



MSPO CERTIFICATION SUMMARY REPORT

JAWAT JAYA PLANTATIONS SND. BHD.

SURVEILLANCE 02

Onsite Audit Date: 24/01/2022 – 25/01/2022

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MSPO Certification Summary Report

Company Name: Jawat Jaya Plantations Sdn. Bhd.

Certifying Unit: Jawat Jaya Plantations Sdn. Bhd.

Client Number: 92-149

Audit Type: ASA 02

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

Jawat Jaya Plantations. Sdn. Bhd. has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct surveillance audit for its oil palm estate 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 estate 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 Jawat Jaya Plantations 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 member. 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: Khairul Anwar Bin Ismail

Requirement	Qualifications
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;	Graduate in Agricultural Science

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Requirement	Qualifications
v) Social Sciences and/or Anthropology; 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 trainings	Successfully completed MS 2530 series 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 as Lead auditor for MSPO scheme.
Field working experience in the palm oil sector or demonstrable equivalent	5 years working experience in oil palm plantation.
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	5 years working experience in oil palm plantation.
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Successfully completed IMS ISO 9001 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 IMS ISO 45001 Lead Auditor course.
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Successfully completed SA 8000 Basic training.
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Successfully completed IMS ISO 14001 Lead Auditor course.

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Requirement	Qualifications
Attended High Conversation Value Assessment training	Attended and completed the HCV-HCS for producers online course.
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 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	Mohamad Norhisham Bin Mohd Salleh	Graduate in Applied Science (Major In Agrobiology).	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)	Mohamad Norhisham Bin Mohd Salleh	5 years working experience in oil palm plantations.	Yes
Successfully completed MPOCC endorsed lead auditor trainings	Mohamad Norhisham Bin Mohd Salleh	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.	Mohamad Norhisham Bin Mohd Salleh	Qualified and appointed as lead auditor for MSPO scheme.	Yes

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Requirement	Name of Assessor	Qualification	Compliance
Field working experience in the palm oil sector or demonstrable equivalent	Mohamad Norhisham Bin Mohd Salleh	5 years working experience in oil palm plantations.	Yes
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Mohamad Norhisham Bin Mohd Salleh	5 years working experience in oil palm plantations.	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Mohamad Norhisham Bin Mohd Salleh	Successfully completed ISO 9001:2015 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	Mohamad Norhisham Bin Mohd Salleh	Successfully completed ISO 45001:2018 Lead Auditor course.	Yes
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Mohamad Norhisham Bin Mohd Salleh	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	Mohamad Norhisham Bin Mohd Salleh	Successfully completed IMS ISO 14001:2015 Lead auditor course and auditor for MSPO scheme.	Yes
Completed High Conversation Value assessment	Mohamad Norhisham Bin Mohd Salleh	Attended and completed the HCV-HCS for producers online course	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Mohamad Norhisham Bin Mohd Salleh	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, contractors; 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:

The annual surveillance audit 02 is conducted onsite on 24/01/2022 – 25/01/2022 covering the following activities but not limited to below:

Onsite:

- Background investigation
- Review of documentation established but not limited to below
 - Policies
 - Estate 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 facilities and field activities;
- Interview operation personnel and field workers for understanding of work assigned;

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

On-site

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 site 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.

In accordance to MPOCC Guidance on Remote Audits due to Covid-19 Pandemic Restrictions Version 4.0 dated 26/10/2021 with reference to the latest announcement by the Government on the interstate travel approval for fully vaccinated individual “Pergerakan rentas negeri – dibenarkan bagi yang lengkap vaksin” on the 11th October 2021, the Accredited Certification Bodies (ACBs) and Certification Bodies (CBs) shall in their best position strive to ensure that an on-site audit by the Audit Team be conducted.

All ACBs and CBs are to adhere to the National Security Council (NSC) announcement of the National Recovery Plan (NRP) and the Enhanced Movement Control Order (EMCO) by referring to their official website at: <https://www.mkn.gov.my/web/ms/covid-19/> (EMCO) by referring to their official website at : <https://www.mkn.gov.my/web/ms/covid-19/>.

NRP

All MSPO 2530 Series & Supply Chain on-site MSPO audits are allowed on all the NRP Phases, with the following conditions: -

- a. 50% capacity meeting room space and following strict SOPs.
- b. For Peninsular - Crossing-state borders and districts must adhere to the conditions and SOPs set by the NSC.
- c. For the States of Sabah & Sarawak, the Crossing-state borders are only allowed from 1st November 2021 onwards and must adhere to the conditions and SOPs set by the respective state NSC guidelines.

Table 2-1: Estate(s) Selected

For the surveillance audit, Jawat Jaya Plantations Sdn. Bhd. has 1 estate. Therefore, no selection required.

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.

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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

Jawat Jaya Plantations Sdn. Bhd. is an oil palm plantation company located at TB 4605-4608, Ground Floor, Ba Zhong Commercial Centre, Jalan Tawau Lama, 91000, Tawau, Sabah

The details of the estate as below:

Name of Estate	Location	Coordinates
Jawat Jaya Plantations Sdn. Bhd.	Batu 9, Jalan Sapulut, Kalabakan Tawau , Sabah.	4.442778°N, 117.3967°E.

3.1. Production volume

Name of Estate	Area (Ha)		Projected FFB Production (mt) (Jan 2022 to Dec 2022)
	Total*	Production**	
Jawat Jaya Plantations Sdn. Bhd.	635.88	516.65	5,800
Total	635.88	516.65	5,800

*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 Estate

Year	Jawat Jaya Plantation Sdn. Bhd.
2001	52.00
2001	63.30
2002	72.85
2003	72.50
2004	58.00
2005	53.00
2005	72.00
2007	73.00
Total Mature	516.65
Total Immature	0
Total	516.65

3.3. Replanting program for each estate

There is no replanting for Jawat Jaya Plantations Sdn. Bhd. until 2026

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3.4. Maps of Estate Location

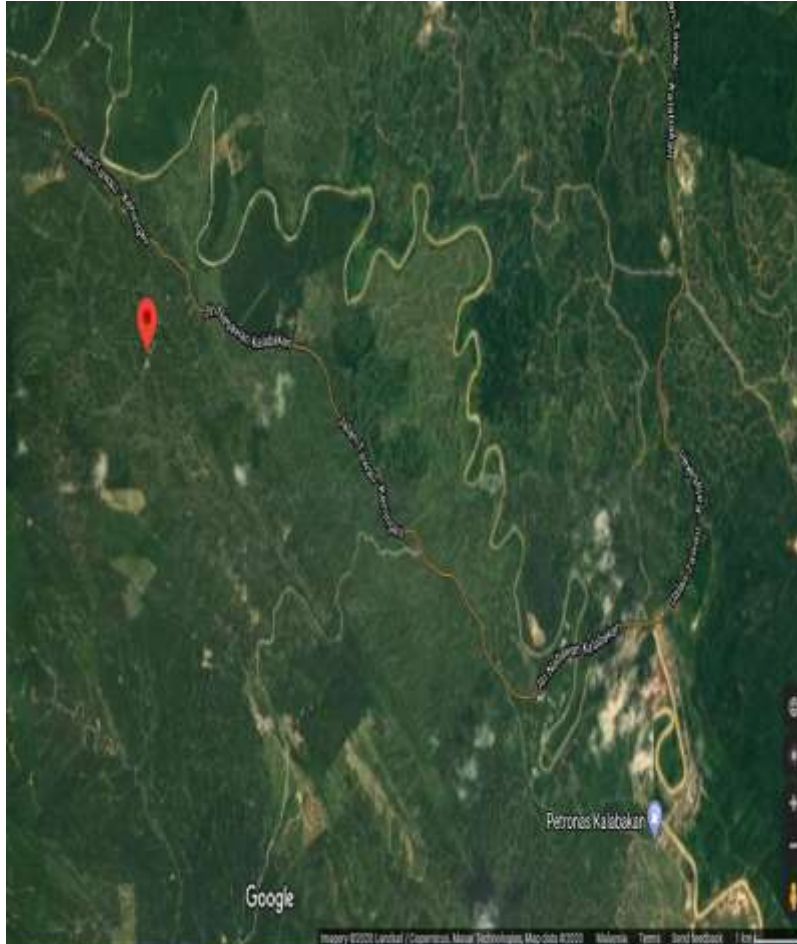


Figure 1: Jawat Jaya Plantations Sdn Bhd location, coordinate: 4.442778°N, 117.3967°E.

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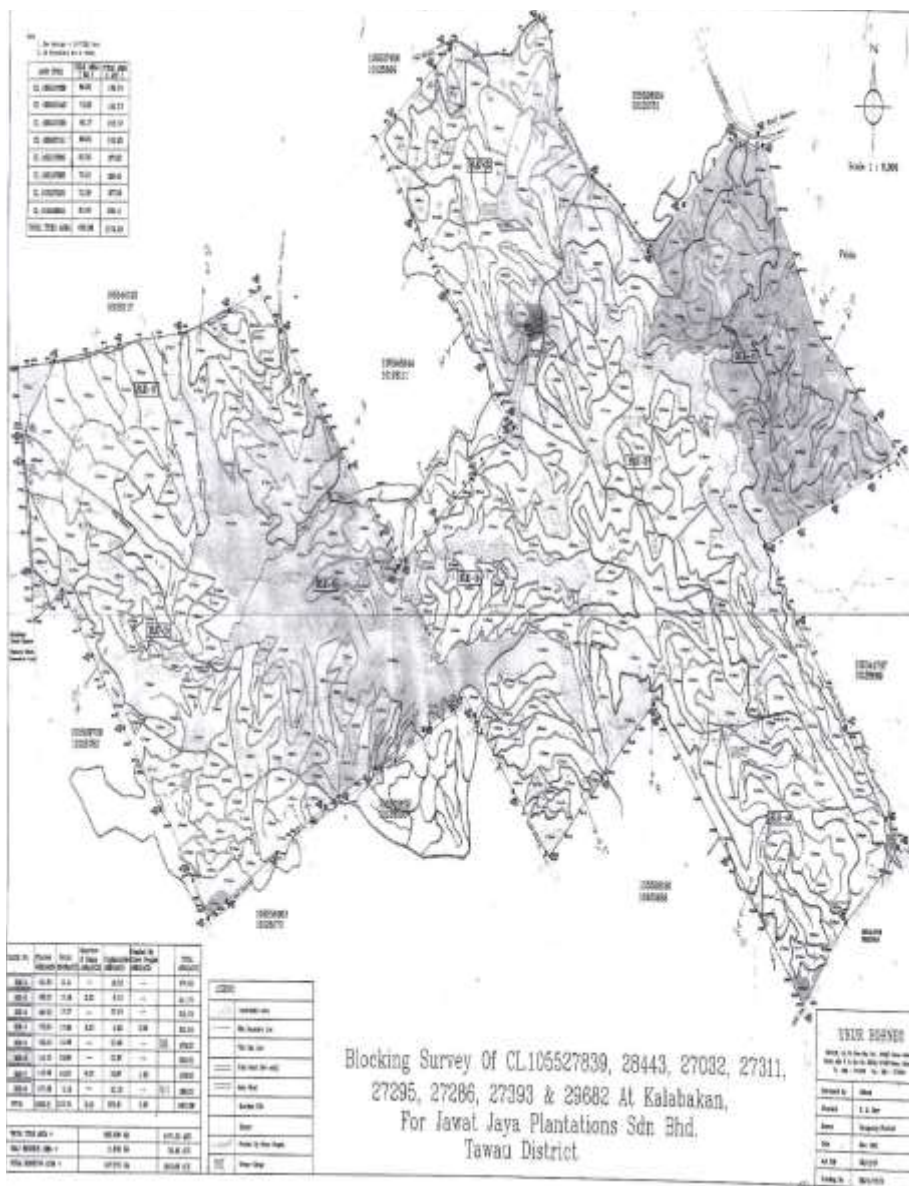


Figure 2: Jawat Jaya Plantations Sdn. Bhd. estate map

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4. CERTIFICATION ASSESSMENT

4.1. ASA 02

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

4.1.1. Surveillance:

The surveillance audit is conducted on 24/01/2022 to 25/02/2022 covering one estate.

During the last surveillance audit, there are 1 Major, 0 Minor, 4 Opportunities for Improvement (OFI) are raised.

During this surveillance 02 audit, the major non-compliance raised in the last audit, the audit team has review by means of physical inspection of estate, 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.

During this surveillance audit, there are 1 Major, 0 Minor, 4 Opportunities for Improvement (OFI) are raised.

The major non-conformances raise during this surveillance 02 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 24/12/2021 to announce the audit of the certified unit. As at audit date on 24/01/2022 there are no comments received.

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4.3. Summary of Assessment

Principle and Criteria Assessment Summary

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

Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.1	<p>Jawat Jaya Plantations Sdn. Bhd. (JJPSB) established MSPO Policy dated 01/12/2021 sign by Manager.</p> <p>The policy states:</p> <ol style="list-style-type: none"> 1. Transparency of our operation and compliance to relevant regulatory and statutory requirements; 2. Traceability of FFB productions and sales; 3. Ensure health and safety of workers; 4. Implementation of industrial best practices and identify continual improvement. <p>The policy is displayed on estate notice board.</p> <p>Policy training is conducted on 01/12/2021.</p>	Yes
4.1.1.2	<p>JJPSB established MSPO Policy, dated 01/12/2021 sign by Manager.</p> <p>The policy states, we also committed ensuring continuous improvement to our management and other members.</p>	Yes
4.1.2.1	<p>JJPSB established Internal Audit Procedure, document number: JJP-MGT-01 dated 03/12/2019.</p> <p>The procedure described frequency of internal audit is once a year or based on any changes established by MSPO system.</p> <p>JJPSB conducted internal audit dated 20/12/2021. There are 2 minor NC findings and 2 OFI raised in the audit.</p>	Yes
4.1.2.2	<p>JJPSB conducted internal audit dated 20/12/2021. There are 2 minor NC findings and 2 OFI raised in the audit.</p> <p>JJPSB established Internal Audit findings report which includes findings, root cause, action plan and person in charge for implementation purposes.</p> <p>Example:</p> <p>Finding: Safety Meeting is not carry out for year 2021</p> <p>Root cause: Management was planned to carry out the meeting on end of December 2021</p> <p>Correction: The safety meeting was conducted on 28/12/2021.</p>	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	Status: Completed. Reviewed the safety meeting minute dated 28/12/2021.	
4.1.2.3	JJPSB conducted Management Review dated 11/01/2022 which includes presentation of internal audit findings.	Yes
4.1.3.1	JJPSB conducted Management Review dated 11/01/2022. Management review conducted once a year after internal audit The management review agenda includes: 1. Internal audit result 2. Feedback from relevant stakeholders 3. Changes on regulatory requirement 4. Social Impact Assessment.	Yes
4.1.4.1	JJPSB established Continual Improvement Plan dated 02/01/2022. The CIP includes: 1. Environmental protection. 2. Waste management. 3. Safety and health. 4. Pollution and emission reduction. 5. Social matters. 6. Safety and health matters. Example of environment protection: Aspect - Landfill Improvement action – Continues visual inspection of landfill condition Expected outcomes – Minimise risk involved in landfill and underground water Timeframe – on going Review and monitor – Landfill monitoring. PIC – EM. Reviewed the landfill inspection record for December 2021.	Yes
4.1.4.2	JJPSB established New Information and Techniques procedure dated 30/12/2019. The procedure state on assessing new information and techniques that are available and suitable for adoption by estate. Interview with estate representatives and onsite inspection, there is no new techniques or new technology implemented currently.	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.4.3	<p>JJPSB established New Information and Techniques procedure dated 30/12/2019.</p> <p>The SOP describes the process for implementation of new technology.</p> <p>The flowchart in the SOP includes training will be conducted before implementation of any new technology.</p>	Yes

Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>JJPSB established list of stakeholders updated 31/12/2020 which includes government agencies, neighboring estates, NGOs, suppliers, local villages, internal stakeholders.</p> <p>Document reviewed on minutes meeting, stakeholders' consultation meeting conducted for external stakeholders via email dated 30/12/2021 and for internal stakeholders dated 28/12/2021.</p> <p>The meeting minutes include topics on prevention of COVID-19, company policy and company procedures.</p>	Yes
4.2.1.2	<p>JJPSB established list of publicly available documents dated 31/12/2020.</p> <p>Example of documents publicly available:</p> <ol style="list-style-type: none"> 1. Company Policies 2. Continuous Improvement Plan. <p>Example of confidential documents are:</p> <ol style="list-style-type: none"> 1. Bank Statement 2. Financial Report. 	Yes
4.2.2.1	<p>JJPSB established communication and consultation procedure dated 30/12/2019.</p> <p>The procedure includes the flowcharts of stakeholder's consultation process.</p> <p>Review on stakeholders' consultation meeting, the communication and consultation procedure communicated to internal stakeholders on 28/12/2021 and external stakeholders on 30/12/2021.</p>	Yes
4.2.2.2	<p>Document reviewed on appointment letter confirmed estate manager appointed as person in-charge for consultation and communication for JJPSB dated 03/01/2020.</p>	Yes
4.2.2.3	<p>JJPSB established list of stakeholders updated 31/12/2020 which includes government agencies, neighboring estates, NGOs, suppliers and local communities.</p> <p>Document reviewed on minutes meeting, the stakeholders' consultation meeting conducted for external dated 30/12/2021 and for internal 28/12/2021. There are no requests from stakeholders.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.3.1	<p>JJPSB established traceability procedure dated 19/12/2019.</p> <p>The procedure describes on:</p> <ol style="list-style-type: none"> Traceability records involved such as estate weighbridge tickets and mill weighbridge tickets. Process flow of traceability of FFB from harvesting field until mill weighbridge. <p>JJPSB use estate weighbridge ticket as documents from estate for transporting FFBs to mills. JJPSB received mill weighbridge ticket as a proof of FFB delivery.</p>	Yes
4.2.3.2	<p>JJPSB established traceability procedure dated 19/12/2019.</p> <p>Internal audit conducted as a mechanism to inspect the traceability system. Internal audit conducted on 20/12/2021.</p> <p>Reviewed on internal audit results, there are no findings raised on traceability.</p> <p>Interview with estate manager inform, the FFB delivery records are monitored daily and monthly basis by estate manager.</p>	Yes
4.2.3.3	<p>Document reviewed on appointment letter dated 01/01/2021 the estate manager is appointed as person in-charge for traceability for JJPSB.</p>	Yes
4.2.3.4	<p>JJPSB established records of FFB delivery and kept at estate office.</p> <p>Sale and delivery records of FFB for JJPSB are reviewed. Estate weighbridge tickets and mill weighbridge tickets of December 2021 are reviewed and well maintained.</p> <p>Example:</p> <p>JJPSB estate weighbridge ticket:</p> <p>EWT No.: 035452</p> <p>Date: 28/12/2021.</p> <p>Kalabakan Palm Oil Mill weighbridge ticket:</p> <p>MWT No.: 02246510</p> <p>Date: 28/12/2021</p> <p>EWT No.: 035452.</p> <p>Estate weighbridge ticket number is the unique identification number that is captured in mill weighbridge ticket.</p>	Yes

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>JJPSB established list of licenses and permits dated 19/12/2020.</p> <p>Example of list of permit and licenses:</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	<ol style="list-style-type: none"> MPOB license validity period 01/07/2021 – 30/06/2022. Business license validity period 09/11/2021 – 31/12/2022. JTK Permit Penggajian Pekerja Bukan Mastautin validity period 15/10/2021 – 14/09/2022. 	
4.3.1.2	<p>JJPSB established legal register dated 12/07/2021.</p> <p>Example of laws and regulation stated in legal register:</p> <ol style="list-style-type: none"> Minimum Wage Order 2020 Prevention and control of Infectious Disease (Measurement Within Infected local Areas) (National Recovery Plan) Regulation 2021. 	Yes
4.3.1.3	<p>JJPSB established legal register and updated on 12/07/2021.</p> <p>The legal register states:</p> <ol style="list-style-type: none"> To check the legal updated from government website. To be review at least once per year. The list will be updated when is necessary. <p>Document reviewed on legal register and interview with estate manager, legal register is updated annually and when necessary.</p>	Yes
4.3.1.4	<p>Document reviewed on the appointment letter dated 03/02/2020, JJPSB estate manager appointed as person in-charge to monitor compliance and update changes in regulatory requirements.</p>	Yes
4.3.2.1	<p>JJPSB land titles are country lease issued by Sabah Land Authority with a tenure of 99 years.</p> <p>Therefore, no diminish land use rights of other users.</p>	Yes
4.3.2.2	<p>JJPSB land titles are country leased issued by Sabah Land Authority with a tenure of 99 years.</p> <p>The actual usage of land is cultivation of agricultural crops of economic value as stated in the land titles.</p>	Yes
4.3.2.3	<p>Document reviewed on JJPSB land titles confirmed map included with information of total area, location and boundary stone numbering.</p> <p>Onsite inspection at estate boundary marker is marked with a boundary stone and wooden stick.</p>	Yes
4.3.2.4	<p>No dispute from previous owners since JJPSB land titles are country lease issued by Sabah Land Authority.</p>	Yes
4.3.3.1	<p>JJPSB land titles are country lease issued by Sabah Land Authority. No customary land titles listed in the summary of land titles.</p>	Yes
4.3.3.2	<p>There is no customary right land leased or owned by JJPSB. Therefore, no maps established.</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.3.3	There is no customary land leased or owned by JJPSB. Therefore, no FPIC or negotiated documents established.	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	<p>JJPSB established Social Impact Assessment, dated 22/03/2021.</p> <p>The SIA conducted involved internal and external stakeholders.</p> <p>The assessment includes identification of negative impact and positive impacts and action plan.</p> <p>Positive impacts: Housing maintenance</p> <p>Action plan: Ongoing maintenance and improving.</p> <p>Person in charge: Estate Manager.</p> <p>Status: Ongoing.</p> <p>Review on housing inspection record and interview with workers informed no issue on housing maintenance.</p> <p>Negative impacts: Sanitation facilities such as toilet is insufficient at the living quarters</p> <p>Mitigation Plan: To review the conditions of toilet and improve the basic amenities for living quarters</p> <p>Person in charge: Estate Manager</p> <p>Status : In progress.</p> <p>Onsite inspection at workers living quarters, the toilet construction is in progress.</p>	Yes
4.4.2.1	<p>JJPSB established SOP for Complaint and Grievances, dated 20/12/2019.</p> <p>Stated in the procedure:</p> <ol style="list-style-type: none"> Estate manager as person in charge for handling complaints and grievances. Timeline for addressing complaint and grievances are 5 working days. <p>Onsite inspection at estate office complaint and grievance SOP, form and box is available at notice board.</p>	Yes
4.4.2.2	<p>JJPSB established SOP for Complaint and Grievances, dated 20/12/2019.</p> <p>The procedure stated the timeline for addressing complaint and grievances are within 5 working days.</p> <p>Reviewed the complaint and grievance record, no complaint lodge for year 2021.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions			
Indicator	Summary of Assessment	Compliance	
4.4.2.3	JJPSB complaint and grievances procedure and forms are displayed at JJPSB Estate office notice board. Complaint forms are available at estate office. Interview with workers informed, they had been briefed on complaint and grievance procedure.	Yes	
4.4.2.4	JJPSB Complaint and grievances procedure awareness to stakeholders are conducted via email and WhatsApp's dated 30/12/2021. Complaint and grievance training conducted on 01/12/2021 for workers.	Yes	
4.4.2.5	JJPSB complaint log book from 2020 to 2022 is reviewed and maintained. No complaint lodged from year 2020 till the audit date. The complaint log book is available and kept in estate office	Yes	
4.4.3.1	JJPSB provides job opportunity to local communities for estate operation.	Yes	
4.4.4.1	JJPSB established Occupational Safety and Health Policy dated 01/10/2019 signed by Manager. Safety and Health Policy is displayed at the estate notice board. Interview with estate workers informed they had been briefed on Occupational Safety and Health Policy. Policy briefing conducted to workers on 01/12/2022 and external stakeholders dated 30/12/2021.	Yes	
4.4.4.2	a	JJPSB established Occupational Safety and Health Policy dated 01/10/2019 signed by Manager. Safety and Health Policy is displayed at the estate notice board. Interview with estate workers informed they had been briefed on Occupational Safety and Health Policy.	Yes
	b	HIRARC is established by JJPSB for respective operation activities based on the risk assessment table, last updated 01/10/2020. The table with headings: Activity, Hazard, Risk and Effects, Risk Control (Existing Control), Risk Assessment after Control (Consequences, Likelihood, Risk rating, Description) Recommended Control and PIC. Example: COVID-19 Pandemic Activity: Visitors in and out from estate Risk: Infected COVID-19 Virus Effect: Cough, Fever, Cold and death if serious Existing control: Using face mask, check body temperature, washing hand or using hand sanitizer. Risk rating: Severity-3, Likelihood-4, Risk = 12 (Medium)	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Additional control: Stop anyone from entry the estate if body temperature detected is more than 37.5'C.</p> <p>PIC: Mandore.</p> <p>Interview with workers informed visitors are not allowed to enter estate without permission from estate manager and body temperature will be taken before entry.</p>	
c i	<p>Document reviewed on training records, training on chemical handling SOP, PPE usage and safety policy conducted to chemical handler's team dated 01/12/2021.</p> <p>JJPSB established posters for safe and effective use of pesticides displayed at estate notice board as awareness tools for workers.</p> <p>Interview with chemical sprayers informed they had been briefed on safe work practices for chemical handling.</p>	Yes
c ii	<p>SDSs had been displayed at the JJPSB chemical and fertilizer stores respectively.</p> <p>Example of SDS available at point of use:</p> <ul style="list-style-type: none"> Chemical Decis Options® Insecticide <p>During onsite inspection chemicals and fertilizer are properly stored with powder above liquid at store.</p> <p>Major Nonconformity</p> <p>JJPSB 2021 Medical surveillance is not conducted for the chemical handlers.</p>	No
d	<p>JJPSB HIRARC assessment table, type of PPE for chemical handling is identified in accordance to CHRA report dated 09/06/2020.</p> <p>Example:</p> <p>Hand glove, face mask, apron, goggle and boots</p> <p>Document reviewed on PPE records book confirmed the PPE issuance record is well maintained.</p> <p>Interview with chemical sprayers informed they had been briefed on PPE usage for spraying activity.</p>	Yes
e	<p>JJPSB established SOP Chemical Handling dated 30/12/2019.</p> <p>Document reviewed on training records confirmed Chemical Storage and Handling SOP briefed to workers on 01/12/2021.</p> <p>Onsite inspection at chemical store confirmed all chemical products are kept in original label and packaging.</p>	Yes
f	<p>JJPSB appointed estate manager as person in-charge for safety and health dated 02/01/2021.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
g	<p>JJPSB has total of 39 workers. It is below the minimum requirements (40 or more persons employed at the place of work) to establish an OSH committee in accordance to Occupational Safety & Health Act 1994 Section 30. Therefore, quarterly meeting is not applicable.</p> <p>JJPSB annual safety and health meeting conducted on 15/10/2021 attended by workers and management.</p> <p>Reviewed the Safety meeting minutes discussed on PPE usage, COVID-19 Pandemic, update accident and injury and other safety matters.</p>	Yes
h	<p>JJPSB established emergency preparedness and response procedure dated 30/12/2019.</p> <p>Emergency precautions are publicly display at estate notice board.</p> <p>Interview with workers informed they had been briefed on emergency response procedure.</p>	Yes
i	<p>Emergency contact lists includes contact number of estate manager and mandor are publicly at JJPSB estate notice board.</p> <p>First aid kits are available at estate office, chemical store and operation activities such as harvesting and chemical spraying.</p> <p>Fire extinguisher training conducted to the workers on 01/03/2021.</p>	Yes
j	<p>Annual accident report of JJPSB for year 2021 submitted to DOSH on 06/01/2022 with zero accident reported.</p> <p>Document reviewed on safety minute meeting on 15/10/2021 confirmed no reported of any major and minor injuries until the audit date.</p>	Yes
4.4.5.1	<p>JJPSB established Human Right Policy dated 01/10/2019 sign by Manager.</p> <p>The policy states company commitment to respect the right of people and their cultural values.</p> <p>The policy is displayed on estate notice board.</p> <p>Interview with workers informed they had been briefed on aware on the Human Right Policy.</p>	Yes
4.4.5.2	<p>JJPSB established Equal Opportunity Policy dated 01/10/2019 sign by Manager.</p> <p>The policy states company commitment to treat all employee with fair and equal employment opportunities.</p> <p>Review on complaint log book and interview with workers, no discrimination complaint lodge by workers.</p>	Yes
4.4.5.3	<p>JJPSB workers are paid either daily rate, hourly rate or piece rate.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>The employment contract agreements are signed by workers and management.</p> <p>JJPSB established list of piece rate implemented started in year 2021.</p> <p>Interview with workers informed they had been briefed on the list of piece rate and agreed with the pay rate.</p> <p>The pay slip indicates the workers' pay in line with agreed daily rate or list of piece rate.</p>	
4.4.5.4	<p>Interview with estate management and workers informed JJPSB do not engage any contractors.</p> <p>Therefore, no contractor's worker payslips were available for review</p>	Yes
4.4.5.5	<p>JJPSB established list of workers dated 24/01/2022. The information includes name, nationality, gender, date of birth, date joined, job description, wage and year of employment.</p>	Yes
4.4.5.6	<p>JJPSB established worker 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, type of work and copy is provided.</p> <p>Interview with workers informed, they had been briefed on the contract terms and conditions and received a copy after signed.</p>	Yes
4.4.5.7	<p>JJPSB established 'Masa Operasi Ladang' and displayed at notice board.</p> <p>The working hours for estate starts from 7:00am to 5:00pm with rest time from 11:00am to 1:00pm.</p> <p>Workers time recording via morning muster check roll.</p> <p>Working hours and working contract.</p> <p>JJPSB does not practices overtime for all operations.</p>	Yes
4.4.5.8	<p>JJPSB established working hours and breaks time.</p> <p>Working hours is displayed at notice board:</p> <p>Attendance at muster ground: 6:30 am</p> <p>Working hours: 7:00 am – 3:00 pm</p> <p>Rest: 11:00 am -12:00 pm.</p> <p>JJPSB does not practices overtime for all operations.</p>	Yes
4.4.5.9	<p>JJPSB provide payslips to all workers documenting wage for the month and details of work and payment.</p> <p>JJPSB estates workers are paid either daily date or piece rate.</p> <p>The pay slip indicates the workers pay in line with agreed daily rate or list of piece rate.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.5.10	JJPSB provides benefits to workers such as medical care and transportation to clinic or hospital.	Yes
4.4.5.11	JJPSB workers housing according the industry best practices. Onsite inspection at housing compound, JJPSB estate includes basic amenities such as water, electricity and toilet.	Yes
4.4.5.12	JJPSB established Sexual Harassment Policy dated 01/10/2019 sign by Manager. The policy states company commitment to prevent sexual harassment and domestic violence as any other form of misconduct. Employees who engage in harassing behaviour will be disciplined appropriately. The complaint log book record is reviewed and interview with workers, no complaint lodged for sexual harassment.	Yes
4.4.5.13	JJPSB established Freedom of Association Policy dated 01/10/2019 sign by Manager. The policy states company commitment to respect the legal rights of its employees to join worker organizations, including labor organizations or trade unions. Interview estate manager and workers informed there is no trade union established.	Yes
4.4.5.14	JJPSB established Minimum Age Policy dated 01/10/2019 sign by Manager. The policy states the minimum working age is 18 years and above for JJPSB. Latest JJPSB worker's list is reviewed and onsite inspection, there are no workers hired below 18 years old identified.	Yes
4.4.6.1	JJPSB established training program for 2020-2021 updated 20/12/2020. Example of training conducted: 1. Policies awareness dated 01/12/2021. 2. SOP awareness dated 01/12/2021. 3. Safety and PPE awareness dated 01/12/2021. Interview with workers informed they involved and understand on the training conducted. JJPSB training programme for 2021- 2022 established dated 01/12/2021. Example list of training scheduled to be conducted: 1. SOP briefing on June 2022. 2. Policy awareness on December 2022.	Yes
4.4.6.2	JJPSB established training need analysis for each worker. The training need analysis is based on job description.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.6.3	<p>JJPSB established the continuous training programme dated 01/12/2021.</p> <p>Example list of training scheduled to be conducted:</p> <ol style="list-style-type: none"> SOP briefing on June 2022. PPE briefing on June 2022. Policy awareness on December 2022. 	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>JJPSB established Environmental Policy dated 01/12/2021 signed by Manager.</p> <p>The policy states:</p> <ol style="list-style-type: none"> Comply with all applicable environmental laws and regulations. Educating and supervising employees to minimize adverse environmental impacts in all related agricultural operations. <p>Review on briefing records, environmental policy briefing conducted on 01/12/2021.</p> <p>Interview with workers on field informed they are briefed on environmental issue and policy.</p> <p>The environmental policy is publicly displayed at estate notice board.</p>	Yes
4.5.1.2	<p>a JJPSB established Environmental Policy dated 01/12/2021 signed by the Manager.</p> <p>The policy states that the management believes in maintaining a sustainable on green balance between environmental conservation and our plantations business. We are committed, responsible and will strive for continual improvement, in safeguarding the environment to achieve the goal sustainable development.</p> <p>Document reviewed on briefing record confirmed environment policy briefing conducted to estate workers on 01/12/2021.</p> <p>Interview with the workers informed they are briefed on environmental policy and objective.</p>	Yes
	<p>b JJPSB established EAIA dated 01/01/2022.</p> <p>The assessment identifies the aspects and impacts for estate operations such as chemical spraying, harvesting, manuring and FFB transportation.</p> <p>Example: Use of vehicle in the estate</p> <p>Environmental Aspect: Usage of company vehicles for transportation and for operation in field.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Environmental Impact: Emission of carbon monoxide to air from diesel combustion activities.</p> <p>Monitoring Plan: Monitoring on diesel consumption.</p> <p>JJPSB established monthly diesel usage to monitor diesel consumption. Actual diesel usage is compared to budget for monitoring purpose.</p>	
4.5.1.3	<p>JJPSB established EAIA on 01/01/2022 which includes aspects and impacts for estate operations such as chemical spraying, harvesting, manuring and FFB transportation.</p> <p>Example of positive impacts:</p> <p>Aspects: Chemical containers were recycled for various uses in the fields and also used by workers for various purposes with the excess being stored in wherever convenient</p> <p>Impacts: Apart from causing proliferation of plastic containers in the estate environment, the recycling usage by workers is especially unhealthy.</p> <p>Monitoring plan: Collect and return back all the empty chemical containers and keep in the designated store, reuse for premix purposes.</p> <p>Onsite Inspection at used chemical container store, chemical containers are mark and stacked properly.</p>	Yes
4.5.1.4	<p>JJPSB established Continuous Improvement Plan (CIP) dated 02/01/2022 including environmental management plan.</p> <p>The CIP includes the table to promote the positive impacts as below:</p> <p>Positive impacts: Scheduled waste management..</p> <p>Target & Objective: To build up scheduled waste store which fulfilled with DOE requirement.</p> <p>Action plan: Upgrading the current store.</p> <p>Time frame: Fourth quarter, 2022.</p> <p>PIC: Manager and supervisor</p> <p>Review status: To be done by end of 2022.</p>	Yes
4.5.1.5	<p>JJPSB established training schedule for year 2021. The training programme has included environmental policy briefing.</p> <p>Document reviewed on training records confirmed environment policy training conducted on 01/12/2021.</p> <p>Interview with workers informed they are briefed on environmental aspect, safety and health and impact on environments.</p>	Yes
4.5.1.6	<p>JJPSB conducted environment meeting on 28/12/2021 include management and worker representative.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services														
Indicator	Summary of Assessment	Compliance												
	<p>The meeting agenda includes MSPO, company policy and environmental issue.</p> <p>Interview with workers inform they discuss on matter related to environment during meeting with management.</p>													
4.5.2.1	<p>JJPSB established the diesel consumption record of 3 years, 2019 -2020 as baseline value to monitor and compare actual usage of diesel consumption in year 2021.</p> <p>Review on the diesel consumption record for year 2021 confirmed diesel usage is below the baseline value due to higher FFB production.</p>	Yes												
4.5.2.2	<p>JJPSB established annual budget for diesel consumption for year 2021 and monitor monthly consumption against actual.</p> <p>The diesel consumption for year 2021 is high due to higher FFB production.</p>	Yes												
4.5.2.3	<p>JJPSB does not practiced renewable energy currently.</p> <p>Onsite inspection at JJPSB estate and interview with estate manager informed no renewable energy is implemented.</p>	Yes												
4.5.3.1	<p>JJPSB established waste handling procedure dated 30/12/2019.</p> <p>JJPSB established waste identification and action plan dated 01/12/2021. There are 3 types of waste identified in the procedure includes solid, liquid and gaseous.</p> <table border="1" data-bbox="347 1355 1184 1550"> <thead> <tr> <th>Type</th> <th>Waste</th> <th>Source</th> </tr> </thead> <tbody> <tr> <td>Liquid</td> <td>Used engine oil</td> <td>Workshop</td> </tr> <tr> <td>Solid</td> <td>Chemical container</td> <td>Chemical Spraying</td> </tr> <tr> <td>Gaseous</td> <td>Carbon monoxide</td> <td>Farm tractor</td> </tr> </tbody> </table>	Type	Waste	Source	Liquid	Used engine oil	Workshop	Solid	Chemical container	Chemical Spraying	Gaseous	Carbon monoxide	Farm tractor	Yes
Type	Waste	Source												
Liquid	Used engine oil	Workshop												
Solid	Chemical container	Chemical Spraying												
Gaseous	Carbon monoxide	Farm tractor												
4.5.3.2	<p>a JJPSB established Waste Identification and Action Plan dated 01/12/2021 has include identifying and monitoring source of waste and pollution.</p> <p>Example:</p> <p>Type of waste: Domestic wastes</p> <p>Source of waste: Worker housing and office</p> <p>Plans: To dispose through landfill.</p> <p>Field visit to Block C, JJPSB confirmed domestic wastes are disposed through landfill.</p>	Yes												
	<p>b JJPSB established waste identification and action plan dated 02/01/2021 has include identifying the wastes that can be recycle and reused.</p>	Yes												

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Principle 5: Environment, natural resources, biodiversity and ecosystem services													
Indicator	Summary of Assessment				Compliance								
	<p>For example:</p> <table border="1"> <thead> <tr> <th>Waste identification</th> <th>Source</th> <th>Location</th> <th>Disposal method</th> </tr> </thead> <tbody> <tr> <td>Empty fertilizer bag</td> <td>Fertilizer application</td> <td>Store</td> <td>To be reused for loose fruit collection</td> </tr> </tbody> </table> <p>Interview with worker informed they reuse the empty fertilizer bags for loose fruit collection.</p>				Waste identification	Source	Location	Disposal method	Empty fertilizer bag	Fertilizer application	Store	To be reused for loose fruit collection	
Waste identification	Source	Location	Disposal method										
Empty fertilizer bag	Fertilizer application	Store	To be reused for loose fruit collection										
4.5.3.3	<p>JJPSB established waste handling procedure dated 30/12/2019.</p> <p>SOP describes management of non-scheduled waste and scheduled waste in handling, storage and disposal methods.</p> <p>JJPSB established SOP chemical handling dated on 30/12/2019.</p> <p>SOP states that requirement for storage, designing, safe practise and training.</p> <p>Onsite Inspection to chemical store, SOP chemical store is displayed at chemical store.</p>				Yes								
4.5.3.4	<p>JJPSB established SOP chemical handling dated 30/12/2019.</p> <p>The purpose of procedure for describe handling on empty chemical container, used oil and lubricant, labelling of scheduled waste, documentation and training.</p> <p>JJPSB established SOP triple rinse dated 20/02/2020.</p> <p>The SOP states the chemical containers shall be wash and rinsed 3 times, punctured and stored at designated area.</p> <p>Collection by authorized contractor within 180 days or 6 month as per DOE requirements.</p> <p>During remote documents review, records of collecting scheduled wastes for Bukit Mas estate dated 17/09/2021 by authorised contractor is archived and maintained.</p>				Yes								
4.5.3.5	<p>JJPSB domestics wastes generated from estate is disposed at designated landfill area away from workers housing and water source.</p> <p>Onsite Inspection to landfill located at Block C confirmed the landfill is located 500 m away from housing and water source.</p>				Yes								
4.5.4.1	<p>JJPSB established waste handling procedure dated 30/12/2019 and "Penilaian pencemaran dan pelepasan GHG" dated 01/01/2022 to assess all the polluting activities in the estate operations.</p> <p>The assessment include list of identified GHG such Carbon Monoxide (CO) from diesel and methane from fertilizer.</p> <p>Example:</p>				Yes								

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Principle 5: Environment, natural resources, biodiversity and ecosystem services

Indicator	Summary of Assessment				Compliance									
	Category	Source	Waste	Disposal / treatment method										
	Solid	Housing	Domestic waste	landfill										
	Liquid	Workshop	Maintenance oil	3 rd party authorized scheduled wastes collector										
	Gaseous	Farm tractor / generator set	Carbon monoxide (GHG)	Regular maintenance of farm tractors.										
	Review on vehicle maintenance record, vehicle and farm tractors are regular serviced and maintained.													
4.5.4.2	<p>JJPSB established EAIA dated 01/01/2022 includes the action plan to reduce identified significant pollutants and emissions.</p> <p>Example:</p> <p>Aspect: Usage of company Vehicles for transportation and for operation in field.</p> <p>Impact: Emission CO to air from diesel engine vehicle.</p> <p>Mitigation measure: Regular servicing of the generator set for smooth running of engines and prevent excessive emission of greenhouse gas.</p> <p>Remarks: Continuous monitoring schedule of servicing.</p> <p>Review on vehicles service records, the vehicles are serviced and maintained to reduce air pollution.</p>				Yes									
4.5.5.1	a	<p>JJPSB established water management plan dated 02/01/2021.</p> <p>Water Management plan describes that water source for domestic used and estate operation as below:</p> <table border="1"> <thead> <tr> <th>Operation</th> <th>Source</th> <th>Usage</th> </tr> </thead> <tbody> <tr> <td>Housing</td> <td>Rain water and water catchment</td> <td>Domestic Use</td> </tr> <tr> <td>Estate</td> <td>Water catchment and small stream</td> <td>Weed spraying, washing PPE, triple rinsing, vehicle washing</td> </tr> </tbody> </table>			Operation	Source	Usage	Housing	Rain water and water catchment	Domestic Use	Estate	Water catchment and small stream	Weed spraying, washing PPE, triple rinsing, vehicle washing	Yes
Operation	Source	Usage												
Housing	Rain water and water catchment	Domestic Use												
Estate	Water catchment and small stream	Weed spraying, washing PPE, triple rinsing, vehicle washing												
	b	<p>JJPSB monitor water from water catchment, upstream and downstream by conducting water quality test by 3rd party consultant annually. Latest water analysis conducted dated 15/01/2022.</p> <p>Water analysis report dated 15/01/2022 is reviewed and the analysis result is within the limits of Class IIB and Class III under National Water Quality Standard for Malaysia (NWQSM).</p>			Yes									
	c	<p>JJPSB practiced rain harvesting at housing and facilities area for domestic use.</p>			Yes									

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Onsite Inspection on housing area and interview with workers informed water source from water catchment for domestic usage.</p> <p>Workers informed they wash and triple rinse the empty chemical container before reuse for premix usage.</p>	
	<p>d Field visit to buffer zones area near the small stream is maintained with palms trees marked with red color and buffer zones signage is maintained and no sign of chemical application.</p> <p>Interview with estate workers informed they are briefed and understood that chemical spraying and fertilizing activities are prohibited at buffer zones area.</p>	Yes
	<p>e Field visit at JJPSB buffer zones area, the small stream is well maintained and no vegetation removed.</p> <p>Interview with estate manager and workers informed they are briefed on maintaining the vegetation and no removal of vegetation allowed at buffer zones.</p>	Yes
	<p>f Observation at JJPSB housing area and interview with estate manager and workers informed there is no bore wells constructed to extract water from underground.</p>	Yes
4.5.5.2	Onsite Inspection at JJPSB field, there are no bunds, weirs and dams constructed.	Yes
4.5.5.3	<p>Water management plan for JJPSB describes that rain harvesting is practices by estate.</p> <p>Onsite Inspection at worker housing and interview with estate workers informed rain water is collected for domestic uses.</p>	Yes
4.5.6.1	<p>a JJPSB established High Biodiversity Value Report dated 12/01/2021.</p> <p>Biodiversity report has identified wildlife within the estate.</p> <p>Example:</p> <p>Wild Boar, Elephant, Monkey, Squirrel & Monitor Lizard.</p> <p>Document reviewed on training records confirmed estate workers have been briefed on no hunting activity allowed during stakeholders meeting on 01/12/2021.</p> <p>Interview with workers informed they are briefed of protected wildlife.</p>	Yes
	<p>b JJPSB established form to monitor and record any wildlife sighted in estate.</p> <p>Document reviewed on wildlife monitoring form confirmed the wildlife found in the estate is wild boar at block B3 dated 13/01/2022.</p> <p>List of protected wildlife is displayed at estate notice board and no hunting signage displayed at Block A.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Interview with workers informed they are briefed on type of protected wildlife such as wild boar and no illegal hunting within the plantation areas.	
4.5.6.2	<p>a JJPSB established High Biodiversity Value Report dated 12/01/2021. The report states:</p> <p>“Dilarang memburu hidupan liar di bawah enakmen pemeliharaan hidupan liar 1997. Sesiapa melanggar peraturan-peraturan ini boleh dikenakan denda RM50,000 atau penjara 5 (Lima) tahun atau keduanya.”</p> <p>Signboard on prohibition of illegal hunting and type of RTE species is installed and displayed at estate notice board.</p> <p>Interview with mandore informed no illegal hunting in the estate by workers.</p>	Yes
	<p>b JJPSB established Environmental Policy dated 01/12/2021 and signed by Manager.</p> <p>Policy describes:</p> <p>Prohibit any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts JJPSB established environment policy dated 01/12/2021.</p> <p>Interview with workers informed they are briefed and understand on wildlife protection and legal requirements.</p> <p>Briefing on RTE species and protection of wildlife conducted on 01/12/2021.</p>	Yes
4.5.6.3	<p>JJPSB established monitoring programme of wildlife.</p> <p>Document review on wildlife monitoring records, wild boar is sighted by estate workers updated 13/01/2022.</p> <p>For example:</p> <p>Date & time: 13/01/2022, 2:55 pm</p> <p>Venue: Block B3</p> <p>Type of wildlife sighted: Monkey.</p>	Yes
4.5.7.1	<p>JJPSB established Environmental Policy dated 01/12/2021 and signed by Manager.</p> <p>Policy describes:</p> <p>Shall strictly implement a zero burning policy in relation to all new planting, replanting or other development and ensure that effective fire prevention and fire-fighting management are in place.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	No burning sighted on field and housing compound. Interview with workers informed they are briefed and understand it is not permitted to do open burning.	
4.5.7.2	Field observation and interview with JJPSB estate manager informed no disease observed at field operations that required burning method to be treated. Therefore, no special approval for open burning from relevant authorities.	Yes
4.5.7.3	There are no serious palm diseases sighted during the field visits that require burning. There are no application documents sighted for controlled burning for JJPSB.	Yes
4.5.7.4	Based on JJPSB replanting programme and site observation, there are no replanting activities for year 2021 and 2022.	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	JJPSB established SOPs for best practices: Examples: 1. Chemical handling procedure dated 30/12/2019. 2. FFB Loading procedure dated 01/10/2019. 3. FFB Ramp procedure dated 01/10/2019. 4. Manuring procedure dated 01/10/2019. 5. SOP Spray Weed procedure dated 01/10/2019. Example of training conducted: Harvesting and safety conducted on 01/12/2021. Interview with workers informed they understand and able to explain work procedure.	Yes
4.6.1.2	JJPSB established SOP for Oil Palm Replanting dated 01/01/2019. The SOP describe: Terrace or platform construct in steeper areas in order to: 1. Facilitate effective establishment, maintenance and harvesting of palms. 2. Minimize soil erosion. 3. Reduce rainwater runoff and nutrient losses. 4. Increase water infiltration. 5. Conserve moisture and increase water infiltration.	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<p>6. Provide each palm with equal access to light, nutrients and water.</p> <p>Onsite verification at terrace planting area, leguminous cover crops are planted and fronds are staked along the lips of the terrace to prevent soil erosion.</p> <p>JJPSB planting statement stated no replanting conducted since oil palm are in their productive age.</p> <p>Onsite verification with maps and reviewed the altitude of terrace using tool "GPS Coordinate Malaysia", at block A 22 B is 220 meter from sea level and below 25° identified.</p>	
4.6.1.3	<p>JJPSB established block markers on each block for all divisions.</p> <p>Onsite verification of block marker include block number, block area and year planted.</p>	Yes
4.6.2.1	<p>JJPSB established documented financial plan for 3 years from 2022 to 2024.</p> <p>The content of financial plan includes:</p> <ol style="list-style-type: none"> 1. Financial Projection and management plan 2. Oil Palm Mature – Budget & Projection operational cost 3. Replanting programme. 	Yes
4.6.2.2	<p>JJPSB established long term replanting program for 7 years from 2026 to 2032 dated 20/04/2019.</p> <p>No replanting will be carried out for the next four years.</p>	Yes
4.6.2.3	<p>JJPSB established business management plan for year 2022 until year 2024.</p> <p>The business management plan includes:</p> <ol style="list-style-type: none"> 1. Cost per ton of FFB 2. Expected FFB output 3. Yield per ha 4. Price forecast 5. Other expenses. 	Yes
4.6.2.4	<p>JJPSB established monitoring report for its budget. Documents reviewed on the monthly FFB production financial year 2021 verify the tonnage is monitored on monthly basis.</p> <p>The previous month and year actual performance used to monitor the following month and year performance.</p>	Yes
4.6.3.1	<p>JJPSB managed and control purchase of products by receiving quotation from seller.</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	Document review and verified quotation for purchasing of fertilizer and other works that states the proposed price with purchasing order issued based on the agreed price.	
4.6.3.2	JJPSB purchases of tools, chemicals and fertilizers using a quotation and purchase order system. The payment is made based on terms and conditions stated in the quotation provided by the supplier and issuance of purchase order to acknowledge and confirmation of the price.	Yes
4.6.4.1	JJPSB does not engaged contractors for transportation, field operations and others services. Therefore, no records of briefing established.	Yes
4.6.4.2	JJPSB does not engage any contractors. Therefore, no contract agreement established.	Yes
4.6.4.3	JJPSB does not engage any contractors. Therefore, no contract agreement established.	Yes
4.6.4.4	JJPSB 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	JJPSB land titles and planting statement documents are review and there is no new land acquire. The 1 st planting is conducted on 2001 and latest planting is in year 2007. Therefore, no biodiversity assessment required.	Yes
4.7.1.2	JJPSB planting statement is review and onsite verification confirmed there is no replanting programme for year 2021. Thus there is no PMM conducted.	Yes
4.7.2.1	Review the JJPSB estate map, planting statement and onsite verification confirmed there is no peat land.	Yes
4.7.3.1	Review the JJPSB estate map, planting statement and onsite verification confirmed there is no new planting. Therefore, no SEIA conducted.	Yes
4.7.3.2	Review the JJPSB estate map, planting statement and onsite verification confirmed there is no new planting. Therefore, no SEIA conducted.	Yes
4.7.3.3	There are no new planting established within JJPSB area, therefore no management plan nor SOP established.	Yes
4.7.3.4	There are no smallholders' scheme in JJPSB certification. Therefore, not applicable.	Yes
4.7.4.1	JJPSB planting statement is reviewed and onsite verification confirmed there is no new planting. Therefore, no soil map established.	Yes
4.7.4.2	JJPSB planting statement is reviewed and onsite verification confirmed there is no new planting. Therefore, no topography map established.	Yes
4.7.5.1	JJPSB planting statement and onsite verification confirmed there is no new planting. Therefore, no topography map for new planting established.	Yes
4.7.5.2	JJPSB planting statement and onsite verification confirmed there is no new planting. Therefore, no new planting monitoring plan established.	Yes
4.7.5.3	JJPSB planting statement is reviewed and there is no new planting. Therefore, no soil map established.	Yes
4.7.6.1	JJPSB planting statement is review and interview with estate management informed there is no new planting. Therefore, no FPIC conducted and no communities affected.	Yes
4.7.6.2	JJPSB planting statement is review and onsite verification confirmed there is no new planting. There are no sacred sites, therefore the management plan established.	Yes
4.7.6.3	JJPSB planting statements are review and onsite verification confirmed there is no new planting. Therefore, no compensation or agreement established.	Yes
4.7.6.4	JJPSB planting statements are review and onsite verification confirmed there is no new planting. Therefore, no compensation and agreement established.	Yes

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4.7.6.5	JJPSB planting statement is review and there is no new planting. Therefore, no assessment to identify customary right established.	Yes
4.7.6.6	JJPSB planting statement is review and onsite verification confirmed there is no new planting. Therefore, no system establish for calculating the compensation for distribution.	Yes
4.7.6.7	JJPSB planting statement is review and onsite verification confirmed there is no new planting. Therefore, no compensation plan established.	Yes
4.7.6.8	JJPSB planting statement is review and there is no new planting. Therefore, no communities affected.	Yes

4.4. 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.
<p><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></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>	

4.5. Detail of Audit Findings in last audit

AUDIT OUTCOME		
During last Audit	1	MAJOR Non-Conformities
	0	MINOR Non-Conformities

Non Conformity Number < 01 >			
Indicator # and Description	4.4.1.1 Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. (MINOR)		
Location:	Jawat Jaya Plantations Sdn. Bhd.		
Description of Finding / Objective Evidence:			
Jawat Jaya Plantations Sdn. Bhd did not conduct SIA as per stated in the action plan dated 16/02/2020 to closed minor non-conformity. Based on the evidence provided, the non-conformity is elevated to major non-conformity.			
Classification	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
Raise by:	Mohamad Norhisham Bin Mohd Salleh	Date Raise:	26/01/2021

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Non Conformity Number < 01 >	
Deadline for implementation	27/03/2021
Root Cause Analysis (by company):	
Lack of awareness on identification of Social Impact as per MSPO principle requirement	
Correction (by company):	
The Management has carried out the Social Impact Assessment on 22 nd March 2021	
Corrective / Preventive Action (by company)	
The Management will monitor and act accordingly to the mitigation on the negative impact identified.	
Review of Correction & Corrective / Preventive Action	
Jawat Jaya Plantations Sdn. Bhd. conduct Social Impact Assessment dated 22/03/2021. SIA conducted includes: 1. Interview with internal and external stakeholders. 2. Gathering information on estate social conditions. 3. Result of interview and action plan for promoting positive impacts and mitigating negative impacts. Based on documents review, the major non-conformity is consider closed. Further verification on implementation will be verified on next surveillance 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: 24/03/2021
Review of Implementation	
Jawat Jaya Plantations Sdn. Bhd. conduct Social Impact Assessment dated 22/03/2021. Review the action plan to promote the positive impact and mitigate the negative impact. The positive impact had been promoted and negative impact had been mitigated. Example: Negative impact: Sanitation facilities such as toilet is insufficient at the living quarters Mitigation Plan: To review the conditions of toilet and improve the basic amenities for living quarters Onsite inspection at workers living quarters, the toilet is in progress of construction. Thus, based on the evidence provided, the implementation is consider appropriate.	
Name of Lead Auditor: Khairul Anwar Bin Ismail	Date of Review: 25/01/2022

4.6. 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

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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) c) An awareness and training programme which includes the following requirements for employees exposed to pesticides: ii) all precautions attached to products shall be properly observed and applied
Location:	Jawat Jaya Plantations Sdn. Bhd.
Description of Finding / Objective Evidence:	
JJPSB 2021 Medical surveillance is not conducted for the chemical handlers.	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Raise by:	Khairul Anwar Bin Ismail Date Raise: 25/01/2022
Deadline for implementation	25/03/2022
Root Cause Analysis (by company):	
Medical surveillance is not conducted due to the COVID-19 control movement order.	
Correction (by company):	
The medical surveillance will be conducted and completed at end of April 2022.	
Corrective / Preventive Action (by company)	
Management will monitor and planned to conduct the medical surveillance in yearly basis.	
Review of Correction & Corrective / Preventive Action	
Reviewed the medical surveillance report that had been conducted on 29/02/2022 for 1 worker. The balance of 9 workers will be send for medical surveillance in of April 2022 due to unavailability of the doctor to conduct the medical surveillance.	
Referred to the letter from Dr. Chong Clinic dated 08/03/2022 inform on the postponement of medical surveillance from March 2022 to April 2022 due to doctor unavailability.	
Based on documents review, the major non-conformity is consider closed.	
Further verification on implementation will be verified on next surveillance audit.	
Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Site verification : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Name of Lead Auditor: Khairul Anwar Bin Ismail	Date of Closure: 09/03/2022
Review of Implementation	

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Non Conformity Number 01

Name of Lead Auditor / Auditor:	Date of Review:
--	------------------------

Nr.	Indicator	Description	Location	Opportunity for Improvement
1	4.4.4.2	The occupational safety and health plan shall cover the following: b) The risks of all operations shall be assessed and documented	Office	JJPSB may consider improve the HIRARC assessment.
2	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.	Office	JJPSB may consider improve work productivity record and salary payment process.
3.	4.4.6.1	All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.	Estate	JJPSB may consider improve the monitoring of training programme.
4.	4.5.6.2	If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include: b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to	Office	JJPSB may consider improve the monitoring of bufferzone area.

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Nr.	Indicator	Description	Location	Opportunity for Improvement
		resolve human-wildlife conflicts		

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5. CONCLUSION

Jawat Jaya Plantations Sdn. Bhd. has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct surveillance audit consisting of one estate according to MSPO 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

There is 1 Major NC raise 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):	1
Total certified production area:	516.65 Ha
Certified FFBs January to December 2021:	5,464.71 Mt
Project FFBs January to December 2022:	5,800.00 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 standard(s). 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, 12/02/2022

Khairul Anwar Bin Ismail
TUV NORD (Malaysia) Sdn Bhd
Audit Team Leader

Puchong, 09/03/2022

Cheong, Chun Yuen (Robert)
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

- P&C Audit Report / Checklists
- Audit Plan