-3:2013</b>	<b>Ref:</b>	<b>CAR No: 03</b>
<b>6.1.3.1</b>	<b>Findings</b>	<b>To be completed by Auditor</b>	
	<b>Principle: 2. TRANSPARENCY</b>	<b>Criterion: Transparency method of communication and consultation</b>	
<p><b>MSPO Clause 4.2.2.2 states:</b> "A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit".</p> <p><b>Evidence:</b> The RRSB Communication and Consultation Procedure (Doc. No. RRSB/CCP/008/2020) approved for use on 31/03/2020 states that the plantation manager is responsible for handling many communication functions.</p> <p><b>Finding:</b> There was no appointment letter issued to the plantation manager.</p>			
<b>6.1.3.2</b>	<b>Classification</b>	<b>To be completed by Auditor</b>	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> <b>NC 2: Minor non-conformity</b>	<input type="checkbox"/> OFI: Opportunity for improvements	
	Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> On-site audit	
<b>6.1.3.3</b>	<b>Confirmation</b>	<b>To be completed by Client</b>	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Date: 22/12/2021 Name: Francis Medan	Job Title: Plantation Manager	
<b>6.1.3.4</b>	<b>Root cause[s] of NC or OFI</b>	<b>To be completed by Client</b>	
	Remarks: This has been repeatedly overlooked.		
<b>6.1.3.5</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	Remarks: To issue the appointment letter for the post of the MSPO Communication and Consultation from the Managing Director to the Plantation Manager	Signature: 	
	Date: 17/01/2022 Name: Francis Medan	Job Title: Plantation Manager	
<b>6.1.3.6</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks: Action for closing NC or OFI has been implemented and is found acceptable. Letter of Appointment for the post of the MSPO Communication and Consultation, approved and signed by the MD was sighted.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Date: 19 January 2022	Name: Dominic Retan Giah	



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<b>6.1.4</b>	<b>Standards: MS 2530-3:2013</b>	<b>Ref:</b>	<b>CAR No: 04</b>
<b>6.1.4.1</b>	<b>Findings</b>	<b>To be completed by Auditor</b>	
	<b>Principle: 2. TRANSPARENCY</b>	<b>Criterion: Traceability</b>	
<p><b>MSPO Clause 4.2.3.3 states:</b> "The management should identify and assign suitable employees to implement and maintain the traceability system".</p> <p><b>Evidence:</b> The RRSB traceability SOP states that the Plantation Manager himself or somebody he assigns can conduct the system compliance verification.</p> <p><b>Finding:</b> There was no appointment letter to specify the person responsible for the traceability system.</p>			
<b>6.1.4.2</b>	<b>Classification</b>	<b>To be completed by Auditor</b>	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> <b>NC 2: Minor non-conformity</b>	<input type="checkbox"/> OFI: Opportunity for improvements	
	Type of follow up <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> On-site audit	
<b>6.1.4.3</b>	<b>Confirmation</b>	<b>To be completed by Client</b>	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Date: 22/12/2021 Name: Francis Medan Job Title: Plantation Manager		
<b>6.1.4.4</b>	<b>Root cause[s] of NC or OFI</b>	<b>To be completed by Client</b>	
	Remarks: This has been repeatedly overlooked due to focus on field operations.		
<b>6.1.4.5</b>	<b>Corrective action taken (s)</b>	<b>To be completed by Client</b>	
	Remarks: To issue the appointment letter for the post of the MSPO Traceability Officer from the Managing Director to the Plantation Manager	Signature: 	
	Date: 17/01/2022 Name: Francis Medan Job Title: Plantation Manager		
<b>6.1.4.6</b>	<b>Closure of NC or OFI findings</b>	<b>To be completed by Lead Auditor</b>	
	Remarks: Action for closing NC or OFI has been implemented and is found acceptable. Letter of Appointment for the post of the MSPO Traceability Officer, approved and signed by the MD was sighted.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Date: 19 January 2022 Name: Dominic Retan Giah		



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6.1.5	Standards: MS 2530-3:2013	Ref:	CAR No: 05
6.1.5.1	Findings	To be completed by Auditor	
	Principle: 6. BEST PRACTICES	Criterion: Site management	
<p><b>MSPO Clause 4.6.1.1 states:</b> "Standard operating procedures shall be appropriately documented and consistently implemented and monitored".</p> <p><b>Evidence:</b> A site visit during the audit at a loading ramp revealed that it comprised an earth platform with temporary timber structure. Loose fruits yet to be retrieved were in the mud of the platform.</p> <p><b>Finding:</b> A concrete structure to facilitate the efficient loading and transfer of the crop was not available.</p>			
6.1.5.2	Classification	To be completed by Auditor	
	<input type="checkbox"/> NC 1: Major non-conformity <input checked="" type="checkbox"/> NC 2: <b>Minor non-conformity</b> Type of follow up: <input checked="" type="checkbox"/> Document review [off-site audit]	<input type="checkbox"/> OFI: Opportunity for improvements <input type="checkbox"/> On-site audit	
6.1.5.3	Confirmation	To be completed by Client	
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 22/12/2021    Name: Francis Medan    Job Title: Plantation Manager	
6.1.5.4	Root cause[s] of NC or OFI	To be completed by Client	
	Remarks: This has not been attended to due to prevailing rainy conditions and the priority for production during the current buoyant FFB prices.		
6.1.5.5	Corrective action taken (s)	To be completed by Client	
	Remarks: To prepare a budget incorporating a concrete floor and ramp for approval by the Managing Director and to be implemented after the rains. <b>Attachment 6.1.5 Budget for Ramp's construction.</b>	Signature: 	
	Date: 17/01/2022    Name: Francis Medan    Job Title: Plantation Manager		
6.1.5.6	Closure of NC or OFI findings	To be completed by Lead Auditor	
	Remarks:		
	Action for closing NC or OFI has been implemented and is found acceptable.		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Date: 19 January 2022    Name: Dominic Retan Giah		





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### Attachment 6.1.5

RRSB's budget incorporating a concrete floor and ramp for approval by the Managing Director and to be implemented after the rains.



planramp.pdf



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### 7.0 SUMMARY STATEMENT OF LEAD AUDITOR

#### Report Summary:

The purpose of this Surveillance Audit 01 is to evaluate the implementation, including effectiveness, of **RIMBUNGA RAYA SDN BHD – Lavang Oil Palm Estate** management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.

There were Nine (9) findings; where five (5) were Minor NCs and four (4) OFIs in this Year 1 Surveillance Audit affecting the Certification of RRSB Lavang Estate under MSPO2530-3:2013.

The five (5) Minor NCs were closed on the 19<sup>th</sup> January 2022. The Corrective Action for the other four (4) OFIs are in progress and would be assessed during the next surveillance audit.

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

1. The management system documentation demonstrated conformity with the requirements of the audit standard and provided sufficient structure to support implementation and maintenance of the management system
2. The management system is in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the organization's policies and objectives.
- 3. One distinct improvement done by RRSB since the first Stage Certification Audit was the implementation of the Drone Mapping System to re-survey the plantation area, resulting in the actual reported planted area at 205.88 hectares, which marks all the individual palm planted within the estate.**
4. All Nonconformities raised during the previous audit has been corrected and Corrective Action or Corrective Action Plan has been carried out and implemented effectively .
5. Throughout the audit process, the management system demonstrated overall conformance with the requirements of the audit standard.

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



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### 8.0 CONCLUSION

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

Issuance of the certificate.

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

**Maintenance of the certificate.**

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

### 9.0 AUDIT PROGRAM

Item	Description	Man-Days	Tentative Dates
Initial Certification Audit	Site Audit - Stage 1	4	16 & 17 03 2020
	Site Audit - Stage 2	4	11 & 12 09 2020
<b>Annual Surveillance Audit – Year 1</b>	<b>Site Audit</b>	<b>4</b>	<b>21 &amp; 22 12 2021</b>
Annual Surveillance Audit – Year 2	Site Audit	4	August 2022
Annual Surveillance Audit – Year 3	Site Audit	4	August 2023
Annual Surveillance Audit – Year 4	Site Audit	4	August 2024

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



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### 10.0 OFFICIAL SIGN-OFF

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

This is to acknowledge and confirm the Audit Visits/Assessments Described in this Report and the Acceptance of the Contents and Findings in the said Audit Report.

**Signed for & on Behalf of RRSB:**

**FRANCIS MEDAN RINGKAIU**

Plantation Manager

Date : 20 01 2022

#### 10.2 LEAD AUDITOR: CONCLUSION & RECOMMENDATION

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

**Signed for & on Behalf of BQAS:**

**Dominic Retan Giah**

Lead Auditor

Date : 20 01 2022

#### 10.3 TECHNICAL REVIEWER: STATEMENT & CONFIRMATION

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

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information. I, hereby confirm that, **RRSB Lavang Estate Certification under the Standard MSPO MS2530-3:2013 be continued.**

**PATRICK SIBAT SUJANG**

**BQAS TECHNICAL REVIEWER**

Date : 22 01 2022



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### **Confidentiality**

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

# APPENDIX

# MSPO SURVEILLANCE CERTIFICATION REPORT 01 [Year 02] 2022



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## APPENDIX A : LOCALITY MAP – RIMBUNGA RAYA SDN BHD OIL PALM PLANTATION





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## APPENDIX A -1 RIMBUNGA RAYA ESTATE GOOGLE LOCATION

