



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**

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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22



Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

**MSPO SURVEILLANCE CERTIFICATION
REPORT 04[YEAR 05] 2022**



SALCRA

Sarawak Land Consolidation and Rehabilitation Authority

**BRATAK 1 & 2 OIL PALM ESTATE
P.O. BOX 76, 94000 BAU SARAWAK**



BQAS Certification [M] Sdn Bhd

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

Tel: 082 572 043

Email: bqascertification@gmail.com

Website: www.bqas.com.my

Accreditation No: ACB MSPO 15



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

CERTIFIED ENTITY	SALCRA GROUP OF PLANTATIONS
MSPO Standards	<input checked="" type="checkbox"/> MS2530-3:2013 General Principles for Plantations & Organized Smallholders
Type of Certification:	<input checked="" type="checkbox"/> Group
Project Ref No:	BQ/BOPE/SVA04/05/22
MSPO Certificate No:	BQAS P3 023 -1 0420
MSPO Certificate Validity:	30 04 2018 – 29 04 2023
HQ Office Address:	Wisma SALCRA, No.1, Lot 2220, Block 26, MTLD, Jalan Datuk Mohd Musa, 94300 Kota Samarahan
Contact Person / Job Title:	Puan Patricia Chan/Acting Senior Sustainability Executive
Telephone / Mobile:	013-8360854
Email / Website:	patriciachan@salcra.gov.my
Contact Person / Job Title:	Richard Anak Kayu/Estate Manager
Telephone / Mobile:	+6014 894 9207
Email / Website:	chard5183@gmail.com

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

Disclaimer:

This Report (inclusive of enclosures & attachments) had been prepared for the exclusive use and benefits of the addressee(s) and solely for the purpose for which it was intended. Unless BQAS provide prior written consent, no part of this report should be reproduced, distributed or communicated to any third party. BQAS would not accept liability if this report is used for an alternative purpose from which it was intended, nor would BQAS owe any duty of care to any third party in respect of this Report.



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

TABLE OF CONTENTS

No.	Description	Pages
	Executive Summary	1-2
1.0	Information: Certification Assessment	2
2.0	Information: Certified Entity	2-3
3.0	Assessment Methodology	3-4
4.0	Assessment Process	4
4.1	Audit Team	4
4.2	Audit Plan	5
4.2.1	Audit Objectives	5
4.2.	Sites/Program Parameters	5-6
4.3	Audit Process	7-8
5.0	Surveillance Audit/Main Assessment	8
5.1	Surveillance Audit Report	8-23
5.2	Summary of Findings	24
6.0	Previous Audit Result (if applicable)	24
6.1	Corrective Action Report & Closure	25
7.0	Summary Statement by Lead Auditor	26
8.0	Audit Conclusion	26
9.0	Audit Program	27
10.0	Official Sign-off	27
10.1	Acknowledgement by Certified Entity	27
10.2	Assessment Recommendation by Lead Auditor	27
10.3	Assessment Review by Technical Reviewer	28
11.0	Appendix	28
	Appendix A : Location Map Of Salcra Operation Area, Sarawak	29
	Appendix B : Details of Audit Plan	30-33
	Appendix C : List of Abbreviation	34



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

EXECUTIVE SUMMARY

Bratak 1 & 2 Oil Palm Estate Estate (BOPE) is one of the 21 plantations owned and managed SALCRA [Sarawak Land Consolidation Rehabilitation Authority].

BOPE site address is at Ladang Kelapa Sawit Bratak 1 & 2 Jalan Bau-Lundu, Bau, 94000 Kuching, Sarawak. The Estate office is situated at Geo-coordinates Latitude 01° 26' 38.5" 01° 26' 38.5", Longitude E110° 06' 21.4"; in Bau District of Sarawak; 2,593 hectares of total certified area; on land owned and managed by SALCRA.

This is a **Surveillance Audit 04 [Year 05]** to assess performance & maintenance of the management system & continued Group Certification of SALCRA Group of Estates under the Standard MSPO2530-3:2013 General Principles for Plantations & Organized Smallholders.

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

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.

Estate's employees are remunerated in compliance with Employment Act & minimum wage regulations; and living & housing conditions in the estate's Staff & Workers' Quarters meet minimum requirements of health & safety regulations & the relevant Housing Act.

Available amenities in BOPE include treated water, domestic waste collection & disposal, electricity and telecommunication services.

The following are pertinent information on BOPE:

No of Employees	●	101 Employees
MPOB License No.	●	501819902000
Expiry Date	●	31/12/2022
Date of Establishment	●	1993
FFB Production (Actual) 2021	●	11,793.68 MT
FFB Production (Estimate) 2022	●	19,270 MT
Main Purchaser	●	Bau Palm Oil Mill Sdn Bhd (BAPOM)

The Surveillance Audit was conducted from 19th to 20th May 2022 and 2 Auditors were assigned to do the Assessment; clocking a total of 4 Man-days to complete the Audit.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

There was only one (1) finding during this Audit; categorised as OFIs [opportunity for improvements].

Corrective Action Report was raised on 20th May, 2022 and this finding was closed out on 25th July, 2022.

The Audit team had assessed that Bratak 1 & 2 Oil Palm Estate has continuously complied & conformed to MSPO Certification standards, conditions & requirements.

Conclusively, the Lead Auditor therefore recommended that **Bratak 1 & 2 Oil Palm Estate's** Certification in the **SALCRA Group of Estates'** management systems be maintained and continue to be certified under MSPO Standards MS2530-3:2013 (Part 3 – General Principles for Oil Palm Plantations & Organized Smallholders.

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 04 [Year 5]	
		<input type="checkbox"/>	Re-certification Audit	
1.2	Scope of MSPO Certification	<input checked="" type="checkbox"/>	MSPO P&C Production of Sustainable Fresh fruit Bunch from:	
	Bratak 1 & 2 Oil Palm Estate		Total Certified Area	Total Planted Area
			2,584 Ha.	2,584 Ha
1.3	MSPO Standards	<input checked="" type="checkbox"/>	PART 3: MS2530-3:2013	

2.0 INFORMATION : CERTIFIED ENTITY

Site Name	Bratak Oil Palm Estate		
Site Address	Ladang Kelapa Sawit Bratak 1 & 2, Jalan Bau-Lundu, Bau, 94000 Kuching Sarawak		
Primary Function:	<input checked="" type="checkbox"/>	Plantation/Organized Smallholders	
Management Contact Details			
1 Name : Mr. Richard Anak Kayu	Job Title: Estate Manager		
Mobile: +6014 894 9207	Email: chard5183@gmail.com		
2 Name : Puan Patricia Chan	Job Title: Acting Senior Sustainability Executive		
Mobile: 016 831 2705	Tel:082 621 904	Email: patriciachan@salcra.gov.my	
Headcount:	Staff : 16	Local Workers: 85	Foreign Workers : 0
Total : 101			
MS 2530-3:2013 General Principles for Plantations & Organized Smallholders			
MPOB License No: 501819902000		Expiry Date: 31/12/2022	
Scope of Activity: Menjual & mengalih FFB #			



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

Date of Establishment: 1993	Geo-Coordinates: N 01° 26' 38.5" E110° 06'21.4"
Certified Area : 2,584 Ha.	Planted Area: 2,584 Ha
FFB Production (actual) 2021: 11,793.68 MT	FFB Production (estimate) 2022: 19,270 MT
Sources of FFB: Own Estate	Main FFB purchaser: Bau Palm Oil Mill Sdn Bhd (BAPOM)
No of Planting Blocks: 63 Blocks	No of Palm trees: 313,077
Palm Species: GOLDEN HOPE, FELDA, GUTHRIE	Age Range of Palm Trees: 01 - 28 years
Topography: Undulating	Soil Type: mineral
Land Status: Ownership: Title land	<input type="checkbox"/> Rented <input type="checkbox"/> Own Land <input checked="" type="checkbox"/> Joint Venture
Validity/Date of Certification: 30 04 2018 – 29 04 2023	Other Sustainability Certification: NIL

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"> • Interviews – staffs and workers • Observation of process & activities • Review of documentations & records • Site visits • Field inspections 	
Assessment method	<p>Paper</p> <ul style="list-style-type: none"> • Assessing past implementations from records, reports of the management system Practice <p>Practice</p> <ul style="list-style-type: none"> • Assessing current implementation from observing current practices <p>People</p> <ul style="list-style-type: none"> • Assessing future maintenance from interviewing personnel on understanding & assessing competencies. 	
Surveillance Audit	Audit Findings Classification	
Term/Abbreviation	Category	Description
Yes	Compliance	•Fulfilled requirement of audited standard
OFI	Opportunity For Improvements	•Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
No (Minor NC)	Minor Non-Conformity	• Non-compliance to standard requirements or company's SOP; or are issues that when combined jeopardized the functioning of the system .
No (Major NC)	Major Non-Conformity	• Demonstrate absence or total breakdown of system to meet standard requirement, or a



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

		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 04 of **Bratak Oil Palm Estate** is classified as **low to medium risk**.

4.1 AUDIT TEAM

No	Audit Team Members	Role	Qualifications
1	Robert Tella Gunjom	Lead Auditor	Senior Cambridge Certificate Completed Train the Trainer Course by HRDF in August 2018 Completed MSPO Auditor Course Undergone training and practiced in the following <ul style="list-style-type: none"> ● Total Quality Management (TQM) ● Integrated Logistics Support (ILS) ● Logged more than 80 Man-days as MSPO Auditor
2	Favian Tisen	Auditor-In-Training	Diploma in Accountancy MSPO Auditor Training organized by OSH-ISIS Integrated Solution on 18th - 20 th December 2018. Attending Authorised Entrant and Standby Person for Confined Space – conducted by National Institute of Occupational Safety and Health (NIOSH), Bintulu, Sarawak on 12th June 2014. ISO9001:2000 Internal Auditor Training Course conducted by SF Management Consultants S/B. Integrated Quality, Environmental Occupational Health & Safety Management Systems - Lead Auditor Training Course - BQAS' In-house Training (20 th April 2019 to 4 th May 2019).



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

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 Oil Palm Plantations & 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.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

B. SURVEILLANCE AUDIT - Main Assessment Program

Date: 19 & 20 05 2022

No. of Auditors: 2

No. of Man-days: 4

Day 1 19/05/2022	●	Site Office Opening Meeting at Site Office Documentation Audit / Record Review Estates – facilities review (chemical, schedule waste stores, workshop, etc.) FFB handling process
Day 2 20/05/2022	●	Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc. Documentation Audit continued Closing meeting Presentation of Audit Checklist / Report
Day 7 25/07/2022		Cross-checking for outstanding issues Wrap up & discussion Preparation of reports for mill and plantations. Closing meeting (combined) for: Mill(5)and Estates (7) at SALCRA's HQ

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



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

4.3 THE AUDIT PROCESS

The Audit Process for Surveillance Audit Assessments was conducted as follows:

No.	Process	Description/Activities
1	Public Notification	Written notice to inform public on MSPO Audit is posted at Estate Office 1 month before Audit dates
	↓	
2	Audit Plan	Auditee received 2 weeks before Audit dates
	↓	
3	Audit Day 1	<p>Opening Meeting Estate site Assessment & Field Audits</p> <ul style="list-style-type: none"> • Participants: Audit Team & Auditee Management Stakeholders Consultation / Field & Site Audits • Stakeholders Interviews • MSPO knowledge of Estate staffs • Checks & verification on Boundary, Buffer Zone, Riparian Zone, Waste/scheduled waste management, Water management, Water courses, Harvesting • Staff/workers housing & amenities, • Use of PPE, Stores, Workshop
	↓	
4	Audit Day 2	<p>Review of Initial Certification Audit Report Documentation Review</p> <ul style="list-style-type: none"> • Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc. <p>Documentation Review [continuation] 1 to 6 documents etc.</p>
	↓	
5	Audit Day 7	<p>Closing meeting - Combined</p> <ul style="list-style-type: none"> • Participants: Audit Team & Auditee Management • Agenda: Wrap up & Discussion Presentation of Report / Checklists. Review, discuss & decide corrective & forward action to be taken by Auditee



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

Audit Stage

Audit Stage:	SALCRA Group of Plantations	Audit Duration
Stage 1 Audit Date:	Done by DQS	
Stage 2 Audit Date:	Done by DQS	
Surveillance Audit 01	Done by DQS	
Surveillance Audit 02	23/06-17/07/2020	34 man-days (Site -Group)
Surveillance Audit 03	12-29/04/2021	27 man-days(Remote-Group)
Surveillance Audit 04	19-20/05/2022	4 man-days (BOPE only)

5.0 SURVEILLANCE AUDIT - MAIN ASSESSMENT

5.1 AUDIT REPORT - SALCRA PLANTATIONS GROUP SDN BHD [661374-U]

Ref No: SALCRA POM/AU/SVA1/09/21

Standards : MS2530-3:1 MS2530-3:2 **MS2530-3** MS2530-4

Other Standard and/or Edition : Nil

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

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	Policy vide. Approved and signed by the General Manager Mr. Joseph Blandoi. dated 16 th Sept. 2021.
4.1.1.2	The policy shall also emphasize commitment to continual improvement.	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The policy declares SALCRA's commitment to the certification process to ensure sustainable development and continuous improvement
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	The IA is conducted annually, the last being on 17/02/2022. Among the 110 indicators, the IA Report stated 4 instances of compliance and 4 issues of concern. There was no noncompliance
4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	Noted: SALCRA MSPO Internal Audit prepared by Miss ABIGAIL LYDIA, endorsed by MR.RICHARD KAYU the estate manager.



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	of strengths and root causes of nonconformities, in order to implement the necessary corrective action.	<input type="checkbox"/> NC - Major	Ref: SA/SU/MSPO/1/2/1 dated 17/02/2022
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	This year's IA Report will be brought up to the forthcoming Management Review Meeting set for August 2022. The last SALCRA MR Meeting on 24/08/2021 deliberated on the general performance of the mills and estates during the year's internal audit.
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 last SALCRA MR Meeting was conducted on 24/08/2021 which noted NC in the IA for BRATAK OPE. The next MR Meeting is scheduled to be in August 2022. Corrective action have been taken on all finding done by internal auditors. Document sighted and verified.
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	SOP for Continual Improvement Plan developed base on the following area: ● Productivity. ● Social welfare. ● Environmental management. Ref: SAL/SU/MSPO/P1/4/1(a) dated 28/01/2022. 13 strategic objectives set up continuous improvement programme.
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	Safety notices, MSPO policy and work procedures are posted on notice boards strategically located throughout the estate. Workers are reminded during the morning muster or tool box talk on safety procedures as well as provided with any new information affecting operation.
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	Action Plan developed base on the following area: ● Productivity. ● Social welfare. ● Environmental management. Ref: SAL/SU/MSPO/P1/4/1(a) dated 28/01/2022. 13 strategic objectives set up continuous improvement programme.
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The languages used are English and Bahasa Malaysia as noted on the notice boards and documents. Information on display refers to the estate policy, MSPO policy and posters on protected and fully protected wildlife.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	environmental or social outcomes.		
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	<p>Presently, the publicly available documents are displayed on the noticeboard in the site office and SALCRA website for easy access to workers and other stakeholders.</p> <p>Management documents made publicly available include:</p> <ul style="list-style-type: none"> • MSPO policies • Licenses, certificates • Complaints & grievances form • Records of request • Safety & health plan • Fire evacuation plan Notices and information are made available in various locations (Office entrance, workshop etc).
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	General procedure guideline No: GPC 7.2 Consultation & Communication established dated 16 TH March 2020 to handle relevant stakeholders. Viewed & verified
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	Mr. George anak Joyik appointed as PIC of Bratak OPE Consultation & Communication with effect from 07/01/2022.
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	<p>Found in file principle 2, the following are maintained and updated:</p> <ul style="list-style-type: none"> • List of stakeholders dated 31/01/2022. • Minutes of AJPLS meetings and briefing, MOM dated 03/02/2022 attended by 22 participants consist of locals headmen and SALCRA participants and estate officials. <p>Other than AJPLS meeting, no other Stakeholders meeting was conduct due to pandemic Covid 19.</p>
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	SOP on Traceability System GPG 7.3 dated 01/09/2018 being implemented and maintained. Document sighted and verified.
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	Sighted various daily records on harvesting covering the period January 2022 to may 2022 and daily weighbridge advice tickets issued by the oil mill.
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	<p>Mr. SULANG ANAK LAMIT is appointed as BRATAK OPE FFB Identification & Traceability officer.</p> <p>1. Duties:</p> <ul style="list-style-type: none"> • To ensure fresh fruit bunches (FFB) traceability complied with SALCRA Traceability SOP (GPG 7.3). • To monitor and ensure traceability



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

			<p>records (FFB harvesting record, bunch checker record, delivery chit record, weighbridge tickets etc) are updated.</p> <p>2. Responsibility.</p> <ul style="list-style-type: none"> To monitor FFB operations from harvesting until transportation to the mill. <p>Ref: Appointment letter signed by the estate manager Mr. Richard Kayu dated 07/01/2022.</p>
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	Records of sales from December 2021 to may 2022, daily delivery or transportation of FFB and weighbridge ticket for the month of April sighted and verified. Document are properly kept and maintained.
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	Legal register available in hard copies of the various Acts. Assessment for compliance is carried by the Legal Compliance Person-in-Charge.
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	Document No. MSPO 4.3.1.2 List of Legal Register for SALCRA listing all laws applicable to their operation are updated as at 07 TH JULY 2020. Approved and signed by Secretarial Officer Miss Angela Jinet on 07 TH JULY 2020. Note: no further update since JULY 2020. Document sighted and verified.
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	38 relevant Acts, Ordinance, Laws and Regulations listed in the legal register, minimum wages order 2020 are also included. Approved and signed by Secretarial Officer Miss Angela Jinet on 07 TH JULY 2020.
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	<p>1. Mr. WILLIS ANAK JAMES.</p> <p>2. Mdm. CORNER ANAK BRIKU.</p> <p>Appointed as estate representative for Legal & Compliance Monitoring.</p> <p>A. Duties.</p> <ul style="list-style-type: none"> To ensure all estate operation complied with the applicable law and regulation. To update the Legal Register and ensure any additional laws and regulations are well kept in file (soft copy or hard copy) <p>B. Responsibilities.</p> <ul style="list-style-type: none"> To follow up with sustainability unit for any amendment of laws and



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

Indicator	Requirement	Compliance	Findings
regulations.			
Criterion 4.3.2: Land use rights			
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	A. No new complaints on land rights issue with local communities of Kpg Opar since 29 th November 2011 recorded , Kpg Groggo, Kpg Sibuluh, Kpg Suba, Kpg. Rumih etc. since last Audit.
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	NCR land, Sample Letter of consent (LOC) from land ownership: B. Miss. Cecelia ak Rina I/C 77110-13-5252 C. Mary Francisca ak Rina 860806-13-5212 Enkol ak Laya 620820-13-5945. Document sighted and verified.
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Inspected / viewed Legal perimeter boundary marker located @ Geo coordinate N01° 25' 34.8" E110° 06' 26.2" Verified clearly demarcated with Belian peg and visibly maintained on the ground. This boundary marker defined the boundary between the estate and the land owned by local community.
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	There has been no recurrence dispute or conflict with the local land owners since 29 th November 2011. Dispute have been resolved and compensation paid to the land owner. Ref: letter from MIGIN ANAK RIBOS dated 29 th November 2011. Sample Letter of consent (LOC) from land ownership: D. Miss. Cecelia ak Rina I/C 77110-13-5252 E. Mary Francisca ak Rina 860806-13-5212 Enkol ak Laya 620820-13-5945. Document sighted and verified.
Criterion 4.3.3: Customary rights			
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The land owners have customary rights over the land but with the signing of the agreement, they are paid an annual dividend after cost of production based on the area of their share. Actual workout formula are kept by headquarters.
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	Map available showing Area of 2671ha showing completed planting blocks 63 in all including 78ha of new development on scale of 1:25,000. Sheet Ref: JUPEM5112, 5212. Map sighted and verified.
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	Since the establish of the estate in 1993 all dispute, conflict and misunderstanding have been settle and resolved.
PRINCIPLE 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS			
Criterion 4.4.1: Social impact assessment (SIA)			
Indicator	Requirement	Compliance	Findings



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

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	<p>Seen the Final report of SEIA of SALCRA'S development programme in BAU?LUNDU Region submitted by Sarawak Development Institute in July 2009.</p> <p>Viewed record of the Social Impact Assessment for the Bratak Estate year 2022 being done, highlighting activities, social aspect, positive & negative impacts, control & mitigation measures with remarks of actions taken.</p> <p>Document sighted and verified.</p>
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	viewed copy of SALCRA GENERAL PROCEDURE GUIDLINE No.GPG 7.4 (Handling of Complains And Grievances) issued on 1sept 2018.
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	viewed a complaint and grievance register form; complain no 7/22 dated 28/4/22 by Mr Mia, action taken and complain resolved and closed on the 28/4/22,
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Complain and Grievance Register Book is available at any time of need. At Bratak Estate, complain forms available and a suggestion box placed at front of main office is for open suggestion.
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	One of the fastest and easiest way for the surrounding areas communities do inform suggestion and complains is thru media WhatsApp application under group "AJPLS SALCRA BRATAK OPE. Among others in the group are stakeholders of Bratak Estate.
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	Noted record of complaints documented and available. Ready at any time upon request. Records for year 2021 is available. Sighted and verified.
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	Bratak Estate had contributed to the development of local communities road construction/repair and employment. During the Covid 19 pandemic Bratak Estate contributed to the local communities amenities and food basket to 664 head of households under CSR.
Criterion 4.4.4: Employees safety and health			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>The OSH Policy dated 9/3/2020 signed by General Manager sighted; placed at strategic areas , at notice board, office ; living quarters. However the following were noted.</p> <p>OFI: Warning Signage for safety awareness at fuel storage tank obscured/ insufficient (signage obstructed from view).</p>



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

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	OSH Policy is displayed at main notice board. Workers and staff are regularly inform and updated on safety and health.
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	Viewed the assessment of all operation by means of HIRARC; Rev.4, dated 3/1/2022, prepared by Kevin Regan anak Jefri as Senior Safety & Health Assistant, viewed by the Estate Manager.
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	Mr Peter Anak Alit, have conducted a chemical(Herbicides) Handling Safety training to all the spraying workers. Training Record dated 3rd February 2022.5.19Mr. Peter (Field Assistant) had earlier on attended the Chemical Handling course conducted by Chemical Supplier on the 24/9/2018.
C.1	All employees involved shall be adequately trained on safe working practices; and	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	All staff and workers are involved in Morning Muster (Tool Box Meeting) and Safety briefing.
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	Product safety data sheet are available at chemical/fertilizers store for immediate conference.
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	PPE are provided free to the workers, record of issues sighted and verified. Upon site visit, worker involved in spraying work seen wearing a complete PPE, which include full face musk, long boot and apron. HIRARC noted and viewed all activities well assess with points stated the severity of risk.
E.	The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Available, sighted and verified. Ref No: OSH/SOP/5, date last reviewed 29.7.2020.
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	The management appointed Mr Kevin Regan Anak Jefri as Setiausaha Jawatankuasa Keselamatan Dan Kesihatan for Bratak Estate. Mr Regan had attended and passed Safety And Health Officer course. Refer certificate no. SHO186442-21.
G.	The management shall conduct regular two-way communication with their	<input checked="" type="checkbox"/> Compliance	Morning Muster (Tool Box Meeting)are conducted every morning prior to business



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meetings are kept and the concerns of the employees and any remedial actions taken are recorded	<input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	of the day.
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	Accident and emergency procedures exist. All workers are being brief and reminded during the morning muster safety briefing.
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	First Aiders Mr. Eddy anak Goros with Basic First Aid and Cardio Pulmonary Resuscitation Certificate bearing no: (PCA01)19548, and Mr. Bennyster anak Tinggi with certificate no: (PCA01)11645.
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	There have been no accident recorded, the Aduan Penerimaan Pendaftaran form JKKP 8 have been completed and received by the DOSH.
Criterion 4.4.5: Employment conditions			
4.4.5.1	The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The Policy established and practiced. The policy dated 16/9/2021 signed by General Manager. Communicated to employees and displayed on the notice board. Sighted and verified.
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 sentiment are being addresses in the objective of the policy Among others are: * creating employment opportunities for its participant and local communities as a whole. * providing CSR as voluntary activities by delivering economic, social and environmental benefits for all stake holders.
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	Sighted and verified, worker's pay slip (Mr Dewon anak Jijok, IC no: 750714-13-5509) for month of April 2022, gross salary was Rm 1922.80 which is above minimum with all the statutory deduction such as EPF, SOCSO included in the pay.
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	Contractors were Communicated to inform to pay rate of wages and observe hours according to the industry minimum standard (fair Wages Etc) as example seen in the Contract Agreement to their Contractor.
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Records on all workers available, sighted and verified. Personal file for every workers established which contains a full details of the person including job description.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	names, gender, date of birth, date of entry, a job description, wage and the period of employment.		
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 each and every employee indicated in the employment records.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	An employment award letter for Mr Darlin anak Sebeng signed by both employee and the estate manager. Working hours are stated in the employment letter.
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	For staff record book is used, and placed at the entrance of the office. For workers, Field assistant take/record attendance of workers every morning. The recorded working time is transferred to check roll for calculation of salary at the end of the month.
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, overtime and breaks comply to regulation and collective agreement.
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	Wages and overtime noted in workers pay slip are in line with legal regulation.
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	Incentives provided to workers commuting with motor bike received motor bike allowance.
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Living quarters are presentable, concrete building with basic amenities, treated water supply and electricity.
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	All forms of sexual harassment and violence at work place mentioned in the policy signed by General Manager. Policy sighted and verified.
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Stated in the social policy item 6, "Respect Employee's Freedom Of Association"



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	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.		
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	SALCRA Social Policy item 3; "Ensure no Exploitation, discrimination of people and no employment of child labour"
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 documentation, including records of training shall be kept.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Training Plan Year 2022, approved and signed by the estate Manager, all employees were appropriately trained. As for the contractors and suppliers, they are required to attend the Safety, Health, Environment and Quality briefing. Records of training sighted and verified.
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	Training need of individual for Plantation identified by Training Matric as for Bratak Estate. Reference to Memorandum issued HQ Ref:94/SAL/HQ/HRD/LD-FCT dated 13.5.2022 inform that Mr Jeffry Toh Soon Kwang to attend course.
4.4.6.3	A continuous training program should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The continuous training program planned and implemented. Noted year 2022 training schedule for Bratak Estate seen and implemented as shown in training record, training for field operation successfully conducted.
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	Noted Environmental Policy Rev.1,dated 16/9/2021 signed by General Manager. EMP conducted by ENVISAR Sdn Bhd Ref: NREB/6-1/2A/89 DATED July 2018
4.5.1.2.	The environmental management plan shall cover the following:		
A.	An environmental policy and objectives	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The EMP Policy and Strategic Plan Objectives available and stated in the report.
B.	The aspects and impacts analysis of all operations.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor	All operation activities and sub activities identified and analysis evaluated for risk control.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

		<input type="checkbox"/> NC - Major	
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	1 st Quarter 2022 Environmental Monitoring Report for Bratak Estate conducted by Jurutera CDS Sdn Bhd. Report sighted and verified.
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	As part of the continual improvement and mitigation measures, issues are raised in memorandum based on the EMR.
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	Policies and Objectives of the environment management plan and improvement plan communicated to employees through meeting and displayed on the notice board.
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	Regular meeting done quarterly of which Among others, the issues concern environment quality were discussed and deliberated.
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 time frame. 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	Noted and viewed record of consumption and comparison for Diesel and Electricity Usage for year 2022. Actual usage of diesel and electricity is lesser than budgeted usage. Actions for the reduction of consumption are such as, shut off engine when not running, use shorter route, encourage car pool, switch off light and air condition when not in use, encourage natural ventilation instead of air-con.
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	The usage of diesel are for operation of machineries and vehicles. Contractors does not use fuel from estate.
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	No renewable energy used or applied.
Criterion 4.5.3: Waste management and disposal			
4.5.3.1	Waste products and sources of pollution shall be identified and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Used hydraulic oil are label as waste, identified and properly stored.
4.5.3.2	A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	measures for:		
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	<p>All waste are properly identified and recorded.</p> <p>Waste Generated by Estates:</p> <ol style="list-style-type: none"> 1) Scheduled waste 2) Empty chemical containers 3) Household rubbish disposal 4) Pruned fronds 5) Felled palms 6) Scrap iron 7) Used tyres 8) Empty fertilizer bags <p>Record sighted and verified.</p>
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	<p>Management of Waste Generated by Estates such as:</p> <ul style="list-style-type: none"> ● Recycling of empty chemical containers ● Recycling of plastic, glass and metal containers ● Sale of scrap metal ● Stacking of pruned fronds to mitigate soil erosion & reduce impact on waterways.
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	Chemical handling SOP No. GPG 7.5 are available and can be found at the strategic areas.
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	<p>The empty pesticides or chemical containers were painted with danger sign, but not punctured and stored in the schedule waste store.</p> <p>Disposal of chemical waste were done by an licensed schedule waste contractor.</p> <p>Empty chemical containers are use for storing and transporting of premix chemical to the plantation from the mixing area.</p>
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	Domestic bins available labeled with specific usage such as for disposal of paper, glass and plastic. No evidence of open burning.
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	Assessment of all polluting activities are conducted on a quarterly basis as viewed in their EMP monitoring report.
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	An action plan for significant pollution established stating precautionary measures to be taken.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

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 type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	
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 are supplied by JBALB, (local authority) for office and domestic use only.
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	Drains, bunds and stream regularly inspected and sampling done. Sampling site /point sighted.
C	Ways to optimize water and nutrient usage to reduce wastage (e.g. 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	Spilled water during mixing of chemical are collected and reuse.
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	The riparian zone along the plantation boundary was ascertained to be well demarcated with standing vegetation still in place. Sighted and verified.
E	Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The block boundary stops at the riparian zone. Thus, there is no planting on the bank of the river.
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 construction of bunds across rivers and water ways.
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	No water harvesting practised.
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 considerations (such as wildlife corridors). This information should cover:		
A	Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI	Information regarding protected flora and fauna are widely displayed and communicated to all stake holders.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	affected by the grower(s) activities.	<input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	
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	Signage such as no hunting, no fishing are put in places., especially poster from the forest department over the protected plants and endangered animals.
4.5.6.2.	If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Appropriate warning signage prohibiting illegal activities such as hunting, fishing noted.
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	Appropriate warning signage prohibiting illegal activities such as hunting, fishing sighted.
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	The issues were regularly discussed during meeting especially during the AJPLS / stakeholders meeting.
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	Staff and workers including local communities are regularly briefed on Compliance to wildlife conservation.
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 specific situations, as identified in regional best practice.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	No evidence of open burning being practice or done.
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	Not practiced. No significant risk of diseased.
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 practiced
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	Previous crops will be mechanically felling, chipping, spreading and stacking; stated in the contractor agreement No. 28/2020.
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	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI	SOP in Place documented and monitored by supervisor or field assistant.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	consistently implemented and monitored.	<input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	
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	FronD stacking, planting of beneficial plants and as set in the Plantation Manual and observed on site
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	Block Markers in accordance with the standard in the Plantation Manual consisting of the following information: <ul style="list-style-type: none"> ● Block number. ● Hectarage. ● Palm standing. ● Palm standing per hectare. ● Planting material. Year planted.
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. Salcra Management Budget Guidelines for 2022 and Forecast Year 2023-2025 based on parameters set at estates level. Document sighted and verified. Reference budget parameters for year 2022, FFB production targeted 22,720 mt.
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 programme established. Replanting to phase one is on going.
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 (seedling) for replanting from own sources. For the quality of FFB, agronomist commendation for fertilizers, application of appropriate chemical.
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	Projected FFB production yield for year 2022 to increase by 15% against year 2021, despite the palm age profile.
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	Stated in the year 2022 budget the cost of FFB per ton RM 173.20 of which is variable.
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: <ul style="list-style-type: none"> ● 2021 - 692/MT. ● 2022 - 519/MT ● 2023 - 582/MT ● 2024 - 598/MT
E	Financial indicators: cost benefit,	<input checked="" type="checkbox"/> Compliance	Financial indicators are stated as SALCRA



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

	discounted cash flow, return on investment.	<input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	MANAGEMENT BUDGET GUIDELINE for 2022 Forecast Year 2023-2025 based on parameters set at estates level.									
4.6.2.4	The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The plan effectively implemented and monitored periodically reviewed as recorded in the Estate daily crop production record.									
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	Pricing mechanism is administered by the Marketing & Sales Dept of SALCRA HQ; issued monthly to mill management. Noted that BAPOM had effectively implemented. Average pricing for April 2022 <table border="1" style="margin-top: 10px;"> <thead> <tr> <th></th> <th>ITEM</th> <th>RM/TON</th> </tr> </thead> <tbody> <tr> <td>01.</td> <td>FFB</td> <td>1,273.74</td> </tr> <tr> <td>02.</td> <td>LOOSE FRUITS</td> <td>2,305.44</td> </tr> </tbody> </table>		ITEM	RM/TON	01.	FFB	1,273.74	02.	LOOSE FRUITS	2,305.44
	ITEM	RM/TON										
01.	FFB	1,273.74										
02.	LOOSE FRUITS	2,305.44										
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	Contractor Agreement between BRATAK OPE and Salcra Jaya, contractor agreement No. 28/2020 dated 12/10/2020. "To carry out and complete the replanting of oil palm to oil palm plantation of approximately 484ha at phase 1, Bratak palm oil estate". Noted that the Contract is fair, legal and transparent. and agreed payments shall be made in a timely manner. Document 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	Noted and verified that all contractors were given briefing and training on MSPO requirement at least once annually. Viewed MSPO training brief to SALCRA JAYA (the contractor) on 16 th Feb 2022 on Safety, MSPO & OHSAS									
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	Viewed and verified in Contractor Agreement with Salcra Jaya, contractor agreement No. 28/2020 dated 12/10/2020. "To carry out and complete the replanting of oil palm to oil palm plantation of approximately 484ha at phase 1, Bratak palm oil estate".									
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	The estate management approved of MSPO auditors to conduct physical inspection as and where relevant.									
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	Mr. Assan ak Letan responsible for the observance of the control points and verification of performance and approval of works of contractor. However there are no proper appointment letter given. **Suggest proper appointment letter to be given for the responsibility.									



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

PRINCIPLE 7 DEVELOPMENT OF NEW PLANTING

No new planting

5.2. Summary of Findings

Table:

Principles	P1	P2	P3	P4	P5	P6	Total
No of NC: Major							
No of NC: Minor							
No of OFI: Opportunity for Improvement				1 (4.4.4.1)			1
Total				1			1

There was only one (1) Finding, which was categorised as Opportunity for Improvement(OFI).

6.0 PREVIOUS AUDIT RESULT (IF APPLICABLE)

Not applicable as Bratak OPE was not included in the last Surveillance Audit.

6.1 Corrective Action Report

The Corrective Action Report for the OFI (1) is as follows:



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

CAR NO.1

MSPO CERTIFICATION: MS2530-3:2013 – SURVEILLANCE CERTIFICATION ASSESSMENT YR 04		
	SALCRA:	Date: 20 05 2022
	BQAS Certification [M] Sdn Bhd ACB MSPO CB15 MSPO Certification Services	Client: BRATAK OPE Corrective Action Report Surveillance Audit Year 04 Date: 20 05 2022
	Standards: MS 2530-3:2013	Ref: BQ/SALCRA/AU/SVA04/05/22 CAR No: 01
1.	Findings	To be completed by Auditor
	Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS	Criterion 4.4.4: Employees safety and health
<p>MSPO Clause: 4.4.4.1 states: "An occupational safety and health policy and plan shall be documented, effectively communicated and implemented".</p> <p>Finding: Warning Signage for safety awareness at fuel storage tank obscured/ insufficient (signage obstructed from view). Suggest relocation of signage for better visibility and view upon entering the fuel Depot.</p>		
2.	Classification	To be completed by Auditor
	<input type="checkbox"/> NC 1: Major non-conformity <input type="checkbox"/> NC 2: Minor non-conformity <input checked="" type="checkbox"/> OFI: Opportunity for improvements	Type of follow up <input type="checkbox"/> Document review [off-site audit] <input type="checkbox"/> On-site audit
3.	Confirmation	To be completed by Client
	Findings & classification are correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Date: 20.05.2022	Name: Richard Ak Kayu Job Title: Estate Manager
4.	Root cse[s] of NC or OFI	To be completed by Client
	Remarks: Unobservant of the strategic signage displacement on the skid tank.	
5.	Corrective action taken (s)	To be completed by Client
	Remarks: Signage have been relocated to be visible from the entrance.	Signature:
	Date: 21.06.2022	Name: Richard Ak Kayu Job Title: Estate Manager
6.	Closure of NC or OFI findings	To be completed by Lead Auditor
	Remarks: The improvement as pointed out in the finding has been implemented successfully.	
	Action for closing NC or OFI has been implemented and is found acceptable.	
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Date: 26/07/2022	Name: Dominic Retan Giah



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

7.0 SUMMARY STATEMENT OF LEAD AUDITOR

Report Summary:

The purpose of this Surveillance Audit 04 is to evaluate the implementation, including effectiveness, of **Bratak 1 & 2 Oil Palm Estate's** Certification under the **SALCRA Group of Estates'** management systems and that the requirement of the Standards MS2530-3:2013 is fulfilled.

There was only (1) finding, which was categorized as Opportunity for Improvements (OFIs) in this Year 4 Surveillance Audit and was closed on the 25th July 2022.

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. Throughout the audit process, the estate's management and staff demonstrated overall conformance with the requirements of the audit standard.

Therefore, the Lead Auditor recommends that, based on the results of this audit and the organization's commitment towards complying with **MSPO (MS2530-3:2013) - Part 3 General Principles for Plantations and Organized Smallholders for Bratak 1 & 2 oil Palm Estate's** Certification in the **SALCRA Group of Estates'** management systems and that the requirement of the **Standards MS2530-3:2013 be continuously maintained**

8.0 AUDIT CONCLUSION

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.



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

9.0 AUDIT PROGRAM


Audit Stage:	SALCRA Group of Plantations	Audit Duration
Stage 1 Audit Date:	Done by DQS	
Stage 2 Audit Date:	Done by DQS	
Surveillance Audit 01	Done by DQS	
Surveillance Audit 02	23/06-17/07/2020	34 man-days (Site -Group)
Surveillance Audit 03	12-29/04/2021	27 man-days (Remote-Group)
Surveillance Audit 04	19-20/05/2022	4 man-days (BOPE only)
RECERTIFICATION	APRIL 2023	

Note: The actual date of the **RE-CERTIFICATION AUDIT** to be done by SALCRA's top management and to be decided 3 months prior to the month of planned audit.


Refer to **APPENDIX B: Details of Audit Plan** for the Annual Surveillance Audit 04– Year 5 (SVA-04)

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 Bratak 1 & 2 Oil Palm Estate:	
MR. RICHARD AK KAYU	
Estate Manager Date : 20 05 2022	

10.2 LEAD AUDITOR: CONCLUSION & RECOMMENDATION

Based on the Findings/Action taken by Auditee/Closures above, Bratak 1 & 2 Oil Palm Sstate had been able to demonstrate generally its continual compliance to and with requirements of MSPO MS2530-3:2013 Standard. Therefore, it is recommended that Bratak 1 & 2 Oil Palm Estate's in the SALCRA Group of Estates' Certification under the Standard MSPO MS2530-3:2013 be maintained.	
Signed for & on Behalf of BQAS:	
Robert Tella Gunjom	
Lead Auditor Date : 20 05 2022	



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

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 its entirety.

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information.

I, hereby confirm that, **Bratak 1 & 2 Oil Palm Estate's in the SALCRA Group of Estates' Certification under the Standard MSPO MS2530-3:2013 be CONTINUED.**

PATRICK SIBAT SUJANG
BQAS Technical Reviewer
Date : 02 08 2022

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 SVA04
[Year 05] 2022**

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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22



Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

Appendix A : Location Map Of Salcra Operation Area, Sarawak





**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

APPENDIX B : Details of Audit Plan for the Annual Surveillance Audit – Year 5 (SVA-04)

Audit Plan

Version (date): 29/04/2022	Ref. no.:
Company name	Sarawak Land Custody and Rehabilitation Authority (SALCRA)
Address of head office	Wisma SALCRA, No. 1, Lot 2220, Block 26, MTLD, Jalan Dato Mohd. Musa, 94300 Kota Samarahan, Sarawak
Site(s)	<p><u>Palm Oil Mills</u></p> <ol style="list-style-type: none"> 1) Bau Palm Oil Mill, KM 25, Jln. Bau-Lundu, 94000 Bau 2) Serian Palm Oil Mill, KM 4, Kedup/Mongkos Link Road, Off KM 13 Paon Limau/Mentung Marau Road, 94700 Serian 3) Saratok Palm Oil Mill, Nanga Melupa, 95400 Saratok 4) Lubok Antu Palm Oil Mill 1, KM 13, Jln. Ridan/Lubok Antu 5) Lubok Antu Palm Oil Mill 2, Lot 25, Block 13, Marup Land District, Lubok Antu, 95900 Sri Aman <p><u>Oil Palm Plantations</u></p> <ol style="list-style-type: none"> 1) Saratok Oil Palm Estate, Betong District 2) Pakit / Undup Oil Palm Estate, Batu 8, Jln. Sri Aman/Kuchng, Sri Aman 3) Kedup Oil Palm Estate, Serian 4) Lemanak Oil Palm Estate, Batu 10, Jln. Ridan/Lubok Antu 5) Tae Oil Palm Estate, Jln. Serian/Kuching, Kuching 6) Jagoi 1 & 2 Oil Palm Estate, Jln. Bau/Lundu, Bau, Kuching 7) Bratak 1 & 2 Oil Palm Estate, Jln. Bau/Lundu, Bau, Kuching
Standard(s)	MS 2530-3:2013
Type of audit	Surveillance Audit 04
Audit Group	Group 1 Lead Auditor: Robert Tella Gunjom (RTG) Auditor: Favian Tisen (FT)
Audit scope	Palm Oil Mills & Group management of Oil Palm Plantations
Audit language	English, Bahasa Melayu
Audit date	19/05/2022 to 20/05/2022 (2 days)



MSPO SURVEILLANCE CERTIFICATION REPORT SVA04 [Year 05] 2022



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

Audit criteria Manual (name and number): ;
Version date: ;
Number of nonconformity report from previous audit: 0
OFI: 0

Audit objective(s)

Surveillance audit

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

Audit Agenda

Day 1: 19/05/2022 (Thursday) at the field sites and in the office of the respective Estates

Time	Subject; process	Reference	Unit; department	Participants	Auditor(s)
0900	Opening Meeting		Oil Palm Estate of: 1) Saratok	Management representatives, environmental committee members	RTG FT
0900	Field / Site Audit <ul style="list-style-type: none"> • Introduction & safety briefing • Office (if any) • Boundary Markers/ Riparian Zone / Buffer Zone • Block identification • Water & Waste management • Biodiversity / Protection of Endangered Species • FFB: Harvesting / delivery / Traceability • Staff & Workers Quarters / health & safety • Stores: Chemical / Fertilizer / Workshop 	<u>MS 2530-3:2013</u> Principle 4 Principle 5 Principle 6 Principle 7	Oil Palm Estate of: 1) Saratok	Management representative, PIC for safety & health	RTG FT



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

**Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22**

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

1100	Management commitment & responsibility <ul style="list-style-type: none"> MSPO Policy Internal audit Management review Continual improvement Social responsibility, Health & Safety <ul style="list-style-type: none"> Social impact assessment Complaints & grievances Commitment to contribute to local sustainable 	<u>MS 2530-3:2013</u> Principle 1 <u>MS 2530-3:2013</u> Principle 4	Estate management	Management representative	RTG FT
1230	Lunch break				
1330	Social responsibility, Health & Safety <ul style="list-style-type: none"> Employees safety & health Employment conditions Training & competency Transparency <ul style="list-style-type: none"> Transparency Communication & consultation Traceability Compliance to legal requirements <ul style="list-style-type: none"> Regulatory requirements Land use rights Customary rights 	<u>MS 2530-3:2013</u> Principle 4 <u>MS 2530-3:2013</u> Principle 2 <u>MS 2530-3:2013</u> Principle 3	Estate management	Management Representative	FT RTG
1800	End of Audit Day 1				

Day 2: 20/05/2022 (Friday) at the office of the respective Estates

Time	Subject; process	Reference	Unit; department	Participants	Auditor(s)
0900	Environment, natural resources, biodiversity and ecosystem services <ul style="list-style-type: none"> Environmental management plan Efficiency of energy use Waste management and disposal Reduction of pollution and emission Best Practices <ul style="list-style-type: none"> Site management Economic and financial viability plan Transparent and fair price dealing Contractor 	<u>MS 2530-3:2013</u> Principle 5 <u>MS 2530-3:2013</u> Principle 6	Oil Palm Estate of: 1) Saratok	Management representative	FT DAT



**MSPO SURVEILLANCE CERTIFICATION REPORT SVA04
[Year 05] 2022**



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

Bratak Oil Palm Estates
Ref No: BQBOPE/SVA04/05/22

Standard: MS 2530-3:2013

On Site Audit

Report Date: 20/05/2022

APPENDIX C : LIST OF ABBREVIATIONS

AEM	Assistant Estate Manager
SALCRA OPE	SALCRA Oil Palm Estate
CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
CU	BQAS
BQAS	BQAS Certification [M] Sdn Bhd
DOE	Department of Environment
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
ERT	Endangered Rare or Threatened species
EU	European Union
FFB	Fresh Fruit Bunch
FSC	Forest Stewardship Council
FSC COC	Forest Stewardship Council Chain of Custody
FSC FM	Forest Stewardship Council Forest Management
GGL	Green Gold Label
GMP	Good Manufacturing Practice
GOTS	Global Organic Textile Standard
GTP	Good Trading Practice
GPS	Global Positioning System
HACCP	Hazard Analysis and Critical Control Point
HCV	High Conservation Value
HCVF	High Conservation Value Forest
IPM	Integrated Pest Management
JAS	Japanese Agricultural Standard
MDC	MDC Publishers Sdn Bhd (Company Name)
MPOB	Malaysian Palm Oil Berhad
MSDS	Material Safety Data Sheet
MSPO	Malaysian Sustainable Palm Oil
NC	Non Conformity
OE	Organic Exchange
OSH	Occupational Safety and Health
OSHAS	Occupational Safety and Health Assessment Scheme
P&C	Principle and Criteria
PEFC	PROGRAMME FOR THE ENDORSEMENT OF FOREST CERTIFICATION
PK	Palm Kernel
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
SA8000	Social Accountability 8000
Sdn Bhd	Sendirian Berhad
SIA	Social Impact Assessment
SOCISO	Social Security Organisation
SOP	Standard Operating Procedure
USDA/NOP	United States Department of Agriculture – National Organic Program
MT	Metric Tonnes
WHO	World Health Organization