

MSPO CERTIFICATION SUMMARY REPORT

SPOC J28 SRI GADING 2

SURVEILLANCE 04

Onsite Audit Date: 06/062023 – 08/06/2023

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MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board (MPOB)
 Certifying Unit: SPOC J28 Sri Gading 2
 Client Number: 92-089
 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 Agriculture Practices
GPS	Global Positioning System
HBV	High Biodiversity Value
IPM	Integrated Pest Management
ISO	International Standard Organisation
LKN	Latihan Khidmat Nasihat
MPOB	Malaysian Palm Oil Board
NC	Non Conformity
OSH	Occupational Safety and Health
P&C	Principle and Criteria
PPE	Personal Protective Equipment
RTE	Rate, Threatened and Endangered
SA8000	Social Accountability 8000
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SPOC	Sustainable Palm Oil Cluster
WHO	World Health Organization

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1. INTRODUCTION

MPOB has commissioned TÜV NORD (Malaysia) Sdn Bhd to conduct surveillance four (04) audit for SPOC J28 Sri Gading according to MS 2530-2:2013 Part 2 General Principles for Independent Smallholders.

1.1. Objective

The objective of this audit is to assess the MPOB Cawangan SPOC J28 Sri Gading 2 as group manager managing the independent smallholders by an independent certification body for compliance of the applied standard.

1.2. Scope

The assessment is based on the documentation established by MPOB Cawangan SPOC J28 Sri Gading 2 in managing the independent smallholders' scheme.

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 mentioned below. TÜV NORD has employed a risk-based approach in the verification, focusing on the identification of significant risks and reliability of the monitoring and reporting.

The assessment is carried out on the basis of the MS 2530-2:2013: Part 2: General principles for independent smallholders.

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

1. Kod Amalan Baik (GAP) Perkebun Kecil, Malaysia Palm Oil Board;
2. Guidelines for Development of a Standard Operating Procedure for Oil Palm Cultivation on Peat.

1.3. Appointment & Qualification of Audit Team Members

The audit team appointed consists of the team leader and 3 team members. The team contribute to the review of documents, 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;	

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Requirement	Qualifications
vi) Business Management; or vii) Other relevant related fields	
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 training	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 farm and in processing facilities 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.
Completed High Conversation Value assessment	Attended and completed the HCV-HCS for producer online course.

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Requirement	Qualifications
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Able to communicate in Bahasa Malaysia and English.

Qualification of Team Member(s)

Requirement	Name 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	Ariff Bin Lokman	Graduate in Plantation Industry and Management.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Graduate in Plantation Industry and Management.	Yes
	Mohamad Padil Bin Mat Saman	Graduates in Diploma Plantation Industrial Management from Universiti Technology of Mara (UiTM) on 2001	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)	Ariff Bin Lokman	7 years working experience in oil palm plantation.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantation	Yes
	Mohamad Padil Bin Mat Saman	10 years working experience in various plantations company and skills in Good Agricultural Practise (GAP) including Integrated Pest Management (IPM) and Structured Safety and Health Plantation Programme. Fully trained in similar agriculture certification programs such as EUROGAP, RSPO, ISCC, MSPO, OHSAS and etc. Qualified as	Yes

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Requirement	Name Assessor	Qualification	Compliance
		lead auditor/auditor for MSPO and CoP under MPOB. Involved in MSPO assessment since 2015. Involved in MSPO audits conducted in for many different companies in Malaysia. Completed and certified MSPO Auditor course in 2015.	
Successfully completed MPOCC endorsed lead auditor / auditor trainings	Ariff Bin Lokman	Successfully completed MS2530 series of standards for Lead Auditors.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed MS2530 series of standards for Lead Auditors.	Yes
	Mohamad Padil Bin Mat Saman	Attended and passed Malaysian Sustainable Oil Palm Plantation (MSPO) Lead Auditor course on 26-30 January 2015 conducted by DQS Certification (M) Sdn Bhd.	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.	Ariff Bin Lokman	Qualified as auditor based on audit log.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Qualified as auditor based on audit log.	Yes
	Mohamad Padil Bin Mat Saman	Involved in more than 4 on-site audits for different clients for a total more than 20 man-days of audit experiences as auditor, since 2015.	Yes
Field working experience in the palm oil sector or demonstrable equivalent	Ariff Bin Lokman	7 years working experience in oil palm plantations.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantations.	Yes

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Requirement	Name Assessor	Qualification	Compliance
	Mohamad Padil Bin Mat Saman	10 years working experience in various plantations companies such as Tradewinds Plantations & Services Sdn Bhd (2 Years) and Sime Darby Plantation Sdn Bhd (8 years).	Yes
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Ariff Bin Lokman	7 years working experience in oil palm plantations.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantations.	Yes
	Mohamad Padil Bin Mat Saman	Involve in 10 years working experience in various plantations companies such as Tradewinds Plantations & Services Sdn Bhd (2 Years) and Sime Darby Plantation Sdn Bhd (8 years).	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Ariff Bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Padil Bin Mat Saman	Successfully completed the Lead Auditor/Auditor Course for Integrated Management system (IMS) - ISO 9001:2015 and 14001:2015 Environment Management Systems (EMS) in 20-24 June 2018 (Serial No.: ASCB/001/18/7741).	Yes
Health and safety auditing on the farms processes and activities Or	Ariff Bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes

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Requirement	Name Assessor	Qualification	Compliance
Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Padil Bin Mat Saman	Successfully completed the Lead Auditor/Auditor Course for Integrated Management system (IMS) - ISO 9001:2015 and 14001:2015 Environment Management Systems (EMS) in 20-24 June 2018 (Serial No.: ASCB/001/18/7741).	Yes
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Ariff Bin Lokman	Successfully completed SA 8000 Basic training.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed SA 8000 Basic training	Yes
	Mohamad Padil Bin Mat Saman	NIL	Yes
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Ariff Bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Padil Bin Mat Saman	Successfully completed the Lead Auditor/Auditor Course for Integrated Management system (IMS) - ISO 9001:2015 and 14001:2015 Environment Management Systems (EMS) in 20-24 June 2018 (Serial No.: ASCB/001/18/7741).	Yes

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Requirement	Name Assessor	Qualification	Compliance
Completed High Conversation Value assessment	Ariff Bin Lokman	Attended and completed the HCV-HCS for producers' course.	Yes
	Muhammad Khairul Anuar Bin Azizul Hasan	Attended and completed the HCV-HCS for producers course.	Yes
	Mohamad Padil Bin Mat Saman	NIL	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Muhamad Khairul Anuar Bin Azizul Hasan	The auditor is able to communicate in Bahasa Melayu and English.	Yes
	Ariff Bin Lokman	The auditor is able to communicate in Bahasa Melayu and English.	Yes
	Mohamad Padil Bin Mat Saman	The auditor is able to communicate in Bahasa Melayu 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;
- Latest smallholders list;
- Audit planning;
- Background investigation, desk review of submitted documents;
- Assessment, inspections, interviews SPOC personnel,; review of documentation;
- Review of SPOC management system;
- 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 Four (04) Audit:

Surveillance four (04) audit conducted remotely or onsite from 06/06/2023 to 08/06/2023 covering the following activities but not limited to below:

Onsite:

- Onsite visit, observations and inspections of farms management and activities;
- Interview smallholders;
- Reviewed revised and updated documentation established and implemented;
- FFB production records;
- Training records;
- Land titles and land application approvals;
- Review and closed out of observations raised during stage 1 or stage 2 or SA audit;
- Assessment reporting.

Onsite Assessment

The audit of the smallholders is conducted according to the MS 2530-2:2013 Part 2 General Principles for Independent Smallholders.

The methodology for collection of objective evidence by means of physical site inspections, observation of tasks and processes, interviews of smallholders, SPOC officers, review of documentation and data.

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For this onsite audit, the number of selected independent smallholders are based on example table of ACB – OPMC Issue 2 dated 04/09/2020.

The group of smallholders consists of 36 new members and 1,252 old members. The total number of smallholders for this audit are 1,288.

As per MPOB requirements the risk factor of 1.5 shall be applied. Therefore, the sample size $S = 1.5\sqrt{1,288} = 53.83$ round up to the next integral of 54.

As per OPMC 2 issue 2, from the sample size, the number of the new members are $54 \times 75\% = 41$ and number of existing members are $54 \times 25\% = 13$.

The list of smallholders selected for the onsite assessment and inspection listed in Table 2-1 below:

Table 2-1: List of Sample Smallholders

Name	GPS Coordinates
Existing members	
Ahmad Bin Kamari	1.857056 , 103.155675
Ek Ming Kai	1.953111 , 103.272969
Koh Lin Way	1.851556 , 103.133528
Mamrah Bte Idris	1.936833 , 103.173361
Mohammad Ali Bin Othman	1.876528 , 103.173167
Mohamad Yunos Bin Zaltar	1.857944 , 103.137528
Mohammad Ramadhan Bin Basron	1.9247222 , 103.163222
Nor Saharani Bin Saherin	1.876278 , 103.187083
Norhajtijah Bte Sorban	1.880611 , 103.164194
Pek Siew Eng	1.848028 , 103.140722
Pungot Bin Timin	1.86606 , 103.179222
Rafeah Bte Serin	1.846528 , 103.128083
Razali Bin Sudin	2.473917 , 103.2711592
Nazlina Bte Sarman*	1.851200 , 103.152030
Podari Bin Alias*	1.888050 , 103.172010

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Name	GPS Coordinates
Existing members	
Wichi Bin Nimin*	1.950550 , 103.173170
Lim Swee Lam*	1.885660 , 103.166400
Baker Bin Sidek *	1.878800 , 103.178990

*Additional 5 sample smallholders are from existing smmalholders group due total number of new smallholders (36) does not fulfill the total number of sample new smallholders (41).

Name	GPS Coordinates
New members	
Jasmin Bin Sibin	1.907194 , 103.177197
Saifuz Zaman Bin Aziz	1.93738 , 103.16438
Mohamad Izwan Bin Abdullah	1.90502 , 103.17969
Asmiah Bte Rohani	1.903114 , 103.156759
Adaweyiah Bte Taib	1.89168 , 103.15756
Yap Wan Thane	2.009751 , 103.23135
Desa Southern Agency Sdn. Bhd.	1.98375 , 103.24765
Chin Hui Feng	1.98826 , 103.245
Mesriah Bte Samadi	1.84503 , 103.14841
Lee Hon Chew	1.877796 , 103.13114
Sharmilla Bte Jauhari	1.86165 , 103.14704
Wong Hok Sen	1.99891 , 103.14704
Chong Boon Kin	1.971041 , 103.188593
Wong Yuen Chow	1.986776 , 103.24537
Thung Mee Lin	2.00236 , 103.23277

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Name	GPS Coordinates
New members	
Tan Siau San	1.990573 , 103.247189
Teckwee Sdn. Bhd	1.96251 , 103.18685
Misman Bin Kubais	1.84484 , 103.17085
Sarah Bte Salleh	1.92583, 103.1638
Yap Men Fong	1.90683 , 103.173
Lai Teck Yoon	1.85818 , 103.17504
Mohd Rafdi Bin Mohd Taha	1.9425 , 103.16924
Siti Ramlah Bte Said	1.94147 , 103.17222
Naron Bin Kasnin	1.9217 , 103.17222
Kyairul Azmi Bin Mohamad Shah	1.88873 , 103.16211
Jazuli Bin Rosidi	1.911806 , 103.180496
Jamaliah Bte Jamari	1.91734 , 103.17648
Tang Bee Hua	1.9837 , 103.23598
Teo Boon Kian	1.90197 , 103.14913
Chew Keng Eng	1.98919 , 103.23886
Aman Bin Sukor	1.88208 , 103.12717
Marsiam Binti Serang	1.854872 , 103.142601
Masnah Bte Sumin	1.86009 , 103.15223
Ariffin Bin Hj Talman	1.87942 , 103.17221
Supiah Bte Jamil	1.86999 , 103.14405
Yunos Bin Kastina	1.87589 , 103.14164

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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 Improvements (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 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 during the next audit.

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3. ORGANISATION INFORMATION

MPOB Cawangan SPOC J28 Sri Gading 2, is a branch of MPOB located at No. 11A, Jalan Susur Intan, Taman Intan, Parit Raja, 86400 Batu Pahat, Johor 1.8663 N, 103.1142 E is managed by a group manager and supported by a team officers to manage the cluster providing technical support, estate management skills and training as well as develop the independent smallholders' scheme around the Batu Pahat district.

The smallholders in Batu Pahat as shown in the below maps.

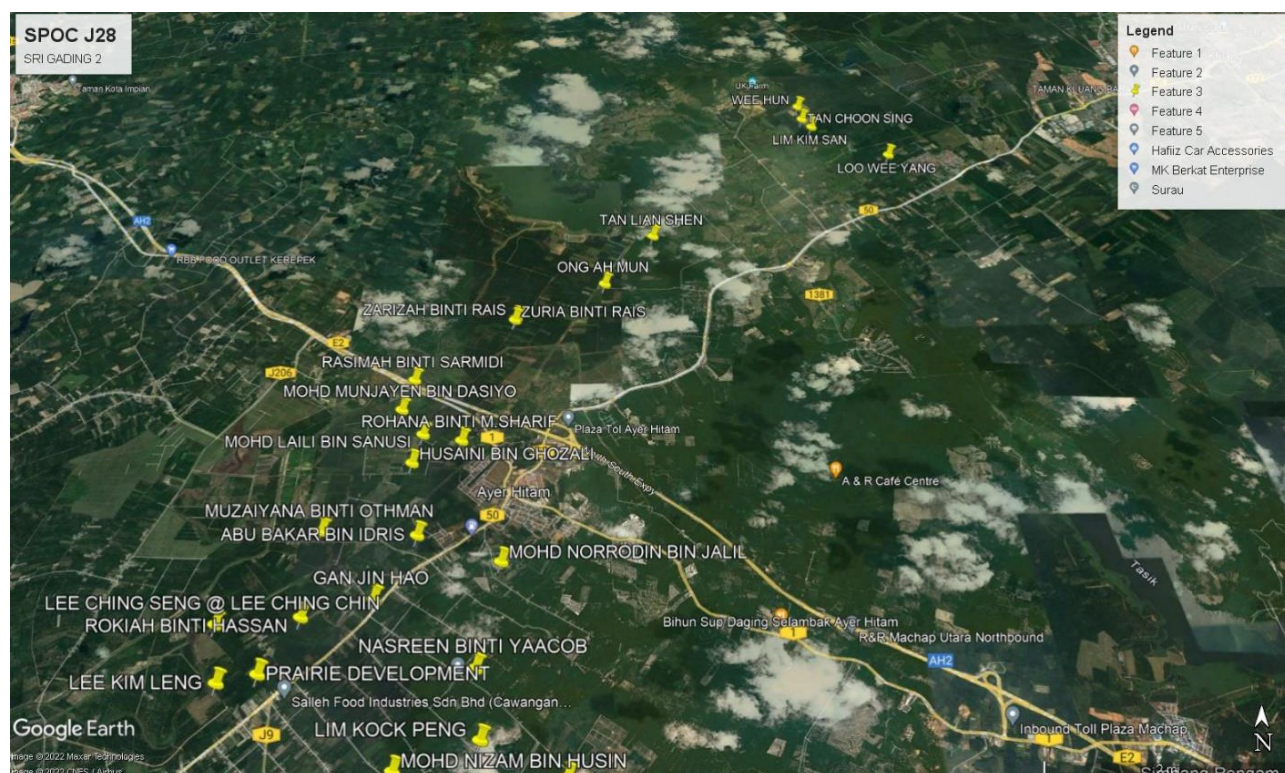


Figure 1: SPOC J28 smallholders field location.

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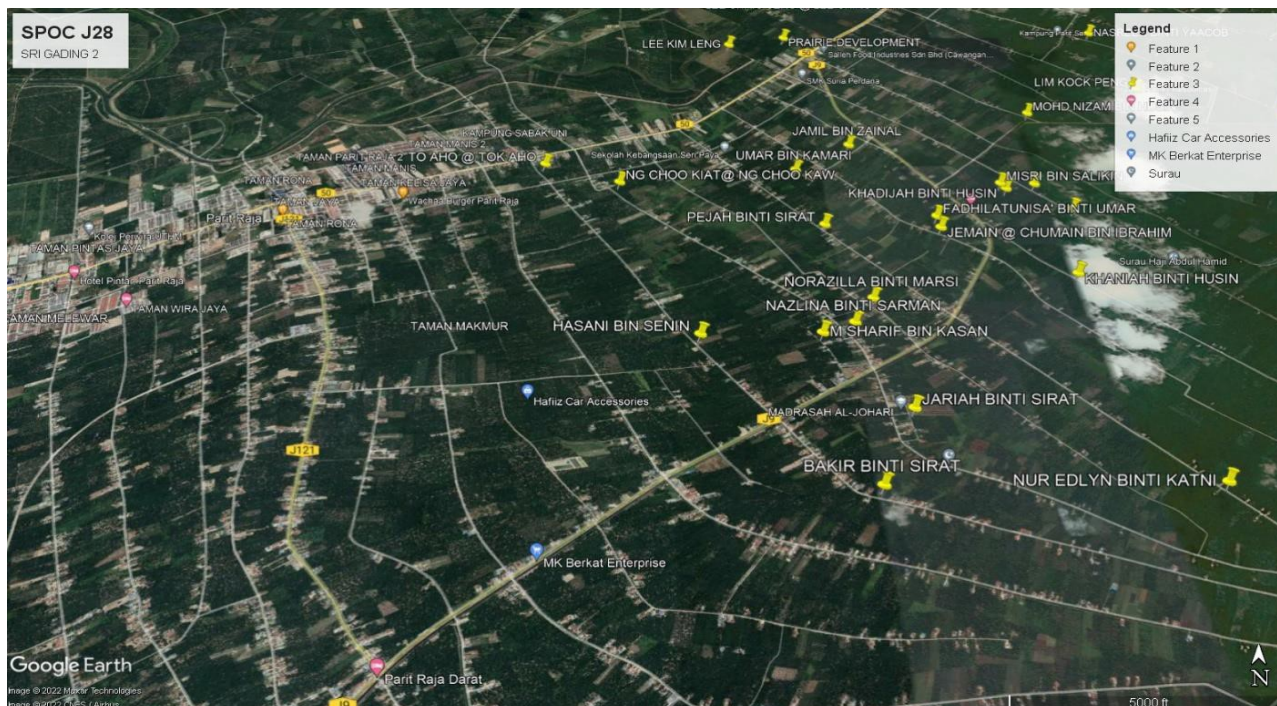


Figure 2: SPOC J28 Sri Gading 2 smallholders field location.

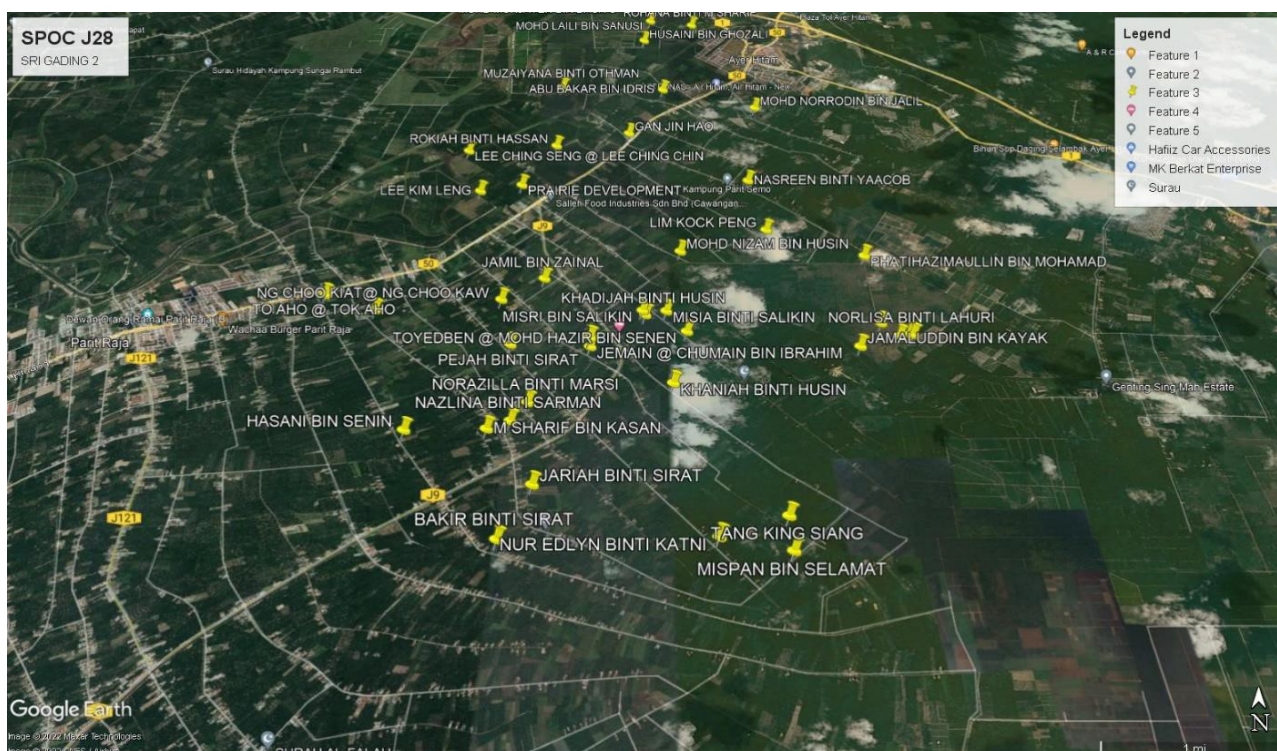


Figure 3: SPOC J28 Sri Gading 2 smallholders field location.

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4. CERTIFICATION ASSESSMENT

4.1. ASA 04

The objective of the audit is to assess the activities of MPOB Cawangan SPOC J28 Sri Gading 2 are in compliance with MS 2530-2: 2013 Part 2: General principles for independent smallholders' requirements.

4.1.1. Surveillance Four (04) Audit:

The surveillance four (04) audit is conducted from 06/06/2023 to 08/06/2023.

The number of smallholders in this surveillance audit are 1,288.

The number of smallholders 1,252 remain the same for this surveillance audit.

The number of smallholders joined during this surveillance audit are 36. The audit team has applied the Malaysian Sustainable Palm Oil Part 2: General Principles for Independent Smallholders Audit Guidance to assess the establish documents against the Principles and Criteria of the standard.

The details of assessment of the indicators are at the summary of assessment in this report.

During the onsite the following were verified but not limited to below:

1. Compliance to legal requirements on the land title, land use rights and customary rights;
2. Training and competence;
3. Environmental management;
4. Waste management and disposal;
5. Health and safety;
6. Group Manager management system;
7. Best practice – farm management including fertilising, chemical spraying and harvesting.

During this surveillance 04 audit, there are 2 OFI raised.

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

The number of audit findings raised in this audit refer to Section 4.6 of this audit 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 07/05/2023 to announce the audit of the certified unit. As at audit date on 06/06/2023 there are no comments received.

4.3. Summary of Assessment

Principle and Criteria Assessment Summary
<p>The assessment team conducted 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 applied MSPO 2530-2. The summary of the assessment is 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>SPOC J28 Sri Gading 2 adopted MPOB MSPO Policy, doc no: MSPO/SPOC/POLISI-01 revision 5, updated 01/04/2023. The policy was sign by SPOC J28 Sri Gading Group Manager dated.</p> <p>The MSPO policy is publicly displayed at MPOB office notice board.</p> <p>Review on sampled smallholders' individual file, MSPO policy is included in MSPO application form signed by SPOC J28 Sri Gading Group Manager and smallholders.</p> <p>Field interviews with sampled smallholders informed they aware of the MSPO policy requirements.</p>	Yes
4.1.2.1	<p>SPOC J28 Sri Gading 2 adopted MPOB list of social and environmental impact and action plan, document no: MSPO/SPOC/L-04/ISP, revision no: 5, effective date: 01/04/2023.</p> <p>The table includes type of impact, activity, social and environmental impact and action plan.</p> <p>Example of Social Impact and Action Plan:</p> <p>Activity: Manuring and integrated farming;</p> <p>Social impact: Improve on soil nutrients composition due to the use of organic fertilizer;</p> <p>Action plan: Continuous improvement.</p> <p>Field visits and field interviews with sampled smallholders informed they do applied mixture of organic and inorganic fertilizer.</p>	Yes
4.1.2.2	<p>SPOC J28 Sri Gading 2 received latest warta sawit, Bil.82 (3)/ Sep-Dis 2022. Document reviewed on SPOC J28 Sri Gading record, Warta Sawit is distributed to smallholders during MSPO training dated 13/02/2023.</p> <p>Field interviews with sampled smallholders informed they obtain Warta Sawit and new information on oil palm management during LKN visit, WhatsApp group or MPOB website.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>SPOC J28 Sri Gading 2 adopted MPOB 'Manual Prosedur Kerja MSPO Kelompok Minyak Sawit Mampan' document number MSPO/SPOC/GP-01/PEK revision number 05, dated 01/04/2023 which include 'Carta Alir Kebolehejakaan Perbelanjaan dan Pendapatan Pekebun Kecil' as a traceability procedure.</p> <p>The traceability procedure describe smallholders provided with Buku Rekod Ladang (BRL) to record FFB sales.</p> <p>Field interviews with sampled SPOC J28 Sri Gading 2 smallholders informed FFB production, fertilizer and chemical application recorded in the BRL.</p> <p>Reviewed the BRL of smallholders with information of FFB production.</p> <p>SPOC J28 Sri Gading 2 Group Manager maintain record of FFB sales in smallholders' individual file.</p>	Yes
4.2.1.2	<p>SPOC J28 Sri Gading 2 established FFB production summary record by monthly basis for smallholders updated as at December 2022.</p> <p>SPOC J28 Sri Gading 2 maintain records of FFB sales and weighbridge ticket in smallholders' individual file.</p> <p>Field interviews with sampled SPOC J28 Sri Gading 2 smallholders informed FFB sales receipts and weighbridge tickets are maintained.</p>	Yes

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>SPOC J28 Sri Gading 2 adopted MPOB List of Legal requirement document MSPO/SPOC/L-01/SKU revision no. 05 dated 01/04/2023.</p> <p>Example as follow:</p> <ol style="list-style-type: none"> 1. Akta 149: Akta Racun Makhluks Perosak 1974; 2. Akta 226: Akta Taman Negara 1980; 3. Akta 582: Akta MPOB 1998 Peraturan – peraturan Lembaga Minyak Sawit Malaysia (Pelesenan) 2005; 4. Akta 342: Akta Pencegahan Dan Pengawalan Penyakit Berjangkit 1988'. <p>Document review of sampled smallholders' files, copy of MPOB license is maintained in the smallholders' individual files and are valid.</p> <p>Field interviews with sampled smallholders informed they are aware of legal requirement.</p>	Yes
4.3.2.1	<p>SPOC J28 Sri Gading 2 smallholders land titles are either freehold or lease title of 99 years issued by Muar Land District.</p> <p>Land use is for agricultural purposes or oil palm or rubber.</p> <p>Document review, SPOC J28 Sri Gading 2 established CIP dated 11/04/2023 include monitoring of the land use conversion. The status of</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	land use conversion is in progress on approval from Pejabat Tanah & Galian (PTG) Batu Pahat. Field interviews with sampled smallholders, there are no disputes found and boundary stones or boundary drains used to indicate the boundary.	
4.3.3.1	SPOC J28 Sri Gading 2 smallholders are either having freehold title or lease title. Document review verify land status of SPOC J28 Sri Gading 2 smallholders with no customary right land. Onsite interview with sampled SPOC J28 Sri Gading 2 smallholders informed they are no land dispute lodged to group manager.	Yes
4.3.3.2	SPOC J28 Sri Gading 2 smallholders are either having freehold title or lease title. Document review of sample smallholders land titles include a map, lot number, area size and boundary marking.	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	SPOC J28 Sri Gading 2 adopted MPOB Guidelines Complaint and Grievance, doc no. MSPO/SPOC/SOP-01/AR, issue 05, revision 05 dated 01/04/2023. The SOP describes; <ul style="list-style-type: none"> Stated in the SOP timeline for addressing the grievance and complaint are within 14 days; Group manager is in charge in handling the complaint and grievances; All the grievance and complaint records are documented. MSPO training conducted on 29/03/2022 include the briefing for complaint and grievances. During field interviews with sampled smallholders informed they are aware and understand the complaint and grievance procedure and process flow.	Yes
4.4.1.2	SPOC J28 Sri Gading 2 adopted MPOB Guidelines Complaint and Grievance, doc no. MSPO/SPOC/SOP-01/AR, issue 05, revision 05 dated 01/04/2023. Review the SOP stated time line to resolve disputes within 14 days. The SOP stated the Group manager is person in charge to handle complaint and grievance. The Group Manager is assigned for: <ul style="list-style-type: none"> Accepting the grievances; Analysed and investigate on issue raised. Any complaint outside the scope of the group manager will be referred to other parties or MPOB HQ.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Complaint form is established, doc no: MSPO/SSCC/F-01/AR, date effective: 01/04/2023, no issue: 04.</p> <p>Complaint record review no complaint lodged from April 2021 till the audit date.</p> <p>During site interview with smallholders informed they are aware on complaint and grievance process and timelines to resolve the complaints.</p>	
4.4.2.1	<p>SPOC J28 Sri Gading 2 adopt MPOB Guidelines Occupational Safety & Health, document no. MSPO/SPOC/GP-02/KKP, issue: 5, revision: 0 effective date: 01/04/2023. SOP describes:</p> <ul style="list-style-type: none"> Responsibility of GM and smallholders regarding safety and health; Procedure and type of PPE used for harvesting, manuring and spraying. MSPO training conducted on 13/02/2023 include safety and health aspect. During field interviews with sampled smallholders informed they are aware importance of safety and health during working in field. <p>Example:</p> <p>Wearing of PPE for chemical spraying activity: Face mask, apron, safety boot and rubber hand glove.</p>	Yes
4.4.3.1	<p>SPOC J28 Sri Gading 2 adopted MPOB Employment Terms document no: MSPO/SPOC/SMP-01, rev-05 updated 01/04/2023.</p> <p>The form has included payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning. Review the employment terms document for smallholders who have hired casual worker. The rate of harvesting, chemical spraying, manuring and pruning rate are states in the document and signed by both parties.</p> <p>During field interviews with sampled smallholders informed, they engaged outsourced contractors or hired casual worker in carrying out field operations.</p>	Yes
4.4.3.2	<p>SPOC J28 Sri Gading 2 adopted MPOB MSPO application form with a statement “provide equal opportunity and treatment regardless of race, colour, sex, religion, political affiliation, nationality, social origin and shall not engage in or support discriminatory practices.</p> <p>SPOC J28 Sri Gading 2 adopted MPOB Employment Terms document no: MSPO/SPOC/SMP-01, rev-05 updated 01/04/2024.</p> <p>The form describes: “Against any form of discrimination, and implying human right in terms of opportunities, disregards of races, gender, religion, political affiliation, and nationality”.</p>	Yes
4.4.3.3	<p>SPOC J28 Sri Gading 2 adopted MPOB Employment Terms document no: MSPO/SPOC/SMP-01, rev-05 updated 01/04/2024.</p> <p>The form has included payment rates for operational activities such as harvesting, spraying, manuring and pruning. Review the employment terms document for smallholders who have hired casual worker.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	The rate of harvesting, chemical spraying, manuring and pruning rate are states in the document and signed by both parties. During field interviews with sampled smallholders informed, they are working by themselves, assisted by family members or hire casual worker in carrying out field operations.	
4.4.3.4	During field interviews with sampled smallholders and site verification at smallholder's farms, no on-site living quarters are available. The casual worker hired by smallholders live in the village. Therefore, no living quarters is required.	Yes
4.4.3.5	SPOC J28 Sri Gading 2 adopted MPOB Employment Terms document no: MSPO/SPOC/SMP-01, rev-05 updated 01/04/2023. The form describes: "Not to employ young workers below the age of 15-18 years old, for working in dangerous and heavy work". During field interviews with sampled smallholders informed they are aware and understand legal restriction on hiring under age workers. Field verification no children present in the field.	Yes
4.4.4.1	SPOC J28 Sri Gading 2 establish training programme year 2023. The training programme include 'Taklimat MSPO, GAP and LKN visit. Training and LKN conducted includes the GAP, scheduled waste and chemical handling, environmental, social, and safety and health. Taklimat MSPO & GAP for smallholder conducted on 13/02/2023. The training programme include: 1. Taklimat MSPO; 2. GAP; 3. LKN visit; 4. Kesedaran perlindungan Alam sekitar, Biodiversiti dan hidupan liar; 5. Larangan Pembakaran terbuka; 6. Tenaga boleh diperbaharui/Latihan GHG. Document review verified training has been carried out with photos and attendance list. Field interviews with sampled smallholders informed they attended MSPO training. Smallholders are able to demonstrate understanding of MSPO implementation in farms.	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	SPOC J28 Sri Gading 2 adopt MPOB Social and Environment Impacts and Action Plan, document no: MSPO/SPOC/L-04/ISP, no. Issue: 5, no. revision: 4, effective date 01/04/2023. Environmental impact and action plan: Activity: Chemical spraying;	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Environmental impacts: Empty chemical containers;</p> <p>Action plan: Empty chemical container to be tripled rinse, punctured and stored.</p> <p>Review the LKN conducted by SPOC J28 Sri Gading 2 group manager to smallholder's farms include GAP checking and briefing example chemical application. SPOC J28 Sri Gading 2 conducted briefing to smallholders on environmental impact dated 13/02/2023.</p> <p>Field Interviews with sampled smallholders informed they understand the environmental impacts example chemical application.</p> <p>Sample LKN conducted by GM on 13/02/2023.</p>	
4.5.2.1	<p>There is no renewal energy used by SPOC J28 Sri Gading 2 smallholders.</p> <p>This is confirmed through field observation and interviews with smallholders.</p>	Yes
4.5.3.1	<p>SPOC J28 Sri Gading 2 adopted MPOB guidelines for Managing Scheduled Waste, document no: MSPO/SPOC/L-03/SRD, no. Issue: 5, no. Revision: 0 and effective on 01/04/2023.</p> <p>Document review verify the list consists of solid, liquids and gaseous wastes.</p> <p>Example:</p> <p>Agricultural input: Herbicides; Waste produced: Empty chemical containers;</p> <p>Impact: Polluting water source if the empty containers left in the field or near the water ways.</p> <p>During field interviews with sampled smallholders informed they understand on managing of wastes such as reused or recycle the empty chemical containers after triple rinsing.</p>	Yes
4.5.3.2	<p>SPOC J28 Sri Gading 2 adopted MPOB SOP "Pengurusan Bahan Buangan Terjadual", doc. No. MSPO/SPOC/SOP-03/BRP, issue no.:5 dated 01/4/2023.</p> <p>SOP describes to monitor and ensure the waste management process and disposal of waste for responsible individuals can be implemented in an orderly, efficient and safe manner.</p> <p>Briefing on disposal of empty chemical containers conducted during MSPO training dated 13/02/2023.</p> <p>During site observation and interview with SPOC J28 Sri Gading 2 smallholders informed they understand and practices triple rinsing for empty chemical containers before disposed or reused and with labelled 'X' for chemical spraying activity.</p>	Yes
4.5.4.1	<p>SPOC J28 Sri Gading 2 adopt MPOB guidelines 'Garis Panduan Zon Penampan Sungai', doc no: MSPO/SPOC/GP-03/ZPS, issue 5 dated 01/04/2023.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>The procedure states:</p> <ul style="list-style-type: none"> • Identification of river or stream within smallholder's area; • Monitoring and ensuring no activities, which may cause pollution on buffer area. <p>SPOC J28 Sri Gading 2 conducted briefing to smallholders on environmental impact dated 13/02/2023.</p> <p>During field interviews with sampled smallholders informed they understand no chemical application at riparian buffer zone area.</p>	
4.5.4.2	SPOC J28 Sri Gading 2 smallholders practice rain harvesting for field operations using empty drums or dug hole for chemical spraying and washing purposes.	Yes
4.5.5.1	<p>SPOC J28 Sri Gading 2 established list of wildlife in Batu Pahat district dated 04/01/2021.</p> <p>Example of wildlife:</p> <ul style="list-style-type: none"> • Wild boar; • Squirrel. <p>MSPO briefing to smallholders dated 13/02/2023 includes briefing of wildlife and environmental. During field interviews with sampled smallholders informed they observe monkey and snake in the farms.</p>	Yes
4.5.6.1	<p>SPOC J28 Sri Gading 2 adopted MPOB Guidelines Garis panduan Amalan Pembakaran Sifar doc no: MSPO/SPOC/GP-04/APS, issue 5, rev 5 dated 01/04/2023.</p> <p>The SOP describe to ensure smallholders aware of environment impact by practicing zero burning.</p> <p>During field observation and interviews with sampled smallholders confirmed no sign of opening burning and they understand open burning is prohibited.</p>	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>SPOC J28 Sri Gading 2 carried out Advisory Visit (LKN) to smallholders' fields dated 16/03/2023.</p> <p>Document review verify briefing records on GAP for harvesting, manuring, chemical application and PPE usage carried out for smallholders.</p> <p>Field visits at sampled smallholders' farms verified the implementation of good agricultural practice such as:</p> <ol style="list-style-type: none"> 1. Proper stacking of fronds; 2. Good maintenance of harvesting path; 3. Proper palm pruning. 	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	Field interviews with sampled smallholders informed they understand on good agricultural practices on their farm to meet MPOB guidelines.	
4.6.1.2	SPOC J28 Sri Gading 2 established visual identification for each smallholder with information of smallholders' name, field address, GPS coordinates, lot size and year of planting. Field visits to sampled smallholders' farms verify that fields marking are established.	Yes
4.6.2.1	SPOC J28 Sri Gading 2 adopt MPOB Guideline Economic and Financial Plan, MSPO/SPOC/GP-01/PEK, issue 5, revision 5 dated 01/04/2023. Document review verify evidence of budget approval for MSPO training and LKN visit SPOC J28 Sri Gading. The budget includes MSPO training, LKN and miscellaneous expenses.	Yes
4.6.3.1	SPOC J28 Sri Gading 2 monitors FFB pricing on monthly basis through input from selected dealers for fair price. Field interviews with sampled smallholders informed the FFB price is displayed at collecting centre notice board and via WhatsApp group.	Yes

Principle 7: Development of new planting		
Indicator	Summary of Assessment	Compliance
4.7.1.1	During field visits and document reviews on list of smallholders and planting statements no new planting in SPOC J28 Sri Gading 2. The first planting is in year 1990 and the latest replanting is in year 2021. There are no new plantings for existing and new members in year 2023. Thus, there is no assessment on high biodiversity area.	Yes
4.7.2.1	Documents review on list of smallholders and planting statements confirmed no new planting in SPOC J28 Sri Gading 2. The first planting is in year 1990 and the latest replanting is in the year 2021. There are no new plantings for existing and new members in the year 2023. Therefore, no soil survey or topography is required.	Yes
4.7.3.1	Document review on list of smallholders and planting statements no new planting in SPOC J28 Sri Gading 2. The first planting is in year 1990 and the latest replanting is in year 2021. There are no new plantings for existing and new members in year 2023. Therefore, no data for type of terrain available.	Yes

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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 SPOC J28 Sri Gading 2 operation or any on/off-products claim.

4.5. Status of Non-Conformities Previously Identified

	The stage 1 audit findings of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS implemented to address identified audit findings. Details of the follow up action taken on stage 1 audit findings were recorded in the Stage 1 audit report.
X	The last audit results of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS implemented to address any nonconformity identified.
	The last audit results of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS NOT been implemented effectively. Non-conformity will be re-raised.
	No non-conformity raised in previous audit.
<p><i>Note 1: If a minor non-conformity raised in last audit, is not closed out, the finding will be raised to a Major non-conformity.</i></p> <p><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></p>	

4.6. Detail of Audit Findings in last Audit

AUDIT OUTCOME		
During last audit	0	MAJOR Non-Conformities
	0	MINOR Non-Conformities

4.7. Detail of Audit Findings Identified During This Audit

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

ON-SITE AUDIT OUTCOME		
During this onsite audit,	0	MAJOR Non-Conformities
	0	MINOR Non-Conformities

Nr.	Indicator	Description	Location	Opportunity for Improvement
1.	4.4.4.1	Independent smallholders are encouraged to seek knowledge to increase their competency in oil palm management.	Field	SPOC J28 Sri Gading 2 could improve understanding on <i>Ganoderma</i> infection.
2.	4.6.1.2	A visual identification or reference system shall be established for each field or block of oil palm planting.	Field	SPOC J28 Sri Gading 2 could improve on signage information.

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5. CONCLUSION

Malaysia Palm Oil Board has commissioned TÜV NORD (Malaysia) Sdn Bhd to carry out the certification for the Sustainable Palm Oil Cluster (SPOC) for SPOC J28 Sri Gading 2 consisting of 1,288 independent smallholders according to MS 2530-2:2013 Part 2, General Principles for Independent Smallholders.

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

In conclusion the certified organisation has been established, implement and continue to improve in managing the independent smallholders are in line with the Principles & Criteria of the applied standard MS 2530-2:2013 Part 2 General Principles for Independent Smallholders.

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

Total certified number of independent smallholders: 1,288

Total certified acreage of smallholders: 2,149.3770 Ha

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6. RECOMMENDATION

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

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

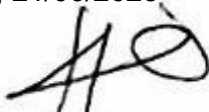
The structure of the audit is in accordance with the audit plan included with this summary report as an annex.

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 production and management 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 demonstrated state of development and maturity that the certification to be

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

Puchong, 21/06/2023



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

Puchong, 10/07/2023



Navin Baskram
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 or 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 regards 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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