

MSPO CERTIFICATION SUMMARY REPORT

AMYROL (SABAH) SDN. BHD.

SURVEILLANCE 04

Onsite Audit Date: 12/12/2023 – 13/12/2023

TUV NORD (Malaysia) Sdn Bhd
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Company Name: Amyrol (Sabah) Sdn. Bhd.

Certifying Unit: Amyrol (Sabah) Sdn. Bhd.

Client Number: 92-124

Audit Type: ASA 04

Mode of Audit: Onsite

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Abbreviations

CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
DOE	Department of Environment
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
FFB	Fresh Fruit Bunch
GAP	Good Agricultural Practice
GPS	Global Positioning System
ISCC	International Sustainability & Carbon Certification
ISO	International Standard Organisation
MSPO	Malaysia Sustainable Palm Oil
NC	Non Conformity
OSH	Occupational Safety and Health
P&C	Principle and Criteria
PK	Palm Kernel
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable Sustainable Palm Oil
RTE	Rare, Threatened and Endangered Species
SA8000	Social Accountability 8000
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
WHO	World Health Organization
MPOB	Malaysian Palm Oil Board
MPOCC	Malaysia Palm Oil Certification Council
SDS	Safety Data Sheet

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1. INTRODUCTION

Amyrol (Sabah) Sdn. Bhd. has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct a surveillance audit for its oil palm estates according to MS 2530-3:2013 Part 3 General Principles for Oil Palm Plantations and Organised Smallholders.

1.1. Objective

The objective of this surveillance audit is to assess the estates by an independent certification body with the aim for compliance of the standard.

1.2. Scope

The assessment is based on the documentation established by the Amyrol (Sabah) Sdn. Bhd.

The supporting documents are provided to the audit team as well as information received by means of interviews and background investigation.

The documents and information are reviewed against the requirements and criteria based on MS 2530-3:2013 Part 3 General Principles for Oil Palm Plantations and Organised Smallholders.

TUV NORD Malaysia has employed a risk-based approach in the audit, focusing on the identification of significant risks and reliability of the assessment and reporting.

The following references are used as part of the assessment; the compliance of the requirements out of the guidelines applied was checked.

1. Malaysian Sustainable Palm Oil Part 3: General Principles for Oil Palm Plantations and Organised Smallholders audit guidance;
2. Palm Oil Supply Chain Traceability Requirements

1.3. Appointment and qualification of team members

The audit team appointed consists of one team leader and one team members. The audit team members contributed to the review of documents, the assessment of the project activity and preparation of the report.

Qualification of the Lead Auditor: Mohamad Norhisham Bin Mohd Salleh

Requirement	Qualifications
Post-secondary education, college or university diploma / degree in one of the following	Graduate in Applied Science (Major In Agrobiology).
i) Agriculture;	
ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,);	
iii) Engineering, Process Technology;	
iv) Energy Management, Quality Management;	
v) Social Sciences and/or Anthropology;	
vi) Business Management; or	
vii) Other relevant related fields	

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Requirement	Qualifications
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	5 years working experience in oil palm plantations.
Successfully completed MPOCC endorsed lead auditor trainings	Successfully completed MS2530 series of standards for Lead Auditors.
Conducted at least three (3) MSPO or equivalent sustainability certification audits as Lead Auditor-in-training with a minimum of fifteen (15) man-days under the supervision of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes within the last two (2) years.	Qualified and appointed as lead auditor for MSPO scheme.
Field working experience in the palm oil sector or demonstrable equivalent	5 years working experience in oil palm plantations.
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	5 years working experience in oil palm plantations.
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Successfully completed ISO 9001:2015 Lead Auditor course.
Health and safety auditing on the estate processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Successfully completed ISO 45001:2018 Lead Auditor course.
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Successfully completed Basic SA 8000 training.
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Successfully completed IMS ISO 14001:2015 Lead auditor course and auditor for MSPO scheme
Attended High Conversation Value Assessment training	Attended and completed the HCV-HCS for producer online course.
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Able to communicate in Bahasa Malaysia and English.

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Qualification of Team Member

Requirement	Name of Assessor	Qualification	Compliance
Post-secondary education, college or university diploma / degree in one of the following i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management; v) Social Sciences and/or Anthropology; vi) Business Management; or vii) Other relevant related fields	Khairul Anwar Bin Ismail	Graduate In Agricultural Science.	Yes
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	Khairul Anwar Bin Ismail	5 years working experience in oil palm plantations.	Yes
Successfully completed MPOCC endorsed lead auditor trainings	Khairul Anwar Bin Ismail	Successfully completed MS2530 series of standards for Lead Auditors.	Yes
Conducted a minimum six (6) on-site audits for a total of at least 20 man-days of audit experience as an auditor-in-training under the direction and guidance of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes.	Khairul Anwar Bin Ismail	Qualified and appointed as Lead auditor for MS2530 scheme.	Yes

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Requirement	Name of Assessor	Qualification	Compliance
Field working experience in the palm oil sector or demonstrable equivalent	Khairul Anwar Bin Ismail	5 years working experience in oil palm plantations.	Yes
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Khairul Anwar Bin Ismail	5 years working experience in oil palm plantations.	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Khairul Anwar Bin Ismail	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.	Yes
Health and safety auditing of the estate processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Khairul Anwar Bin Ismail	Successfully completed IMS ISO 45001:2018 Lead Auditor course.	Yes
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Khairul Anwar Bin Ismail	Successfully completed Basic SA 8000 training.	Yes
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Khairul Anwar Bin Ismail	Successfully completed IMS ISO 14001:2015 Lead auditor course and auditor for MSPO scheme.	Yes

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Requirement	Name of Assessor	Qualification	Compliance
Completed High Conversation Value assessment	Khairul Anwar Bin Ismail	Attended and completed the HCV-HCS for producers online course.	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Khairul Anwar Bin Ismail	Able to communicate in Bahasa Malaysia and English.	Yes

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2. METHODOLOGY

The audit approach consists of the following steps:

- Appointment of team members;
- Contact client for relevant documentation according to the applicable MSPO standards;
- Audit planning;
- Background investigation, desk review of submitted documents;
- Assessment, inspections, interviews operational personnel, workers; review of documentation;
- Reporting
- Resolution of non-conformance (NC) (if any)
- Draft audit reporting
- Technical review
- Final audit reporting
- Final approval, certification decision and issuance of certificate.

Surveillance Audit:

Surveillance audit conducted onsite on 12/12/2023 – 13/12/2023 covering the following activities but not limited to below:

Onsite:

- Background investigation
- Review of documentation established but not limited to below
 - Policies
 - Estates maps
 - Land titles
 - Standard Operating Procedures;
 - Work Flow Charts;
 - Management Plans;
 - Operating licenses and approvals;
 - Operating records;
 - Training records;
 - Applicable Legislation Documents
- Onsite visit, observations and inspection of estate(s) facilities and field activities;
- Interview operation personnel and field workers for understanding of work assigned;
- Reviewed revised and updated documentation established and implemented;

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- Reports established;
- Work plans established;
- Review and closed out of non-conformance raised during in last audit;
- Assessment reporting;

On-site Assessment

The audit of the estate is conducted according to the MS 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

The methodology for collection of objective evidence by means of physical inspections, observation of tasks and processes, interview workers and operation personnel, review of documentation and data. Checklists and questionnaires were used to guide the collection of information

For the onsite surveillance audit, the selected estates based on the formula $S = 1\sqrt{n}$ where S = sample size and n = number of estates with a risk factor of 1 for regular risk which is in accordance to MSPO certification procedure.

Based on the formula, the sample size for the estates $S = 1\sqrt{2} = 1.4$, therefore round up to the next integral of 2 estates. Thus, a total of 2 estates selected for the onsite assessment and inspection as listed in Table 2-1 below:

Table 2-1: Estate(s) Selected

Name of Estate(s)	Coordinates
Amyrol (Sabah) Sdn. Bhd	5.762778° N; 117.8553° E
Ramai Plantation Sdn. Bhd	5.748889° N; 117.8533° E

Non-conformance:

On the basis of the desk review, evidences presented during the audits as well as from the onsite visits non-conformance (NC) Major, Minor and Opportunity for Improvement (OFI) may be raised during the audit.

Major non-conformance shall be addressed and responded with 60 days from closing date of audit. For minor non-conformances raised and action plan to be submitted within 30 days from closing date of audit for review and acceptance. Implementation of Minor NC will be review and verify in the next audit.

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3. ORGANISATION INFORMATION

Amyrol (Sabah) Sdn. Bhd. is an oil palm plantation company located at PPM 318, Elopura, Sandakan, Sabah.

The details of the estates as below:

Name of Estate	Location	Coordinates
Amyrol (Sabah) Sdn. Bhd.	Mile 37 Sandakan – Lahad Datu Highway, Sandakan, Sabah	5.762778° N; 117.8553° E
Ramai Plantation Sdn. Bhd.	Mile 39 Sandakan – Lahad Datu Highway, Sandakan, Sabah	5.748889° N; 117.8533° E

3.1. Production volume

Name of Estate (s)	Area (Ha)		Projected FFB Production (mt) (January 2023 to December 2023)
	Total*	Production**	
Amyrol (Sabah) Sdn. Bhd	78.31	66.57	2,098.00
Ramai Plantation Sdn. Bhd	56.08	49.94	1,574.00
Total	134.39	116.51	3,672.00

*includes productive and non-productive area (infrastructures, conservation, HCV, housing & office compound use, set aside area etc.)

**Immature + Mature Area

3.2. Planting Program for Each Estate

Year / Estate	Amyrol (Sabah) Sdn. Bhd	Ramai Plantation Sdn. Bhd
1996	23.73	0
1997	4.7	0
1999	4.28	0
2000	0	2.19
2001	14.46	0
2003	14.46	0
2005	4.94	17.73
2006	0	7.09
2010	0	4.05
2011	0	13.94
2012	0	2.22
2014	0	2.72
Total Mature	66.57	49.94

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Total Immature	0	0
Total	66.57	49.94

3.3. Replanting program for each estate

There is no replanting for Amyrol division estate until year 2024 and Ramai division estate until year 2033.

3.4. Maps of Estate

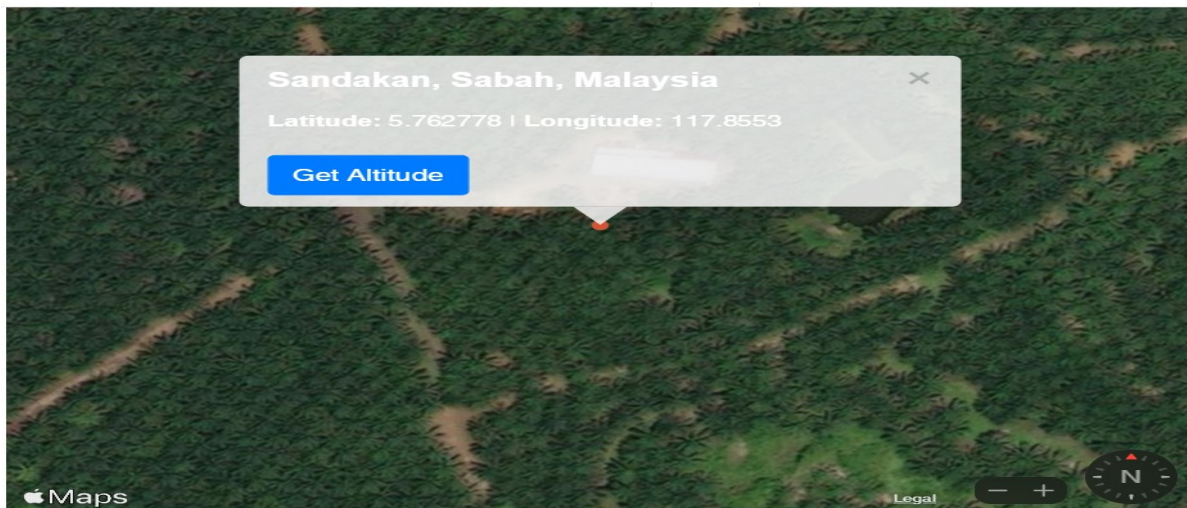


Figure 1: Amyrol (Sabah) Sdn. Bhd. estate location.

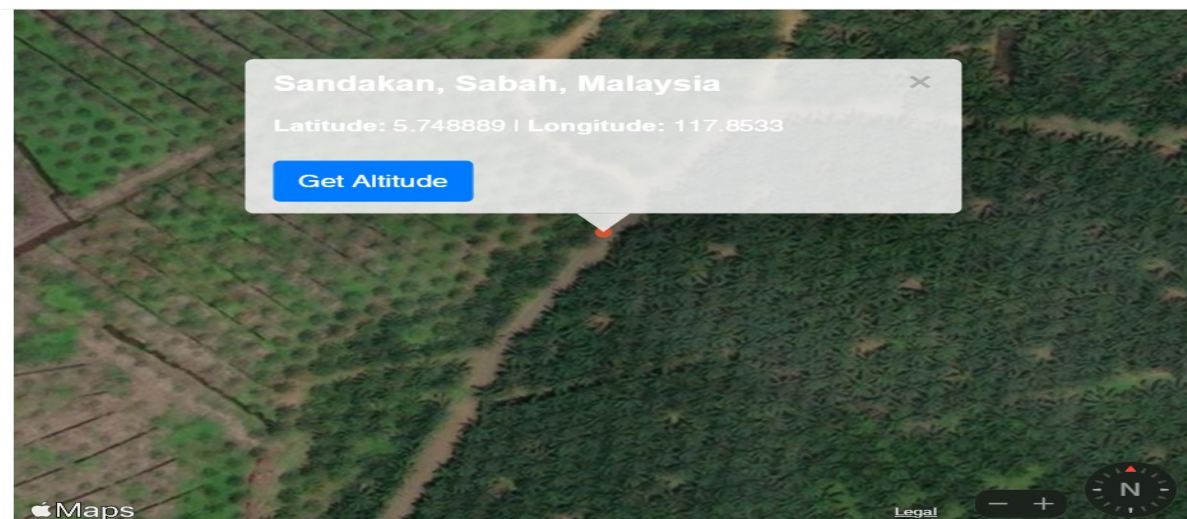


Figure 2: Ramai Plantation Sdn. Bhd. estate location.

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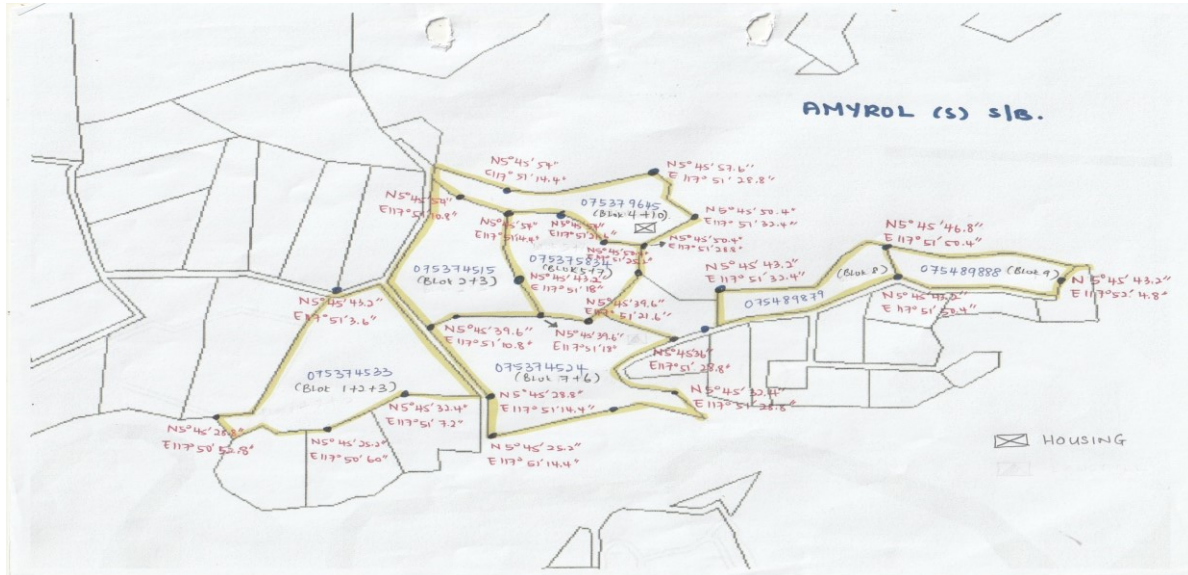


Figure 3: Amyrol (Sabah) Sdn. Bhd. blocks and estate location.

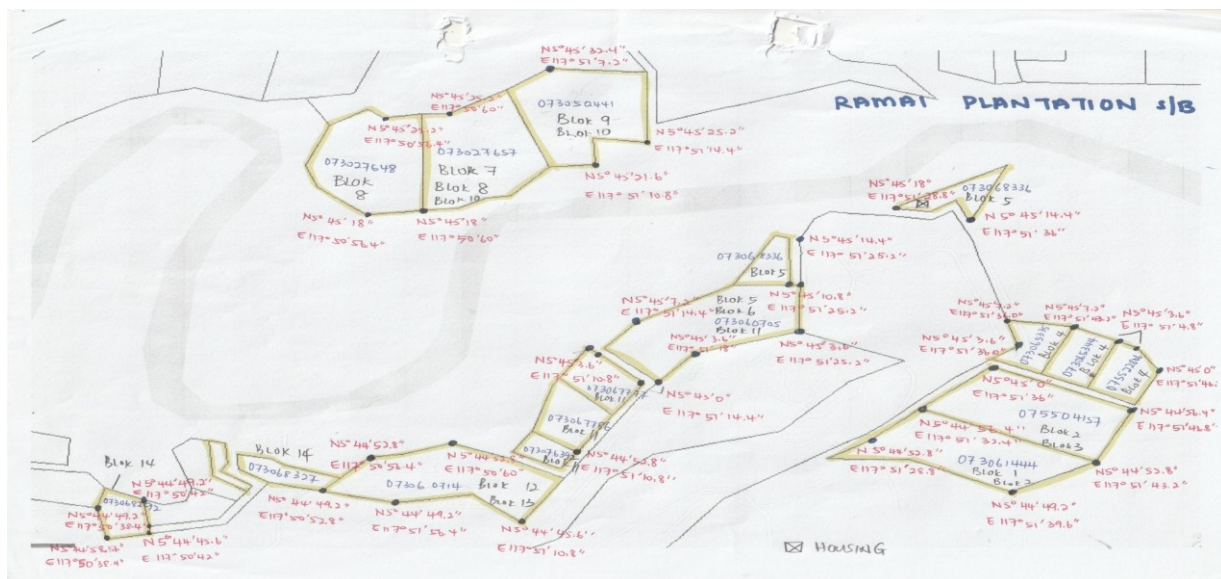


Figure 4: Ramai Plantation Sdn. Bhd. blocks and estate location.

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4. CERTIFICATION ASSESSMENT

4.1. ASA 04

The objective of the audit is to assess the activities of the estates are in compliance with MS 2530-3:2013 Part 3 General Principles for Oil Palm Plantations and Organised Smallholders.

4.1.1. Surveillance 04:

The Onsite surveillance 04 audit is conducted on 12/12/2023 to 13/12/2023 covering 2 selected estates – Amyrol (Sabah) Sdn. Bhd. and Ramai Plantation Sdn. Bhd.

During the last surveillance audit, there are two Majors, 3 Opportunities for Improvement (OFI) are raised.

During this surveillance 04 audit, the major non-compliances raised in the last audit, the audit team has review by means of physical inspection of estate(s), conduct interviews, review and verify documents that are established, corrected and implemented appropriately by the estate management. The corrective measures implemented could be verified as appropriate.

The major non-conformances raise during the last surveillance 03 audit are closed out by means of documents review that are establish, revised and implemented appropriately and preventive actions taken.

For details of the assessment, refer summary of assessment for each indicator in section 4.3 of this report.

The audit findings if any, raised in this audit refer to Section 4.6 of this report.

4.2. Stakeholders' Consultation

According to ACB – OPMC 4 Issue 2 dated 04/09/2020, Stakeholder Consultation Requirements Section 6: Consultation during audit, §6.1: During the stage 2 and recertification audit of the management unit, the CB shall carry out stakeholder consultation to ensure continued compliance with the requirements of the certification standards. However, stakeholders' consultation during surveillance audit may be limited to those stakeholders who have raised concerns, complaints or disputes prior to the audit.

Therefore, there is no physical stakeholders consultation conducted for this surveillance audit.

TUV NORD (Malaysia) Sdn. Bhd., has published the audit notification on 10/11/2023 to announce the audit of the certified unit. As at audit date on 12/12/2023 there are no comments received.

4.3. Summary of Assessment

Principle and Criteria Assessment Summary
<p>The assessment team conduct a thorough assessment of each principle and criteria. Over the 5 years' period of the certificate cycle, there will be 4 annual surveillance audits with all criterions will be assessed. Evidences are sought for conformity with the MSPO 2530-3. The summary of the assessment as below, where the "Findings/Comments" column reflects the findings in accordance with each indicator or evidences and when non conformity is found. Summary of the non-conformity can be found below in section 4.6.</p>

Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.1	<p>Amyrol (Sabah) Sdn. Bhd. (ASSB) established MSPO policy established on 29/03/2019 and signed by Director.</p> <p>The MSPO policy communicate to external stakeholder via email dated 24/11/2023.</p> <p>Internal stakeholders meeting conducted on 20/11/2023.</p> <p>MSPO Policy is displayed at estates notice board.</p> <p>Field interviews with sampled tractor drivers and harvesters informed they understand on the MSPO policy.</p>	Yes
4.1.1.2	<p>ASSB established MSPO policy established on 29/03/2019 and signed by Director.</p> <p>The MSPO policy states, the company shall strive for continual improvement by harnessing its resources of people, processes and technology in order to ensure the continuous production of oil palm product in sustainable manner.</p>	Yes
4.1.2.1	<p>ASSB established SOP for internal audit dated 29/02/2019 describes that the frequency of the internal audit is once a year.</p> <p>Latest internal audit carried out on 20/11/2023 has identified the weak point and the results of the internal audit.</p> <p>Example:</p> <p>Findings: Medical surveillance report;</p> <p>Root cause analysis: Miscommunication on medical surveillance report.</p> <p>Plan & conduct: Conduct medical surveillance for workers;</p> <p>Person In charge: Estate Manager (in charge)</p> <p>Time Frame: 5 month;</p> <p>Completed date: 18/12/2023.</p> <p>ASSB carried out Medical surveillance by DAB OH Sdn. Bhd. dated 21/11/2023.</p>	Yes
4.1.2.2	<p>ASSB established flowchart for internal audit process, document number Amy-4.1-2-1, dated 29/03/2019.</p>	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	<p>The SOP describes frequency for internal audit is once a year.</p> <p>Latest internal audit carried out on 20/11/2023 and the results of the internal audit are summarized and documented.</p> <p>Example:</p> <p>Findings: Medical surveillance report;</p> <p>Root cause analysis: Miscommunication on medical surveillance report.</p> <p>Plan & conduct: Conduct medical surveillance for workers;</p> <p>Person In charge: Estate Manager (in charge)</p> <p>Time Frame: 5 month;</p> <p>Completed date: 18/12/2023</p> <p>ASSB carried out Medical surveillance by DAB OH Sdn. Bhd. dated 21/11/2023.</p>	
4.1.2.3	ASSB discuss the result of the internal audit during the management review meeting on 20/11/2023.	Yes
4.1.3.1	<p>ASSB carried out management review meeting on 20/11/2023.</p> <p>Agenda of the meeting:</p> <ol style="list-style-type: none"> To confirm previous minute of meeting; To do discussion on internal audit; Any other business. 	Yes
4.1.4.1	<p>ASSB established Continuous Improvement Plan (CIP) updated on 20/11/2023.</p> <p>The CIP includes social, environmental and safety and health.</p> <p>Example:</p> <p>Social</p> <p>Activity: Repair the estate roads;</p> <p>Unit: 1 units;</p> <p>Time frame: 3 months;</p> <p>Implement date: Ongoing work;</p> <p>PIC: Estate manager (In charge)</p> <p>Onsite observation confirmed roads are in good conditions and still in progress of completion.</p>	Yes
4.1.4.2	<p>ASSB established Identification and Implementation of New information and Technology, SOP no: 1-2-2 dated 20/04/2019.</p> <p>Site interview with the estate management informed there is no new technology, techniques or information implemented in the estates.</p>	Yes
4.1.4.3	ASSB established Identification and Implementation of New information and Technology, SOP no: 1-2-2 dated 20/04/2019 describes as follows:	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	<p>1. Identification:</p> <ul style="list-style-type: none"> To identify new techniques and information and industries standards; Evaluate practicality and financial allocation; Target group and experiment trial. <p>2. Implementation and control</p> <ul style="list-style-type: none"> Training; Monitoring; Reporting and continuous monitoring <p>Currently, there are no new technology implemented by estate.</p>	

Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>ASSB established SOP on communication and consultation, document number: Amy 2-1-2, dated 20/04/2020.</p> <p>Stakeholder's communication was carried out via email dated 24/11/2023.</p> <p>Documents include in the email are company policies, complaint and grievance procedures and Covid-19 procedure.</p> <p>As per audit date, there are no request by stakeholders.</p>	Yes
4.2.1.2	<p>ASSB established list of publicly available documents, document number: Amy-2.1.1, dated 31/06/2021. The documents are divided between:</p> <ol style="list-style-type: none"> Transparency documents: Trading license, MPOB license; Confidential documents: Land titles, financial report. 	Yes
4.2.2.1	<p>ASSB established SOP on communication and consultation, document number: Amy 2-1-2, dated 20/04/2020.</p> <p>Stakeholder's communication was carried out via email on 24/11/2023.</p>	Yes
4.2.2.2	<p>ASSB established SOP on communication and consultation, document number: Amy 2-1-2, dated 20/04/2020.</p> <p>The procedure states person in- charge on communication and consultation is estate manager.</p>	Yes
4.2.2.3	<p>ASSB established list of stakeholders, dated 14/11/2022. The list includes groups such as local communities, government agencies, NGOs, supplier and contractors.</p> <p>ASSB established SOP on communication and consultation, document number: Amy 2-1-2, dated 20/04/2020.</p> <p>The procedure describe timeline to address the request form stakeholders are within 14 days.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.3.1	<p>ASSB established SOP on traceability, document number: Amyrol 2.3.1, dated 21/10/2023.</p> <p>The procedure describes traceability documents:</p> <ul style="list-style-type: none"> • Delivery notes; • Mill weighbridge ticket; • FFB records. <p>Weighbridge tickets, delivery notes and FFB record books are maintained and review.</p>	Yes
4.2.3.2	<p>ASSB monitored the traceability documents on daily basis.</p> <p>FFB records are updated daily and monthly for monitoring purposes.</p>	Yes
4.2.3.3	<p>ASSB established SOP on traceability, document number: Amyrol 2.3.1, dated 21/10/2023 describes person in charge for traceability is the office clerk.</p>	Yes
4.2.3.4	<p>ASSB established SOP on traceability, document number: Amyrol 2.3.1, dated 20/04/2019 describes the retention period for traceability is 7 years.</p> <p>Review on the traceability records such as delivery chit to mill weighbridge are kept by estates. Delivery chit number is the unique identification number captured in mill weighbridge tickets.</p> <p>Example:</p> <p>Delivery chit number: 01631 dated 30/11/2023 is cross check with Mewah hasil bayu Weighbridge bridge ticket, number: 029003 dated, 30/11/2023.</p>	Yes

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>ASSB established list of related laws and regulations updated on 02/05/2022 and list of permits and licenses updated on 06/10/2023.</p> <p>Example of licences:</p> <ul style="list-style-type: none"> • MPOB license: <ul style="list-style-type: none"> a. Amyrol Estate expires on 31/01/2024; b. Ramai Estate expired on 30/11/2024. • Trading license: Both expired on 31/12/2023. 	Yes
4.3.1.2	<p>ASSB established list of relevant laws and regulations which is applicable to the estate operations updated on 02/05/2022.</p> <p>Example:</p> <ul style="list-style-type: none"> • Pesticides Act 1974 (Act 149); • Environment Quality Act 1974; • Environmental Quality (Schedule Waste) Regulation 2005; 	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	<ul style="list-style-type: none"> Sabah Labour Ordinance (Sabah Cap 67); Occupational Safety and Health Act 1994 (Act 514); Minimum wages order 2022. 	
4.3.1.3	<p>ASSB established mechanism for tracking changes in the law dated 20/04/2020.</p> <p>The mechanism describes the changes may come from;</p> <ol style="list-style-type: none"> Changes published by government agency; Circular from government agency/ association. <p>The list of related laws and regulations established on 27/10/2020 and updated on 02/05/2022.</p> <p>The updated list of legal register includes Minimum Wages Order 2022.</p>	Yes
4.3.1.4	<p>ASSB appointed office Admin as person in-charge to monitor and update the changes in regulatory requirements as stated in the MSPO Group Certification chart.</p> <p>Appointment letter dated 05/01/2021 shared and reviewed.</p>	Yes
4.3.2.1	<p>ASSB established list of land titles which includes title number, land size, tenure period, and type of title as well as land usage updated on 20/04/2019.</p> <p>The land titles are freehold, country lease and native titles with tenure between 60 to 79 years and freehold issued by Sabah Land Authority.</p>	Yes
4.3.2.2	<p>ASSB land titles are freehold and country lease with tenure between 60 to 79 years issued by Sabah Land Authority for the purpose of the cultivation of an agricultural crop of economic value.</p> <p>ASSB has submitted a letter to Sabah Agriculture Department dated 27/10/2020 to change status of land use from Cocoa to Agriculture Crop of Economic value pending approval from land department.</p>	Yes
4.3.2.3	<p>ASSB land titles include map stating area size, title no. and boundary stone numbering.</p> <p>During field visit, observed boundary stone maintenance at block 03 Ramai Estate has been reviewed and verified.</p>	Yes
4.3.2.4	<p>ASSB land titles are either freehold or lease between 60 to 79 years issued by Sabah Land Authority.</p> <p>There are no objections or disputes found during document review.</p>	Yes
4.3.3.1	<p>There are fourteen (14) Native Titles rented by Amyrol (Sabah) Sdn. Bhd for Ramai Estate.</p> <p>The Native Title NT 073065335 was reviewed and verified.</p> <p>The lands are sub-leased by the owner to ASSB. The tenure of the sublease is 30 years.</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	The terms of the lands are for cultivation of an agricultural crop of economic value.	
4.3.3.2	Maps of the fourteen (14) Native Title (NT) Land rented by ASB under Ramai Estate are available in the land title documents. Reviewed and verified map with scale 1:2,500 for Native Title NT 073065335.	Yes
4.3.3.3	Reviewed and verified Ramai Estate NT title for NT 073065335 rental agreement between the owner and APSB dated on 12/01/2005. Both parties have signed the latest sub-lease agreement on 12/01/2005. The sub-lease period is for thirty (30) years. Reviewed and verified latest memorandum of sub-leased dated 02/01/2002 and also stamping of certificate by Lembaga Hasil Dalam Negeri for "Borang Pajakan Tanah" dated 12/01/2005.	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	ASSB updated Social Impact Assessment dated 23/11/2023. The assessment carried out includes internal and external stakeholders. The assessment are divided into positive and negative impacts, person in charge, and timeline. Example: Positive impact: Continuous training for workers; Action plan: Continue to provide training and briefing; Person in-charge: Manager; Timeline: Ongoing; Negative impact; Social Impact: Transportation road damaged due heavy rain; Action plan: To repair the road within 1 years; Person in -charge: Manager/director; Timeline: 2023; Status: Ongoing.	Yes
4.4.2.1	ASSB established complaint and grievance procedure, date 20/04/2020. The SOP describes: Timeline to address complaint and grievance are within 10 days Person in charge for handling complain and grievance is Manager.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.2.2	ASSB established complaint and grievance procedure, date 20/04/2020 describes the timeline to address complaint and grievance are within 10 days. There are no complaints and grievances from internal and external stakeholders prior to the audit date.	Yes
4.4.2.3	ASSB complaint SOP and forms are available at estate notice board and estate office, it is accessible by all workers and external stakeholders. Interviewed with sampled manurers, chemical sprayers and harvesters informed they are aware on complain and grievance procedures. No complaint been raised to ASSB until the audit date.	Yes
4.4.2.4	ASSB communicated the complaint SOP to external stakeholders via email dated 24/11/2023. Complaint and grievance training carried out on 11/11/2023 for workers. Field interviews with sampled manurers, chemical sprayers and harvesters informed they have been briefed on the complaint SOP.	Yes
4.4.2.5	There are no complaints lodged by workers in ASSB. Field interviews with sampled manurers, chemical sprayers and harvesters informed they understand the complaint and grievances procedure.	Yes
4.4.3.1	ASSB hiring locals as staff and workers for their estate as part of contribution for local development.	Yes
4.4.4.1	ASSB established OSH policy latest update on 20/04/2020 signed by Director. OSH policy is publicly available at estates' notice boards. Review on the briefing and training records, OSH policy has been briefed to the external stakeholders on 24/11/2023 and workers on 11/11/2023. Field Interviews with sampled manurers, chemical sprayers and harvesters informed they understand the OSH policy.	Yes
4.4.4.2	a ASSB established OSH policy latest update on 20/04/2020 signed by Director. Review on the briefing and training records, OSH policy has been briefed to the external stakeholders on 24/11/2023 and workers on 20/11/2023. Field interviews with sampled manurers, chemical sprayers and harvesters informed they have been briefed on the OSH policy and they do understand the policy.	Yes
	b ASSB established HIRARC for operation activities applicable to estate, doc no: 4.4.12 updated on April 2023. The table with headings: Activity, Hazard, Risk and Effects, Risk Assessment (Consequences, Likelihood, Risk Risking), Existing Control, Risk Control Proposal, PIC, Risk Assessment after Control (Consequences, Likelihood, Risk rating, Description) Date review.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Example:</p> <p>Activity: Cutting of fronds;</p> <p>Hazard: Possible fronds and bunch falls on the worker;</p> <p>Risk and Effect: Cut or Injury;</p> <p>Risk Assessment:</p> <p>Consequence: 4;</p> <p>Likelihood: 3;</p> <p>Risk Rating: 12;</p> <p>Existing Control: Regular training and briefing given to workers;;</p> <p>Risk Control Proposal: Engineering or Administrative</p> <p>Constant Monitoring;</p> <p>PIC: Estate Manager / Mandore;</p> <p>Risk Assessment after control:</p> <p>Consequence: 3;</p> <p>Likelihood: 3;</p> <p>Risk Rating: 9;</p> <p>Description: M;</p> <p>Date review: Yearly.</p> <p>Reviewed on HIRARC and interview with estate management informed that the HIRARC will be review on yearly basis.</p>	
c i	<p>ASSB established training plan 2023 include training for safety and health matter.</p> <p>Example: The trainings was carried out on 11/11/2023:</p> <ul style="list-style-type: none"> • Harvesting operation; • Manuring operation; • Tractor handling; • Chemical handling; <p>Field interviews with sampled manurers, chemical sprayers and harvesters informed they understand the safe work requirements for chemical handling.</p>	Yes
c ii	<p>ASSB SDS's for chemical and fertilizers available at estate office and stores.</p> <p>Example:</p> <p>Rock phosphate dated 03/01/2023.</p> <p>SDS are available in English language and Bahasa Malaysia.</p>	Yes

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Indicator	Summary of Assessment	Compliance
	<p>Onsite visit at the store observed the SDS's for chemical and fertilizers are displayed and maintain.</p> <p>The chemical store is in good condition and locked.</p>	
d	<p>ASSB established records of PPE issuance and review on the records are maintained and updated on 01/11/2023.</p> <p>ASSB carried out CHRA assessment on 22/07/2019 and assessment report is valid for 5 years.</p> <p>Type of PPE for activity based on CHRA recommendation, HIRARC assessment and SDS requirements.</p> <p>Example: Chemical Application.</p> <p>Goggles, Face Mask, Apron, Rubber Boots and Rubber Gloves</p> <p>Field interviews with sampled manurers and chemical sprayers informed they understand on the usage of PPE.</p>	Yes
e	<p>ASSB established for handling and storage chemical doc no. 4.6. 1-10 dated 20/04/2019 describes the steps to handle and manage chemicals.</p> <p>Training on handling and storage chemical carried out on 11/11/2023.</p> <p>Field interviews with sampled chemical sprayers informed they understand on the safe handling and storage of chemical.</p>	Yes
f	<p>Estate manager is the appointed person in-charge of safety and health doc no. Amy – 1 updated 07/07/2020.</p>	Yes
g	<p>ASSB total workforce for Amyrol and Ramai estates are 10 workers. Therefore, below the minimum requirements to have an OSH committee in accordance to DOSH requirement.</p> <p>ASSB carried out latest Safety & Health meeting carried out on 28/10/2023 include topics such as safety and health issues at housing area.</p>	Yes
h	<p>ASSB established flowchart for emergency respond plan and emergency contact number, doc. No. AMY-4.4.10 dated 20/04/2019.</p> <p>Emergency respond plan and contact number are made available at estates' notice board.</p> <p>OSH training carried out on 11/11/2023 includes the briefing of flowchart for accident and emergency and practical training of emergency evacuation.</p>	Yes
i	<p>ASSB carried out Basic First Aid training by Malaysian Red Crescent Sandakan District on 23/12/2019 which involve the workers, estate mandore and Estate Manager.</p> <p>The emergency procedure and contact number is established and display at estate notice board.</p>	Yes

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Indicator	Summary of Assessment	Compliance
	First aid kits available at worksite and estate office manage by staffs and mandore.	
j	<p>ASSB establish accident records book to monitor any accident or injury case in the estates.</p> <p>Review on the accident records, no accident recorded up to audit days.</p> <p>There no JKKP report send for year 2022. Thus, non-conformity has been raised.</p> <p>Major non-conformity 01:</p> <p>Review on Amyrol (Sabah) Sdn. Bhd. documents confirm JKKP 8 for year 2022 was not available.</p> <p><i>(Peraturan Keselamatan & Kesihatan Pekerjaan (Pemberitahuan Mengenai Kemalangan, Kejadian Berbahaya, Keracunan Pekerjaan dan Penyakit Pekerjaan) 2004.</i></p>	No
4.4.5.1	<p>ASSB established Social Policy dated 29/03/2019 signed by Director.</p> <p>The policy states on respect and protect human right, as mentioned in United Nation human Right declaration.</p> <p>The policy is publicly available at estates' notice board.</p> <p>Review on the training documents, the Social policy training carried out on 11/11/2023 to workers.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed they understand the policy and no issue regarding their rights as workers.</p>	Yes
4.4.5.2	<p>ASSB established Social Policy dated 29/03/2019 signed by Director.</p> <p>The policy states company will not involve or support discrimination and will ensure equality in rights.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed they understand the policy and no discrimination against workers had occurred.</p>	Yes
4.4.5.3	<p>ASSB established contract agreement for workers in accordance to Sabah Labour Ordinance. Workers are paid either by daily rate or piece rated.</p> <p>Worker contract agreement states the pay rate as per agreeable daily rates or piece rates. The working contracts are signed by workers and management.</p> <p>Example: Harvesting rates – RM45.00 or RM 50.00 per ton for ASSB estate.</p>	Yes
4.4.5.4	ASSB did not engage any contractors, therefore, no contractor worker payslips were available for review.	Yes
4.4.5.5	ASSB established list of workers dated November 2023. The information includes name, gender, date of birth, date joined, job description and others.	Yes

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Indicator	Summary of Assessment	Compliance						
4.4.5.6	<p>ASSB established employment contract for every worker recruited.</p> <p>The management provide fair contract that has been signed by both parties.</p> <p>The worker is briefed on the working contract terms and conditions, wage, position and copy is provided.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed they are briefed on the contract terms and conditions and received a copy after signed.</p>	Yes						
4.4.5.7	<p>ASSB established Working hour's as follow table.</p> <table><tr><td>Working time</td><td>5:30 am – 2:00 pm</td></tr><tr><td>Rest time</td><td>5:30am – 6:00am</td></tr><tr><td>Rest time (continue)</td><td>11:00am – 11:30am</td></tr></table> <p>Workers attendance are recorded on check roll during morning muster.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed they understand the working hours.</p>	Working time	5:30 am – 2:00 pm	Rest time	5:30am – 6:00am	Rest time (continue)	11:00am – 11:30am	Yes
Working time	5:30 am – 2:00 pm							
Rest time	5:30am – 6:00am							
Rest time (continue)	11:00am – 11:30am							
4.4.5.8	<p>ASSB established working hours as follow table.</p> <table><tr><td>Working time</td><td>5:30 am – 2:00 pm</td></tr><tr><td>Rest time</td><td>5:30am – 6:00am</td></tr><tr><td>Rest time (continue)</td><td>11:00am – 11:30am</td></tr></table> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed that they understand the working hours, resting time and overtime time rate and they confirm no over time has been offered to them.</p>	Working time	5:30 am – 2:00 pm	Rest time	5:30am – 6:00am	Rest time (continue)	11:00am – 11:30am	Yes
Working time	5:30 am – 2:00 pm							
Rest time	5:30am – 6:00am							
Rest time (continue)	11:00am – 11:30am							
4.4.5.9	<p>ASSB established payslips and distributed to all workers.</p> <p>Review on the November 2023 workers' payslips describes workers are paid based on mutual agreed price rate stated in their employment contract.</p> <p>Filed interviews with sampled chemical sprayers, manurers and harvesters informed they understand the wages provided by the company and a copy of payslip is given to them by the company.</p>	Yes						
4.4.5.10	<p>ASSB provide worker with benefits such as medical care, SOCSO, housing, water and electricity.</p>	Yes						
4.4.5.11	<p>ASSB adopts industry best practices for living quarters with water, electricity, recreational area and gardening area.</p> <p>Onsite visit at the workers' housing compound are well maintained with basic amenities provided such as water and electricity supply.</p>	Yes						
4.4.5.12	<p>ASSB established Social Policy, dated 29/03/2019 signed Director.</p> <p>The policy states to prevent sexual harassment and violence against women workers and other community.</p>	Yes						

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Filed interviews with sampled chemical sprayers, manurers and harvesters informed they understand and are aware about the social policy.</p> <p>Company Policies training attended by estate workers carried out on 11/11/2023.</p> <p>The policy are communicate to external stakeholders via email dated 24/11/2023.</p>	
4.4.5.13	<p>ASSB established Social Policy, dated 29/03/2019 signed Director.</p> <p>The policy states respecting workers right to form or join trade union.</p> <p>Company Policies training attended by estate workers carried out on 11/11/2023.</p> <p>Filed interviews with sampled chemical sprayers, manurers and harvesters informed they understand and are aware about the social policy.</p> <p>There is no trade union established by estate workers.</p>	Yes
4.4.5.14	<p>ASSB established Social Policy, dated 29/03/2019 signed Director.</p> <p>The policy states to promote the company commitment to ensure no child or young workers involve in any of works.</p> <p>Reviewed the employment records confirms no child labour or young person employed by estates. All workers are above 18 years prior joining the estates.</p>	Yes
4.4.6.1	<p>ASSB established training plan updated 28/10/2023 include training for, fertilizer, chemical handling and storage, disposal of scheduled waste, company policies, GAP, ERP, complaint and grievances SOP, safety & health relevant and environmental matter.</p> <p>Example:</p> <p>Training on GAP, Complaint and grievance and environmental awareness, carried out on 11/11/2023.</p>	Yes
4.4.6.2	<p>ASSB established Training, updated 28/10/2023.</p> <p>The matrix represents the workers training needs based on jobs.</p> <p>Example:</p> <p>Chemical sprayer: Training on PPE usage and chemical handling;</p> <p>Fertilizer applicator: Training on fertilizer application and disposal of empty fertilizer bags.</p>	Yes
4.4.6.3	<p>ASSB established training plan for year 2023, dated 28/10/2023. Example list of training and scheduled on December 2023.</p> <ol style="list-style-type: none"> 1. Emergency training; 2. Complaint and grievance; 3. PPE training. 	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>ASSB established Environmental Policy, dated 29/03/2019, signed by Director.</p> <p>The policy described:</p> <ol style="list-style-type: none"> 1. To operate within the frame of statutory and regulatory requirements; 2. Manage the organization to reduce its environmental impacts; 3. Educating and enhancing awareness towards environment. <p>ASSB established Environmental Management Plan, dated 26/04/2019.</p> <p>The plan described:</p> <p>To ensure conformation to all the activities are within laws and regulations.</p> <p>Briefing on environmental policy and action plan is carried out on 11/11/2023 for all workers.</p> <p>Field interviews with sampled chemical sprayers, harvesters and manurers informed they understand the importance in protecting the environment and the environmental policy.</p>	Yes
4.5.1.2	<p>a ASSB established Environmental Policy, dated 29/03/2019, sign by Director.</p> <p>Stated on ASSB environmental Management Plan, objectives the objectives are:</p> <ol style="list-style-type: none"> 1. To ensure continuous awareness; 2. To protect the environment; <p>To ensure compliance with laws and regulations.</p>	Yes
	<p>b ASSB established environmental aspect and impact included in Environment Management Plan (EMP) updated on 29/03/2019.</p> <p>The information in the aspect covers:</p> <ol style="list-style-type: none"> 1. Activity; 2. Aspect; 3. Impact; 4. Risk score; 5. Control measure; 6. Risk description. <p>Example 1:</p> <p>Activity: Spraying;</p> <p>Aspect: Excessive chemical application;</p> <p>Impact: Water pollution at river;</p> <p>Risk score: 2;</p> <p>Control Measure: Training for chemical sprayers annually;</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Risk description: Low.</p> <p>Reviewed and verified training records carried out on 11/11/2023.</p> <p>Field interviews with sampled informed they understand the impacts of excessive chemical application to the environment.</p>	
4.5.1.3	<p>ASSB established Environmental Management Plan which includes identification of negative and positive impacts.</p> <p>Example: Empty fertilizer bags;</p> <p>Negative impacts: water and land pollution, improper disposal of used chemical containers;</p> <p>Action plan: Used empty fertilizer bags to be washed and stored at store and reuse for loose fruit collection;</p> <p>Positive impact: Reduce environment pollution by reusing empty fertilizer bags.</p> <p>Field Interviews with sampled harvesters and manurers informed estate management are managing empty fertilizer bags accordingly.</p>	Yes
4.5.1.4	<p>ASSB includes plan to promote the positive impacts in the CIP updated on 20/11/2023.</p> <p>Example: Maintenance of landfill area.</p> <p>Action plan:</p> <p>Continuous monitoring by PIC.</p>	Yes
4.5.1.5	<p>ASSB established training plan for year 2023.</p> <p>ASSB conducted environmental training for all workers and staffs on 11/11/2023.</p> <p>The training covers all subjects related to policy, environment management, wildlife management chemical handling and waste management.</p>	Yes
4.5.1.6	<p>ASSB conducted environmental meeting dated 11/11/2023 has includes the agenda of environmental issue to be discussed with workers.</p> <p>Example of topics discussed wildlife monitoring open burning, waste management, recycle and chemical handling.</p>	Yes
4.5.2.1	<p>Records of fossil fuel consumption usage from the year 2021 and 2023 are available for both ASSB estates.</p> <p>Three (3) years baseline value for fossil fuel usage is established for both estates from year 2019 and 2021.</p> <p>Fossil fuel usage has increased in 2023 compared to 2022 from the period of January to October.</p> <p>This is mainly due to additional road repair works using machineries in year 2022.</p>	Yes
4.5.2.2	ASSB established budgeted diesel usage for year 2023.	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>The established records of actual diesel consumption on monthly basis are compared against the budget.</p> <p>Actual fossil fuel usage is lower compared to budget in 2023 from the period of January to October for Amyrol Estate.</p> <p>This is due to higher budgeted fossil fuel expected from additional road works in year 2023.</p>	
4.5.2.3	<p>ASSB does not use any renewable energy.</p> <p>Site interview with management informed that there are no plans to install renewable energy due to cost constraints.</p>	Yes
4.5.3.1	<p>ASSB established Waste Management Plan updated on 20/04/2020.</p> <p>Sources of wastes generated are identified and included.</p> <p>Example:</p> <p>Solid waste: Empty fertilizer bags;</p> <p>Source: Manuring activities.</p>	Yes
4.5.3.2	<p>a</p> <p>ASSB established and updated Waste Management Plan, dated 20/04/2020.</p> <p>Identification of sources of waste and monitoring plan:</p> <p>Type of waste: Domestic waste from household.</p> <p>Action plan:</p> <p>Proper monitoring and awareness on landfill management and domestic waste handling.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed they are aware and have been briefed on domestic waste and recycling items.</p> <p>During field visit, observed landfills is well maintained at Ramai Estate Sdn Bhd.</p>	Yes
	<p>b</p> <p>ASSB Waste Management Plan includes action plan for improve efficiency of resources utilization and recycle of waste.</p> <p>Example:</p> <p>Solid wastes: Pruned fronds;</p> <p>Action: To implement correct method of frond stacking into U shape, stake thin layer close to the ground.</p> <p>Field interviews with harvesters informed they have been trained on frond stacking.</p>	Yes
4.5.3.3	<p>ASSB established SOP for 'Pengurusan Bahan Buangan Bekas Bahan Kimia' doc no doc.no: Amy 5.3 (b) on 20/04/2019.</p> <p>The procedure is for proper handling, storage and safe handling of chemicals to protect the environment.</p>	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Site interview with estate manager informed used lubricants oil are collected by service contractor after vehicle services.</p> <p>Empty chemical containers are triple rinsed, mark and reused for chemical spraying activity.</p> <p>During site visit at empty chemical store, observed marked empty chemical containers used for chemical spraying activity.</p>	
4.5.3.4	<p>ASSB established SOP for 'Pengurusan Bahan Buangan Bekas Bahan Kimia' doc no doc.no: Amy 5.3 (b) on 20/04/2019.</p> <p>The SOP describes:</p> <ol style="list-style-type: none"> 1. All empty containers are collected and returned to be stored; 2. All empty chemical containers to be triple rinsed and stored for premixing. <p>All rinsed water from premix chemical activities will be collected and reused for chemical spraying activity in field.</p> <p>The SOP states the empty pesticide containers must be triple rinsed before disposed or kept in store.</p> <p>If the empty container is not reused for premix should be punctured and kept in store.</p> <p>During site visit at empty at chemical store, observed all empty chemical containers are marked with red colour for reuse in chemical spraying.</p> <p>This is in line with the Department of Agriculture's Guidelines for managing used Empty Chemical containers under section 8.</p>	Yes
4.5.3.5	<p>ASSB established landfill area for domestic wastes disposal.</p> <p>During field visit at Ramai Estate Sdn Bhd, observed landfill is demarcated and signboard installed with open date, and no burning signage.</p> <p>Field interviews with sampled chemical sprayers, harvesters and manurers informed that landfill is located more than 1 KM away from housing facilities and nearby streams.</p>	Yes
4.5.4.1	<p>ASSB established Waste Management Plan updated 20/04/2020 identified sources waste into solid, liquid and gases.</p> <p>Greenhouse gas emissions has been identified as part of gaseous waste.</p> <p>Type of Greenhouse Gasses identified example:</p> <ul style="list-style-type: none"> • Carbon Monoxide (CO) from tractors; • Methane(CH₄) and Carbon Dioxide (CO₂) from landfill. 	Yes
4.5.4.2	<p>ASSB action plan is established and updated on 20/04/2020.</p> <p>Example: Landfill;</p> <p>Impact: GHG emissions from domestic waste in landfill;</p> <p>GHG: Methane (CH₄) and Carbon Dioxide (CO₂);</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Action plan: Ensure proper management of landfill and awareness on waste segregation;</p> <p>Time frame: Continuous;</p> <p>PIC: Staff in charge.</p> <p>During site visit at Ramai Estate Sdn Bhd landfill, observed waste are filled in empty fertilizer bags and bags are stacked appropriately in landfills.</p>	
4.5.5.1	<p>a ASSB established Water Management Plan. Document number: Amy-5.5 updated 20/10/2021.</p> <p>The plan describe the sources of water for both estates.</p> <p>Sources of water and its usage:</p> <ol style="list-style-type: none"> 1. Pond – estate operation; 2. Rain water - domestic usage. 	Yes
	<p>b There is a gazetted river Sg. Segaliud passing along the boundary of both divisions.</p> <p>Buffer zone is established for maintenance of water quality.</p> <p>Frequent monitoring during spraying and manuring is carried out.</p> <p>Field interviews with sampled chemical sprayers and manurers informed they understand and are aware of riparian maintenance.</p>	Yes
	<p>c ASSB established water management document number Amy-5.5 updated 20/10/2021.</p> <p>The water management plan includes estimated water required for ASSB.</p> <p>During drought season, clean water will be provided by estate management source from Sandakan.</p>	Yes
	<p>d ASSB established and maintained buffer zone around the pond areas.</p> <p>Action plan to maintain buffer zone area:</p> <ol style="list-style-type: none"> 1. Marking of palms; 2. Buffer zone area signage and list of non-permitted activities. <p>During field visit, observed marked palms surrounding pond and river.</p> <p>There is no chemical spraying carried out surrounding the pond.</p> <p>Field interviews with sampled chemical sprayers and manurers informed they understand and are aware of riparian maintenance.</p>	Yes
	<p>e Buffer zones in the field block 7, RESBand block 4 ASSB are well maintained.</p> <p>Palms surrounding ponds at both estates were maintained as buffer zone areas.</p>	Yes

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Company Name: Amyrol (Sabah) Sdn. Bhd.

Certifying Unit: Amyrol (Sabah) Sdn. Bhd.

Client Number: 92-124

Audit Type: ASA 04

Mode of Audit: Onsite

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	There are no evidence of natural vegetation in riparian areas removed.	
	f During field visit and feedback from ASSB management, there are no bore wells constructed to extract ground water.	Yes
4.5.5.2	During field visits at riparian buffer, observed no construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	Yes
4.5.5.3	Water harvesting is practiced throughout the facilities and housing of ASSB and RESB During site visit at worker quarters, observed storage tanks have been provide for water harvesting and are in good condition.	Yes
4.5.6.1	a ASSB established environment policy dated 29/03/2019 signed by director. The policy states the management strictly prohibits hunting, fishing and killing animals. ASSB also established the Biodiversity Plan 'Bersama – sama Memerangi Pemburuan Haram' updated 27/10/2020. The workers are briefed during training conducted on 11/11/2023. Field interviews with sampled chemical sprayers, manurers and harvesters informed that they understand no hunting activity allowed.	Yes
	b ASSB monitor wildlife in and surrounding of the estates. Wildlife list displayed at estates notice boards has been reviewed. Example of wildlife found: 1. Monitor lizard; 2. Jungle fowl; 3. Macaque monkeys. Latest sightings of wildlife for January and October 2023 has been reviewed. Sightings reported were Macaque monkeys, water monitor lizard and jungle fowls.	Yes
4.5.6.2	a ASSB established the notification 'Bersama – sama Memerangi Pemburuan Haram'. The notification includes the Wildlife department guideline on penalty for hunting or capturing of protected wildlife. During field visit, observed signboards erected at entrance of estates prohibiting hunting. Field interviews with sampled chemical sprayers, manurers and harvesters informed they have been briefed on wildlife management and sighted wildlife's will be reported to estate management.	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Training records on wildlife management dated 11/11/2023 has been reviewed.</p> <p>b ASSB established Environment Policy dated 29/03/2019 states company committed to minimizing the environmental impact of its operations and understands the importance of conserving natural resource.</p> <p>Point 7 in policy describes educating and enhancing awareness to protection of environment and biodiversity of all related stakeholders through trainings and communication.</p> <p>Point 8 in policy describes prohibiting hunting, fishing and killing of animals.</p> <p>During field visit, observed signboards erected at entrance of estates prohibiting hunting.</p> <p>Document reviewed on briefing records for wildlife and prohibitions of hunting and capturing to workers conducted on 11/11/2023.</p>	Yes
4.5.6.3	<p>Monthly monitoring checklist is established to monitor wildlife in and around the ASSB and RESB</p> <p>Monitoring records as at for the month of January and October 2023 has been shared and reviewed.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvester informed wildlife sightings will be reported to the estate management.</p>	Yes
4.5.7.1	<p>ASSB established zero burning policy dated 29/03/2019 signed by Director.</p> <p>The policy describes zero burning activities of any kinds and includes domestic waste, agricultural waste and biomass or by products generated and when necessary written prior approval from the relevant authorities must be obtained.</p> <p>Reviewed and verified replanting programme. There is no replanting activities carried out for year 2023.</p> <p>Briefing on zero burning policy to workers conducted on 11/11/2023 for both estates.</p> <p>During field visit, observed signage of no open burning.</p> <p>Field interviews with sampled chemical sprayers, manurers and harvesters informed that they understand the zero burning policy and do not practice any burning.</p>	Yes
4.5.7.2	<p>No disease observed on palm oil tree that required burning for treatment observed during field visits at both divisions.</p> <p>Therefore, no special approval for open burning from relevant authorities.</p>	Yes
4.5.7.3	<p>Controlled burning prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 are not applicable for the plantation operations.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Site interview with estate in charge and field observation, no disease observed at field operations that required burning method to be treated. Therefore, no application for approval of controlled burning.	
4.5.7.4	ASSB adopted the Field Handbook: Oil Palm Series for Immature Volume 2 & Mature Volume 3 by Ian Rankie and Thomas Fairhurst – September 1999 for their replanting management practice. The SOP has stated that all palm must be felled, chipped and shredded during replanting activities. Review of replanting and planting statements and onsite observation confirmed no replanting activities for year 2023.	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	ASSB adopted field handbook for mature oil palm, volume 3 series number: ISBN 981-04-1334-3 as a SOP guideline for their operations. Example SOP has been established: 1. SOP for FFB harvesting; 2. SOP for manuring; 3. SOP for spraying. Training for SOP has been conducted for both divisions to make sure that the SOPs are consistently implemented. Example: <ul style="list-style-type: none"> MSPO policy training; Operational activities training. Evidence of training records carried out on 28/10/2022 has been shared and reviewed. Field interviews with chemical sprayers, manurers and harvesters informed they have been trained and briefed regarding company work SOPs.	Yes
4.6.1.2	ASSB adopted the Field Handbook: Oil Palm Series for Immature Volume 2 & Mature Volume 3 which include the soil conservation measure. Handbook referred 108.1 Terrace and platform construction page 55 state to prevent erosion, cover plants should be established on slope as soon as possible after land clearing. Land cover crop should be planted along the spoil and face of the slope immediately after terraces construction. Highest altitude area is below 300 m from sea level.	Yes
4.6.1.3	ASSB established permanent block markers for each block that include block number, block acreage, and year of planting.	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<p>Pictorial evidences for sampled block reviewed and verified as below:</p> <p>Division: RESB</p> <p>Block: 3;</p> <p>Total area: 10.40 acres;</p> <p>Year planted: 2005.</p>	
4.6.2.1	<p>ASSB has documented financial plan for 4 years from 2021 to 2024.</p> <p>The content of financial plan includes:</p> <ol style="list-style-type: none"> 1. Financial Projection; 2. Long Term Management Plans; 3. Oil Palm Mature – Budget & Projection Operation Cost; 4. Replanting programme. 	Yes
4.6.2.2	<p>ASSB establish long term replanting program for 5 years from 2024 to 2042 dated 20/04/2019.</p> <p>No replanting will be carried out from year 2020 to 2023.</p>	Yes
4.6.2.3	<p>ASSB established 4 years financial management plan from 2022 to 2025 includes following:</p> <ol style="list-style-type: none"> 1. Planting material; 2. Cost per ton; 3. Expected FFB output; 4. Yield per ha; 5. Price forecast; 6. Capex for CIP. 	Yes
4.6.2.4	<p>ASSB established monthly and annual monitoring report on operational cost and FFB production.</p> <p>The business plan is monitored through profit and loss statement on monthly basis. Reviewed and verified the statement of account as at 31/11/2023.</p>	Yes
4.6.3.1	<p>ASSB establishes pricing mechanism to monitor the purchases of products and services.</p> <p>Documents reviewed and verified the purchase order for purchasing of fertilizer dated 29/07/2023 that states the proposed quantity, product pricing and payment terms.</p>	Yes
4.6.3.2	<p>ASSB purchases of products and services using a quotation and purchase order system.</p> <p>Payments made on a monthly basis and in timely manner according to agreed terms and conditions.</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<p>Reviewed and verified purchase order details for fertilizer purchased on 29/07/2023. The price and quantity is the same as fertilizer quotation dated stated.</p> <p>Reviewed and verified payment receipt dated 23/10/2023. Payment made within specified time frame.</p>	
4.6.4.1	<p>ASSB does not engaged contractors for field operations, transportation and others services.</p> <p>Therefore, no records of briefing established.</p>	Yes
4.6.4.2	ASSB does not engage any contractors. Therefore, no contract agreement established	Yes
4.6.4.3	ASSB does not engage any contractors. Therefore, no contract agreement established	Yes
4.6.4.4	ASSB does not engage any contractors. Therefore, no contract agreement established	Yes

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Principle 7: Development of new planting		
Indicator	Summary of Assessment	Compliance
4.7.1.1	<p>ASSB land titles and planting statement documents are review and there is no new land acquire. There are no new planting or replanting at the point of audit.</p> <p>During field visit and interview with ASSB management team informed no high biodiversity area within the estate.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.1.2	<p>ASSB planting statement updated for year 2023 is review and field visit confirmed no new planting and replanting. Thus, there is no PMM conducted.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.2.1	<p>ASSB estate map, planting statement reviewed and field visits confirmed there is no replanting or new planting on peat land.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.3.1	<p>ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no SEIA conducted.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.3.2	<p>ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no SEIA conducted.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.3.3	<p>There is no new planting established within ASSB area, therefore no management plan nor SOP established.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.3.4	<p>There are no smallholders' scheme in ASSB certification. Therefore, not applicable.</p>	Yes
4.7.4.1	<p>ASSB planting statement is reviewed and site verification confirmed there is no new planting. Therefore, no soil map established.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes
4.7.4.2	<p>ASSB planting statement is reviewed and site verification confirmed there is no new planting. Therefore, no topography map established.</p> <p>Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.</p>	Yes

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4.7.5.1	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no topography map established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.5.2	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no monitoring management plans for fragile and marginal soil established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.5.3	ASSB planting statement is reviewed and there is no new planting. Therefore, no soil map established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.1	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no FPIC conducted and no communities affected. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.2	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. There are no sacred sites, therefore no management plan established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.3	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no compensation or agreement established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.4	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no compensation and agreement established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.5	ASSB planting statement is review and there is no new planting. Therefore, no assessment to identify customary right established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.6	ASSB estate map, planting statement reviewed and field visits confirmed there is no new planting. Therefore, no system established for calculating the compensation for distribution. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes

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4.7.6.7	ASSB planting statement is review and site verification confirmed there is no new planting. Therefore, no compensation plan established. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.6.8	ASSB planting statement is review and there is no new planting. Therefore, no communities affected. Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes

4.4. Use of Marks and/or Any Other References to Certification

The audit team leader has reviewed and confirmed that there are no usage of mark/logo in Amyrol (Sabah) Sdn. Bhd. operation or any on/off-products claim.

4.5. Status of Non-Conformities Previously Identified

	The stage 1 audit findings have been reviewed, in particular to assure appropriate corrective actions implemented to address the identified audit findings.
X	The last audit results of this system have been reviewed, in particular to assure appropriate corrections and corrective actions have implemented to address any nonconformity identified.
	The last audit results of this system have been reviewed, in particular to assure appropriate corrections and corrective actions have not been implemented effectively. The non-conformity will be re-raised.
	No non-conformity raised in previous audit.
<i>Note 1: If a minor non-conformity raised in last audit, is not closed out or repeated, the finding will be raised to a Major non-conformity.</i> <i>Note 2: All major and minor NCs raise in last audit are required to capture in this report together with the review of the non-compliance implementation.</i>	

4.6. Detail of Audit Findings in last audit

AUDIT OUTCOME		
During last Audit	2	MAJOR Non-Conformities
	0	MINOR Non-Conformities

Non Conformity Number 1	
Indicator # and Description	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.
Location:	Office
Description of Finding / Objective Evidence:	
Reviewed chemical sprayer's payslips for month of October 2022. The payment made were not according to Minimum Wages Order 2022.	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor

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Non Conformity Number 1			
Raise by:	Khairul Anwar Ismail	Date Raise:	15/11/2022
Deadline for implementation	14/01/2022		
Root Cause Analysis (by company):			
Not according to minimum wages 2022.			
Correction (by company):			
Follow the minimum wages 2022.			
Corrective / Preventive Action (by company)			
To updated new minimum wages 2022.			
Review of Correction & Corrective / Preventive Action			
Review the chemical sprayers payslips for month of October 2022, the salary had been paid according to minimum wages order 2022.			
Review the chemical sprayers employment contract dated 20/12/2022, the employment contract include the minimum wages 2022 salary rate.			
Phone call interviewed with chemical sprayers informed they had been paid according to minimum wages order 2022.			
The evidence submitted is sufficient to closure the non-conformity.			
Closed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Site verification :	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name of Auditor:	Khairul Anwar Bin Ismail	Date of Closure:	23/12/2022
Review of Implementation			
Reviewed on workers pay slip for the month of November 2023, example, harvester A is paid RM 2,982.406 and harvester B is paid RM 1,557.45. per month which are above minimum wages of RM1, 500 per month.			
Based on objective evidence, the implementation are consider sufficient.			
Name of Lead Auditor:	Mohamad Norhisham Bin Mohd Salleh	Date of Review:	13/12/2023

Non Conformity Number 2			
Indicator # and Description	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.		
Location:	Office		
Description of Finding / Objective Evidence:			
Reviewed the workers employment contract dated 01/09/2022 & 01/10/2022. The piece rate payment implementation is not parallel with employment contract.			
Classification	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
Raise by:	Khairul Anwar Ismail	Date Raise:	15/11/2022
Deadline for implementation	14/01/2022		

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Non Conformity Number 2	
Root Cause Analysis (by company):	
Piece rate payment not according to agreed piece rate.	
Correction (by company):	
Arrange to change the new contract.	
Corrective / Preventive Action (by company)	
To updated new contract.	
Review of Correction & Corrective / Preventive Action	
Reviewed the workers employment contract dated 20/12/2022, the new piece rate had been updated and parallel to salary paid.	
The evidence submitted is sufficient to closure the non-conformity.	
Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Site verification : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name of Auditor: Khairul Anwar Bin Ismail	Date of Closure: 23/12/2022
Review of Implementation	
Employment contract of workers are reviewed. The stated rate example : Spraying – RM10.00 / ekar (Buka baris/ Bulatan).	
Review on Worker's payslip for month of November 2023. The stated rate are tally with employment contract statement.	
Base on the the objective evidences, the implementation are consider sufficient.	
Name of Lead Auditor : Mohamad Norhisham Bin Mohd Salleh	Date of Review: 13/12/2023

4.7. Detail of Onsite Audit Findings Identified during this audit

This section gives an overview of the non-conformities raised during this audit.

ONSITE AUDIT OUTCOME		
During this onsite audit,	1	MAJOR Non-Conformities
	0	MINOR Non-Conformities

Non Conformity Number < 01 >	
Indicator # and Description	4.4.4.2 The occupational safety and health plan shall cover the following: (MAJOR) j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals
Location:	Estate
Description of Finding / Objective Evidence:	

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Non Conformity Number < 01 >			
Review on Amyrol (Sabah) Sdn. Bhd. documents confirm JKKP 8 for year 2022 was not available. (Peraturan Keselamatan & Kesihatan Pekerjaan (Pemberitahuan Mengenai Kemalangan, Kejadian Berbahaya, Keracunan Pekerja dan Penyakit Pekerja) 2004.			
Classification	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
Raise by:	Mohamad Norhisham Bin Mohd Salleh	Date Raise:	13/12/2023
Deadline for implementation		10/02/2024	
Root Cause Analysis (by company):			
Information cannot be sent completely.			
Correction (by company):			
Arrange to resend the application. Latest application send on 14/12/2023.			
Corrective / Preventive Action (by company)			
To update JKKP before end of January each year.			
Review of Correction & Corrective / Preventive Action			
JKKP 8 for year 2022 has been send to mykkp.dosh.gov.my on 14/12/2023. Based on the evidence provided, the major non-conformity are closed.			
Continuous implementation will be verify on next year audit.			
Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Site verification : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name of Lead Auditor: Mohamad Norhisham Bin Mohd Salleh		Date of Closure: 14/12/2023	
Review of Implementation			
Name of Lead Auditor / Auditor:		Date of Review:	

Nr.	Indicator	Description	Location	Opportunity for Improvement
1.	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.	Estate	ASSB could improve the monitoring record of empty chemical container and empty fertilizer bag.

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5. CONCLUSION

Amyrol (Sabah) Sdn. Bhd. has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct surveillance audit consisting of two (2) estates according to MSPO 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

There is one (1) Major NC raised and closed out successfully.

From the review of the standard operating procedures, relevant forms, work flow charts established and implemented; the subsequent background investigation and interviews conducted during this surveillance audit have provided TUV NORD Malaysia with sufficient evidence on the fulfilment of the applied standard Principles & Criteria.

In conclusion the certified unit has been established, implemented and continued to improve in managing the estates are in line with the Principles & Criteria of the applied standards of MS 2530-Part 3:2013 General principles for Oil Palm Plantations and Organised Smallholders.

Any audit is based on sampling within an organization's management system and therefore is not a guarantee of 100 % conformity with requirements.

As a result of this audit, the audit team confirms that

Total certified number of estate(s):	2	
Total certified production area:	116.51	Ha
Certified FFBs January to November 2023:	1,811.58	Mt
Project FFBs December 2023:	313	Mt

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6. RECOMMENDATION

The audit team conduct a process-based audit focussing on significant aspects/risks and objectives required by the standards. The audit methods used are interviews, observations, sampling of activities, review of documentation and records.

The structure of the audit is in accordance with the audit plan included in this summary report as annex.

The audit team concludes that the organisation has established and maintained its management system in line with the requirements of the standard(s) and demonstrated the ability of the system to achieve requirements for products and/or services within the scope and the organisation's policies and objectives.

Therefore, the audit team recommends that, based on the results of this audit and the system's demonstrated state of development and maturity that this management system certification be

	Recommended for Certification
X	Recommended for Continuity of Certification
	Recommended for Suspension of Certification

Puchong, 27/12/2023



Mohamad Norhisham Bin Mohd Salleh
 TUV NORD (Malaysia) Sdn Bhd
 Audit Team Leader

Puchong, 27/12/2023



Muhammad Khairul Anuar Bin Azizul
 Hasan
 TUV NORD (Malaysia) Sdn Bhd
 Certifier / Approver

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7. LIST OF STAKEHOLDERS

No stakeholders' consultation conducted in accordance to ACB – OPMC 4 Issue 2 dated 04/09/2020, Stakeholder Consultation Requirements Section 6: Consultation during audit, §6.1: During the stage 2 and recertification audit. Therefore, no stakeholders listed.

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Distribution / Confidentiality / Rights of ownership / Limitations / Responsibilities / Audit Objectives

This report is sent by the certification body to the members of the audit team and the audit representative of the organisation. All documents (such as this report) regarding the certification procedure are treated confidentially by the audit team and the certification body. This audit report remains the property of the certification body.

An audit is a procedure based on the principle of random sampling and cannot cover each detail of the management system. Therefore nonconformities of weaknesses may still exist which were not expressly mentioned by the auditors in the final meeting or in the audit report.

The responsibility for continuous effective operation of the management system always rests solely with the audited and certified organisation.

Salvo clause:

The audit report will be left to the organisation at the end of the audit - subject to approval by the certification body. The independent release process may cause modifications or additions. In these cases a modified revision will be sent to the audited organisation.

The objective (goal) of the audit is to establish compliance of the management system of the aforementioned organization with the requirements of the aforementioned standard in order to achieve or maintain certification through an independent and accredited certification body. Identification of possibilities to improve the management system can also be a component of the audit and is considered simply to be an enhancement; it does not constitute consultancy or advice with regard to the management system.

Annex / Enclosures

Annex / corresponding audit documentation	<input checked="" type="checkbox"/> P&C Audit Report / Checklists <input checked="" type="checkbox"/> Audit Plan
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