



MSPO CERTIFICATION SUMMARY REPORT

JUJUT PLANTATIONS SDN BHD

ANNUAL SURVEILLANCE 01

Remote Audit Date: 10/06/2020- 11/06/2020

Onsite Audit Date: 18/08/2020

TUV NORD (Malaysia) Sdn Bhd
No. 9F-1A, 9th Floor, Tower 2 @ PFCC
Jalan Puteri ½, Bandar Puteri Puchong
47100 Puchong, Selangor.
Phone: +603 8600 4031/4032
Fax: +603 8600 4550

MSPO Certification Summary Report

Company Name: Jujut Plantations Sdn Bhd

Certifying Unit: Jujut Plantations Sdn Bhd

Client Number: 92-093

Audit Type: ASA 01

Mode of Audit: Remote and 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
JPSB	Jujut Plantations Sdn Bhd

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1. INTRODUCTION

Jujut Plantations Sdn Bhd has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct surveillance 01 audit for its 2 oil palm estates according to MS 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

1.1. Objective

The objective of this surveillance 01 audit is to assess the Jujut Plantations Sdn Bhd estates by an independent certification body with the aim for compliance of the standards.

1.2. Scope

The certification is based on the documentation developed by the group office and estates.

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

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

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

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

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

1.3. Appointment and qualification of team members

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

Qualification of the Lead Auditor: Sheron Pui Ling Wui

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; v) Social Sciences and/or Anthropology; vi) Business Management; or	Bachelor in Medical Science

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Requirement	Qualifications
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)	4 years working experience in QA, QMS and internal audit, and 2.5 years working experience in MSPO audit experience.
Successfully completed MS 2530 series of standards training	Successfully completed MS2530 series of standards training.
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 auditor for MSPO scheme.
A good knowledge in handling and evaluating sources of information and data. Able to communicate in Bahasa Malaysia or any other local language.	Able to communicate in Bahasa Malaysia, Mandarin and English.
Field working experience in the palm oil sector, or demonstrable equivalent	Qualified and appointed as auditor for MSPO scheme.
Good Agricultural Practices (GAP), and Integrated Pest Management (IPM), pesticide and fertilizer use	Qualified and appointed as auditor for MSPO scheme.
Health and safety auditing on the farm and in processing facilities, for example ISO 45001 18001 or Occupational, Health & Safety Assurance System	Successfully completed IMS ISO 45001:2018 Lead Auditor course.
Worker welfare issues and social auditing experience, for example with SA8000 or related social or ethical accountability codes	Successfully completed Basic SA 8000 training.
Environmental and ecological auditing, for example experience with organic agriculture, ISO 14001 or Environmental Management Systems (EMS) or High Conservation Value (HCV)	Successfully completed IMS ISO 14001:2015 Lead auditor course and auditor for MSPO scheme.

Qualification of Team Members

Requirement	Assessor	Qualification	Compliance
Post-secondary education, college or university diploma / degree in one of the following	Zul Hairi Bin Abu Hassan	Graduate Diploma in Plantation Industry Management.	Yes

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Requirement	Assessor	Qualification	Compliance
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			
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)	Zul Hairi Bin Abu Hassan	9 years working experience in oil palm plantations.	Yes
Successfully completed MS 2530 series of standards training	Zul Hairi Bin Abu Hassan	Successfully completed MS2530 series of standards training.	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.	Zul Hairi Bin Abu Hassan	Qualified and appointed as auditor for MSPO scheme.	Yes
A good knowledge in handling and evaluating sources of information and data. Able to communicate in Bahasa Malaysia or any other local language.	Zul Hairi Bin Abu Hassan	Able to communicate in Bahasa Malaysia and English.	Yes
Field working experience in the palm oil sector, or demonstrable equivalent	Zul Hairi Bin Abu Hassan	9 years working experience in oil palm plantations.	Yes
Good Agricultural Practices (GAP), and Integrated Pest Management (IPM), pesticide and fertilizer use	Zul Hairi Bin Abu Hassan	9 years working experience in oil palm plantations.	Yes
Health and safety auditing on the farm and in processing facilities, for example ISO 45001 or	Zul Hairi Bin Abu Hassan	Successfully completed ISO 45001:2018 Lead Auditor course.	Yes

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Requirement	Assessor	Qualification	Compliance
Occupational, Health & Safety Assurance System			
Worker welfare issues and social auditing experience, for example with SA8000 or related social or ethical accountability codes	Zul Hairi Bin Abu Hassan	Successfully completed Basic SA 8000 training.	Yes
Environmental and ecological auditing, for example experience with organic agriculture, ISO 14001 or Environmental Management Systems (EMS) or High Conservation Value (HCV)	Zul Hairi Bin Abu Hassan	Successfully completed ISO 14001:2015 Lead auditor course and auditor for MSPO scheme.	Yes

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2. METHODOLOGY

The audit approach consists of the following steps:

- Contract review;
- Appointment of team members and technical reviewer;
- Contact client for relevant documentation according to the applicable MSPO standards;
- Audit planning;
- Background investigation, desk review of submitted documents;
- Remote and On-Site assessment, inspections, interviews with operational personnel, stakeholders and its 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.

.Annual Surveillance Audit ASA 01:

ASA 01 is conducted on 10/06/2020 to 11/06/2020 for remote covers the following activities but not limited to below:

Remote:

- Desk documentation assessment;
- Virtual interview managements;
- Records and document review;
- Virtual stakeholders communication;

Onsite:

- Onsite visit, observations and inspections of estate facilities and field activities;
- Interview operation personnel and field workers for understanding for the work assigned;
- Reviewed revised and updated documentation established and implemented;
- Operating records;
- Training records;
- Reports established;
- Work plans established;

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- Stakeholders consultation meeting;
- Review and closed out of non-conformance raised during stage 1 audit;
- Assessment reporting;

On-site Assessment

The audit of the estates 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 included physical site inspections, observation of tasks and processes, interviews of stakeholders, communities, staff, workers and their families, review of documentation and data. Checklists and questionnaires were used to guide the collection of information. The comments made by external stakeholders are taken into account in the assessment.

For the remote audit, annual surveillance 01 the selected estates based on the formula $S = 0.8\sqrt{n}$ where S = sample size and n = number of estates which is in accordance to MSPO certification procedure.

Jujut Plantations Sdn Bhd consists of 2 estates. Based on the formula, the sample size for the estate $S = 0.8\sqrt{2} = 1.13$, therefore round up to the next integral of 2 estates. Thus, a total of 2 estates selected for the onsite assessment and inspection as listed in Table 2-1 below:

Table 2-1: List of Estates Selected

Name of Estate	Coordinates
Jujut Plantations Sdn Bhd	N 4.494706, E 118.441264
Saham Plantations Sdn Bhd	N 4.483811, E 118.451186

Non-conformance:

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

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

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3. ORGANISATION INFORMATION

Jujut Plantations Sdn Bhd is an oil palm plantation company located at TB10770, Taman Megah Jaya, WDT 170, 91009 Tawau, Sabah. There are 2 estates Jujut Plantation and Saham Plantation in this group certification.

The details of the 2 estates as below:

Name of Estate	Location	Coordinates
Jujut Plantations (Sing Sing Div)	Km 10, Jln Semporna - Kunak, Off Km 90, Jln Tawau / Semporna, Semporna Sabah.	N 4.494706, E 118.441264
Jujut Plantations (Balong Div)	Km 20, Jln Bt Tajam, Off Km 35, Jln Apas Balung, (Jln Tawau - Lahad Datu), Tawau.	N 4.453694, E 118.063600
Jujut Plantations (Tagasan Div)	Kg Kubang Baru, Km 5, Jln Tagasan, Off Km 95, Jln Tawau - Semporna, Semporna, Sabah.	N 4.402289, E 118.537944
Saham Plantation	Km 8, Jln Semporna - Kunak, Off Km 90, Jln Semporna, Semporna Sabah.	N 4.483811, E 118.451186

3.1. Production volume

Name of Estate	Area (Ha)		FFB Production (mt) (Jan 2019 to Dec 2019)	FFB production (Jan 2020 to July 2020)	FFB production Aug 2020 to Dec 2020
	Total*	Production**			
Jujut Plantation (Sing Sing Div)	232.70	211.71	5,788	3,166	1,750
Jujut Plantation (Balong Div)	354.68	327.63	7,289	3,474	3,000
Jujut Plantation (Tagasan Div)	159.73	142.16	2,825	1,020	1000
Saham Plantation	83.04	72.18	1,959	1,245	850
Total	830.15	753.68	17,861	8,905	6,600

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

**Immature + Mature Area

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3.2. Planting Program for Each Estate

Year estate /	Jujut Plantations			Saham Plantation
	Sing Sing Division	Balung Division	Tagasan Division	
1996	9.04	-	-	-
1997	-	-	-	19.24
1998	-	85.12	-	-
1999	127.62	40.47	-	-
2000	-	24.28	-	-
2001	-	-	-	-
2002	-	69.26	-	-
2003	75.05	53.08	-	-
2004	-	-	-	52.94
2005	-	55.42	-	-
2006	-	-	142.16	-
Total Mature	211.	327.63	142.16	72.18
Total Immature	-	-	-	-
Total Oil Palm	28,793	44,558	19,334	9,816

3.3. Replanting program for each estate

Year of replanting	Planted area (ha) in each estate			Total area to be replanted (ha)
	Jujut Balung division	Jujut Sing Sing division	Saham plantation	
2023	159.19	0	0	159.19
2024	122.29	32.38	19.24	173.91
TOTAL	281.48	32.38	19.24	333.10

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3.4. Maps of Company Location and Estates



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4. CERTIFICATION ASSESSMENT

4.1. ASA 01

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

4.1.1. Surveillance audit:

The Remote Surveillance 01 audit is conducted on 10/06/2020 to 11/06/2020 and onsite audit conducted on 18/08/2020 covering 2 selected estates – Jujut Plantations and Saham Plantations.

During the remote audit, there are 3 Major, 1 Minor, 5 Opportunities for Improvement (OFI) are raised. The Major non-conformances raise during the audit are closed out by means of documents review that are establish, revised and implemented appropriately and preventive actions taken. Action plan is submitted for Minor non-conformance with implementation review during the next audit. The OFIs are verified during onsite audit and implemented appropriately.

During Onsite audit there are 0 Major, 1 Minor, 2 Opportunities for Improvement (OFI) are raised. Action plan is submitted for Minor non-conformance with implementation review during the next audit.

During this remote and onsite audit, the major non-compliance raised in the last audit, the audit team has review by means document. The review via inspection of estates, conduct interviews, review and verify documents that are established, corrected and implemented appropriately by the estate management will be further conduct during onsite audit. The corrective measures implemented could be verified as appropriate.

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

TUV NORD (Malaysia) Sdn. Bhd., has published the public notification on 13/07/2020 as to accommodate stakeholder's consultation meeting for Jujut Plantations Sdn Bhd to provide comments. As at audit date on 18/08/2020 there are no comments received.

During Remote Audit, stakeholders consultation was conducted on 04/06/2020 via phone calls. Of the list of stakeholders called with three responded.

Invitation letters are sent on 13/07/2020 to invite relevant stakeholders to attend a local stakeholders' consultation on 18/08/2020 to gather information from the local communities in accordance to §7, 3.2 of the Certification Procedure requirements, however there are no attendance.

During remote audit, the topics of discussion are as below:

1. Introduction of MSPO certification.
2. Development of oil palm plantations
3. Community service and support provided

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4. Wildlife management and wildlife corridor
5. Type of wildlife sighted at the plantations and wildlife corridor.
6. Local communities' development.

The following relevant Principles & Criteria of the applied standard are discussed during the stakeholders' consultation:

1. Principle 2 Criteria 2 Indicator 1: Consultation and Communication with stakeholders:
The stakeholders could confirm they have attended meetings with the company on MSPO certification.
2. Principle 4 Criteria 2 Indicator 3 & 4: A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint
The stakeholders' advice they are informed a logbook and form is available at the office to lodge any complaints or suggestions.
3. Principle 4 Criteria 3 Indicator 1: Contribute to local development in consultation with the local communities.
The local communities could confirm the company has provide assistance and support to communities.
4. Principle 6 Criteria 4 Indicator 1: Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information
The contractors who provides maintenance and service could confirm they are briefing on MSPO requirements.

There no issues raised during the stakeholder's consultation in terms of tenure and/or use rights, social or environmental aspects of management and operations that need to be addressed by the certified unit. It can be concluded the relevant Principles and Criteria clauses of the applied standard are in compliance.

No stakeholders present and consultation conducted by mean of telephone.

The list of stakeholders responded during remote and onsite audit refer to Table 7-1

Items	Subject discussed	Audit team findings	Company response and proposed action to be taken
1	Any information from Company as regards to the MSPO audit?	Stakeholders confirmed they are aware of the MSPO audit that inform by JPSB estate in charge.	Positive comments
2	Social issues	No communities and neighbouring estates attended. Therefore no input.	No further action required.
3	Type of land title – Country Leased, Provisional Leased, Native title, Customary Land	Participants are not local communities, therefore no input to confirm.	No further action required.

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Items	Subject discussed	Audit team findings	Company response and proposed action to be taken
4	Economy / livelihood Is there any impact on livelihood after the introduction of MSPO?	Participants commented with MSPO certification will improve livelihood of workers.	Positive comments
5	Does MSPO largely benefits the local community?	Stakeholders are not local communities, therefore no comments on this topic.	No further action required.
6	Environmental understanding	Stakeholders are not local communities, therefore no comments on this topic	No further action required.
7	Awareness towards species, habitats, and high conservation values	Stakeholders are not local communities, therefore no comments on this topic	No further action required.
8	Are there any plantation management practices that affect you?	Stakeholders are not local communities, therefore no comments on this topic.	No further action required.
9	Do you consider any management is in conflict with the MSPO principles and criteria?	Stakeholders commented there is no conflict between management and MSPO principles and criteria.	Positive comment
10	Do you have any suggestions for management?	No suggestion from stakeholders attended.	No further action required.

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 criteria and indicator or evidences and when non conformity is found. Summary of the non-conformity can be found below

Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.1	Jujut Plantations Sdn Bhd (JPSB) established Sustainability Agriculture Policy dated 12/12/2018 signed by Director. Policy is displayed at estate notice boards. Policy briefing conducted to workers and staff dated 26/12/2019. Interview with workers informed they understand the MSPO policy.	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.2	JPSB Sustainability Agriculture Policy dated 12/12/2018 signed by Director states JPSB commitment to continual improvement in sustainability practices.	Yes
4.1.2.1	<p>JPSB established SOP Internal Audit dated 01/06/2019 with flow chart describing the process.</p> <p>The SOP describes the frequency for internal audit is once a year.</p> <p>The procedure includes:</p> <ul style="list-style-type: none"> • Internal audit schedule • Prepare audit • Carry out audit • Agreed on findings • Lead auditor prepare audit report • Follow up and review action • Management review meeting <p>Remote NC No.1 Maj:</p> <p>JPSB has not conduct internal audit for year 2020 and no internal audit results available for management review.</p>	No
4.1.2.2	<p>JPSB established SOP Internal Audit dated 01/06/2019 with flow chart describing the process.</p> <p>The SOP describes the frequency for internal audit is once a year.</p> <p>Latest internal audit conducted on 27/04/2019.</p> <p>Non-conformity raised on indicator 4.1.2.1 as no internal audit conducted for year 2020.</p>	Refer to 4.1.2.1
4.1.2.3	<p>JPSB latest internal audit conducted on 27/04/2019.</p> <p>Non-conformity raised on indicator 4.1.2.1 as no internal audit conducted for year 2020.</p>	Refer to 4.1.2.1
4.1.3.1	<p>Management review meeting conducted on 23/05/2020.</p> <p>Agenda:</p> <ul style="list-style-type: none"> • MSPO • COVID-19 • CIP • Resource needed • Forecast <p>The frequency for management review is once a year.</p>	Refer to 4.1.21

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	Non-conformity raised on indicator 4.1.2.1 as no internal audit conducted for year 2020.	
4.1.4.1	<p>Continual Improvement Plan (CIP) established dated 22/06/2019 updated 25/03/2020.</p> <p>Topics in the CIP include environmental, social, safety and health and general.</p> <p>The topic general include the social safety and handling plan for COVID-19.</p> <p>Table of CIP include improvement action, expected outcome, timeframe and monitoring, status and date review.</p> <p>Example:</p> <p>Action: To continue exploring new green energy method</p> <p>Expected outcome: To reduce usage of genset</p> <p>Timeframe and monitoring: Continue survey and monitoring</p> <p>PIC: Estate Manager</p>	Yes
4.1.4.2	<p>JPSB established SOP New Information, Techniques, Equipment dated 24/06/2019.</p> <p>The SOP describes the process for implementation of new technology:</p> <p>Identification</p> <p>Implementation and control</p> <p>The new information of COVID-19 briefing conducted to workers on 18/03/2020 and 20/03/2020.</p> <p>No new techniques or new technology implemented currently.</p>	Yes
4.1.4.3	<p>JPSB established SOP New Information, Techniques, Equipment dated 24/06/2019.</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>JPSB stakeholders list update on 20/05/2020.</p> <p>Stakeholders list include:</p> <ul style="list-style-type: none"> • Government • Suppliers • Non-Government Organization (NGOs) 	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<ul style="list-style-type: none"> Villages Neighbor estates <p>Latest stakeholders meeting conducted on 12/06/2019. The agenda of the meeting covers MSPO certification, complaint and grievance procedures, list of public documents, etc.</p> <p>The meeting minutes record stakeholders requesting for information on the stakeholders meeting and respond by the management representative during the meeting.</p> <p>Request for information form is established dated 01/06/2015 available in all estates.</p> <p>Review stakeholders meeting invitation letter date 03/06/2020 stated external stakeholders plan conduct on 24/06/2020 due to Covid-19 issue.</p>	
4.2.1.2	<p>JPSB established master list of publicly available document and confidential updated 05/05/2020.</p> <p>Example of publicly available documents example.</p> <ul style="list-style-type: none"> Company policies. Organization chart <p>Example of confidential document is financial report.</p> <ul style="list-style-type: none"> Company budget Production report 	Yes
4.2.2.1	<p>JPSB established SOP for consultation and communication has dated 24/06/2019. The procedure state to present the stakeholders any announcement example.</p> <ul style="list-style-type: none"> Communication to employee and stakeholders Enquiry/issue from employee and other stakeholder <p>The purpose of this procedure is to maintain open and transparent methods of consultation and communication with all stakeholders and any other affected or interested parties.</p> <p>Flow chart for consultation and communication established. The estate in charge is response any related issue.</p>	Yes
4.2.2.2	<p>JPSB appointed the estate in charge as the person in charge for communication with stakeholders.</p>	Yes
4.2.2.3	<p>JPSB for consultation and communication has established date 24/06/2019.</p> <p>Flow chart describe:</p> <ul style="list-style-type: none"> Communication to employee and stakeholders Enquiry/issue from employee and other stakeholder 	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>The procedure describe the list of stakeholders will be updated twice a year or when it is required.</p> <p>JPSB list of stakeholders dated 20/05/2020 includes Government Agencies, NGOs, School, Neighbour Estates, Suppliers, Village Representatives, and Internal Stakeholders.</p> <p>Latest internal stakeholders meeting conduct on 26/12/2019.</p>	
4.2.3.1	<p>JPSB established SOP for FFB traceability dated 24/06/2019.</p> <p>The procedure describes the control guideline for all stages of FFB production as below.</p> <ul style="list-style-type: none"> • Start harvesting • Loading • Delivery Note to mill • Weighbridge ticket from mill • Recording <p>Sighted delivery note, with information such as oil mill name, vehicle no, date delivery, block no and net weight of FFB as required in traceability SOP.</p>	Yes
4.2.3.2	<p>JPSB conduct monthly checks of the traceability documents by the estate admin staff and verify by estate in charge.</p> <p>'Senarai Operasi Tandan' book recorded monthly basis FFB for monitoring as at May 2020 check by estate in charge.</p> <p>JPSB group conducted Internal audit on 27/04/2019 that include traceability system. There are no findings for traceability.</p>	Yes
4.2.3.3	<p>JPSB established SOP for traceability system for harvesting 24/06/2019.</p> <p>Weighbridge clerk appointed for the traceability person in charge assign by manager.</p>	Yes
4.2.3.4	<p>The SOP for traceability, implementation and monitoring describes the traceability documents as follows.</p> <ul style="list-style-type: none"> • Harvesting book FFB records 2020 - Harvester • Bunch checker • FFB Delivery Note no 53077, date 07/06/2020 • Mill weighbridge ticket no: A272020, date 07/06/2020. <p>Traceability documents such as field / harvesting block docket to mill weighbridge for all divisions are available and crosscheck for the unique identification number is the delivery note stated in the mill weighbridge ticket.</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	JPSB established legal register dated 24/06/2019 updated on 05/05/2020. Example: Sabah Labour Ordinance Cap 67. Prevention and Control of Infectious Disease Act 1988. JPSB established list of permits and licenses updated on 05/05/2020. Example: MPOB license remain valid till 30/09/2020. Trade license remain valid till 31/12/2020.	Yes
4.3.1.2	JPSB established legal register dated 24/06/2019 updated on 05/05/2020. Example: Malaysia Palm Oil Board Act 1998 (Act 582) Sabah Labour Ordinance Cap 67	Yes
4.3.1.3	The legal register is establish on 24/06/2019 and latest updated on 05/05/2020.	Yes
4.3.1.4	Appointed person for updating legal documents, regulations and licenses is estate in charge.	Yes
4.3.2.1	JPSB established land titles summary include the land titles number, areas, type of title and usage. The land titles are country leased issued by Sabah Land Authority with usage for agriculture crop of economic value, tenure 99 years and fully owned by JPSB. Therefore, will not diminish land use rights of other users.	Yes
4.3.2.2	JPSB land titles are country leased issued by Sabah Land Authority with a tenure of 99 years and for agriculture crop of economic value.	Yes
4.3.2.3	Land title includes map stating the total area with boundary stone numbering. Site verification of boundary marker will be conduct during onsite audit.	Yes
4.3.2.4	No dispute from previous owners since the land titles are country leased issued by Sabah Land Authority.	Yes
4.3.3.1	JPSB land titles are country leased issued by Sabah Land Authority. No customary land titles listed in the summary of land titles.	Yes
4.3.3.2	There is no customary right land leased or owned by JPSB. Therefore, no maps established.	Yes
4.3.3.3	There is no customary land leased or owned by JPSB. Therefore, no FPIC or negotiated documents established.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	<p>JPSB established SIA dated June 2020. The SIA includes information from survey from internal stakeholders on 27/05/2020.</p> <p>The SIA includes a summary of positive and negative impacts and the timeline to monitor for completion.</p> <p>The action and implementation is the responsibility of the PIC in the table.</p> <p>The positive impacts are continuously promoted while negative impacts are mitigated within a time frame to carry out the action and included in CIP for monitoring.</p> <p>The SIA will be reviewed once a year with feedback from stakeholders.</p> <p>Remote NC No. 4 Min:</p> <p>No social impact related to infectious disease assessment and mitigation plan include in the SIA updated 05/06/2020.</p>	No
4.4.2.1	<p>JPSB established SOP Complaint and Grievance dated 05/05/2020.</p> <p>The procedure describe timelines to solve the complaint within 30 days after complaint received. If the complaint not able to be resolve by estate in charge it will be referred to arbitration panel.</p> <p>Person in charge to resolve the complaint is estate in charge.</p> <p>JPSB adopts the guidelines from Majlis Keselamatan Negara on Sektor Agrikomoditi dated 10/06/2020 for handling of COVID-19.</p>	Yes
4.4.2.2	<p>JPSB established complaint and grievance form.</p> <p>Complaint record is review no complaint lodged as of audit date.</p>	Yes
4.4.2.3	<p>The complaint and grievance form is available at the office that can be access by all workers and stakeholders.</p>	Yes
4.4.2.4	<p>JPSB conducted complaint and grievance briefing to workers on 04/03/2020.</p> <p>During interview with workers they are able to demonstrate their understanding on the procedure and complaint could be lodged at any time.</p>	Yes
4.4.2.5	<p>Review of complaint records the complaint record book maintain from June 2019 till the audit date are kept in the estate office.</p> <p>No complaint lodged from June 2019 till the audit date.</p>	Yes
4.4.3.1	<p>JPSB provides job opportunity to local communities for estate operation, office clerk and general worker.</p>	Yes
4.4.4.1	<p>JPSB established Safety and Health policy dated 05/05/2019 signed by Director.</p> <p>The policy states company comply with laws and regulations related to safety and health.</p> <p>The policy is available at office notice board.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions			
Indicator	Summary of Assessment		Compliance
	The policy briefing conducted to workers and staffs dated 04/03/2020.		
4.4.4.2	a	JPSB established Safety and Health Policy dated 05/05/2019 signed by Director. Workers and staff briefed on policy dated 04/03/2020.	Yes
	b	JPSB established HIRARC updated 05/05/2020 includes all relevant field activities. The HIRARC table include activity, hazards, risk, existing control, PIC, additional control and date review. Example of activities: Harvesting Genset room COVID-19	Yes
	c i	Records of training on chemical handling and spraying conducted on 18/10/2019 is reviewed.	Yes
	c ii	SDS is available in English and Bahasa Malaysia languages and well maintained. Example: Glyphosate 41% dated 01/05/2016 Dursban dated 13/03/2016. Shell unleaded 95 dated 21/10/2017 Store is in good condition and locked. The liquid chemical placed in tray. All chemicals containers have original labelling.	Yes
	d	Records of PPE provide to workers follow HIRARC and CHRA. JPSB CHRA conducted on 18/10/2019. Example of PPE provide to workers: <ul style="list-style-type: none"> • Apron • Glove • Mask • Goggle PPE such as face mask and sanitizer is available in estate that can be access by workers. Site inspection workers are with proper PPEs for the assigned task.	Yes
e	JPSB established SOP following for safe handling and storage chemical.	Yes	

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>SOP Chemical Mixing dated 18/06/2019.</p> <p>SOP Chemical Storage dated 18/06/2019.</p> <p>SOP Spraying dated 05/05/2019.</p> <p>The SOP describes use of PPE during chemical handling.</p>	
f	<p>Appointed person for safety and health include handle and manage for COVID-19 case is estate assistant dated May 2019.</p>	Yes
g	<p>Estate meeting conducted on 19/12/2019 includes staffs and workers. The meeting agenda includes of safety and health.</p> <p>JPSB plantations has 91 staffs and workers. Safety meeting shall be conducted quarterly follow DOSH requirement.</p> <p>Remote NC No. 2 Maj:</p> <p>No evidence of OSH meeting held every quarter according to DOSH requirements as Jujut estate have 91 workers and staff.</p>	No
h	<p>JPSB established procedure and plan for accident and emergency handling as follows:</p> <p>Accident and Emergency response plan dated 10/01/2020.</p> <p>SOP Fire and Emergency dated 05/05/2019.</p> <p>COVID-19 SOP dated 20/03/2020.</p> <p>COVID-19, Accident and Emergency response plan and SOP Fire and Emergency briefing conducted to workers and staffs on 15/02/2020, 18/03/2020 and 20/03/3030.</p>	Yes
i	<p>JPSB established emergency contact details dated 05/05/2019.</p> <p>First aid and fire training conducted to workers and staffs on 15/02/2020.</p> <p>During site observation, first aid kit available at office, and operations site.</p>	Yes
j	<p>JPSB established record of accident and injuries to record case of accident and injury happen in estate.</p> <p>JKKP report for year 2019 dated 30/01/2020 is review no case of accident or injuries occur in estate.</p> <p>Further check on record of accident and injuries no accident and injuries happened on year 2020 till the audit date.</p> <p>No accidents reported.</p>	Yes
4.4.5.1	<p>JPSB established Sustainability Agriculture Policy dated 18/12/2018 signed by Director.</p> <p>The policy include statement '2.1 Respect and support the universal declaration of human rights.'</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	The policy training conducted to workers on 04/03/2020. During site interview with workers informed they understand the policy.	
4.4.5.2	JPSB established Sustainability Agriculture Policy dated 18/12/2018 signed by Director. The policy states company ensure equal opportunities in work place. Hiring, remuneration, access to training, promotion, termination or retirement will be implemented based on job requirements and individual qualification regardless of race, religion or gender.'	Yes
4.4.5.3	JPSB established contract agreement for workers in accordance to Sabah Labour Ordinance Cap 67 and Minimum Wage Order 2018. The contract agreement states the pay rate of piece rate and daily rate of RM42.31 per day in accordance to the minimum wages 2018. The working contracts are signed by workers and management. The pay slip of workers review, workers paid in line with the contract agreement.	Yes
4.4.5.4	JPSB do not engage contractor for field operations. Therefore, no employees of contractor wages to be monitor.	Yes
4.4.5.5	JPSB established list of workers that contain name, gender, date of birth, date joined, job description and nationality. Document review and site interview informed all workers are permanent employed.	Yes
4.4.5.6	JPSB established workers contract agreement for every worker recruited follow Sabah Labour Ordinance CAP 67. The management provide fair contract that has been signed by both parties. The worker is briefed on the working contract terms and conditions, wage, type of work and copy is provided. During site interview with workers informed they are briefed on the contract terms and conditions and received a copy after signed.	Yes
4.4.5.7	JPSB established working hours and displayed in estate. Workers time recording via check roll. Working hours and overtime stated in working contract. Overtime rate according to Sabah Labour Ordinance CAP 67 requirements of 1.5 time hourly rate for normal overtime and 2.0 time hourly rate for rest day and public holidays. Interview with workers, they are aware on the working hours and overtime rate.	Yes
4.4.5.8	Working hours publicly available at notice boards. This is confirmed during interview with estate in charge.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>The working hours is from 6.00 am to 2.00 pm</p> <p>The break time is between 10.00 am to 11.30 am</p> <p>The overtime is based on mutual basis.</p> <p>Interview with workers, they are aware of overtime rate.</p>	
4.4.5.9	<p>JPSB established working hours and publicly available in estate notice board.</p> <p>Reviewed on the pay slip, contract agreement of workers for working hours and OT complied with legal regulations.</p> <p>During field visit workers feedback they understand the working hours and overtime time. Worker feedback no OT practices in estate as not necessary.</p>	Yes
4.4.5.10	<p>JPSB provides benefits to workers such as housing, water and electricity, SOCSO, medical care, food for Hari Raya celebration.</p>	Yes
4.4.5.11	<p>JPSB workers housing follow the industry best practices.</p> <p>Site observation on the worker living quarters has basic amenities such as water, electricity and toilet.</p>	Yes
4.4.5.12	<p>JPSB Sustainability Agriculture Policy established dated 18/12/2018 signed by Director.</p> <p>The policy includes company will not tolerate with any type of harassment or violence.</p> <p>The policy training conducted to workers on 04/03/2020.</p> <p>No complaint lodged for related issue.</p>	Yes
4.4.5.13	<p>JPSB established Sustainability Agriculture Policy dated 18/12/2018 signed by Director.</p> <p>The policy states company respect the right of employees to join trade union of their choice subject to provisions of relevant national legislation.</p> <p>There is no trade union however estate meeting conducted to discuss with workers on their issues. The estate meeting conducted on 12/07/2020 with staff and workers includes agenda of working hours, social, housing and etc.</p> <p>During interview with workers informed they are aware on the policy however no union form in JPSB.</p>	Yes
4.4.5.14	<p>JPSB established Sustainability Agriculture Policy dated 18/12/2018 signed by Director.</p> <p>The policy states company shall not employ or promote the use of child labour.</p> <p>Review on the workers list updated on 10/05/2020, all workers are above 18 years old while joined the estate.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.6.1	<p>JPSB established training programme for workers and employees as following:</p> <p>Training programme year 2020 dated 24/06/2019 includes all the SOP training and company policies.</p> <p>OSH program year 2020 dated 22/12/2019 include all topics related to safety and health.</p> <p>Example of briefing conducted:</p> <p>Company policies and SOP complaint grievance briefing dated 04/03/2020.</p> <p>MSPO requirement and environment briefing dated 16/07/2019.</p> <p>COVID-19 information and SOP briefing dated 18/03/2020 and 20/03/2020.</p> <p>Environment, RTE and riparian briefing dated 13/03/2020.</p>	Yes
4.4.6.2	JPSB established training need analysis for staffs and workers dated 05/06/2020. The training need analysis is based on job description.	Yes
4.4.6.3	JPSB established the annual training program for year 2020 dated 24/06/2019 and OSH program dated 22/12/2019.	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>JPSB has established Environmental Policy dated 25/05/2019 signed by Director.</p> <p>JPSB Environmental Policy states is committed to minimizing the environmental impact of its operations and understands the importance of conserving natural resources. We shall strive to promote environments whenever practical that will ensure a sustainable future.</p> <p>JPSB established Environmental Management Plan updated 05/05/2020.</p> <p>The plan includes the relevant laws and regulations</p> <p>The policy is displayed at estate notice board.</p> <p>Interview with workers informed they aware on environmental policy and recycle awareness.</p>	Yes
4.5.1.2	<p>a JPSB established Environmental Policy dated 25/04/2019 signed by Director.</p> <p>JPSB established Environmental Management Plan updated 05/05/2020.</p> <p>The objective as follows:</p> <ul style="list-style-type: none"> The management is committed to minimizing the environmental impact of its operations and understands the importance of 	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>conserving natural resources. We shall strive to promote environments whenever practical that will ensure a sustainable future.</p>	
	<p>b JPSB established Environmental Management Plan (EMP) updated 05/05/2020.</p> <p>The EMP include all operations e.g. fertilizer application, weeds control, workshop operations and etc.</p> <p>The EMP study of environmental aspects and impacts with following:</p> <ul style="list-style-type: none"> • Environmental Impact Assessment – Evaluation for Criteria Chart • Table identifying the activity, Aspects, Impacts, Ranking, mitigation / improvement plan, monitoring plan and responsibility. 	Yes
4.5.1.3	<p>JPSB established Environmental Management Plan (EMP) updated 05/05/2020.</p> <p>The table describing the activity, environmental aspects environmental impacts, ratings, mitigation / improvement plan, monitoring plan and responsible person.</p> <p>Example:</p> <p>Empty pesticide container</p> <p>Negative impact: Incorrect disposal of contaminated containers.</p> <p>Positive impact: Wash containers for 3 times and marking on it, recycle usage of container.</p> <p>Site observation at the empty container store are well arranged and marked with 'X'.</p>	Yes
4.5.1.4	<p>The Environmental Management Plan established dated 05/05/2020.</p> <p>JPSB has established CIP including in environment 25/03/2020.</p> <p>Example:</p> <p>Continuously educating the employees, contractors and smallholders on the need to reduce and stop open burning and ensure domestic rubbish is segregated and correctly placed in landfill sites.</p> <p>During site verification at landfill only domestic rubbish sighted.</p>	Yes
4.5.1.5	<p>JPSB has established the training program include environmental training for year 2020 dated 24/06/2020.</p> <p>Training for Environmental Policy conducted on 13/03/2020.</p>	Yes
4.5.1.6	<p>Environmental meeting conducted by estate in charge on 20/01/2020 attended by staff and workers.</p> <p>Reviewed environmental meeting minutes topics discussed such as scheduled waste management and monitoring.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.2.1	<p>JPSB establish baseline for diesel consumption for 3 years from 2017 to 2019. The baseline is a benchmark to compare against the actual usage of fuel per metric ton FFB produced.</p> <p>The fuel consumption budget records for January to December 2020 is review. The actual diesel consumption compared against baseline is lower</p> <p>Latest Fuel efficiency improvement plan is established dated 03/02/2020.</p> <p>The plan includes:</p> <p>Consider using motor oil that are high in reducing frictions.</p> <p>Regular checking on vehicle to detect early sign of breakdown.</p> <p>All generator set operations must strictly follow the schedule of running hours.</p>	Yes
4.5.2.2	<p>JPSB establish budget for fuel consumption dated 12/07/2019.</p> <p>The fuel consumption established including estimate used and actual used for farm tractor, lorry/truck, supervision car, contractor fuel consumption.</p>	Yes
4.5.2.3	<p>JPSB install solar panel as renewable energy to generate electricity for office, weighbridge and security guard house use to reduce diesel usage.</p>	Yes
4.5.3.1	<p>JPSB established waste management plan updated 05/05/2020 includes waste identification and disposal method.</p> <p>Sources of waste has been identified as following:</p> <ul style="list-style-type: none"> • Gaseous waste • Solid waste • Liquid waste <p>Example:</p> <p>Solid waste Source: Empty chemical container. Waste Type: Scheduled waste.</p> <p>Liquid waste Source: Workshop. Waste Type: Used oil.</p> <p>GHG waste Source: Vehicle / transport. Waste Type: Smoke emission.</p>	Yes
4.5.3.2	<p>a JPSB established Waste Management Plan date of review 05/05/2020 include waste identification and disposal method.</p>	Yes

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Indicator	Summary of Assessment	Compliance
	<p>WMP describes waste identification and disposal method listing the table type of waste source, location, disposal method, document related and responsibility</p> <p>Example of source identified and monitored:</p> <p>Gaseous waste</p> <p>Emission from fossil fuel usage: Minimize usage, regular maintenance</p> <p>Liquid waste</p> <p>Regular checking and monitoring of any leakage and defective parts of equipment. Make sure spillage kit in place and in good condition..</p>	
	<p>b JPSB established Waste Management Plan updated 05/05/2020.</p> <p>Source of waste and pollution identify the wastes to be recycle or reuse.</p> <p>Example:</p> <p>Waste: Empty pesticide containers.</p> <p>Impact: Water contamination.</p> <p>Plan: All empty chemical containers must be triple rinsing before disposal or keep in store.</p> <p>CIP: Triple rinsing training, monitor recycling program, disposal of empty chemical containers.</p>	Yes
4.5.3.3	<p>JPSB adopt the SDS for safe handling and storage of chemicals.</p> <p>The procedure is for proper handling, storage and disposal of chemical to protect the environment.</p> <p>Onsite visit at chemical store observed spraying tools and balance of chemicals are stored properly after the activity completed.</p> <p>Site inspection at scheduled waste store observed empty chemical containers stored in proper arrangement.</p> <p>Balance of chemical used keep at pre-mix area and locked.</p>	Yes
4.5.3.4	<p>JPSB established SOP premixing chemical dated 05/05/2019. Management has practice rinsing of empty containers and reuse for pre-mix or puncture for reuse as rubbish bins.</p> <p>All rinsed water from premix chemical activities will be collected and reused during spraying activity in field.</p>	Yes
4.5.3.5	<p>JPSB established waste management plan updated 05/05/2020.</p> <p>Domestic wastes segregated for recycling and those cannot be recycle will be dispose at landfill.</p> <p>Landfill are located at block 5 and located away from housing and waterways.</p>	No

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Indicator	Summary of Assessment	Compliance
	<p>Onsite NC No.1 Min:</p> <p>Site verification observed the used oil container dispose inside the landfill.</p>	
4.5.4.1	<p>JPSB established waste management plan updated 05/05/2020.</p> <p>The waste list established identify the source of wastes as solids, liquids and gaseous.</p> <p>Example:</p> <p>Gaseous waste</p> <p>Sources: Generator set / vehicle</p> <p>Type: Smoke</p> <p>Treatment: Regular inspection and maintenance.</p>	Yes
4.5.4.2	<p>JPSB established waste management plan updated 05/05/2020.</p> <p>The plan includes the action plan for significant pollutants and emissions.</p> <p>Example:</p> <p>Greenhouse Gas (GHG) Emissions</p> <p>Negative Impacts</p> <p>GHG emissions can have adverse effect on the environment.</p> <p>Plans and Monitoring Program</p> <ul style="list-style-type: none"> • Monitoring daily usage of fossil fuel and expressing in terms of Liters / to FFB yield (MT). • Monitoring application of fertilizers and promote precision farming techniques. • 	Yes
4.5.5.1	<p>a</p> <p>JPSB established Water Management Plan 05/05/2019 and updated 18/05/2020.</p> <p>There sources of water identify are from rain and streams from mountain.</p> <p>The usage of water is generally for domestics and chemical mixing.</p>	Yes
	<p>b</p> <p>JPSB established Water Management Plan 05/05/2019 and updated 18/05/2020.</p> <p>JPSB conduct water analysis to monitor incoming and outgoing water from stream and river on regular basis by external third party. Latest test result document no, ref: 20190412/03, dated 12/04/2019.</p> <p>Remote NC Maj no 3</p> <p>Review on last water test is conducted on 12/04/2019 at Balung division. The water management plan stated water test to be</p>	No

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Indicator	Summary of Assessment	Compliance
	conducted on yearly basis. However, there are no water test conducted in year 2020 as required in water management plan.	
c	JPSB established Water Management Plan dated 05/05/2019 and updated 18/05/2020. The rainfall data is capture in the plan for monitoring of operation and domestic usage. Triple rinse water from empty chemical containers are reuse for pre-mix. Piping system are in good order during inspection at housing and facilities area	Yes
d	JPSB established Water Management Plan dated 05/05/2019 and updated 18/05/2020. Monthly monitoring of riparian zone established to monitor water quality, signage condition, soil erosion, no activities of chemical and fertilizer. Appropriate signage installed at buffer / riparian zones. Training for buffer zone conducted on 13/03/2020.	Yes
e	During field observation at JPSB Balung division, there are no vegetation removed from riparian zones. Riparian zones are well maintained.	Yes
f	No bore wells use during inspection the housing area.	Yes
4.5.5.2	Site inspection and interview with workers, informed there are no construction of bunds, weirs and dams across main rivers	Yes
4.5.5.3	JPSB established monitoring and control plan for water usage, prepared by office manager updated 18/05/2020. Water harvesting is practice at the labour quarters and chemical mixing areas.	Yes
4.5.6.1	a JPSB established management plan of rare threatened or endangered species conservation area, had been identified with reference to checklist protected wildlife species in Sabah. Stated in the management plan list of wildlife sighted date 27/05/2020. The assessment has identify the type of fauna found. Type of fauna found such as different insect species, birds and animals (Bat, Monkeys and Bird). JPSB established monitoring records of wildlife sighted. The records are display at estate notice board and workers are brief during muster.	Yes
	b JPSB established management plan of rare threatened or endangered species conservation area, had been identified with reference to checklist protected wildlife species in Sabah. Stated in the	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>management plan list of wildlife sighted dated 27/05/2020 example wild boar.</p> <p>During field visit, sighted monitor lizard and white-breasted waterhen birds.</p>	
4.5.6.2	<p>a JPSB group established the notification 'Bersama – sama Memerangi Pemburuan Haram'. JPSB established the guideline on penalty for hunting or capturing of protected wildlife. The document is display at office notice board.</p> <p>During interview with workers informed they understand on wildlife conservation.</p> <p>They confirmed sighted any wildlife to feedback to estate management.</p>	Yes
	<p>b Morning briefing has been conducted during the master call to brief on wildlife protection and prohibition based on Sabah Wildlife Enactment 1997.</p> <p>The wildlife training had been conducted by estate in charge on 09/03/2020.</p> <p>Appropriate signage install as information to workers to discourage any illegal or inappropriate hunting, fishing or collecting activities.</p> <p>Workers interviewed informed no hunting, fishing and capturing within and surrounding estate.</p>	Yes
4.5.6.3	<p>JPSB establish monitoring plan to monitor any wildlife and record any sighting.</p> <p>The monitoring plan is established to monitor wildlife by daily basis by employees if sighted.</p>	Yes
4.5.7.1	<p>JPSB established Environmental policy dated 25/04/2019 signed by company Director.</p> <p>The policy stated implement zero burning in all oil palm cultivation activities</p> <p>Morning briefing for Zero Burning practices conducted on 22/06/2019.</p> <p>No sign of open burning sighted during the site verification.</p>	Yes
4.5.7.2	<p>JPSB established Environmental policy dated 25/04/2019 signed by Director.</p> <p>There are no serious palm diseases sighted during the field visits that require burning.</p>	Yes
4.5.7.3	<p>JPSB established Environmental policy dated 25/04/2019 signed by Director.</p> <p>Policy specifies strictly no burning.</p> <p>There are no application documents sighted for controlled burning.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.7.4	<p>JPSB adopted field handbook for immature oil palm, volume 2 series number: ISBN 981-04-1433-1 as a guideline to conduct new planting and replanting practices.</p> <p>The procedure states fell palms will be shredded or chipped method.</p> <p>There is no new planting and replanting in year 2020 during site verification.</p>	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>JPSB established relevant SOPs and appropriately documented. Examples:</p> <ul style="list-style-type: none"> • SOP on Harvesting • SOP on manuring • SOP COVID-19 <p>The training related to the SOP for best practice had been conducted by the estate management.</p> <p>For example:</p> <ul style="list-style-type: none"> • Training for Chemical mixing dated 18/10/2019 	Yes
4.6.1.2	<p>JPSB adopt field handbook for immature oil palm volume 2 series number: ISBN 981-04-1433-1 as SOP guideline for planting within permitted levels on sloping land.</p> <p>Example:</p> <p>Terraces of platform are constructed in steeper areas in order to:</p> <ul style="list-style-type: none"> • Facilitate effective establishment, maintenance and harvesting of palms. • Minimize soil erosion. • Reduce rainwater runoff and nutrient losses. • Increase water infiltration. • Conserve moisture and increase water infiltration. • Provide each palm with equal access to light, nutrients and water. <p>The guidelines includes soil management on step terrains and planting of cover crops.</p> <p>Site observation sighted there are no planting on slope.</p>	Yes
4.6.1.3	<p>JPSB established the block marking includes block no, year planting, planting material, area and spacing palms.</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.2.1	JPSB established Long Term Financial Projection 2020 - 2024 for its estates. The budget include crop projection and facilities improvement on housing compounds and stores.	Yes
4.6.2.2	No replanting schedule until year 2022.	Yes
4.6.2.3	JPSB established Long Term Financial Projection 2020 - 2024 for its estates. <ul style="list-style-type: none"> • The document includes: • Long term plan FFB production and Forecast 2020 -2024. • Capital Expenditure • FFB and CPO price forecast. • Cost of sales. 	Yes
4.6.2.4	JPSB monitors monthly on FFB production, income, expenses and price per ton / FFB. The estate has to submit a monthly analysis report, FFB actual vs budget report to the management. An annual review of the budget, actual achieved and compared against previous year.	Yes
4.6.3.1	JPSB purchase fertilizer using quotation and purchase order system. Example: Purchase order for fertilizer is recorded and maintained. The quotation and purchase order describes the product of fertilizer, price and terms and conditions.	Yes
4.6.3.2	JPSB has documented records of quotation agreed by both parties on the terms and conditions. Payments are made on a monthly basis in timely manner. Sighted payment made according to quotation terms and conditions.	Yes
4.6.4.1	No contractors hired by JPSB. Therefore, no documents established.	Yes
4.6.4.2	No contractors hired by JPSB. Therefore, no contract agreement establish	Yes
4.6.4.3	No contractors hired by JPSB. Therefore, no documents establish for review accept MSPO approved auditors to verify assessments through a physical inspection.	Yes
4.6.4.4	No contractors hired by JPSB. Therefore, no documents establish to review the control points to the tasks performed by the contractor.	Yes

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Principle 7: Development of new planting		
Indicator	Summary of Assessment	Compliance
4.7.1.1	Planting statements, estates maps and land titles are review. The first planting in 1996 and latest planting 2006. Plan replanting will be on 2023. Therefore, no new planting and replanting at high biodiversity value area in the estate.	Yes
4.7.1.2	There are no new planting occurs in the estates. The first planting in 1996 and replanting will be on 2023. Therefore, no PMM or EIA established.	Yes
4.7.2.1	JPSB soil map are review and field observation there are no peat land in all estates.	Yes
4.7.3.1	Review on planting statement and from field observations no new planting in JPSB. Therefore, no SEIA establish.	Yes
4.7.3.2	Review on planting statement and from field observations no new planting in JPSB. Therefore, no FPIC conducted.	Yes
4.7.3.3	Planting statement, estate maps and land titles are reviewed. There is no new planting. Therefore, no management plan established to maintain sacred sites.	Yes
4.7.3.4	There are no scheme smallholders' involved JPSB certification. Therefore not applicable.	Yes
4.7.4.1	Planting statement, estate map and land titles are reviewed. There is no new planting. Therefore, no compensation land acquisitions and relinquishment of right establish.	Yes
4.7.4.2	Planting statement, estate maps and land titles are reviewed. There is no new planting. Therefore, no assessment of legal and recognised customary right establish.	Yes
4.7.5.1	Planting statement, estate maps and land titles are reviewed. There is no new planting. Therefore, no system for identifying people entitle to compensation for calculating and distributing fair compensation establish.	Yes
4.7.5.2	Planting statement, estate maps and land titles are reviewed. There is no new planting. Therefore, no compensation claims documented and made publicly available.	Yes
4.7.5.3	Planting statement, estate maps and land titles are reviewed. There is no new planting. Therefore, no impact to local communities.	Yes
4.7.6.1	Planting statement, estate maps and land titles are reviewed. There are no new plantings. Therefore, no topographic information established.	Yes
4.7.6.2	Planting statement, estate maps and land titles are reviewed. There are no new plantings, therefore no management plan establish to maintain scared sites.	Yes
4.7.6.3	Planting statement, estate maps and land titles are reviewed. There are no new plantings, therefore no management plan establish to maintain scared sites.	Yes

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4.7.6.4	Planting statement, estate maps and land title are reviewed. There is no new planting. Therefore, no documents established.	Yes
4.7.6.5	Planting statement, estate map and land title are reviewed. There is no new planting. Therefore, no FPIC conducted.	Yes
4.7.6.6	Planting statement, estate maps and land title are reviewed. There is no new planting. Therefore, no management plan established to maintain sacred sites.	Yes
4.7.6.7	Planting statement, estate maps and land title are reviewed. There is no new planting. Therefore, no documentary proof of the transfer of right and payment or provision of agreed compensation establish.	Yes
4.7.6.8	Planting statement, estate map and land title are reviewed. There is no new planting. Therefore, no compensation land acquisitions and relinquishment of right establish.	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.
	Not applicable. No non-conformity raised in previous audit.
<p><i>Note 1: If a minor non-conformity raised in last audit, is not closed out, then this finding will be re-raised to a Major non-conformity.</i></p> <p><i>Note 2: All minor NCs raise in last audit are required to capture in this report together with the closing of the non-compliance.</i></p>	

4.5. Detail of Audit Findings in last audit

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

Non Conformity Number 1	
Indicator # and Description:	<p>4.4.4.2</p> <p>The occupational safety and health plan shall cover the following:</p> <p>b) The risks of all operations shall be assessed and documented</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <p>i) All employees involved shall be adequately trained on safe working practices</p>
Location:	Sing Sing Division

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Non Conformity Number 1	
Description of Finding / Objective Evidence:	
b) The established HIRARC does not cover all operations and date of established document not stated. c) i) Did not conduct training for safe working practice for of using pesticide.	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Raise by:	Zul Hairi Bin Abu Hassan
Date Raise:	26/06/2019
Deadline for implementation	26/08/2019
Root Cause Analysis (by company):	
Lack of knowledge to established HIRARC and its importance. Lack of knowledge to conduct the training.	
Correction (by company):	
HIRARC has established of all estate operations. Management has conducted briefings, trainings through morning muster and as per schedule of annual training programme.	
Corrective / Preventive Action (by company)	
Management has appointed Estate in charge of Ladang Balung to lead, guide and compile training programmes for employees at Semporna Estates; emphasis on safety and health. Operation risks, mainly involving Harvesters, are assessed regularly. Appropriate introduction of actions or measures to educate workers to work safe estates. Top Management will monitor the training progress and interview workers randomly to evaluate the result of trainings.	
Review of Correction & Corrective / Preventive Action	
Review on the established HIRARC, revision 01 dated 29/06/2019 includes all relevant estate operations. (Refer doc no. 1) Training on safe working for using pesticide h conducted on 29/06/2019. (Refer doc no. 2) Based on the evidence provided, it is sufficient to close the major NC. Further verification will be conducted in the 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 : Ariff Bin Lokman	Date of Closure: 01/08/2019
Review of Implementation	
HIRARC is reviewed updated 05/05/2020 includes all estate operations activities. The safety working practices for pesticide conducted on 18/10/2019. Site observation confirm the implementation practices accordance in HIRARC and safety working practices procedure.	
Name of Lead Auditor: Sheron Pui Ling Wui	Date of Review: 11/06/2020 & 18/8/2020

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Non Conformity Number 02	
Indicator # and Description:	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.
Location:	Saham estate
Description of Finding / Objective Evidence:	
JPSB established training programs for employees. However, the the management did not establish training evaluation of workers on the specific skill and competency based on their job description.	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Raise by:	Ariff Bin Lokman Date Raise: 26/06/2019
Deadline for implementation	26/08/2019
Root Cause Analysis (by company):	
Lack of knowledge of estate Management in regards of less conducted training competency to the employees.	
Correction (by company):	
To follow annual training programs for employees such as policies training, SOPs training and on job training. All the training records to be documented. Estate management should conduct morning briefing during Muster at least once weekly.	
Corrective / Preventive Action (by company)	
Management to ensure training programmes are properly conducted and timely and evaluates the results of these trainings to assess workers skill and competency.	
Review of Correction & Corrective / Preventive Action	
Review on the implementation, training and briefing of MSPO conducted on 30/06/2019, 03/07/2019 and 07/07/2019. (Refer doc no 3 and 4)	
The management has established training evaluation of workers on the specific skill and competency required based on their job description. (Refer doc no 5)	
Based on the evidence provided, it is sufficient to close the major NC. Further verification will be conducted in the 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 : Ariff Bin Lokman	Date of Closure: 01/08/2019
Review of Implementation	
Document review as follows: <ol style="list-style-type: none"> 1. The training program for year 2020 dated 25/06/2019 2. The MSPO training records dated 26/12/2019. The implementation is consider appropriately implemented.	

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Non Conformity Number 02	
Name of Lead Auditor : Sheron Pui Ling Wui	Date of Review: 11/06/2020 & 18/08/2020

4.6. Detail of Remote Audit Findings Identified During This Audit

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

REMOTE AUDIT OUTCOME		
During this remote audit,	3	MAJOR Non-Conformities
	1	MINOR Non-Conformities

Non Conformity Number 1			
Indicator and Description	4.1.2.1 Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement		
Location:	Jujut and Saham estate – remote audit		
Description of Finding / Objective Evidence:			
JPSB has not conduct internal audit for year 2020 and no internal audit results available for management review.			
Classification	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
Raise by:	Sheron Pui Ling Wui	Date Raise:	11/06/2020
Deadline for implementation		10/08/2020	
Root Cause Analysis (by company):			
Scheduled in April, deferred due to MCO; restriction of inter-district travelling & gathering of 10 people			
Correction (by company):			
Conducted on 18 JUN 2020 at Balung by Semporna staff			
Corrective / Preventive Action (by company)			
PIC to notify Management any omissions or behind schedule before audit As COVID-19 is unprecedented pandemic; plans cannot catch up with changes. Management to review the comprehensive schedule prior auditing in future			
Review of Correction & Corrective / Preventive Action			
Internal audit report dated 18/06/2020 conduct by manager is review. The audit report include finding, root cause, action plan, PIC, timeframe and completion date. The evidence provide is sufficient to close the non-conformity. The implementation will be review during next 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: Sheron Pui Ling Wui		Date of Closure: 04/08/2020	
Review of Implementation			

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Non Conformity Number 1	
The Internal audit report dated 18/06/2020 include finding, root cause, action plan, PIC, timeframe and completion date.	
Site verification is done to ensure completion of action taken follow the action plan.	
The implementation is sufficient to close the non-conformity.	
Name of Lead Auditor: Sheron Pui Ling Wui	Date of Review: 18/08/2020

Non Conformity Number 2	
Indicator and Description	4.4.4.2 The occupational safety and health plan shall cover the following: g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly.
Location:	Jujut estate
Description of Finding / Objective Evidence:	
No evidence of OSH meeting held every quarter according to DOSH requirements as Jujut estate have 91 workers and staff.	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Raise by:	Sheron Pui Ling Wui
Date Raise:	11/06/2020
Deadline for implementation	10/08/2020
Root Cause Analysis (by company):	
Adherence to KKM's guidelines for MCO: No gathering of 10 people; postpone all activities including meetings	
Correction (by company):	
Conducted meeting in late June	
Corrective / Preventive Action (by company)	
Estates must conduct OSH meeting within 90 days. To review schedule periodically. Tawau office to monitor the schedule and alert Management if there is any delay or overlook	
Review of Correction & Corrective / Preventive Action	
OSH meeting minutes dated 29/06/2020 chaired by estate manager is reviewed. Schedule submitted include the planning of OSH meeting quarterly interval.	
The evidence provide is sufficient to close the non-conformity. The implementation will be review during next 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 : Sheron Pui Ling Wui	Date of Closure: 04/08/2020
Review of Implementation	

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Non Conformity Number 2	
OSH meeting minutes dated 29/06/2020 is reviewed. The quarterly meeting schedule submitted describe the month when meeting will be held..	
The implementation sufficient to close the non-conformity.	
Name of Lead Auditor / Auditor: Sheron Pui Ling Wui	Date of Review: 18/08/2020

Non Conformity Number 3	
Indicator and Description	4.5.5.1 The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities
Location:	Jujut and Saham estate – remote
Description of Finding / Objective Evidence:	
Review on last water test is conducted on 12/04/2019 at Balung division. The water management plan stated water test to be conducted on yearly basis. However, there are no water test conducted in year 2020 as required in water management plan	
Classification	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Raise by:	Zul Hairi Bin Abu Hassan Date Raise: 11/06/2020
Deadline for implementation	10/08/2020
Root Cause Analysis (by company):	
Water test was scheduled in late March but due to MCO & Lab closure, it had to be deferred	
Correction (by company):	
Samples were collected after RMCO and sent for analysis. Certificate received late due to heavy lots of sampling in Lab	
Corrective / Preventive Action (by company)	
Management will set up a more comprehensive schedule (tasks to do before auditing) and to conduct pre audit review	
Review of Correction & Corrective / Preventive Action	
Certificate of water analysis ref no: CL/Water/2020/162 dated 30/06/2020 is review. The evidence provide is sufficient to close the non-conformity. The implementation will be review during next audit.	
Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Site verification : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name of Auditor: Zul Hairi Bin Abu Hassan	Date of Closure: 04/08/2020
Review of Implementation	

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Non Conformity Number 3	
<p>JPSB has carried out water test by private lab dated 30/06/2020.</p> <p>During site inspection at the particular river, sighted the water sampling point is established and maintained.</p> <p>The evidence provided and implementation could be consider as appropriate.</p>	
<p>Name of Auditor: Zul Hairi Bin Abu Hassan</p>	<p>Date of Review: 18/08/2020</p>

Non Conformity Number 4	
<p>Indicator and Description</p>	<p>4.4.1.1 Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.</p>
<p>Location:</p>	<p>Estate</p>
<p>Description of Finding / Objective Evidence:</p>	
<p>No social impact related to infectious disease assessment and mitigation plan include in the SIA updated on 05/06/2020.</p>	
<p>Classification</p>	<p><input type="checkbox"/> Major <input checked="" type="checkbox"/> Minor</p>
<p>Raise by:</p>	<p>Sheron Pui Ling Wui Date Raise: 11/06/2020</p>
<p>Deadline for implementation</p>	<p>10/07/2020 (Action Plan to be submit within 30 days)</p>
<p>Root Cause Analysis (by company):</p>	
<p>Negligence and omission by Management. SIA was reviewed prior receipt of audit requirements. The pandemic is unprecedented and MCO cause operation disruption for both estate and office (worked in minimal; estates were force to cease operation under State Government's directive.)</p>	
<p>Correction (by company):</p>	
<p>To review the documents as per audit requirements</p>	
<p>Corrective / Preventive Action (by company)</p>	
<p>Management to conduct review meeting of all documents a week once per year. Ensure all documents are in accordance to MSPO standard / compliance.</p>	
<p>Review of Correction & Corrective / Preventive Action</p>	
<p>The action plan dated 08/07/2020 is review that include activity of assessment impact of infectious disease, PIC and timeframe.</p> <p>The action plan is sufficient to close the non-conformity. The implementation will be review on next audit.</p>	
<p>Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Site verification : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>Name of Auditor: Sheron Pui Ling Wui</p>	<p>Date of Closure: 09/07/2020</p>
<p>Review of Implementation</p>	

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Non Conformity Number 4

The SIA dated 08/07/2020 next assessment in June 2021 is review that include infectious disease assessment.

Interview with workers and staffs informed the control measures describes in the assessment is implemented accordingly.

The implementation is sufficient to close the non-conformity.

Name of Lead Auditor:

Sheron Pui Ling Wui

Date of Review:

18/08/2020

No.	Indicator	Description	Location	Opportunity for Improvement
1.	4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification	Jujut and Saham estates	Management review meeting minutes could improve on the contents such as audit results.
2.	4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company	Jujut and Saham estates	CIP established dated 25/03/2020 may improve to include related safety and health.
3.	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 d) The management shall provide the appropriate personal protective equipment (PPE) at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC)	Jujut and Saham estates	b) HIRARC may improve assessment on prevention of infectious disease. in d) Record of PPE issuance can be improve on the recording.

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No.	Indicator	Description	Location	Opportunity for Improvement
4.	4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	Jujut and Saham estates	The procedure for infections disease could be improve.
5.	4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.	Jujut and Saham estates	JPSB The business plan could be improved

The OFIs are verified during onsite audit and implemented appropriately.

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

Non Conformity Number 01			
Indicator and Description	4.5.3.5 Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses		
Location:	Saham Plantation		
Description of Finding / Objective Evidence:			
Site verification observed the used oil container dispose inside the landfill.			
Classification	<input type="checkbox"/> Major	<input checked="" type="checkbox"/> Minor	
Raise by:	Zul Hairi Bin Abu Hassan	Date Raise:	18/08/2020
Deadline for implementation		17/09/2020	
Root Cause Analysis (by company):			
Lack of communication between mandore/farm tractor Operators and estate office clerks as Company has emphasized that Estate Offices are centres in each division (All activities must be reported to Estate Clerks)			
Findings indicate that those in involved in waste management require refreshing briefings to better understanding what items are recyclable; domestic waste for landfill and schedule waste. Estate Clerks were not notified of disposal of waste			
Correction (by company):			

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Non Conformity Number 01	
<p>A post-audit briefing was conducted on 26/08/2020 at Ladang Saham to notify parties involved on relevant tropics (NC-Minor; OFIs)</p> <p>(Refer Minutes attached)</p> <p>On-site explanation was done at landfill right after briefing ended to identify types of waste</p>	
Corrective / Preventive Action (by company)	
<p>Management to arrange regular briefings to let all parties involved fully understand waste management (segregation);</p> <p>environment protection and other related matters</p>	
Review of Correction & Corrective / Preventive Action	
<p>The action plan dated 11/09/2020 is review that include activity of assessment by categorize weak point, strong point and control measure.</p> <p>Training conducted for waste management dated 26/08/2020.</p> <p>The assessment and action plan provided are sufficient to close the non-conformity raised. The implementation will be verify on next audit.</p>	
<p>Closed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Site verification : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>Name of Auditor: Zul Hairi Bin Abu Hassan</p>	<p>Date of Closure: 11/09/2020</p>
Review of Implementation	
<p> </p>	
<p>Name of Lead Auditor / Auditor:</p>	<p>Date of Review:</p>

Nr.	Indicator	Description	Location	Opportunity for Improvement
1	4.6.1.3	A visual identification or reference system shall be established for each field.	Jujut and Saham estates	Jujut Plantations may consider improve block visual identification.
2	4.5.1.2	The environmental management plan shall cover the following: b. The aspects and impacts analysis of all operations	Jujut estates	Jujut plantations may improve diesel storage with proper handling.

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5. CONCLUSION

Jujut Plantations Sdn Bhd has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct annual surveillance 01 audit for its 2 estates according to MSPO 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

There are 3 Major non-conformances raise and closed out successfully. 2 minor non-conformances action plans are submitted and accepted. The implementation of Minor NC(s) will be review and verify during the next audit.

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.

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 estates:	2
Total certified production area:	753.68 Ha
Certified FFBS January to December 2019:	17,861.00 Mt
Certified FFBS January to July 2020:	8,905.00 Mt
Project FFBS August 2020 to December 2020:	6,600.00 Mt

MSPO Certification Summary Report

Company Name: Jujut Plantations Sdn Bhd

Certifying Unit: Jujut Plantations Sdn Bhd

Client Number: 92-093

Audit Type: ASA 01

Mode of Audit: Remote and Onsite



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, 01/10/2020

Sheron Pui Ling Wui
TUV NORD (Malaysia) Sdn Bhd
Audit Team Leader

Puchong, 01/10/2020

Cheong, Chun Yuen (Robert)
TUV NORD (Malaysia) Sdn Bhd
Certifier / Approver

MSPO Certification Summary Report

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7. LIST OF INTERVIEWEES

Table 7-1: List of Interviewed Stakeholders

No.	Organisation
1	Riverbank Plantations Sdn Bhd (remote - contact by phone call)
2	Bimaya Sdn Bhd (remote - contact by phone call)
3	Teck Guan Fertilizer (onsite - contact by phone call)

MSPO Certification Summary Report

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

This report is sent to the certification body or bodies, 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
- Additional annexes, number