



**MSPO SURVEILLANCE CERTIFICATION PUBLIC SUMMARY REPORT 04  
[Year 05] 2023**

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

**BBC Plantations Group Sdn Bhd (906961-T)**  
Ref No: BQ/BBCGROUP/SVA04/02/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 15/02/2023

**MSPO SURVEILLANCE CERTIFICATION  
PUBLIC SUMMARY REPORT 04[YEAR 05] 2023**



**BBC Group of  
Plantations**

**Lot 16433, Junction 5 Commercial Centre, Mile 5, Jalan Tun Hussein Onn,  
97000 Bintulu, Sarawak.**



**BQAS Certification [M] Sdn Bhd**

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

Tel: 082 572 043

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

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

Accreditation No: ACB MSPO 15



# MSPO SURVEILLANCE CERTIFICATION PUBLIC SUMMARY REPORT

04 [Year 05] 2023

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

**BBC Plantations Group Sdn Bhd**

(01961-T)

MSPO Certification Services

Ref No: **BQ/BBCGROUP/SVA04/02/23**

ACB MSPO 15

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<b>CERTIFIED ENTITY</b>	<b>BBC GROUP OF PLANTATIONS</b>
<b>MSPO Standards</b>	<input checked="" type="checkbox"/> <b>MS2530-3:2013</b> General Principles for Plantations & Organized Smallholders
<b>Type of Certification:</b>	<input checked="" type="checkbox"/> <b>Group</b>
Project Ref No:	<b>BQ/BBCGRP/SVA04/02/23</b>
MSPO Certificate No:	<b>BQAS 001-1,2,3,4,5,7,8,9</b>
MSPO Certificate Validity:	<b>01 01 2019 to 31 12 2023</b>
HQ Office Address:	Lot 16433, Junction 5 Commercial Centre, Mile 5, Jalan Tun Hussein Onn, 97000 Bintulu, Sarawak.
Contact Person / Job Title:	<b>Mr Leram Sedin / General Manager</b>
Telephone / Mobile:	+60 16 879 7031 / 086 351881
Email / Website:	leram.sedin@bbcgroup.com.my
Contact Person / Job Title:	<b>En Mohamad Firdaus Bin Ibrahim/Compliance Manager</b>
Telephone / Mobile:	086 351881/012-8814524
Email / Website:	mohamad.firdaus@bbcgroup.com.my

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

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## EXECUTIVE SUMMARY

**BBC Group of Companies** is a large conglomerate based in Bintulu, Sarawak and among others is engaged in owning, developing and managing 8 [eight] Palm Oil Plantations and a Palm Oil Mill. All the palm oil plantations are located in the Bintulu Area, Sarawak.

This is a **Surveillance Audit 04 [Year 5]** to assess performance & maintenance of the management system & continued Group Certification of BBC Group of Plantations under the Standard MSPO2530-3:2013 General Principles for Plantations & Organized Smallholders.

For this Surveillance Audit (SVA04) Year 5, the following plantations are audited:

No.	Name of Plantation	Certified Area	Planted Area	Geo-Coordinates
1	Almabumi Plantation (Bukit Estate) Sdn Bhd (406039-X)	2,190.52 HA	2,069.53 HA	3° 01' 26.2'' N; 113° 03' 47.5'' E
2	BBC Pelita Plantation [Jepak] Sdn Bhd (358139-K)	3,000 Ha	1,868.33 Ha	3°05'23.3"N, 112°59'11.7"E
3	Hong-Yet Plantation Sdn Bhd (	315.57 ha	315.57 HA	03° 03.019' N, 13 ° 03.981'E

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

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

The Surveillance Audits were respectively conducted over the period from **13 02 2023 to 15 02 2023 ; by 6 Auditors; in 12 man-days.**

The purpose of these Audits are to evaluate the implementation, including effectiveness, and continuous compliance to MSPO requirements of BBC Group of Plantations' management systems. The assessments were done to assess documentation and records, FFB evacuation processes & activities, facilities and operations. Information & data were systematically gathered & documented from interviews, site inspection & review of documentations and records.

7 findings were recorded; of which One [1] were Non-Compliance (Minor) and Six [6] OFIs [opportunity for improvements]. Breakdown of findings recorded were as follows:



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**Surveillance Assessment Overview**

			P1	P2	P3	P4	P5	P6	TOTAL
	<b>TOTAL : ALL ESTATES</b>	<b>OFI</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>7</b>
		<b>NC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
		<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>8</b>

**The above assessment results show great improvements in the estates' management system. Only one [1] estate was recorded having Minor Non-Compliance [NC-Minor]; Hong-Yet Plantation [1], the other two [2] estates audited recorded six [6] Opportunity for Improvements [OFIs].**

CAR [corrective action reports] were raised upon closing meetings of each Audit exercise for action to be taken by BBC estates. Prompt actions were taken and all corrective action reports for these audits had been closed out by the Lead Auditors; the corrective action reports were closed out on 08 03 2023.

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

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

All estates have continuously complied & conformed to MSPO Certification standards, conditions & requirements.

Conclusively, the Audit team therefore recommended that Conclusively, the Lead Auditor therefore recommended that **BBC GROUP OF PLANTATIONS' Certification under MSPO Standards MS2530-3:2013 Part 3 – General Principles for Oil Palm Plantations and Organized Smallholders to be continued and maintained.**



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**1.0 INFORMATION: CERTIFICATION ASSESSMENT**

1.1	Type of Certification Assessment	<input type="checkbox"/>	Initial Certification / Main Audit
		<input checked="" type="checkbox"/>	<b>Annual Surveillance Audit 04 [Year 5]</b>
		<input type="checkbox"/>	Re-certification Audit
1.2	Scope of MSPO Certification	<input checked="" type="checkbox"/>	<b>Production of Sustainable Fresh fruit Bunch from:</b>
			Total Certified Area    Total Planted Area
	<b>BBC Group of Plantations</b>		<b>13,740.21HA                      12, 958.03HA</b>
1.3	<b>MSPO Standards</b>	<input checked="" type="checkbox"/>	<b>PART 3: MS2530-3:2013</b>
1.4	Maps [Attachments]	<input checked="" type="checkbox"/>	Location
		<input type="checkbox"/>	Boundary
		<input type="checkbox"/>	Topography
		<input type="checkbox"/>	Soil
	Geographical Coordinates		Refer Information on Certified entity & Executive Summary

**2.0 INFORMATION : CERTIFIED ENTITY**

**BBC GROUP OF PLANTATIONS** operate and manage 9 Palm Oil Estates located throughout Bintulu Division. This is a Group Certification under the standards MS2530-3:2013 MSPO Part 3: General Principles for Oil Palm Plantations and Organized Smallholders. For this year surveillance assessment, the following estates were audited.

No.	Name of Plantation	Certified Area	Planted Area	Geo-Coordinates
1	<b>Almabumi Plantation (Bukit Estate) Sdn Bhd (406039-X)</b>	2,190.52 HA	2,069.53 HA	3° 01' 26.2'' N; 113° 03' 47.5'' E
2	<b>BBC Pelita Plantation [Jepak] Sdn Bhd (358139-K)</b>	3,000 Ha	1,868.33 Ha	3°05'23.3"N, 112°59'11.7"E
3	<b>Hong-Yet Plantation Sdn Bhd (1005120-W)</b>	315.57 ha	315.57 HA	03° 03.019' N, 13 ° 03.981'E

**2.2 ESTATES' KEY INFORMATION**

**2.2.1 Almabumi Plantation (Bukit Estate) Sdn Bhd (406039-X)**



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Standard: MS 2530-3:2013

On Site Audit

Report Date: 15/02/2023

INFORMATION	ENTITY
Company Name & Registration No:	<b>Almabumi Plantation Sdn Bhd (Bukit Estate)</b>
Head Office Address	Lot 16433, Junction 5 Commercial Centre, Mile 5, Jalan Tun Hussein Onn, 97000 Bintulu, Sarawak.
Site Name	<b>Almabumi Plantation Sdn Bhd (Bukit Estate)</b>
Primary Function:	<input checked="" type="checkbox"/> <b>Plantation/Organized Smallholders</b>
Site Address	Lot 20 & 23, Block 44, Sungai Segan, Kemena Land District, 97000 Bintulu
<b>Management Contact Details</b>	
1 Name : <b>En Ahmad Abu Bakar</b>	Job Title: Estate Manager
Mobile: 016-8796801	Email: <a href="mailto:ahmad.bakar@bbcgroupp.com.my">ahmad.bakar@bbcgroupp.com.my</a>
2 Name : Mohamad Firdaus Bin Ibrahim	Job Title: MSPO Compliance Manager
Mobile: 012-8814524      Tel:086-351881	Email: mohamad.firdaus@bbcgroupp.com.my
Headcount : Staff : 18      Local Workers: 3      Foreign Workers : 175      Total : 196	

<b>MS 2530-3:2013 General Principles for Plantations &amp; Organized Smallholders</b>	
MPOB License No: 531770002000	Expiry Date: 31 07 2023
Scope of Activity: FFB Production	
Date of Establishment: 14/10/1996	Geo-Coordinates : 3° 01' 26.2'' N; 113° 03' 47.5'' E
Certified Area: 2,190.52 ha	Planted Area : 2,069.53 ha
FFB Production (actual) 2022(till Jan 2023): 32,299.79 MT	FFB Production (estimate) 2023: 42,000.00MT
Sources of FFB: Own Estate	Main FFB purchaser: BBC Palm Oil Mill
No of Planting Blocks: 59	No of Palm trees: 213, 413 palms
Palm Species: HRU/UP, UP/IOI, FYG/SK	Age Range of Palm Trees: 13 – 15 years
Topography: Undulating to Low hills	Soil Type: Mineral Soils
Land Status: Ownership: Lease of State Land (60 years)	<input type="checkbox"/> Rented <input checked="" type="checkbox"/> Own Land <input type="checkbox"/> Joint Venture
Validity/Date of Certification: 01 01 2019 to 31 12 2023	Other Sustainability Certification: NIL

**2.2.2 BBC Pelita Plantation [Jepak] Sdn Bhd (358139-K)**

INFORMATION	ENTITY
Company Name & Registration No:	<b>BBC Pelita Plantation (Jepak) Sdn. Bhd. (358139-K)</b>
Head Office Address	Lot 16433, Junction 5 Commercial Centre, Mile 5, Jalan Tun Hussein Onn, 97000 Bintulu, Sarawak.



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Site Name	<b>BBC Pelita Plantation (Jepak) Sdn. Bhd. (358139-K)</b>		
Primary Function:	<input checked="" type="checkbox"/> <b>Plantation/Organized Smallholders</b>		
Site Address	Sungai Setiam & Sg. Lupak		
Management Contact Details			
1	Name : Mr. Frederick Ting	Job Title: Manager	
	Mobile: 011 19855339	Email: frederick.ting@bbcgroupp.com.my	
2	Name : Mohamad Firdaus Bin Ibrahim	Job Title: Compliance Manager	
	Mobile: 012-8814524	Tel:086-351881	Email: mohamad.firdaus@bbcgroupp.com.my
Headcount : Local Workers : Foreign Workers : Total :			
<b>MS 2530-3:2013 General Principles for Plantations &amp; Organized Smallholders</b>			
MPOB License No: 508875802000		Expiry Date: 30/11/2023	
Scope of Activity: Menjual & mengalih FFB #			
Date of Establishment: 12 July 2016		Geo-Coordinates: 3°05'23.3"N, 112°59'11.7"E	
Certified Area: 3,000 Hectares		Planted Area: 1,868.33 Hectares	
FFB Production (actual) 2022: 39,542.49 MT		FFB Production (estimate) 2023: 44,900 MT	
Sources of FFB: Own Estate		Main FFB purchaser: BBC Palm Oil Mill Sdn Bhd	
No of Planting Blocks: 115 blocks		No of Palm trees: 248,696 palms	
Palm Species: FELDA, GH500		Age Range of Palm Trees:< 5 to20 years	
Topography: Flat lowland		Soil Type: Mineral soil & peat	
Land Status: Ownership: Title land		<input type="checkbox"/> Rented <input checked="" type="checkbox"/> Own Land <input type="checkbox"/> Joint Venture	
Validity/Date of Certification: 01 01 2019 to 31 12 2023		Other Sustainability Certification:	

**2.2.3 Hong-Yet Plantation Sdn Bhd (1005120-W)**

INFORMATION	ENTITY
Company Name & Registration No:	<b>Hong Yet Plantation Sdn Bhd (1005120-W)</b>
Head Office Address	Lot 16433, Junction 5 Commercial Centre, Mile 5, Jalan Tun Hussein Onn, 97000 Bintulu, Sarawak.
Site Name	<b>Hong-Yet Plantation Sdn Bhd</b>
Primary Function:	<input checked="" type="checkbox"/> <b>Plantation/Organized Smallholders</b>
Site Address	Block 44 & 45, Lot No. 19, 33, 83, 86 & 91, Kemena Land District, 97000 Bintulu, Sarawak
Management Contact Details	
1	Name : Amran bin Alam Job Title: Estate Manager
	Mobile: 016 879 6805 Email: <a href="mailto:amran.alam@bbcgroupp.com.my">amran.alam@bbcgroupp.com.my</a>
2	Name : Mohamad Firdaus Bin Ibrahim Job Title: Compliance Manager
	Mobile: 012-8814524 Tel:086-351881 Email: mohamad.firdaus@bbcgroupp.com.my
Headcount : Local Workers : Nil (Utilizing Foreign Workers : 20 Total : 20	





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Almabumi SE manpower)	
<b>MS 2530-3:2013 General Principles for Plantations &amp; Organized Smallholders</b>	
MPOB License No: 618902002000	Expiry Date: 30/11/2023
Date of Establishment: 07/06/2012	Geo-Coordinates: N 03° 03.019' E 113 ° 03.981'
Certified Area: 315.57 ha	Planted Area: 315.57 ha
FFB Production (actual) 2022: 4,129.02 MT	FFB Production (estimate) 2023: 5,777.94 MT
Sources of FFB: Own Estate	Main FFB purchaser: BBC Palm Oil Mill Sdn Bhd
No of Planting Blocks: 10 blocks	No of Palm trees: 37,653
Palm Species: DXP, & Felda Yangambi	Age Range of Palm Trees: 8 – 9 years
Topography: Hilly & flat	Soil Type: mineral
Land Status: Ownership: Title land	<input type="checkbox"/> Rented <input checked="" type="checkbox"/> Own Land <input type="checkbox"/> Joint Venture
Validity/Date of Certification: 01 01 2019 to 31 12 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"> <li>• Interviews – staffs and workers</li> <li>• Observation of process &amp; activities</li> <li>• Review of documentations &amp; records</li> <li>• Site visits</li> <li>• Field inspections</li> </ul>	
Assessment method	<p><b>Paper</b></p> <ul style="list-style-type: none"> <li>• Assessing past implementations from records, reports of the management system Practice</li> </ul> <p><b>Practice</b></p> <ul style="list-style-type: none"> <li>• Assessing current implementation from observing current practices</li> </ul> <p><b>People</b></p> <ul style="list-style-type: none"> <li>• Assessing future maintenance from interviewing personnel on understanding &amp; assessing competencies.</li> </ul>	
<b>Surveillance Audit</b>	<b>Audit Findings Classification</b>	
Term/Abbreviation	Category	Description
<b>Yes</b>	Compliance	•Fulfilled requirement of audited standard
<b>OFI</b>	Opportunity For Improvements	•Demonstrate conformity. There are, however, improvement opportunity identified that will benefit the organization
<b>No (Minor NC)</b>	Minor Non-Conformity	• Non-compliance to standard requirements or company's SOP; or are issues that when



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		combined jeopardized the functioning of the system .
<b>No (Major NC)</b>	Major Non-Conformity	<ul style="list-style-type: none"> <li>Demonstrate absence or total breakdown of system to meet standard requirement, or a number of minor NC against a clause of standard requirements / at a particular area. Of last assessment that are not effectively addressed will be classified as major NC.</li> </ul>

#### 4.0 ASSESSMENT PROCESS

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

#### 4.1 AUDIT TEAM

NAME	ROLE
1. Dominic Retan Giah	Lead Auditor
2. Douglas Alau Tayan	Lead Auditor
3. Robert Tella Gunjom	Auditor
4. Dr. Anthony Tibok	Auditor
5. Dr. Alexander Sayok	Auditor
6. Charles Tibok	Auditor
7. Duke Ladin	Auditor
8. Sanicas Granda	Trainee Auditor

#### Audit Information

No.	Estate	Date of Audit	No. of Auditors	No of Man-days
1.	Almabumi Plantation (Bukit Estate) Sdn Bhd (406039-X)	13-17 02 2023	2	4
2.	BBC Pelita Plantation [Jepak] Sdn Bhd (358139-K)	13-15 02 2023	2	4
3.	Hong-Yet Plantation Sdn Bhd (1005120-W)	13-15 02 2023	2	4
<b>Total Man-days</b>				<b>12</b>



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## **4.2 AUDIT PLAN**

### **4.2.1 AUDIT OBJECTIVES**

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

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

### **4.2.2 ASSESSMENT SITES/PROGRAMS/PARAMETERS**

#### **MS2530-4:2013 General Principles for Palm Oil Mills**

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

**Assessment were performed at :**

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



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## B. SURVEILLANCE AUDIT - Main Assessment Program

**Date: 13 - 15 02 2023    No. of Auditors: 6    No. of Man-days: 12**

Day 1 13 02 2023	●	Site Audit @ Mill Office and Estate sites, Bintulu
	●	<b>Opening Meeting at Mill/Site Office</b>
	●	Review SVA 02 Certification Audit Report
	●	Documentation Audit / Record Review
	●	Estates – facilities review (chemical, schedule waste stores, workshop, etc.)
	●	FFB handling process
Day 2 14 02 2023	●	Assessment/review of staff/workers housing & living conditions, facilities & amenities, domestic waste treatment etc.
	●	Documentation Audit continued
	●	Presentation of Audit Checklist / Report
Day 3 15 02 2023	●	Cross-checking for outstanding issues
	●	Wrap up & discussion
	●	Preparation of reports for mill and plantations.
	●	Closing meeting (combined) for: Mill and Estates 1, 2 & 3

## C. 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



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- Continuous Improvement Plan & Implementation
- Implementation of Best Practices
- Implementation of Environmental Management

**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><b>Opening Meeting</b>            Estate site Assessment &amp; Field Audits</p> <ul style="list-style-type: none"> <li>• Participants:              Audit Team &amp; Auditee Management              Stakeholders Consultation / Field &amp; Site Audits</li> <li>• Stakeholders Interviews</li> <li>• MSPO knowledge of Estate staffs</li> <li>• Checks &amp; verification on Boundary, Buffer Zone, Riparian Zone, Waste/scheduled waste management, Water management, Water courses, Harvesting</li> <li>• Staff/workers housing &amp; amenities,</li> <li>• Use of PPE, Stores, Workshop</li> </ul>
	↓	
4	Audit Day 2	<p>Review of Initial Certification Audit Report            Documentation Review</p> <ul style="list-style-type: none"> <li>• Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc.</li> </ul> <p>Documentation Review [continuation]</p> <ul style="list-style-type: none"> <li>• Management Systems, Policies, Procedures, MSPO Principles 1 to 6 documents etc.</li> </ul> <p><b>Closing meeting</b></p> <ul style="list-style-type: none"> <li>• Participants:              Audit Team &amp; Auditee Management</li> <li>• Agenda:              Review Stakeholders feedback              Presentation of Report / Checklists. Review, discuss &amp; decide corrective &amp; forward action to be taken by Auditee</li> </ul>

<b>Audit Stage:</b>	<b>BBC Group of Plantations</b>	<b>Audit Duration</b>
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Stage 2 Audit Date:	18 - 19 07 2018	12 man-days
Surveillance Audit 01	24 - 25 07 2019	12 man-days
Surveillance Audit 02	08 - 10 06 2021	12 man-days
Surveillance Audit 03	14 - 16 02 2022	06 man-days
<b>Surveillance Audit 04</b>	<b>12 - 15 02 2023</b>	<b>12 man-days</b>
<b>RECERTIFICATION</b>	<b>OCTOBER 2023</b>	

**5.0 SURVEILLANCE AUDIT - MAIN ASSESSMENT**

**5.1 AUDIT REPORT - BBC PLANTATIONS GROUP SDN BHD [661374-U]  
Ref No: BBCGRPO/AU/SVA04/02/23**

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**

**5.0 SURVEILLANCE AUDIT - MAIN ASSESSMENT**

<b>5.1. SURVEILLANCE AUDIT REPORT - KEY FINDINGS</b>									
No	Name		P1	P2	P3	P4	P5	P6	TOTAL
1	Almabumi Plantation (Bukit Estate) Sdn Bhd (406039-X)	OFI	0	0	0	1	0	1	2
		NC	0	0	0	0	0	0	0
		<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>
2	BBC Pelita Plantation [Jepak] Sdn Bhd (358139-K)	OFI	0	1	0	0	0	0	1
		NC	0		0	0	0	0	0
		<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
3	Hong-Yet Plantation Sdn Bhd (1005120-W)	OFI	0	0	0	3	0	0	3
		NC -Minor	0	0	0	1	0	0	1
		<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>7</b>
			P1	P2	P3	P4	P5	P6	TOTAL
	<b>TOTAL : ALL ESTATES</b>	<b>OFI</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>6</b>
		<b>NC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>



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		<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>7</b>
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**Abbreviations**

P1	Principle 1:	Management Commitment & Responsibility
P2	Principle 2:	Transparency
P3	Principle 3:	Compliance to Legal Requirements
P4	Principle 4:	Social Responsibility, Health, Safety & Employment Conditions
P5	Principle 5:	Environment, Natural Resources, Biodiversity & Ecosystem Services
P6	Principle 6:	Best Practices
P7	Principle 7:	Development Of New Planting

**5.2 PROCESS AREA OF FINDINGS**

**5.2.1 Almabumi Plantation (Bukit estate)**

**1. Principle 4 SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS**

**Criterion 4.4.4: Employees safety and health**

<b>Criterion 4.4.4</b>	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 type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>OFI</b>	Sighted - Mr. Ahmad B. Abu Bakar was appointed as OSH Committee chairman via Almabumi letter dated 15/11/2021 which could be viewed in MSPO file 4. Vol. 1 item 4.4.2f.  <b>Improvement required: Consider to appoint a person-in-charge who has attended training on safety &amp; health.</b>
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**2. Principle 6 Best Practices**

**Criterion 4.6.1: Site Management**

<b>Criterion 4.6.1</b>	Standard operating procedures shall be appropriately documented and consistently implemented and monitored	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> <b>OFI</b> <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted & verified - documented SOPs for the estate operations. The procedures included the following:  <ul style="list-style-type: none"> <li>Group Agricultural Policy - The manual describes operational procedure of nursery practices, land preparation, planting practices, ground cover maintenance, roads construction &amp; maintenance, immature stage, harvesting, collection of bunches, manuring, pesticide application, pests &amp; diseases control.</li> </ul> The SOP for pesticides specifies standard working practices and application of pesticides.  The Almabumi Plantation Sdn Bhd SOP for
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			<p>Best Manufacturing Practice- sighted in Doc. No.APBE-SUS M6-01; Eff. Date: 01/06/2018; Rev No.00 These SOPs are adhered for estate's operation &amp; activities.</p> <p><b>Improvement required: The skill and competency of the harvesters maybe further enhanced by inculcating an awareness on the benefits of plucking only ripe fruits.</b></p>
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## 5.2.2 BBC Pelita Plantation (Jepak) Sdn Bhd

### 1. PRINCIPLE 2 TRANSPARENCY

#### Criterion 4.2.2: Transparency method of communication and consultation

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 type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Sighted - The lists of stakeholders at the Estate are adequately maintained and kept current with last revision on the 03<sup>rd</sup> January, 2022.</p> <p>Noted &amp; verified list of stakeholders for both Estates comprehensively documented as per category below:</p> <ul style="list-style-type: none"> <li>Surrounding communities</li> <li>Employees</li> <li>Suppliers</li> <li>Buyers</li> <li>Corporate group</li> <li>Government department &amp; regulators</li> <li>Other planters &amp; relevant companies &amp; service providers</li> <li></li> </ul> <p><b>OFI: However, there was no record of any consultation and communication with any stakeholder.</b></p>
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## 5.2.3 Hong-Yet Plantation Sdn Bhd

### 1. Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS

#### Criterion 4.4.4: Employees safety and health

4.4.4.2D	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	<input type="checkbox"/> Compliance <input type="checkbox"/> OFI <input checked="" type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	<p>Sighted – records of the provision of required PPE to all employees &amp; workers is verified. Provision of PPEs is based on the results of HIRARC analysis.</p> <p>Samples viewed:</p> <ul style="list-style-type: none"> <li>DO dated 13/07/2022 from SK Hardware for delivery of 2 pairs safety shoes</li> <li>DO dated 13/10/2022 from Remix Technologies for delivery of 6 pcs cotton coverall</li> <li>Issuance of gloves, apron Ratna &amp; Risnawati on</li> </ul>
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	Control (HIRARC)		21/11/2022  <b>NC (minor): Harvesting personnel were seen not properly attired for the hazardous task.</b>  <b>Evidence: 2 harvesters at work in the plantation were observed to be not wearing safety helmets.</b>
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**2. Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS**  
**Criterion 4.4.4: Employees safety and health**

<b>4.4.4.2G</b>	The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meetings are kept and the concerns of the employees and any remedial actions taken are recorded.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> <b>OFI</b> <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Conducted quarterly, the last OSH Committee for Almabumi Plantation Sdn Bhd (Sungai Estate) and Hong-Yet Plantation Sdn Bhd was held on 29/12/2022 attended by 21 personnel.  Among the items discussed were: <ul style="list-style-type: none"> <li>• Training on harvesting</li> <li>• Training on chemical mixing &amp; handling</li> <li>• Report on work site inspection – roof over the stores, diesel skid tank, chemical store, quarters</li> <li>• Report on accidents, near misses, poisoning &amp; investigation – nil report</li> </ul> <p><b>OFI: Consider to provide a summary for the year to date on the statistics for accidents / near misses.</b></p>
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**3. Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS**  
**Criterion 4.4.4: Employees safety and health**

<b>4.4.4.2H</b>	Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> <b>OFI</b> <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Sighted - Almabumi Plantation Sdn Bhd (Sungai Estate) and Hong-Yet Plantation Sdn Bhd Emergency Preparedness and Response (Doc. No. APSE-SUS-M4-05; Rev. No. 01; Eff. Date: 02/01/2020).  The SOP provides details on: <ul style="list-style-type: none"> <li>• Organization &amp; Duties</li> <li>• Emergency contact numbers</li> <li>• Emergency response for:             <ul style="list-style-type: none"> <li>○ accident/incident &amp; near misses</li> <li>○ fire &amp; explosion</li> <li>○ serious bodily injuries</li> <li>○ spillage of hazardous materials</li> <li>○ splash of chemicals</li> <li>○ flood</li> <li>○ landslide</li> </ul> </li> <li>• use of fire extinguishers</li> </ul> <p>There is also Emergency spill kits being maintained in the Workshop and Chemical Store. In the case of a spill, this will make cleaning more difficult.</p> <p><b>OFI: Consider to review the ergonomics of the height of the holding hook for the FE. One hook to hold the</b></p>
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			fire extinguisher was observed to be too high (shoulder height) on the wall of the housing Block B.
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## 4. Principle 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY & EMPLOYMENT CONDITIONS

### Criterion 4.4.4: Employees safety and health

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 type="checkbox"/> Compliance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> NC - Minor <input type="checkbox"/> NC - Major	Although the Workers' Minimum Standard of Housing and Amenities Act 1990 (Act 446) is yet to be enforced by Sarawak Labour Department, the estate is noted to have provided the employees & workers with free living quarters. The housing blocks are constructed of brick-and-mortar, (timber houses would be phased out later) with living rooms, bedrooms, kitchen and toilets. All the houses are supplied with water and electricity.  OFI: Consider to implement some renovation on the drain passing from Block B and the nearby septic tank for better hygiene and to promote safety.
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## 5.3 Surveillance Assessment Overview

		P1	P2	P3	P4	P5	P6	TOTAL	
	<b>TOTAL : ALL ESTATES</b>	<b>OFI</b>	0	1	0	4	0	1	6
		<b>NC</b>	0	0	0	1	0	0	1
		<b>TOTAL</b>	0	1	0	5	0	1	7

The Audit checklists follows that as prescribed under MSPO MS2530-3:2013 [Part 3]: General Principles for Oil palm plantations & Organized Smallholders. The following are brief assessment findings under each Principles.

### 5.3.1. Principle 1: Management Commitment & Responsibility

There is no finding on this Principle. Generally, in the audited estates :

MSPO Policy is established and maintained; approved by MD on 20<sup>th</sup> October 2018; continual improvement statement is included in the Policy. The policy was revised on 16/11/2020 to include SCCS.

Internal Audit are conducted annually and actions are taken accordingly to close out all findings .



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- Findings of IAR on suitability, adequacy & effectiveness of requirements for effective implementation of MSPO were reviewed by the Management. For example, the 2022 IAR was reviewed on the 27<sup>th</sup> December 2022 records that no changes are currently necessary but that the next internal and external audit will both be conducted based on the Revised MSPO Standards (MS250:2022)

Continuous Improvement Plan are documented and implemented on a year-to-year basis. Common agenda [plan] in audited estates include CIP on operational excellence, technology applications, landowners & scheme participants social and economic well-being, mechanized FFB evacuation & environmental and water resource management.

### **5.3.2. Principle 2: Transparency**

There is only one (1) finding on this Principle:

#### **Criterion 4.2.2: Transparency method of communication and consultation**

Sighted - The lists of stakeholders at the Estate are adequately maintained and kept current with last revision on the 03<sup>rd</sup> January, 2022.

Noted & verified list of stakeholders for both Estates comprehensively documented as per category below:

- Surrounding communities
- Employees
- Suppliers
- Buyers
- Corporate group
- Government department & regulators
- Other planters & relevant companies & service providers

**OFI: However, there was no record of any consultation and communication with any stakeholder.**

Generally, audited estates comply fully on transparency of information and documents relevant to MSPO requirements.

General procedures guidelines on Transparency, Traceability, Consultation & Communications are established and maintained.

Officers in Charge are appointed and carrying out their responsibilities accordingly in line with terms of appointment.

Lists of stakeholders are maintained and updated regularly.



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Traceability management system and records in all estates are well established, implemented and maintained.

Records of transportation, sales, delivery and control documents are maintained and updated.

### 5.3.3. Principle 3: Regulatory Requirements

There is no finding on this Principle.

All operations are observed to be in compliance with all relevant laws and regulations .

It is observed that in all estates, palm oil cultivation and production activities do not diminish the land use rights of other users .

### 5.3.4. Principle 4: Social Responsibility, Health, Safety & Employment Conditions

Compliance assessment on Principle 4 has five (5) findings [OFI]; An occupational, safety and health policy and plan shall be documented, effectively communicated and implemented.

**OFI : Improvement required: Consider to appoint a person-in-charge who has attended training on safety & health.**

**NC (minor): Harvesting personnel were seen not properly attired for the hazardous task.**

**Evidence: 2 harvesters at work in the plantation were observed to be not wearing safety helmets.**

**OFI: Consider to provide a summary for the year to date on the statistics for accidents / near misses.**

**OFI: Consider to review the ergonomics of the height of the holding hook for the FE. One hook to hold the fire extinguisher was observed to be too high (shoulder height) on the wall of the housing Block B.**

**OFI: Consider to implement some renovation on the drain passing from Block B and the nearby septic tank for better hygiene and to promote safety.**

Generally, however :

The system for dealing with complaints and grievance is well established and maintained. Employment conditions in all aspects are above average. Employment policies are well established and maintained.

All estate employees are provided with free living quarters, basic amenities [treated water and



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electricity], Pre-school education and learning centers for staff children, school bus for school going children.

Performance incentives and numerous other social benefits are accorded to staff and families.

### 5.3.5. Principle 5: Environment, Natural Resources, Biodiversity & Ecosystem Services

There is no finding on this Principle

Generally, and in compliance with Principle 5:

Environmental Improvement Plan dated October 2017 continue to be implemented and assessed annually.

All estates record and monitor efficiency of energy use and use of renewable energy. Annual action plans are established and implemented to reduce consumption of fossil fuel and significant pollutants from emission. GHG emission are monitored vide monthly reports.

Water management plan are established and use of natural water resources are practiced, assessed, managed and monitored on a regular basis.

Training and awareness programs are conducted according to EIP as scheduled.

Waste Management Plan & assessment of all polluting activities are ongoing and implemented according to schedule.

BBC had initiated and implemented a study on Identification of high biodiversity value habitats that could be affected by the palm oil cultivation activities. This study also includes inventory of rare, threatened and endangered species.

BBC had also established and implemented a management plan for protected fauna and flora species.

### 5.3.6 Principle 6 : Best Practices

There is one finding in this Principle.

**OFI : Improvement required: The skill and competency of the harvesters maybe further enhanced by inculcating an awareness on the benefits of plucking only ripe fruits.**

BBC Group had established a Plantation Manual; this is a guidance document for estates on site management.

SOP on Best Practices are established and continued to be consistently implemented and monitored.

BBC Group had established annual Management Plan for individual estates; with economic and



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financial viability plan as a major component.

On pricing mechanism, all of the fresh fruit bunches (FFB) supplied to the mill are from BBC Plantation Group own estates. The pricing for FFB is an internal matter.

Contract agreements are signed between the respective Directors and the Contractor. The terms and conditions of the contract are explained to the contractor. A copy of the contract is given to the contractor. Transparent and fair price dealing with Contractor continues to be practiced; documentary evidence sighted and verified during the Audit; all contract agreements are legally enforceable by both parties.

### 6.0 SUMMARY STATEMENT BY LEAD AUDITOR

#### Summary Statement

The following conclusions are derived from this Surveillance Audit Year 4 of BBC Group of Plantations:

- ✓ There had been no significant changes to the certified client management systems.
- ✓ All estates had implemented its MSPO continuous improvement program according to plan.
- ✓ It can be affirmed that all audited estates had complied and fulfilled the MSPO MS2530 3:2013 standard's Principles and Criteria.

A total of 12 Man-days was undertaken to complete the Surveillance Audit of 3 estates; all Audits were conducted on site.

Seven (7) findings were recorded; One classified as NC-Minor and Six as OFIs. All corrective action report raised had been closed out by the Lead Auditors.

Finally, it is the Audit team opinion that all BBC Group of Plantations' estates certification under the standard MSPO MS2530-3:2013 be continuously maintained.

### 7.0 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.



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**8.0 AUDIT PROGRAM**

<b>Item</b>	<b>Description</b>	<b>Man-Days</b>	<b>Tentative Dates</b>
<b>Audit Stage:</b>	<b>BBC Group of Plantations</b>	<b>Audit Duration</b>	<b>Audit Stage:</b>
Stage 1 Audit Date:	18 - 19 07 2018	12 man-days	Stage 1 Audit Date:
Stage 2 Audit Date:	18 - 19 07 2018	12 man-days	Stage 2 Audit Date:
Surveillance Audit 01	24 - 25 07 2019	12 man-days	Surveillance Audit 01
Surveillance Audit 02	08 - 10 06 2021	12 man-days	Surveillance Audit 02
<b>Annual Surveillance Audit – Year 4</b>	<b>Site Audit</b>	<b>12</b>	<b>13-15 February 2023</b>
<b>RE-CERTIFICATION AUDIT</b>	<b>Site Audit</b>	<b>12</b>	<b>October 2023</b>

*Note: The actual date of the Re-certification audit will be discussed and decided 3 months prior to the month of planned audit.*

**9.0 OFFICIAL SIGN-OFF**

**9.1 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.	
<p align="center"><b>Signed for &amp; on Behalf of BBC GROUP OF PLANTATIONS:</b> <b>En. Mohamad Firdaus Bin Ibrahim</b> Compliance Manager Date : 15 02 2023</p>	



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MSPO Certification Services  
ACB MSPO 15

**BBC Plantations Group Sdn Bhd (906961-T)**  
Ref No: BQ/BBCGROUP/SVA04/02/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 15/02/2023

## 9.2 LEAD AUDITOR: CONCLUSION & RECOMMENDATION

Based on the Findings/Action taken by Auditee/Closures above, **BBC GROUP OF PLANTATIONS** have been able to demonstrate generally its continual compliance to and with requirements of MSPO MS2530-3:2013 Standard. Therefore, it is recommended that the continued **BBC GROUP OF PLANTATIONS' Certification under the Standard MSPO MS2530-4:2013 be maintained.**

**Signed for & on Behalf of BQAS:**  
**Douglas Alau Tayan/Dominic Retan Giah**  
Lead Auditors  
Date : 15 02 2023

## 9.3 TECHNICAL REVIEWER: STATEMENT & CONFIRMATION

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

I confirm that, to the best of my knowledge the information and conclusions included in this report have been prepared in compliance with the Standards requirements; and done in good faith and that the Lead Auditor recommendations had been based upon this information. I, hereby confirm that, **BBC GROUP OF PLANTATIONS' Certification under the Standard MSPO MS2530-4:2013 be continued.**

**PATRICK SIBAT SUJANG**  
**BQAS Technical Reviewer**  
Date : 09 03 2023

### 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.





**MSPO SURVEILLANCE CERTIFICATION PUBLIC SUMMARY REPORT 04  
[Year 05] 2023**

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

**BBC Plantations Group Sdn Bhd (906961-T)  
Ref No: BQ/BBCGROUP/SVA04/02/23**

**Standard: MS 2530-3:2013**

**On Site Audit**

**Report Date: 15/02/2023**

# **APPENDIX**



**MSPO SURVEILLANCE CERTIFICATION PUBLIC SUMMARY REPORT  
04 [Year 05] 2023**

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

**BBC Plantations Group Sdn Bhd**

(05961-T)  
MSPO Certification Services  
ACB MSPO 15

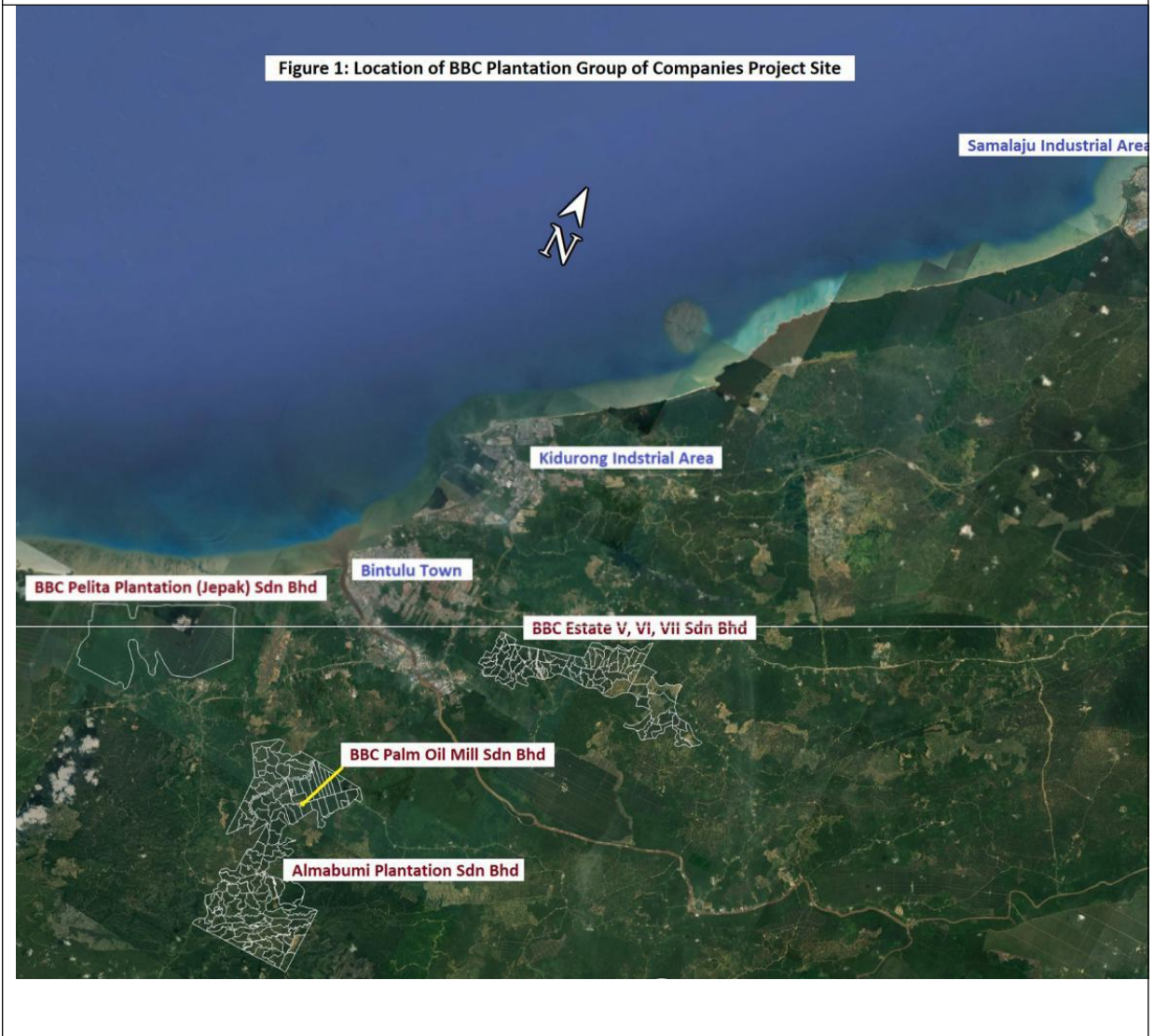
Ref No: BQ/BBCGROUP/SVA04/02/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 15/02/2023

**Appendix A 1: Location Map for the BBC Plantations Sdn Bhd Estates  
and Mills within Bintulu Division Sarawak**





**MSPO SURVEILLANCE CERTIFICATION PUBLIC SUMMARY REPORT  
04 [Year 05] 2023**

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

**BBC Plantations Group Sdn Bhd**

(01961-T)  
MSPO Certification Services  
ACB MSPO 15

Ref No: BQ/BBCGROUP/SVA04/02/23

Standard: MS 2530-3:2013

On Site Audit

Report Date: 15/02/2023

<b>APPENDIX B</b>	<b>SUMMARY OF FINDINGS - SVA 03 CERTIFICATION AUDIT</b>
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**Table: B1 Summary of Findings - Surveillance Certification Audit 03 [Year 4]**

Principles	P1	P2	P3	P4	P5	P6	Total
<b>No of OFI: Opportunity for Improvement</b>	1	3	1	3	7	0	15
<b>No of NC: Major</b>	0	0	0	0	0	0	0
<b>No of NC: Minor</b>	0	0	0	0	0	0	0
<b>Total</b>	1	3	1	3	7	0	15

**The SVA 03 Findings - Nine OFIs were closed on the 21<sup>st</sup> July 2021.**

----- **END OF REPORT** -----