

Dear customer,

As a certification company for ISPO, we require information about your company so that we can create a quotation as well as schedule and prepare certification/surveillance audits.

Please help us to ensure a smooth certification process by filling out the following questionnaire and attaching the information and documents requested.

### 1. General information

**Company Name:** \_\_\_\_\_

**Member of Company Group:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Postal code, city:** \_\_\_\_\_

**Country:** \_\_\_\_\_

**Contact person:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**Web :** \_\_\_\_\_

### 2. Certification requested:

1. ISPO Scheme       2. Sistem Sertifikasi Rantai Pasok

2a.Segregasi       2b.Keseimbangan       2c.Pesanan dan Klaim

### 3. Plantations and Productions facilities:

#### 3.1 Plantations Mills to be included in the main assessment:

Name of Mills	Location	Annual Output (ton) :		Mill Capacity (ton/hr)
		CPO	PK	

**3.2. Plantations to be included in the main assessment:**

Name of Plantation	Type of plantation (Inti/ PIR Bun /PIR Trans /Plasma)	Address & GPS coordinates	Area		FFB Production (ton/year)
			Total (ha)	Planted (ha)	

**3.3. Supply base:**

Name of plantation (from plantation)	Tonnage FFB	Percentage

Name of Mill to be supplied (to mill)	Tonnage FFB	Percentage

**4. Status of Land Permit** *Please attached (mohon dilampirkan)*

<input type="checkbox"/> Penilaian usaha perkebunan: Kelas Kebun I / II / III No: .....	<input type="checkbox"/> Izin Usaha (IUP, IUP-B, IUP-P, SPUP, ITUP) No: .....
<input type="checkbox"/> Land use permit (HGU) No: .....	<input type="checkbox"/> Izin Lingkungan (AMDAL/ UKL-UPL/ RKL-RPL) No: .....

Note: V : Available ; 0 : In progress ; X : Not Applicable

Note<sup>2)</sup> for plasma please complete table below:

Name of Plantation	Land use permit (HGU)	Plantation Operation Permit (IUP)

We hereby confirm that all data provided in this document and its attachments is complete and correct:

Location/date	Name, position	Signature
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## Evaluation by the Certification Body

### 1. Company details complete, “Kelas Kebun” sufficient?

yes  no  Remarks / additionally required information:

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### 2. Information of facilities complete?

yes  no  Remarks / additionally required information:

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### 3. Implementation and application of the management system sufficient?

yes  no  Remarks / additionally required information:

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### 4. Certification processes **could be continued / not continued.**

Jakarta, \_\_\_\_\_  
*Place / Date*

\_\_\_\_\_  
*Auditor Signature*

\_\_\_\_\_  
*Manager Signature*