



MSPO SURVEILLANCE CERTIFICATION REPORT [YEAR 03] 2021



SALCRA

SARIBAS OIL PALM ESTATE

Saribas Oil Palm Estate, Rimbas, 95700, Saratok, 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

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Accreditation No: ACB MSPO CB15

MSPO SURVEILLANCE CERTIFICATION REPORT Year 03: 2021



SARIBAS OIL PALM ESTATE

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

Ref No: BQ/SAOPE/SVA3/06/21

Standard: MS 2530-3:2013

REMOTE AUDIT

Report Date: 29 07 2021

CERTIFIED ENTITY

MSPO Standards	<input checked="" type="checkbox"/> MS2530-3:2013 General Principles for Oil Palm Plantations & Organized Smallholders.	
Type of Certification:	<input type="checkbox"/> Individual	<input checked="" type="checkbox"/> Group
Project Ref No:	BQ/SAOPE/SVA3/06/21	
MSPO Certificate No:	BQAS P3 023 -1 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:	Saribas Oil Palm Estate, Rimbis, 95700, Saratok, Sarawak	
Contact Person / Job Title:	Jecklen Kunjan	Estate Manager
Telephone / Mobile:	011 6572 7674	019 867 6709
Email / Website	jecklenk@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:	+6 082 572043	
Lead Auditor:	Wilfred S Landong	
Certifier:	Maxwell S Landong	

Disclaimer:

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**EXECUTIVE SUMMARY**

SARIBAS OIL PALM ESTATE [SAOPE] is one of 21 Oil Palm Estates owned and managed by SALCRA [Sarawak Land Consolidation Rehabilitation Authority].

This is a Surveillance Certification Report Year 4 [fourth year of certification] for SALCRA Group of Estates & scope is group certification under the Standards MSPO MS2530-3:2013 for Oil Palm Plantations & Organized Smallholders.

SAOPE site address is Saribas Oil Palm Estate, Rimbas, 95700, Saratok, Sarawak. The Estate office is situated at Geo-coordinates Latitude 1°43' 35.29" Longitude 111°24' 41.22"; in Rimbas, Saratok District of Sarawak; 5,812.00 hectares of total certified area; on land owned and managed by SALCRA.

This Audit which was scheduled earlier to be conducted in March, 2021 was forcibly and unavoidably delayed due to compliance requirements of COVID 19 MCO [movement control order] enforced by government authorities of Sarawak & Malaysia. Eventually, to avoid prolonged delay and upon results of Risk Assessment, the planned Onsite Audit was changed to Remote Audit to ensure regulatory compliances to COVID 19 Pandemic MCO [movement control order]

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 SAOPE is categorised 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 and sharing documents, emails, whatsapp chat group for Auditors & Auditees [clients] personnel, postings of realtime photographs / data 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.

The following are other pertinent information on SAOPE:

No of Employees	• 165 employees [staff and workers]
MPOB License No / Expiry date	• No: 5018 1300 2000/ Expiry: 31 12 2021
Date of Establishment	• 1991
Certified Area	• 5,812.00 hectares
FFB Actual Production Volume 2020	• 14,446.02 MT

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FFB Estimated Production Volume 2021

- 23,100.00 MT

The Remote Surveillance Audit was conducted on 17 06 2021; 3 Auditors; 3 mandays. The purpose of this Audit is to evaluate the implementation, including effectiveness, and continuous compliance to MSPO requirements of SAOPE management systems. Assessments were done to assess documentation and records, FFB evacuation processes & activities, facilities and operations. Information & data were systematically gathered & documented from google drive uploads/communications, online interviews, realtime photos as evidence & review of documentations and records.

There were 2 findings classified as OFI [opportunity for improvements] on Criterion 4.3.2: Land use rights & Criterion 4.5.3: Waste management and disposal.

Corrective action report was raised on 18 06 2021 and closed out on 25 07 2021.

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

SAOPE has continuously complied & conformed to MSPO Certification standards, conditions & requirements.

Conclusively, the Lead Auditor therefore recommended that SAOPE Certification under SALCRA Group of Estates under MSPO Standards MS2530-3:2013 Part 3 – General Principles for Oil Palm Plantations & Organized Smallholders to be continued and maintained.

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 3]	
		<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
	Saribas Oil Palm Estate		5,812.00 hectares	5,812.00 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	<input type="checkbox"/>	Google Location	
	[Refer Attachments]	<input type="checkbox"/>	Boundary / Block Map	
		<input type="checkbox"/>	Topography	

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2.0. INFORMATION: CERTIFIED ENTITY

GROUP [MULTI SITES] CERTIFICATION

INFORMATION	CERTIFIED ENTITY
Company Name & Registration No:	Sarawak Land Consolidation and Rehabilitation Authority (SALCRA)
Main Address:	Wisma SALCRA, No.1, Lot 2220, Block 26, MTL, Jalan Datuk Mohd Musa, 94300 Kota Samarahan
Site Name:	Saribas Oil Palm Estate
Primary Function:	<input checked="" type="checkbox"/> Plantation/Organized Smallholders
Site Address:	Saribas Oil Palm Estate, Rimbas, 95700, Saratok, Sarawak
Management Contact Details	
1. Name: Jecklen Kunjan	Job Title: Estate Manager
Mobile: 019 867 6709	Tel: 011 65727674
	Email: jecklenk@salcra.gov.my
2. Name: Victor Anak Irit	Job Title: Ag. Estate Manager
Mobile: 013-3112086	Tel: 083 480 255
	Email: vietori@salcra.gov.my

Headcount: Total: 165

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

MPOB License No: 5018 1300 2000	Expiry Date: 31 12 2021
Scope of Activity: # Menjual dan Mengalih	
Date of Establishment: 1991	Geo-Coordinates: Latitude 1°43' 35.29" Longitude 111°24' 41.22"
Certified Area: 5,812.00 Ha	Planted Area: 5,812.00 Ha
FFB Production (actual) 2020: 14,446.02 MT	FFB Production (estimate) 2021: 23,100 MT
Sources of FFB: own estate	Main FFB purchaser: Saratok Palm Oil Mill
No of Planting Blocks: 156	No of Palm trees: 413,647
Planting Material: DXP (Felda, UP, AAR)	Age Range of Palm Trees: 2-16 years
Topography: undulating to hilly terrain	Soil Type: mineral
Land Status: Ownership:	<input type="checkbox"/> Rented <input checked="" type="checkbox"/> Own Land <input type="checkbox"/> Joint Venture
Validity/Date of Certification: 30 04 2018 to 29 04 2023	Other Sustainability Certification: NA



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	<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.
Data collection	
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	<ul style="list-style-type: none"> Fulfilled requirement of audited standard 	
OFI	Opportunity for improvements	<ul style="list-style-type: none"> Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization 	
NO (minor NC)	Minor non conformity	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 vide **Remote Audit**. BQAS had assessed that surveillance audit 03 of SAOPE is classified as **low risk**.

4.1. AUDIT TEAM

Assessment Year	Name	Role
Surveillance Year 03	Wilfred Landong	Lead Auditor
	Robert Tella	Auditor
	Douglas Alau	Auditor

4.2. AUDIT PLAN

4.2.1. AUDIT OBJECTIVES

Surveillance Audit Year 03

- 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 – sites / activities



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

4.2.2.2. Assessment Program

Date: 17 06 21

No of Auditors: 3

No of Mandays: 3

- Opening Meeting
- Documentation Audit / Record Review
- Estates – facilities review (chemical, schedule waste stores, workshop, etc.)
- FFB evacuation processes & activities
- Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc.
- 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. SURVEILLANCE ASSESSMENT

5.1. AUDIT REPORT

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]	
Address:	Lot 7823, Sublot 6, 2 nd Floor, Block A, Kings' Centre, Simpang Tiga, 93350, Kuching, Sarawak.	
Contact:	Email: bqassb@gmail.com	Tel: +6 082 572 043
		Website: www.bqas.com.my
Surveillance Audit Date:	17 06 2021	Audit Duration: 3 man-days
BQAS Audit Team:	Name	Role in the Audit
	Wilfred S Landong	Lead Auditor
	Douglas Alau Tayan	Auditor
	Robert Tella Gunjom	Auditor

GROUP [MULTI SITES] CERTIFICATION

PRINCIPLE 1 MANAGEMENT COMMITMENT & RESPONSIBILITY

Criterion 4.1.1: Malaysian Sustainable Palm Oil (MSPO) Policy

Indicator	Requirement	Compliance	Findings
4.1.1.1	A policy for the implementation of MSPO shall be established.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The SALCRA MSPO Policy, available in English and Malay, signed by the GM Mr Joseph Blandoi on April 1, 2020.
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	The SALCRA MSPO Policy is applicable to all operations with a general statement "to ensure sustainable development and continuous improvement".

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Criterion 4.1.2: Internal audit

Indicator	Requirement	Compliance	Findings
4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	SARIBAS OPE was last audited on 16/12/2020. The summary of audit findings indicates 7 IOC; however, all issues of concern have been addressed immediately, root cause identified and correctives action taken. Ref: SAL/SU/MSPO/1/2/1 dated 16/12/2020. Verified and signed by lead auditor Mr. DOULOS NALAU on 07/01/2021.
4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	SALCRA Operating Procedures No. GPG 7.1 MSPO (Internal Audit), approved by the General Manager, Mr. Joseph Blandoi on 18/06/2020. The internal audit report was in the form of the internal audit checklist with remarks indicating Non-Conformity (NC), Issues of Concern (IC) and Conformity (C).
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 report is available for the management to review and corrective action taken. Ref: SAL/SU/MSPO/1/2/1 dated 16/12/2020 Date of closing NC: No NC. Verified and signed by MR. VICTOR ILIT

Criterion 4.1.3: Management review

4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The management review meeting No. 1/2019 (MSPO Steering Committee) was conducted on 26/08/2020. List of attendees and minutes of previous meetings, matters arising and reviews on MSPO steering committee members are among other matters reflected in the management review meeting. o evidence meeting conduct after internal audit on 16/12/2020 as of time of surveillance 3 audit.
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Criterion 4.1.4: Continual improvement

4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted: Continuous Improvement Programme Year 2020 for the SALCRA Balance Scorecard Programme with an acknowledgement by the estate manager Mr Baron Jonathan. It covers the following areas: <ul style="list-style-type: none"> ● Operational excellence (to increase SALCRA's Group productivity, to improve work processes, to establish agronomic database, to improve use of technology, to improve staff competency and to improve internal communication) ● Business diversification (to increase investment in viable business ventures) ● Rural communities' wellbeing (to improve in rural community quality of life and to improve social outcomes) ● Environmental management (through waste reduction, environmental awareness among staff & workers, efficient use of non-renewable and renewable energy, forest restoration and water quality conservation). ● Ref: SA/HQ/SU/P1/4 dated 10/02/2020
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	Mainly through a system of sharing information, sending staff and workers for training with contractors, suppliers and manufacturers with respect to the use of fertilizers and machines.

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4.1.4.3	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Such action plans come from initiatives described in the SALCRA Balance Scorecard Programme for the CIP Year 2020. Ref: SA/HQ/SU/PI/4 dated 10/02/20.
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PRINCIPLE 2 TRANSPARENCY

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

Indicator	Requirement	Compliance	Findings
4.2.1.1	The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted SALCRA's General Procedure Guideline No.: GPHG 7.2 - Communication and Correspondence (Internal and External) Amendment No. 1 dated 16 March 2020, approved and signed by the by the General Manager, Mr. Joseph Blandoi.
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Management documents on the various policies in MSPO, Company Mission and Vision statements, DOE and DOSH permits for the operation of various equipment are available on the notice board inside the office and outside the site office.

Criterion 4.2.2: Transparency method of communication and consultation

4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The manner of disseminating information is defined in the SALCRA General Procedure Guideline GPG 7.2 Consultation and Communication (Internal and External) Rev. No. 1, 16 March 2020, approved and signed by the by the General Manager, Mr. Joseph Blandoi.
4.2.2.2	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted: Letter of appointment of Mr Mark Anak Hassan as Estate Representative for Consultation and Communication, dated 02 January 2020, signed by the Asst. Estate Manager, Mr. Victor Anak Ilit.

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4.2.2.3	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Saribas Estate maintains several lists of stakeholders based on 3 categories such as: 1) Stakeholder Group 1: AJK Pembangunan Ladang (6). 2) Stakeholder Group 2: Contractors and Suppliers (23), and Stakeholder Group 3: Government Agencies, facilities, schools. The revised Stakeholder List was sighted as Doc. Ref. No.: SAL/SU/MSPO/P2/2(c), dated 02/02/2020.
Criterion 4.2.3: Traceability			
4.2.3.1	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted: SALCRA Traceability Procedure ref. no. ,GPG 7.3 Amendment 1 , date issued 01/10/2018. Prepared by Mr. Martin Kusong, the MSPO Steering Committee Secretary on 01/09/2018. prepared by Deputy SHR MR, endorsed by the Chairman of MSPO Steering Committee and approved by the General Manager, Datu Vasco Sabat Singkang.
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Daily FFB Production Record as of 30 April 2021 was sighted, recorded by Block Name and No. , categorised by FFB, Loose Fruits, No. of bunches, Average Bunch Weight, number of harvesting and Total Weight.
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	Mr Ngadan Anak Ngelambai, is the Management Representative for MSPO Traceability via an appointment letter of 02/01/2020 issued by the Asst. Estate Manager, Mr. Victor Anak Ilit.
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	Sighted Mill Weigh Bridge ticket for the month of April 2021. One sample Mill WB Ticket No. 397456 dated 30/04/2021 from Saratok Palm Oil Mill Sdn Bhd aboard truck

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		no. QAA 4498C with the nett FFB weight of 7.55 metric tons.
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PRINCIPLE 3 COMPLIANCE TO LEGAL REQUIREMENTS

Criterion 4.3.1: Regulatory requirements

Indicator	Requirement	Compliance	Findings
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Compliances are monitored and evaluated at the SALCRA HQ by the Legal & Secretarial Officer Ms Angela Jinget. The various MSPO policies, corporate mission and vision statements, list of staff, estate bulletin, posters from Sarawak Forest Department on protected species, circulars and memos are available for public viewing on the office noticeboard both inside and outside.
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	Sighted: SALCRA List of Legal Register (Doc. No. MSPO 4.3.1.2, Effective Date: February 2020, Revision No. 1) organized into fields and the corresponding Acts for compliance. There are a total of 42 fields. Example: for Organization, the relevant Acts are Law of Sarawak Ordinance No. 3 of 1976 and SALCRA Ordinance, 1976.
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	Monitoring for updates and evaluation for compliance is done at the head office by the Legal and Secretarial Officer who broadcasts the information to the mills and estates in SALCRA.
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	The assigned estate representative for Legal & Compliance Monitoring is MR. ABUIN JAY ANAK ANGIT appointed by the Ag. Estate Manager VICTOR ANAK ILIT in a minute dated 02/01/2020.

Criterion 4.3.2: Land use rights

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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	SARIBAS OPE occupies state land in the RIMBAS and BATU API Land District consist of 17 titles and covering an area of 5,812 Ha. SARIBAS OPE was established on 1991.
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	Document showing legal ownership of land, lease, and history of land tenure available and sighted. Sample of land ownership title: GRANT OF STATE LAND. Code Number: 2341-91--12. NINGKAN ANAK BUDAN B.I.C. K626877 of RIMBAS LAND DISTRICT
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Boundary markers are available. However, it was not conspicuously demarcated. Image of boundary marker sighted. OFI: To clearly demarcated and visibly maintained and marked as per SOP
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	No dispute with the locals. SALCRA had acquired the land and the owners compensated. Documentation on this event is available at HQ. Sample Letter of consent: BANDAI ANAK ACHAU nric: 591230-13-5208 of RH. SETANG ULU BABU 95500 DEBAK.

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	Not applicable No history of dispute.
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	Locality map sighted: Map showing the village site And oil palm plantation at Saribas oil palm estate,

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			Saratok, Betong Scale: 1:105,000 Date drawn: 2018
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	Records of FPIC process available and copies of agreement kept by both parties. Copies of document sighted and verified. Ref: Sample Letter of consent: BANDAI ANAK ACHAU NRIC: 591230-13-5208 of RH. SETANG ULU BABU 95500 DEBAK.

PRINCIPLE 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS

Criterion 4.4.1: Social impact assessment (SIA)

Indicator	Requirement	Compliance	Findings
4.4.1.1	Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted Socio-Economic Assessment Report of SALCRA's Development Programme for Saratok/Saribas Region dated August 2010 done by Sarawak Development Institute.

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	Saribas OP estate relies on SALCRA General Procedure GPG 7.4 Handling of Complaints and Grievances signed by the previous GM Datu Vasco Sabat Singkang, dated 01/10/2018, issue No. 1. It states that complaints and resolutions for the past 24 months shall be made available upon request.
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 section on Responsibilities and Procedure in the above-mentioned Guideline, states that the officer submits the Complaint Record Book to the HOD, AEM or EM within 3 working days from the date of the complaints received.
4.4.2.3	A complaint form should be made available at the premises, where	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI	The Guideline mentioned above contains a sample of the form to be used in filing a

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	employees and affected stakeholders can make a complaint.	<input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	complaint. The form in use and kept in the Complaint and Grievance Register book is in English.
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	Through the following methods: <ul style="list-style-type: none"> Suggestion box installed at the guard house (provided with complaint forms) – for public use Verbal reminder at morning muster for staff and workers (now conducted briefly on a reduced scale during the current pandemic)
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	This is emphasized in the General Procedure Guideline GPG 7.4. The Complaint and Grievance Register has been maintained since October 2018. Two samples of complaints received by the estate management were sighted: <ol style="list-style-type: none"> A complaint from one worker regarding the damaged lights in his quarters on 06/05/2019. Another worker complained regarding broken water pipe and request for replacement, dated 01/02/2021. All complaints were successfully acted upon within the 3 days specified for resolution.

Criterion 4.4.3: Commitment to contribute to local sustainable development

4.4.3.1	Growers should contribute to local development in consultation with the local communities.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Since its inception, Saribas Estate has been engaged with the local community through: <ul style="list-style-type: none"> Providing bus to transport Covid-19 victims to quarantine centres. Repairing villages' roads and bridges. Giving Cash donations
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Criterion 4.4.4: Employees safety and health

4.4.4.1	An occupational safety and health policy and plan shall be documented,	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI	Sighted: SALCRA Safety and Health Policy and Objectives signed by the General
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	effectively communicated and implemented.	<input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Manager Mr Joseph Blandoi on 09/03/2020. Available in English and BM, it is displayed on the office notice board as well as that in the plant premises.
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 occupational safety and health policy has been standardized across SALCRA plantation and mills, established on 14 th June 2017, approved and signed by the General Manager 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 and documented in the Occupational Safety and Health Committee minutes of meeting. The last meeting was held on 26/11/2020 at the estate office.. The minute can be viewed at the Health and Safety file.
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 HIRARC Document, established on 06/09/2011 revised on 12/17/2013, approved and signed by the Safety Officer, Ms. Mahani Maji.
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 Matrix for 2021 is Available. The latest training was given in May 2021 on Accident and Emergency Procedure and Correct Use of PPE in oil palm estate.
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	Workers at the site were required to wear proper PPE. There was safety signage on ear protection requirement in areas identified to have high noise levels.

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			Among the items handed out to the workers were face masks, goggles, raincoats, helmets and safety shoes.
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	Briefings are based on the safety & Health Standard Operating Procedures.
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	As per C.1 above.
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 Labelling) 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. 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 the Estate Manager as the Chairman of the Estate's Safety & Health Committee, signed by Mr. Alexander Wong, Chairman of the Main Safety & Health Committee for SALCRA, dated 11/02/2020.
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Safety and Health Committee is tasked to conduct the necessary requirement for the health. Safety and welfare of the employees.

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	and the concerns of the employees and any remedial actions taken are recorded		
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	Sighted: Manual Prosedur Kesediaan Menghadapi Kecemasan & Kemalangan (Emergency Preparedness & Response) dated 06/07/2020, which covers: <ul style="list-style-type: none"> • Emergency/injury • List of emergency contact numbers • Spillage • Chemical damage/burns
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	There are 2 trained first aiders with their certificates expiring on 14/12/2022. There are First Aid Kits available and located at the following locations: <ol style="list-style-type: none"> 1. Office 2. Store
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	Saribas OPE submits an annual report to DOSH on JKPP 8 form, via MyKKP portal every January. The latest was submitted by Mr. Amirul Hidayat Bin Rajali on the 22/01/2021. No accident was recorded for 2020 among a workforce of 50 personnel with Saribas OPE achieving 120,000 manhours of work.

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	Sighted: SALCRA Social Policy & Objectives signed by Joseph Blandoi on 01/04/2020. The priority for SALCRA Estate as stated in its Social Policy and Objectives, is 'SALCRA 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
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			SALCRA General Manager on 8 th November 2017.
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	The executive staffs, supervisors and office workers are predominantly Bumiputra, all are Sarawakians. Harvesters are mainly Indonesians. There is no indication that the management practices and discrimination in regards to race, color, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.
4.4.5.3	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Noted for : 1. Augustine Andil contract's whose basic pay was RM42.31 per day which is within the minimum wage level. 2. Checkroll Payslip of Tony Cartis Anak Irang for the month of April 2021, amounting Nett RM1,616.55.
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	Sighted Employees contract for Augustine Andil Anak Stephen. Employees of the contractor are paid according to the terms specified in the contract.
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	Work Order Record and Worker's record of Payment Summary dated is available and verified.
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	Sample of contract sighted: Surat Tawaran/Syarat-syarat Pekerjaan for Michael Anak Usang hired on 03/02/2021,

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	each and every employee indicated in the employment records.	<input type="checkbox"/> NC - Major	duly signed by the worker and witnessed by Jelian anak Oidan.
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	<p>The punch card system is used with the punch card machine located at the guard house.</p> <p>The recorded working time is transferred into the check roll to generate the monthly payroll.</p>
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	Working hours and breaks as per legal regulations and contract agreement with over time payment mutually agreed by employee and employer.
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	In the above sample, the overtime rate tallies with the amount in the employment contract.
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	<p>Among the incentives the workers at Saribas OPE enjoyed are:</p> <ul style="list-style-type: none"> • Performance incentives • Best harvester award • Free water and electricity at company-built quarters • Regional allowance, housing allowance and civil service allowance • Annual bonus • Medical benefits • Family Day
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted pictures of the workers' quarters - all of the units are still habitable. All of the quarters are provided with basic amenities and facilities.

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	and Amenities Act 1990 (Act 446) or any other applicable legislation.		
4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The management has established Sexual Harassment Policy & Objectives effective 1 st April 2020, approved and signed by the General Manager.
4.4.5.13	The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the 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.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	In the estate's Social policy and Objectives or any other documented policies, SALCRA didn't mentioned any workers' right to form and join trade union. The welfare of the workers is the responsibility of the management and any disgruntle or complaints has its own SOP. Nevertheless, according to the Estate manager, the management will respect if the employees and workers to exercise their right to form a trade union, without any discrimination or suffer repercussions.
4.4.5.14	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.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	There are no child labor employed at the Estate.

Criterion 4.4.6: Training and competency

4.4.6.1	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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Viewed in the file titled "Training For Plantation Group Plan Year 2021", endorsed and signed by the Estate Manager, all employees were appropriately trained. Records of training
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	documentation, including records of training shall be kept.		are viewed in the folder Saribas OPE Annual Work Programme Record As for the contractors and suppliers, they are required to attend the Safety, Health, Environment and Quality briefing.
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training program in order to provide the specific skill and competency required to all employees based on their job description.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The training needs of each worker or groups of participants are described in the Training Plan against the type of courses to be conducted for the year as seen in Jadual Latihan (Training Plan). The training program and plan for the Saribas OPE is based on Training Recommendations for Saribas OPE Personnel.
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	Training of employees of contractors is catered for in the Saribas OPE Training Plan for 2021 which covers 5 courses: 1. MSPO2530-4:2013 and the MSPO Policy 2. Briefing on MSPO to new workers, contractor and other external stakeholders (including contractors) 3. FFB Grading 4. Traceability SOP 5. Safety and Health

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	SALCRA'S OPE environment policy was established on 1 st April, 2020, approved and signed by the general manager, Mr Joseph Blandoi, for the whole of SALCRA Organisations.

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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	Saribas OPE environment policy which follows the SALCRA's Group of Plantations and Mills Policy was established on 1 st April 2020, approved and signed by the general manager, Mr. Joseph Blandoi.
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	Noted in the document - Environmental Improvement Plan dated 24/02/2020 under Significant Environmental Aspects and Impacts Registrar Form approved and signed by the Asst estate manager, Victor Ilit, dated 24/02/2020.
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	Environmental Improvement Plan dated 24/02/2020 is developed, effectively implemented and monitored.
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	Verified in file under Rekod Kehadiran, regular meetings and discussions or consultation with employees were conducted in relation to environmental quality issues. Also covered under Saribas OPE Continuous Improvement Plan (Principle 1).
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	Verified "Borang Latihan (Training Plan)", Trainings for 2021.
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	Noted that Saribas OPE conduct regular meetings and discussions or consultation with employees in relation to environmental quality issues.

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Criterion 4.5.2: Efficiency of energy use and use of renewable energy			
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate 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 checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted in Document Ref : SAL/SU/MSPO/P5/4(b) Consumption and Comparison of Non-Renewable energy was made until November 2020. Plan to reduce consumption identified.
4.5.2.2	The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted in file Management Budget 2021, estimated of non-renewable energy were recorded under consumable. <ul style="list-style-type: none"> • 2021 - 138,385.20 litres estimate • 2020 - 107,920.00 litres [actual]
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	Not applicable
Criterion 4.5.3: Waste management and disposal			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	There is SOP known as SALCRA General Procedure Guideline for Handling of Wastes (N0: GPG 7.5) dated 01.10.2018 and signed by the General manager, Datu Vasco Sabat Singkang. This comprises: a) Jadual Ke 2: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual) 2005; b) Jadual ke 5: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005; c) Jadual ke 6: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;

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			<p>d) Jadual ke 7: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005; The Scheduled wastes are disposed of by selected Contractor, Trienikens (Sarawak) Sdn. Bhd.</p> <p>However, the Revised Waste management Plan prepared by the Saribas OPE Management, dated 05/11/2021, lacks the detail in Schedule and Mode of Disposal and need to be improved.</p>
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	Disposal of schedule waste was done by an appointed contractor that is licensed by the Department of Environment, Trienikens (Sarawak) Sdn Bhd. Records on the usage and disposal were well recorded and documented.
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	Sighted the Standard operating procedure for the handling of used chemicals classified as Scheduled Waste has been developed and implemented. Noted in Saribas OPE Document under Chemical Control.
B.	Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	It was reported that domestic wastes are disposed on twice weekly basis by Majlis Daerah Betong at Tapak Pelupusan Sampah Debak.
4.5.3.3	The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>There is SOP known as SALCRA General Procedure Guideline for Handling of Wastes (N0: GPG 7.5) dated 01.10.2018 and signed by the General manager, Datu Vasco Sabat Singkang.</p> <p>This comprises:</p> <p>e) Jadual Ke 2: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual) 2005;</p> <p>f) Jadual ke 5: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;</p> <p>g) Jadual ke 6: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;</p>

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			h) Jadual ke 7: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005; The Scheduled wastes are disposed of by selected Contractor, Trienikens (Sarawak) Sdn. Bhd.
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	Sighted in the Objective & Target, Saribas OPE had implemented waste management plan to reduce the waste in year 2021. Disposal of schedule waste was done by an appointed contractor that is licensed by the Department of Environment, Trienikens (Sarawak) Sdn Bhd. Records on the usage and disposal were well recorded and documented.
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	Sighted the Standard operating procedure for the handling of used chemicals classified as Scheduled Waste has been developed and implemented.
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The assessment of all polluting activities is well documented in the file entitled "RISK AND OPPORTUNITY ASSESSMENT (Environmental Aspects and Impact)" was approved and signed by EMR. The EMM Form has seven columns - Environmental Aspect, Environmental Impact, Risk, Action to Address Risk, Opportunity, Action to Address Opportunity and Compliance Obligation.</p> <p><u>GHG Measurement (Ref: GHG Emission Assessment File)</u></p> <p>Saribas OPE also calculated GHG emission from fuel usage, Electricity and Industrial process (POME). The estimated GHG Value for the period Jan 2018 to Dec 2018 is shown below:</p>

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		<table border="1"> <thead> <tr> <th>Material</th> <th>Total</th> <th>Unit</th> <th>EF</th> <th>GHG V</th> </tr> </thead> <tbody> <tr> <td>Field Emission N₂O</td> <td>41,852</td> <td>Kg</td> <td>4.87</td> <td>203,820.46</td> </tr> <tr> <td>P₂O₅</td> <td>189,636</td> <td>Kg</td> <td>1.01</td> <td>191,532.36</td> </tr> <tr> <td>K₂O</td> <td>1,009,886</td> <td>Kg</td> <td>0.57</td> <td>575,635.02</td> </tr> <tr> <td>MgO</td> <td>10,021</td> <td>Kg</td> <td>1.06</td> <td>10,622.26</td> </tr> <tr> <td>Electricity</td> <td>8,716</td> <td>KWH</td> <td>0.89</td> <td>7,757.24</td> </tr> <tr> <td>Diesel</td> <td>31,507</td> <td>Liter</td> <td>3.14</td> <td>98,931.98</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td>1,088,299.32</td> </tr> </tbody> </table>				Material	Total	Unit	EF	GHG V	Field Emission N ₂ O	41,852	Kg	4.87	203,820.46	P ₂ O ₅	189,636	Kg	1.01	191,532.36	K ₂ O	1,009,886	Kg	0.57	575,635.02	MgO	10,021	Kg	1.06	10,622.26	Electricity	8,716	KWH	0.89	7,757.24	Diesel	31,507	Liter	3.14	98,931.98	Total				1,088,299.32
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		<p><i>Source of EF - ISC20511-03-15, V2.3EU;</i> <i>Biograce 2011; IFEU 2009; BLE 2010; Stitchnote et.al (2010) & IFEU 2009.</i> FFB Production = 14,446.02 Kg/Year GHG Emission + 75.335 Kg CO₂eg/Kg FFB</p>																																											
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	The action plan to reduce the identified significant pollutants and emissions can be viewed in the Environmental Improvement Plan, Doc. No: SAL/HQ/SU/MSPO/P5/1/3, REVISED ON 24/02/2020, approved and signed by the AEM, Mr. Victor Iltit.																																										
Criterion 4.5.5: Natural water resources																																													
4.5.5.1.	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted : Water Management Plan in Doc Ref No.: SAL/HQ/MSPO/P5/5/1, revised on 02/03/2020, signed and approved by the Estate manager.																																										
A	Assessment of water usage and sources of supply.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The sources of water for the estate comes from Jabatan Bekalan Air Luar Bandar(JBALB), and collection of rain water.																																										
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	Salcra engaged Chemsain Konsultant Sdn Bhd to do the EMP for the Saribas OPE, sighted the EMR for the 4 th Qtr. 2020, dated 15/12/2020.																																										
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	Sighted : Ways to optimizes water usage can be viewed in Doc Ref No.: SAL/HQ/MSPO/P5/5/1, revised on 02/03/2020, signed and approved by the Estate manager.																																										

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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	Riparian and buffer zone reserve established and implemented to protect water courses. Sighted photos of appropriate signage posted at appropriate place. Written and pictorial Instruction available for sprayers reference found at appropriate places.
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	There is Water Management Plan (WMP) already established in order to promote the efficient use of water and meet the water conservation requirements under Sarawak Water Resources Enactment 1998 and the water quality criteria are based on the National Water Quality Standards for Malaysia. This is reflected in the Saribas OPE Water management Plan. Sighted : Doc Ref No.: SAL/HQ/MSPO/P5/5/1,m revised on 02/03/2020.
F	Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No Bore well use.
4.5.5.2	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No bunds, weirs or dams constructed within the estate.
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	Rain water harvesting is being practiced.

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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	No presence of high biodiversity value habitats in the estate.
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	considerations (such as wildlife corridors). This information should cover:	<input type="checkbox"/> NC - Major	
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	Sighted photos of Posters of Totally Protected, Protected Animals (Fauna) and Protected Plants (Flora) are in place, both in the file and on Notice Board.
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	SOP for conservation status is documented and available in MSPO Principle 5 File.
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:		The first Biodiversity assessment was conducted by the Salcra Sustainability Unit on 05/03/2020, covering Phase 3 and 6, Nursery, estate village and labour line.
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	Posters of RTE available and in place.
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	Sighted photos of "No Hunting, No illegal Fishing Signage " available at audit time.
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	Management Plan available.
Criterion 4.5.7: Zero burning practices			
4.5.7.1	Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	Sighted Salcra No-Burning Policy. Zero Burning Policy signed by General Manager, Mr. Joseph Blandoi.

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	specific situations, as identified in regional best practice.	<input type="checkbox"/> NC - Major	
4.5.7.2	A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted Salcra Manual on Planting/Replanting Technique which specifically stressed that Salcra is observing and practicing the No-Burning technique.
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not Applicable.
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Not applicable

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	Appropriate standard operating procedures available consistently implemented and monitored. Refer SALCRA Plantation Manual.
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	1. Topography of SARIBAS OIL PALM ESTATE: a. Undulating to hilly land. 2. Soil conservation measures implemented by estate are: a. Selective spraying. b. Frond stacking. c. Terracing . d. Cover cropping.

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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	Sample block marker: a. Phase: 7 b. Planted Year: 2005 c. Hectare: 25.76ha. d. Total Palm Stand: 4,013 e. Planting material: Felda																
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	Management plan established demonstrating attention to economic and financial viability through long term management planning. Document sighted and verified.																
4.6.2.2	Where applicable, an annual replanting program shall be established. Long term replanting program 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	Replanting program available and sighted. Ref: Replanting Agreement No.06/2018 with Salcra Jaya Sdn Bhd made on 23/02/2018.																
4.6.2.3	The business or management plan may contain:																		
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	Planting material: FELDA Annual Budget includes continue improvement plan, housing, waste management and OSH and cover operation expenditures.																
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	<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL Ha</th> <th>MT</th> <th>MT/Ha</th> </tr> </thead> <tbody> <tr> <td>2019</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2020</td> <td>1,124</td> <td>14,241</td> <td>12.7</td> </tr> <tr> <td>2021</td> <td>1,141</td> <td>12,990</td> <td>11.0</td> </tr> </tbody> </table>	YEAR	TOTAL Ha	MT	MT/Ha	2019				2020	1,124	14,241	12.7	2021	1,141	12,990	11.0
YEAR	TOTAL Ha	MT	MT/Ha																
2019																			
2020	1,124	14,241	12.7																
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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	2020 - RM 215.28/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 for FFB per M/T. 2019 – 391.00 (380 - actual). 2020 – 345.00 2021 – 345.00																

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			2022 – 345.00
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	Base on operation and payment of dividend to all participant this estate is making certain amount on Return of Investment, actual information is controlled by HQ. Profit and loss account statement for the period ended 31Dec. 2020: RM1,985,248.52
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	Monthly progress report is available and submit to HQ monthly. Document sighted and verified.
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Existing mechanism of determining pricing is acceptable. Refer Weight bridge ticket. All FFB are send to Saratok Palm Oil Mill (SAPOM) for processing.
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	Only 1 contractor engaged. SALCRA JAYA SDN. BHD. Contract agreement sign by both parties sighted and verified.
Criterion 4.6.4: Contractor			
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	Contractor are aware of MSPO requirement. Record of training, meeting and attendance available, sighted and verified.
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	Contract agreement sighted and verified. Refer contract agreement NO: Ref: Replanting Agreement No.06/2018 with Salcra Jaya Sdn Bhd made on 23/02/2018. Sighted and verified.

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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	Contractors agreed to be assessed and interviewed by approved MSPO auditors to verify assessments through physical inspection.
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	The following officers are responsible for the observance and the control points applicable to the tasks performed by the contractor. a. Estate Manager b. Assistant Estate Manager

5.2. 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	0	0	0	0	0	0	0
No of OFI: Opportunity for Improvement	0	0	1	0	1	0	2
Total	0	0	1	0	1	0	2

Finding No 1

Criterion 4.3.2: Land use rights

4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Boundary markers are available. However, it was not conspicuously demarcated. Image of boundary marker sighted. OFI: To clearly demarcated and visibly maintained and marked as per SOP
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Finding No 2.

Criterion 4.5.3: Waste management and disposal

4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	There is SOP known as SALCRA General Procedure Guideline for Handling of Wastes (N0: GPG 7.5) dated 01.10.2018 and signed by the General manager, Datu Vasco Sabat Singkang. This comprises:
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MSPO SURVEILLANCE CERTIFICATION REPORT Year 03: 2021



SARIBAS OIL PALM ESTATE

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

Ref No: BQ/SAOPE/SVA3/06/21


Standard: MS 2530-3:2013

REMOTE AUDIT


Report Date: 29 07 2021

		<p>i) Jadual Ke 2: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual) 2005;</p> <p>j) Jadual ke 5: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;</p> <p>k) Jadual ke 6: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;</p> <p>l) Jadual ke 7: Peraturan-Peraturan Kualiti Alam Sekililing (Buangan Terjadual)2005;</p> <p>The Scheduled wastes are disposed of by selected Contractor, Trienikens (Sarawak) Sdn. Bhd.</p> <p>However, the Revised Waste management Plan prepared by the Saribas OPE Management, dated 05/11/2021, lacks the detail in Schedule and Mode of Disposal and need to be improved.</p>
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5.3. AUDIT CONCLUSION

	Summary Statement of Lead Auditor	Signature
	<p>The purpose of this Remote Surveillance Audit is to evaluate the implementation, including effectiveness, of SALCRA – SARIBAS OIL PALM ESTATE management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.</p> <p>2 findings were recorded; as OFI – opportunity for improvements</p> <p>Conclusively it is the opinion of the Lead Auditor that Saribas OPE had adequately maintained effectively the implementation of its' management systems and that continued Certification under MS2530-3:2013 to be continued; subject to satisfactory actions taken on all findings.</p>	 Wilfred S Landong Date: 18 06 2021

5.4. ACKNOWLEDGEMENT BY CERTIFIED ENTITY

	Acknowledgement by Auditee	Signature
	<p>This is to acknowledge and confirm the Audit Assessments described in this Report and the Acceptance of the Contents and Findings in the said Audit Report.</p>	 Jecklen Kunjan Estate Manager Date: 19 06 2021

MSPO SURVEILLANCE CERTIFICATION REPORT Year 03: 2021



SARIBAS OIL PALM ESTATE

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

Ref No: BQ/SAOPE/SVA3/06/21

Standard: MS 2530-3:2013

REMOTE AUDIT

Report Date: 29 07 2021


5.5. CORRECTIVE ACTION REPORTS & CLOSURE

Corrective Action Reports were raised on 18 06 2021

The Corrective Action Reports were closed out by Lead Auditor on 25 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, SARIBAS OIL PALM ESTATE had been able to demonstrate generally its continual compliance to and with requirements of the MSPO MS2530-3:2013 Standard for General Principles for Oil Palm Plantations & Organized Smallholders.</p> <p>Therefore, it is recommendation of the Audit team that the Certification of SAOPE under MSPO MS2530-3:2013 Standard be maintained.</p>	 Wilfred S Landong Date: 25 07 2021

6.2. ASSESSMENT REVIEW BY TECHNICAL REVIEWER

Notes:

Technical Review of SALCRA Group of Estates is done on a Group basis under SALCRA Group of Estates **Public Summary Report**



7.0. CONCLUSION

7.1. Certification: BQAS Management

7.1. CERTIFICATION: BQAS MANAGEMENT

In reference to MS 2530-3:2013, 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

To be determined.

8.0. Appendices / 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).