



# MSPO CERTIFICATION SUMMARY REPORT

## PLY PLANTATION

SURVEILLANCE 03

Audit Date: 09/11/2022-10/11/2022

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Certifying Unit: Ply Plantation

Client Number: 92-199

Audit Type: ASA 03

Mode of Audit: Onsite



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### Abbreviations

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

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## 1. INTRODUCTION

Ply Plantation has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct an surveillance three (03) audit for its oil palm estate(s) 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 three (03) audit is to assess the estate(s) 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 Ply Plantation.

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; v) Social Sciences and/or Anthropology;	Graduate In Agricultural Science

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

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

### Qualification of Team Member(s)

Requirement	Name of Assessor	Qualification
<p>Post-secondary education, college or university diploma / degree in one of the following</p> <ul style="list-style-type: none"> <li>i) Agriculture;</li> <li>ii) Science &amp; Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,);</li> <li>iii) Engineering, Process Technology;</li> <li>iv) Energy Management, Quality Management;</li> <li>v) Social Sciences and/or Anthropology;</li> <li>vi) Business Management; or</li> <li>vii) Other relevant related fields</li> </ul>	Navin Baskram	Bachelor in Biotechnology and Master in Environmental Management.
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)	Navin Baskram	Four (4) years working experience in oil palm plantation and two (2) years' experience as sustainability executive and Internal Auditor. Two (2) years' experience in RSPO accreditation for RSPO scheme accreditation body.
Successfully completed MPOCC endorsed lead auditor trainings	Navin Baskram	Successfully completed MS2530 series of standards for Lead Auditors.
Carried out 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.	Navin Baskram	Qualified as auditor based on audit log.
Field working experience in the palm oil sector or demonstrable equivalent	Navin Baskram	Four (4) years working experience in oil palm plantation and two (2) years' experience as sustainability executive and Internal

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Requirement	Name of Assessor	Qualification
		Auditor. Two (2) years' experience in RSPO accreditation for RSPO scheme accreditation body.
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Navin Baskram	Four (4) years working experience in oil palm plantation.
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Navin Baskram	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.
Health and safety auditing of the estate processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Navin Baskram	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Navin Baskram	Successfully completed Basic SA 8000 training.
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Navin Baskram	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.
Completed High Conversation Value assessment	Navin Baskram	Attended and completed the HCV assessors' course.
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Navin Baskram	Able to communicate in Bahasa Malaysia and English.

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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.

The annual surveillance three (03) audit is conducted in accordance to the certification procedure.

### Surveillance three (03):

Surveillance three (03) audit conducted onsite from 09/11/2022 – 10/11/2022 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



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- Onsite visit, observations and inspection of estate facilities and field activities;
- Interview operation personnel and field workers for understanding of work assigned;
- 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;

### Onsite Assessment

The audit of the estate is carried out 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.

For the annual surveillance three (03), Ply Plantation 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.

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

Ply Plantation is an oil palm plantation company located at Labuk Road, Mile 19, Sandakan, Sabah.

The details of the divisions as below:

Name of Division	Location	Coordinates
Ply Plantation	Labuk Road, Mile 19, Sandakan, Sabah.	5° 55' 42.0" N, 117° 48' 37" E
Yalasip Cocoa Sdn. Bhd	Sg. Manila, Mile 12, Jalan Labuk, Sandakan, Sabah.	5° 56' 51.0" N, 117° 56' 29.0" E
Sri Luasong Sdn. Bhd	Kudat, Sabah.	6° 54' 34.027" N, 116° 47' 29.331" E

#### 3.1. Production volume

Name of Estate	Area (Ha)		Projected FFB Production (mt) (January 2022 to December 2022)
	Total*	Production**	
Ply Plantation	377.04	349.00	4,235.32
Yalasip Cocoa Sdn. Bhd	137.71	123.26	2,865.11
Sri Luasong Sdn. Bhd	154.57	131.14	1,539.91
<b>Total</b>	<b>669.32</b>	<b>603.40</b>	<b>8,640.34</b>

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

\*\*Immature + Mature Area

#### 3.2. Planting Program for Each Estate or Division

Year / Estate or Division	Ply Plantation	Yalasip Cocoa Sdn.Bhd	Sri Luasong Sdn.Bhd
1990	32.61	0	0
1994	31.55	0	0
1995	21.35	0	0
1996	82.20	0	0
1997	40.58	0	0
1998	43.77	0	28.32
1999	0	0	38.88
2000	0	0	16.19
2001	13.98	0	0
2003	0	0	21.04
2004	0	0	14.57

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2005	0	38.94	12.14
2006	26.11	27.98	0
2009	0	3.90	0
2010	0	18.62	0
2013	0	5.58	0
2016	15.02	0	0
2018	36.95	0	0
<b>Total Mature</b>	<b>344.12</b>	<b>95.02</b>	<b>131.14</b>
2020	0	28.24	0
2021	4.88	0	0
<b>Total Immature</b>	<b>4.88</b>	<b>28.24</b>	<b>0</b>
<b>Total</b>	<b>349.00</b>	<b>123.26</b>	<b>131.14</b>

### 3.3. Replanting program for each estate or division

Year of replanting	Planted area (ha) in each estate or division			Total area to be replanted (ha)
	Ply Plantation	Yalasip Sdn. Bhd.	Cocoa Sri Luasong Sdn. Bhd.	
2023	32.61	0	0	32.61
2024	31.55	0	28.32	59.87
2025	29.81	0	38.88	68.69
2026	76.85	0	16.19	93.04
<b>TOTAL</b>	<b>170.82</b>	<b>0.00</b>	<b>83.39</b>	<b>254.21</b>

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### 3.4. Maps of Estate(s) Location

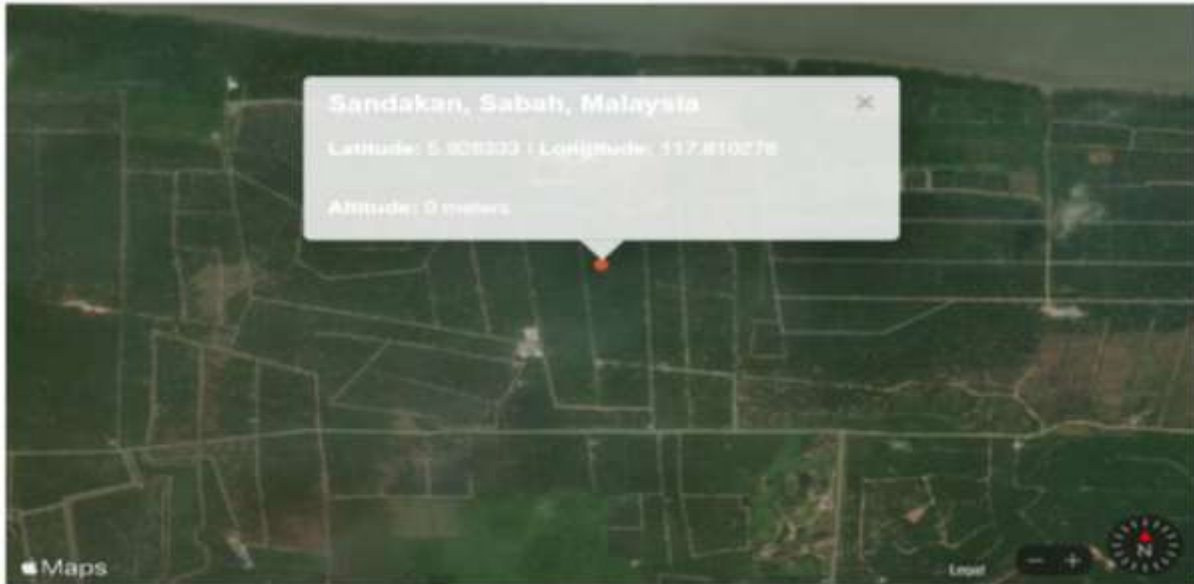


Figure 1: Ply Plantation estate location.

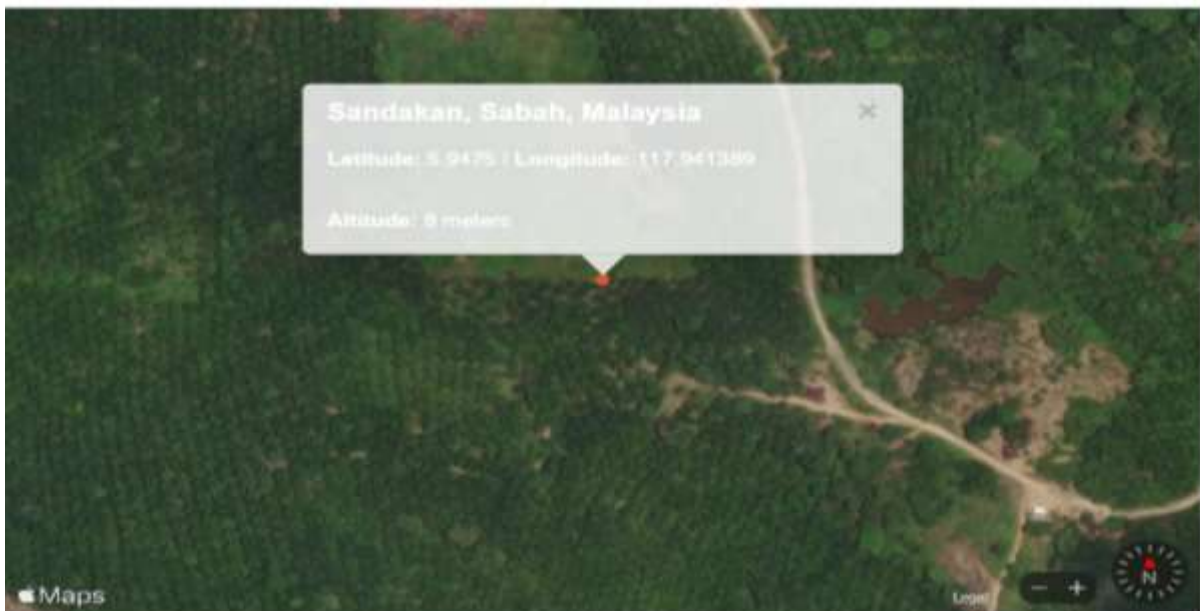


Figure 2: Yalaspip Cocoa Sdn.Bhd estate location.

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Figure 3: Sri Luasong Sdn.Bhd estate location.

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### 4. CERTIFICATION ASSESSMENT

#### 4.1. ASA 03

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

##### 4.1.1. Surveillance Three (03):

Surveillance three (03) audit is conducted on 09/11/2022 to 10/11/2022 covering 03 divisions - Ply Plantation, Yalasip Cocoa Sdn. Bhd and Sri Luasong Sdn. Bhd.

During the last surveillance audit, there are 0 Major, 1 Minor, 3 Opportunities for Improvement (OFI) are raised.

During this surveillance audit 03, there are 1 Major, 0 Minor, 3 Opportunities for Improvement (OFI) raised.

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 07/10/2022 to announce the audit of the certified unit. As at audit date on 09/11/2022 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>Ply Plantation Group (PPG) established MSPO policy dated 19/03/2019, signed by owner.</p> <p>The policy states that PPG shall adhere to the following key principles:</p> <ul style="list-style-type: none"> <li>• Management commitment and responsibility;</li> <li>• Transparency;</li> <li>• Compliance to legal requirement;</li> <li>• Social responsibility, health, safety and employment condition;</li> <li>• Environmental, natural resources, biodiversity and ecosystem service;</li> <li>• Best practices;</li> <li>• Development of new planting.</li> </ul> <p>MSPO policy publicly displayed at notice boards.</p> <p>MSPO briefing on the policy conducted as below:</p> <ul style="list-style-type: none"> <li>• Ply Plantation (PP) dated 11/10/2022;</li> <li>• Yalasip Cocoa Sdn Bhd (YCSB) dated 13/06/2022;</li> <li>• Sri Luasong Sdn Bhd (SLSB) dated 10/03/2022.</li> </ul> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they have been briefed on the policy.</p>	Yes
4.1.1.2	<p>PPG established MSPO policy dated 19/03/2019 signed by owner.</p> <p>The policy states PPG is committed to continual improvement practice by harnessing its resources of people, processes and technology in order to ensure the continuous production of oil palm product in a sustainable manner.</p>	Yes
4.1.2.1	<p>PPG established SOP of internal audit document no: 1.2-1, updated 22/05/2020 with a flow chart describing the process.</p> <p>The procedure described that the frequency of internal audit is once a year.</p> <p>Latest internal audit conducted as below:</p>	Yes



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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	<ul style="list-style-type: none"> <li>PP &amp; YCSB conducted internal audit dated 25/10/2022;</li> <li>SLSB conducted internal audit dated 13/10/2022.</li> </ul>	
4.1.2.2	<p>PPG established SOP of internal audit document no: 1.2-1, updated 22/05/2020 describes the process of internal audit.</p> <p>Example:</p> <p>PP &amp; YCSB internal audit conducted by using the internal audit checklist dated 25/10/2022. There are 3 non-conformities raised and corrective action has been addressed.</p> <p>Example:</p> <p>Stakeholders meeting is not conducted yet</p> <p>Action plan: Stakeholders meeting will be held on 27/10/2022.</p> <p>Time frame: 1 week</p> <p>Status: Closed 27/10/2022</p> <p>Review the stakeholder meeting minute conducted dated on 27/10/2022.</p>	Yes
4.1.2.3	<p>PPG discussed the results of internal audit in the management review meeting as follows:</p> <ul style="list-style-type: none"> <li>PP &amp; YCSB dated 27/10/2022;</li> <li>SLSB dated 13/10/2022.</li> </ul>	Yes
4.1.3.1	<p>PPG carried out management review meeting on 27/10/2022 for PP &amp; YCSB and SLSB dated 13/10/2022 the meeting agenda includes:</p> <ul style="list-style-type: none"> <li>Internal audit result;</li> <li>Recommendation for improvements;</li> <li>CIP.</li> </ul> <p>Frequency of management review is conducted once a year after internal audit.</p>	Yes
4.1.4.1	<p>PPG established Continuous Improvement Plan (CIP) updated 01/09/2022.</p> <p>The topics covered in the CIP as below:</p> <ul style="list-style-type: none"> <li>Environmental;</li> <li>Safety and health;</li> <li>Social;</li> <li>Domestic waste.</li> </ul> <p>The CIP describe the improvement action, expected outcome, timeframe, review and monitor, status and PIC.</p> <p>Example: Safety and health;</p> <p>Improvement plan: Conduct annual medical surveillance</p>	Yes



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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	<p>Expected outcome: Chemical handlers fit to works</p> <p>Action plan: Send the works for medical surveillance within January &amp; May 2022</p> <p>Status: Completed</p> <p>Time frame: January &amp; May 2022</p> <p>Person In charge: Administrative staff.</p> <p>Review the medical surveillance conducted on 14/01/2022 for PP, 15/01/2022 for YCSB and on 26/05/2022 for SLSB confirm all workers are fit to work.</p>	
4.1.4.2	<p>PPG established SOP of identification and implementation of new information and technique or new industry standards and technology established updated on 15/03/2020.</p> <p>The SOP describe process for implementation of new technology:</p> <ul style="list-style-type: none"> <li>• Identification of new technology;</li> <li>• Implementation and control.</li> </ul> <p>Document review and interview with estate management informed there is no new technique or new technology used currently.</p>	Yes
4.1.4.3	<p>PPG established SOP of identification and implementation of new information and technique or new industry standards and technology established updated 15/03/2020.</p> <p>The SOP new technology established includes:</p> <ul style="list-style-type: none"> <li>• Objective;</li> <li>• Cost effective;</li> <li>• Site selection;</li> <li>• Economic viable;</li> <li>• Training;</li> <li>• Monitoring for further improvement.</li> </ul> <p>The flow chart states to train the operators or employees involved in implementations, techniques and equipment.</p>	Yes

Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>PPG Stakeholders list updated includes the surrounding neighbours, government agencies, NGO, suppliers and collecting centre.</p> <p>Stakeholder list updated on:</p> <p>PP &amp; YCSB : 11/10/2022</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>SLSB: 27/09/2022.</p> <p>PPG established SOP Consultation and Communication updated on 15/05/2021. No changes to SOP.</p> <p>PPG has shared stakeholder-meeting notification and “Borang Penilaian Impak Social” to relevant stakeholders via email due to the Covid-19 pandemic.</p> <p>Stakeholders meeting conducted as follows include company policies, social impact or response form, SOP communication and complaint and grievance:</p> <ul style="list-style-type: none"> <li>• PP &amp; YCSB dated 27/10/2022.</li> <li>• SLSB dated 27/09/2022.</li> </ul> <p>External stakeholders response captured in the “Borang Penilaian Impak Social”.</p> <p>As of audit date, no request of information observed in the record book.</p>	
4.2.1.2	<p>PPG established list of publicly available documents ‘Perkara-perkara Yang Boleh Diperlihatkan Kepada Umum dan Perkara-Pekara Yang Hanya Pengetahuan Pengurusan’.</p> <p>Example of publicly available documents:</p> <ul style="list-style-type: none"> <li>• Company policies;</li> <li>• SOP;</li> <li>• Licenses;</li> <li>• Complaints records.</li> </ul> <p>Example of confidential document:</p> <ul style="list-style-type: none"> <li>• Financial budget.</li> </ul> <p>The list of publicly available documents displayed at the estate notice board.</p>	Yes
4.2.2.1	<p>PPG established SOP of Traceability updated on 15/05/2021. No changes to SOP.</p> <p>The procedure describe the traceability documents such as delivery note, weighbridge ticket and record of FFB sales book.</p> <p>The Delivery Order (DO) includes the date of delivery, vehicle number and driver name.</p> <p>The DO to collecting centre has a unique identification number stated in the weighbridge ticket.</p> <p>Example:</p> <p>Ply Plantation Delivery Note:</p> <p>Date: 30/10/2022</p> <p>DN number: 44236</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>Collecting Center: Kontractor Maharan;                      Lorry no: SS9816K                      Quantity: 6445 Kg                      Weighbridge ticket from collecting center:                      Date: 31/10/2022;                      Ticket number: 005183;                      DO no: 44236;                      Weight: 6430 Kg                      Vehicle no: SS9816K                      Product: FFB.</p>	
4.2.2.2	<p>The estate manager / admin will inspect the information on monthly basis and internal audit.                      The latest inspection is carry out in Oct 2022 for PP, YCSB &amp; SL SB.                      Internal audit conducted as follow does not have finding for traceability:                      PP &amp; YCSB: Internal audit conducted on 25/10/2022 &amp; 01/11/2022. No findings raised on traceability.                      SL SB: Internal audit conducted on 13/10/2022 with no findings.</p>	Yes
4.2.2.3	<p>PPG appointed admin as person in charge for traceability.                      Reviewed and verified appointment letter dated 18/04/2021.</p>	Yes
4.2.3.1	<p>PPG sales and delivery record are maintained in the estate office.                      Sampled records is review for PP are available and well maintained.                      PPG policy on record maintenance is for 7 years.                      Example:                      FFB delivery chit                      Date: 31/12/2021                      DO no: 29052                      Collecting center: Ever Yield Sdn Bhd                      Collecting centre weighbridge ticket:                      Date: 31/12/2021                      Ticket no: 043103                      DO no: 29052                      Nett Weight: 1130 kg.</p>	Yes
4.2.3.2	<p>PPG established SOP of Traceability updated on 15/05/2021. No changes to SOP.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>The procedure describe the traceability documents such as delivery note, weighbridge ticket and record of FFB sales book.</p> <p>The Delivery Order (DO) includes the date of delivery, vehicle number and driver name.</p> <p>The DO to collecting centre has a unique identification number stated in the weighbridge ticket.</p> <p>Example:</p> <p>Ply Plantation Delivery Note:</p> <p>Date: 30/10/2022</p> <p>DN number: 44236</p> <p>Collecting Center: Kontractor Maharan;</p> <p>Lorry no: SS9816K</p> <p>Quantity: 6445 Kg</p> <p>Weighbridge ticket from collecting center:</p> <p>Date: 31/10/2022;</p> <p>Ticket number: 005183;</p> <p>DO no: 44236;</p> <p>Weight: 6430 Kg</p> <p>Vehicle no: SS9816K</p> <p>Product: FFB.</p>	
4.2.3.3	<p>The estate manager / admin will inspect the information on monthly basis and internal audit.</p> <p>The latest inspection is carry out in Oct 2022 for PP, YCSB &amp; SL SB.</p> <p>Internal audit conducted as follow does not have finding for traceability:</p> <p>PP &amp; YCSB: Internal audit conducted on 25/10/2022 &amp; 01/11/2022. No findings raised on traceability.</p> <p>SLSB: Internal audit conducted on 13/10/2022 with no findings.</p>	Yes
4.2.3.4	<p>PPG appointed admin as person in charge for traceability.</p> <p>Reviewed and verified appointment letter dated 18/04/2021.</p>	Yes

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>PPG established list of legal document and list of permits and licenses applicable for estate operations.</p> <p>List of relevant licenses:</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	<p>Example: Ply Plantation and Yalasip Cocoa</p> <ul style="list-style-type: none"> <li>JTK approval license for menggaji pekerja bukan mastautin valid from 08/02/2022 until 07/02/2023;</li> <li>MPOB license for Ply Plantation, license number: 503403802000 valid from 01/11/2022 to 31/10/2023;</li> <li>MPOB license for Yalasip Cocoa, license number: 501568802000 valid from 01/04/2022 to 31/10/2023.</li> </ul>	
4.3.1.2	<p>PPG established list of related laws, regulations and guidelines, updated on 16/04/2022.</p> <p>Example list of laws:</p> <ul style="list-style-type: none"> <li>Minimum Wages Order 2022;</li> <li>Environmental quality Act 1974;</li> <li>Occupational Safety and Health Act 1994 (Act 514).</li> </ul>	Yes
4.3.1.3	<p>PPG established list of legal documents applicable for estate operations update 16/04/2022.</p> <p>Example:</p> <ul style="list-style-type: none"> <li>Minimum Wages Order 2022.</li> </ul>	Yes
4.3.1.4	<p>PPG assigned admin executive as person in charge for monitoring and tracking changes in legal requirements and laws.</p> <p>Appointment letter dated 16/04/2021 has been reviewed and verified.</p>	Yes
4.3.2.1	<p>PPG land titles are Country Lease (CL) and Provisional Lease (PL) issued by the state land office.</p> <p>Ply Plantation has two (2) titles one under Country Lease (CL) and another under Provisional Lease (PL). Yalasip Cocoa Sdn. Bhd has three (3) land titles all under Country Lease (CL).</p> <p>Sri Luasong division has sixteen land titles where thirteen (13) are Country Lease and three (3) are Provisional lease.</p> <p>Sampled land titles CL 075344688 (Ply Plantation), CL 076221577 (Yalasip Cocoa)</p> <p>Type of activity for the sampled land titles:</p> <ul style="list-style-type: none"> <li>Cultivation of agriculture crop of economic value.</li> </ul>	Yes
4.3.2.2	<p>PPG is the legal owner of the land issued by State Land Authority. The land tenure is 99 years lease. Land title has been reviewed and verified.</p>	Yes
4.3.2.3	<p>Land titles include map stating area size, title no. and boundary stone numbering.</p> <p>During field visit observed boundary stone maintenance at block 13 at Ply Plantation and block 09 at Yalasip Cocoa.</p>	Yes

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<b>Principle 3: Compliance to legal requirements</b>		
Indicator	Summary of Assessment	Compliance
	Boundary stone and markings are clearly demarcated and well maintained.	
4.3.2.4	The land titles are Country Lease (CL) and Provisional Lease (PL) for PPG issued by State Land Authority of Sabah. No disputes found during document review.	Yes
4.3.3.1	PPG land titles are Country Lease (CL) and Provisional Lease (PL) issued by Sabah Land Authority. No customary land title listed in the summary of land titles. Therefore, no customary right encumbered.	Yes
4.3.3.2	PPG land titles are Country Lease (CL) and Provisional Lease (PL) issued by Sabah Land Authority. No customary land title listed in the summary of land titles. Therefore, no maps established.	Yes
4.3.3.3	PPG land titles are Country Lease (CL) and Provisional Lease (PL) issued by Sabah Land Authority. No customary land title listed in the summary of land titles. Therefore, no FPIC or negotiated document established.	Yes

<b>Principle 4: Social Responsibility, health, safety and employment conditions</b>		
Indicator	Summary of Assessment	Compliance
4.4.1.1	PPG established Social Impact Assessment which includes information from the survey and meeting feedback from the internal and external stakeholders dated 15/03/2022 for Ply Plantation (PP) and Yalasip Cocoa Sdn Bhd (YCSB) and Sri Luasong Sdn Bhd (SLSB) dated 27/09/2022. A summary of impacts and mitigation plan promotes with timeline are included. Example: Negative impact: The income of the workers (harvesters) is reduced because of the replanting activity. Action taken: Replace the work with maintenance works such as slashing, road maintenance and manuring PIC: Estate Manager Time Frame: 3 years Status: Continue implementation. Review the harvester check roll dated September 2022, all harvester are provided with replacement works such as road maintenance work and slashing activities.	Yes
4.4.2.1	PPG established SOP Complaint and Grievance updated on 17/07/2021.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>The SOP describe complaint received by office to be resolve within one week, if the complainant not satisfied the complaint forward to estate manager to be resolved within one month.</p> <p>Complaint and grievances flowchart displayed at notice boards.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand the complaint and grievances procedure.</p>	
4.4.2.2	<p>PPG established SOP Complaint and Grievance updated on 17/07/2021.</p> <p>The SOP describe complaint received by office to be resolve within one week, if the complainant not satisfied the complaint forward to estate manager to be resolved within one month.</p> <p>Review complaint record the complaint is resolved in timely manner.</p> <p>Example the complaint lodged on 19/07/2022 due to house maintenance for repair the house ceiling, the complaint is resolved at 26/07/2022 with replace new house ceiling.</p>	Yes
4.4.2.3	<p>Complaint form and box displayed at PP, YCSB and SLSB division offices.</p> <p>Field interview with sampled workers informed they understand on complaint and grievances process.</p>	Yes
4.4.2.4	<p>Complaint form and box displayed at PP, YCSB and SLSB divisions notice boards.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand and have been briefed on complaint and grievances procedure.</p> <p>Briefing for complaint and grievances conducted for external stakeholders during stakeholders meeting as follows:</p> <ul style="list-style-type: none"> <li>• PP &amp; YCSB dated 27/10/2022;</li> <li>• SLSB dated 27/09/2022.</li> </ul> <p>Briefing of SOP complaint and grievance to workers as follows:</p> <ul style="list-style-type: none"> <li>• PP &amp; YCSB dated 13/06/2022;</li> <li>• SLSB dated 10/03/2022.</li> </ul>	Yes
4.4.2.5	<p>PPG complaint record is review and maintained since 2019 till the audit date.</p> <p>The complaint lodged on 19/07/2022 due to house maintenance for repair the house ceiling, the complaint is resolved at 26/07/2022 with replace new house ceiling</p>	Yes
4.4.3.1	<p>PPG provide work opportunities on hiring local communities for estate operation, driver and office admin work and field supervisor.</p>	Yes
4.4.4.1	<p>PPG established Occupation Safety And Health Policy dated 19/03/2019 signed by owner.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>The policy states:</p> <ul style="list-style-type: none"> <li>• Strict compliance with all the laws and regulations pertaining to OSH Act 1994;</li> <li>• Strict adherence to any approved codes of practice on OSH for industry issued by Industry Associations such as the Malaysian Palm Oil Association;</li> <li>• To document standard and enforce safe working procedure for field operations inclusive of labelling and putting up signboards at the work place.</li> </ul> <p>The policy displayed on the notice boards.</p> <p>PPG conducted briefing of company policies included OSH policy to the workers on 11/10/2022 for PP, 13/06/2022 for YCSB and 10/03/2022 for SLSB.</p>	
4.4.4.2	<p>a</p> <p>PPG established Occupation Safety and Health policy dated 19/03/2019 signed by owner.</p> <p>The policy displayed at the notice boards.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand on the safety and health policy.</p>	Yes
	<p>b</p> <p>PPG established HIRARC updated 19/04/2022.</p> <p>The HIRARC covered all estate operations.</p> <p>The HIRARC includes: Activity, Hazard, Risk and Effects, Risk rating, Existing control, Risk control (admin/engineering), PIC and Risk rating after control.</p> <p>Example:</p> <p>Activity: Harvesting</p> <p>Hazard: FFB Harvesting</p> <p>Potential risk: FFB fall on the body.</p> <p>Existing Controls: Briefing for Harvesting Safety SOP.</p> <p>Initial Risk Rating: 16</p> <p>Additional Risk Control: Provide the PPE to workers</p> <p>PIC: Supervisor and mandore</p> <p>Residual Risk Rating: 9</p> <p>Date of completion: 10/05/2022</p> <p>Interviewed with workers informed that they have briefed on Harvesting Safety SOP dated 30/08/2022 for Ply Plantation, 01/07/2022 for YCSB and 10/03/2022.</p>	Yes



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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	Review the PPE record for harvester dated 21/07/2022.	
c i	<p>PPG conducted safe work practice training to workers for estate operations.</p> <p>Example:</p> <ul style="list-style-type: none"> <li>• Chemical handling training for SLSB dated 10/03/2022;</li> <li>• Spraying training for YCSB dated 01/07/2022.</li> </ul> <p>Field interviewed with sampled chemical sprayers, manurers and harvesters informed they understand on the safe work practices.</p>	Yes
c ii	<p>PPG displayed SDS at chemical store and general store in English and Bahasa Malaysia language.</p> <p>Example:</p> <ul style="list-style-type: none"> <li>• Glyphosate dated 18/09/2021;</li> <li>• Muriate of Potash (fertilizer) dated 27/03/2018.</li> </ul> <p>Onsite visit at chemical store confirmed store arrangement was in good condition. The store was lock and only person in charge will allow enter. Proper chemical placement and labelling. Signage of awareness warning and hazard are in place.</p>	Yes
d	<p>PPG established record of PPEs issuance and review on the records is maintained and updated.</p> <p>Example PPE issuance records dated 06/07/2022 for sprayers SLSB is reviewed.</p> <p>Filed visit confirmed workers are wearing PPE based on their job scope.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand the use of PPE.</p> <p><b>Major NC 01</b></p> <p>Reviewed PPG Chemical Health Risk Assessment (CHRA) dated 27/05/2019 and 30/03/2021 stated for spraying activity recommended to supply R95 respirator or particulate respirator/FFP respirator or Half respirator</p> <p>Onsite visit at PPG confirmed, the chemical sprayers were provided with dusk mask that were not recommended for chemical spraying activities based on CHRA.</p>	No
e	<p>PPG established the SOP chemicals handling dated 02/01/2019 and SOP safe working practice in store dated 02/01/2019.</p> <p>The SOP chemical handling and safe working practice in store briefed to workers on 01/07/2022 for YCSB and 10/03/2022 for SLSB.</p>	Yes

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	<p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand on the SOP.</p> <p>Onsite visit at chemical store observed chemical products are stored in original label and packing.</p>	
f	<p>PPG safety and health organization chart identified the appointed person in-charge of workers' health and safety is the estate manager.</p>	Yes
g	<p>PPG has a total number of thirty eight (38) workers. Therefore, below the minimum requirements to have an OSH committee in accordance to DOSH requirements. However, PPG still conduct safety and health meeting on yearly basis.</p> <p>Latest safety and health meeting conducted on 28/10/2022 participants of both employer and employee representatives and includes agenda of safety, hygiene and first aid.</p>	Yes
h	<p>PPG established emergency response plan dated 05/06/2021.</p> <p>Emergency response plan and emergency contact number displayed at division notice boards.</p> <p>Emergency Response Procedure and conducted to workers example:</p> <ul style="list-style-type: none"> <li>• 10/09/2022 for PP;</li> <li>• 13/06/2022 for YCSB.</li> </ul>	Yes
i	<p>First aid training conducted on 23/06/2019 by Malaysian Red Crescent Sandakan District Center attended by PPG field staff.</p> <p>Emergency contact number list displayed at divisions' notice boards.</p> <p>The first aid kits are in good condition and are available at office and operation site.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters feedback the first aid is available at operation site carry by mandore.</p>	Yes
j	<p>PPG established accident and injuries logbook, no accident reported since last audit date.</p> <p>JKKP 8 form for year 2021 submitted to DOSH for all division dated 11/01/2022 with zero accident reported.</p>	Yes
4.4.5.1	<p>PPG established Human Right policy dated 19/03/2019 signed by owner.</p> <p>The policy state to respect and support the universal declaration of human right by the united nations for all workers, contractors, indigenous people, local communities and anyone affected by our operations.</p> <p>The policy is displayed at divisions notice boards.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Human Right policy briefing conducted to workers example 11/10/2022 for PP.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand the Human Right policy.</p>	
4.4.5.2	<p>PPG established Good Social Practice policy dated 19/03/2019 signed by owner.</p> <p>The policy states company does not engage in or support discrimination practices and provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p>The policy is displayed at divisions notice boards.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand the Good Social Practice policy.</p>	Yes
4.4.5.3	<p>PPG established contract agreement for workers in accordance to Sabah Labour Ordinance (Sabah Cap.67).</p> <p>Worker contract agreement states the pay rate as per agreeable daily rates or piece rates. The working contracts are signed by workers and management.</p> <p>Example: Harvesting rates – RM38.00 per ton for PP.</p> <p>Reviewed workers' pay slips and against pay roll for the month of October 2022, the wages paid as agreed task rate.</p>	Yes
4.4.5.4	<p>PPG did not engage any contractors for operation activities. Therefore, no contractor worker wages monitoring required.</p>	Yes
4.4.5.5	<p>PPG established list of workers that contain name, gender, date of birth, date joined, job description and wages.</p>	Yes
4.4.5.6	<p>PPG established worker contract for every worker recruited and signed by both parties.</p> <p>Work Contract details in accordance to Sabah Labour requirements that include annual leave, public holidays, sick leave, maternity leave and working hours.</p> <p>Workers are briefed on the terms and conditions, wage, position of the work contract and copy is provided.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they briefed on the contract terms and conditions and received a signed copy.</p>	Yes
4.4.5.7	<p>PPG use the checkroll record book to monitor workers reporting work and working hours for each day.</p> <p>Working hours is display at divisions' notice boards was shared and reviewed.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Overtime rate according to Sabah Labour Ordinance 1967 requirement of 1.5 times hourly rate for normal overtime and 2.0 times hourly rate for rest day.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand working hours and overtime rates.</p> <p>Workers informed they are briefed on the working hours when they sign the contract agreement.</p>	
4.4.5.8	<p>PPG working hours are complying with Sabah Labour Ordinance 1950 (Chapter 67).</p> <p>Standard working hours: Working hours: 6.30 am to 3.30 pm; Break time: 10.30 am to 11.30 am.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand on estate working hours.</p>	Yes
4.4.5.9	<p>PPG provide pay slip to all workers documenting wage for the month and any overtime performed.</p> <p>Workers are paid on piece rate.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed they understand the working hours and overtime rates, however no OT required at PPG.</p>	Yes
4.4.5.10	<p>PPG provides benefits for both local and foreign workers such as medical cost, annual leave, sick leave, SOCSO and public holidays as listed in the employment contract.</p>	Yes
4.4.5.11	<p>PPG adopts Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) the housing includes water, electricity, recreational area and gardening area provided.</p> <p>Housing inspection conducted in monthly basis, example of housing inspection record dated 09/11/2022.</p> <p>Onsite visit at housing area observed housing compound include basic amenities and well maintained.</p>	Yes
4.4.5.12	<p>PPG established Sexual Harassment, Violence Abuse Policy dated 19/03/2019 signed by owner.</p> <p>The policy states committed to provide safe, supporting and respectful working environment free from sexual harassment, violence and abuse where all employees shall be treated with dignity, courtesy and respect. It shall take remedial steps to prevent and protect its employees from such intimidation.</p> <p>The policy displayed at divisions' notice boards.</p> <p>Complaint record review no related complaint lodged for sexual harassment and violence.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.5.13	<p>PPG established Good Social Practice Policy dated 19/03/2019 signed by owner.</p> <p>The policy states respect employees that have rights and freedom to form or join trade union.</p> <p>The policy displayed at divisions' notice boards.</p> <p>Worker meeting conducted on 28/10/2022 for PP &amp; YCSB and 11/10/2022 for SLSB attended by workers and management.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed there is no union form in PPG. However, worker informed the worker meeting conducted annually as communication tools between workers and management team.</p>	Yes
4.4.5.14	<p>PPG established Good Social Practice Policy dated 19/03/2019 signed by owner.</p> <p>Policy states management to ensure that no child or young person under age 18 shall be, or be required or permitted to be, engaged in any employment other that those allowed by the laws.</p> <p>Reviewed the list of workers and Field interviewed with sampled workers confirmed there is no employment of children or young persons in the estate. All workers are above 18 years prior joining the PPG.</p>	Yes
4.4.6.1	<p>PPG established annual training program for year 2022 dated 01/10/2022.</p> <p>Example of training program includes:</p> <ul style="list-style-type: none"> <li>• Policy briefing;</li> <li>• PPE training;</li> <li>• Fire extinguisher training;</li> <li>• Schedule waste training;</li> <li>• Harvesting training;</li> <li>• Complaint and grievance.</li> </ul> <p>Example of briefing records:</p> <ul style="list-style-type: none"> <li>• PP briefing for company policies and SOPs conducted on 10/09/2022;</li> <li>• YCSB briefing for PPE dated 13/06/2022 and spraying dated 04/07/2022;</li> <li>• SLSB briefing for safe work practices dated 10/03/2022 and policy briefing dated 10/03/2022.</li> </ul>	Yes
4.4.6.2	<p>PPG established training matrix for 2022 for all staff and workers according to type of job.</p> <p>Example:</p>	Yes

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<b>Principle 4: Social Responsibility, health, safety and employment conditions</b>		
Indicator	Summary of Assessment	Compliance
	<p>Harvester need to attend briefing for company policies, SOP harvesting, COVID 19, safety, employment, environmental awareness, complaint and grievance.</p> <p>Field interview with sampled chemical sprayers, manurers and harvesters informed training have been provided to them according to their job task.</p>	
4.4.6.3	<p>PPG established continuous training program for year 2022.</p> <p>The training were planned for whole year include safe work practices SOP, social, environmental and safety aspects.</p> <p>Example of training programme:</p> <ul style="list-style-type: none"> <li>• MSPO requirements on March 2023;</li> <li>• Complaint and grievances on July 2023.</li> </ul>	Yes

<b>Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>PPG established environmental policy dated 19/03/2019 signed by owner.</p> <p>The policy states :</p> <ul style="list-style-type: none"> <li>• Establish appropriate infrastructures and responsibility for environmental affairs within our organization and carry out appropriate and routine assessment and reporting procedures on such matter;</li> <li>• Endeavour to preserve high conservation value tropical forest and natural areas of unique scientific, historic and cultural interest for prosperity;</li> <li>• Adhere and conform to all environmental legislation of the country;</li> <li>• Adopt and implement best management practise at all times currently established in the industry;</li> <li>• Take judicious actions to minimize environmental pollution;</li> <li>• Operate with due regard for the welfare, health and safety of employees, the local community and the wider public;</li> <li>• Educate employees and business partners to accept, uphold, and apply this charter judiciously.</li> </ul> <p>PPG established environmental impact, mitigation plans and continuous improvement plans, updated on 12/05/2022.</p> <p>Policy training conducted for three (3) divisions as below:</p> <ol style="list-style-type: none"> <li>1) Ply Plantation on 10/09/2022;</li> <li>2) Yalasip Cocoa on 13/06/2022;</li> <li>3) Sri Luasong on 10/03/2022.</li> </ol>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Field interviews with sampled general workers and harvesters informed workers are aware on the importance in protecting the environment and the environmental policy.</p> <p>During site visit observed policy displayed at notice board for all divisions.</p>	
4.5.1.2	<p>a PPG established Environmental Policy dated 19/03/2019 signed by owner.</p> <p>PPG established EMP updated on 12/05/2022.</p> <p>This objective of the environmental management plan is to identify all the negative and positive impacts of the plantation operation to the environment in order to implement the necessary control measures and promotional program to mitigate and promote the negative and positive environmental impacts.</p>	Yes
	<p>b PPG established environmental aspect and impact included in Environment Management Plan (EMP) updated on 12/05/2022.</p> <p>The information in the aspect covers:</p> <ol style="list-style-type: none"> <li>1. Activity;</li> <li>2. Aspect;</li> <li>3. Impact;</li> <li>4. Risk score;</li> <li>5. Control measure;</li> <li>6. Risk description.</li> </ol> <p>Example :</p> <p>Activity: Spraying;</p> <p>Aspect: Excessive spraying application;</p> <p>Impact: Land pollution;</p> <p>Risk score: 4;</p> <p>Control Measure: Strict supervision by supervisor during application and chemical application according to dosage.</p> <p>Risk description after control: Low.</p> <p>Reviewed training records for sprayers at Ply Plantation on 08/09/2022.</p> <p>Field interviews with sampled chemical sprayers informed they are aware of impacts of excessive chemical application to the environment.</p>	Yes
4.5.1.3	<p>PPG established waste identification, environment impacts, mitigation plans and continuous improvement plans updated on 12/05/2022.</p> <p>Example :</p>	Yes



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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Activity: Manuring;</p> <p>Aspect: Excessive fertilizer application;</p> <p>Impact: Land pollution;</p> <p>Risk score: 2;</p> <p>Control Measure: Strict supervision by supervisor during application.</p> <p>Risk description after control: Low.</p> <p>Reviewed training records for sprayers at Ply Plantation on 15/03/2022.</p> <p>Field interviews with sampled manurers informed they are aware of impacts of excessive chemical application to the environment.</p>	
4.5.1.4	<p>PPG established CIP include environmental aspects updated on 10/04/2022.</p> <p>Example: Empty Pesticide Containers;</p> <p>Positive impact: Empty pesticide containers can be recycled;</p> <p>CIP: Continuous awareness and training for workers.</p> <p>PIC: Estate Staff</p> <p>During site visit at empty pesticide containers store, observed pesticide containers are triple rinsed and marked with "X" in red.</p> <p>Field interviews with sprayers informed they are aware of triple rinsing and reuse of pesticide containers.</p>	Yes
4.5.1.5	<p>PPG established training plan 2022 updated on 01/10/2021 for Yalasip Cocoa, 10/10/2021 for Ply Plantation and 10/03/2021 for Sri Luasong.</p> <p>PPG conducted environmental training for all workers and staffs on 04/07/2022 for Yalasip Cocoa, 10/09/2022 for Ply Plantation and 10/03/2022 for Sri Luasong.</p>	Yes
4.5.1.6	<p>Ply Plantation conducted environmental meeting on 11/10/2022 for Sri Luasong, and 13/08/2022 for Ply Plantation and Yalasip Cocoa.</p> <p>Example of topics discussed wildlife monitoring, open burning, water management, recycle, environmental policy, environmental impact training and buffer zone maintenance.</p>	Yes
4.5.2.1	<p>Records of fossil fuel and electricity consumption usage from the year 2021 and 2022 are available for all three (3) divisions.</p> <p>Three (3) years baseline value for fossil fuel usage is established for all divisions from year 2018 and 2020.</p> <p>Fossil fuel usage has decreased in 2021 compared to 2020 for Sri Luasong and Yalasip Cocoa while increased for Ply Plantation from the period of January to October.</p> <p>This is because road maintenance work using heavy machineries at Ply Plantation.</p>	Yes



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Indicator	Summary of Assessment	Compliance	
	<p>Electricity usage has decreased in 2021 compared to 2020 for Sri Luasong while increased for Ply Plantation and Yalasip Cocoa.</p> <p>This is due to new installation of electrical items at workers quarters.</p>		
4.5.2.2	<p>Estimates for fossil fuel and electricity usage for the year 2022 is available for all divisions.</p> <p>Actual Fossil fuel usage for the year 2022 is lower compared against the budget.</p> <p><u>Fossil Fuel:</u></p> <p>Actual fossil fuel usage is lower as compared to the budget for Ply Plantation, Yalasip Cocoa and Sri Luasong than budgeted. Ply Plantation, Yalasip Cocoa and Sri Luasong has lower fossil fuel usage due to actual road maintenance activities has been much lower in 2022 compared to the estimate.</p> <p><u>Electricity:</u></p> <p>Actual electricity usage is lower compared to the budget for all divisions due to frequent monitoring of electricity usage by person in charge.</p>	Yes	
4.5.2.3	<p>PPG does not use any renewable energy.</p> <p>Site interviews with management informed that there are no plans to install renewable energy due to high cost.</p>	Yes	
4.5.3.1	<p>PPG established Waste Management Plan updated on 10/05/2021.</p> <p>Sources of wastes generated are identified and included.</p> <p>Example:</p> <p>Solid waste: Empty fertilizer bags;</p> <p>Source: Fertilizer application.</p>	Yes	
4.5.3.2	a	<p>PPG established waste identification list and plan updated on 15/03/2022. The waste categorizes by gaseous, solid and liquid.</p> <p>Example:</p> <p>Solid: Empty Fertilizer bags;</p> <p>Source: Fertilizer application;</p> <p>Action: Reuse for loose fruit collection.</p> <p>During field visits, observed empty fertilizer bags are reused for loose fruit collections.</p>	Yes
	b	<p>Ply Group established waste identification list and plan, updated on 15/03/2021. The waste categorizes by gaseous, solid and liquid.</p> <p>Waste management Plan has cover identification of wastes generated that could be reduced, reused &amp; recycled.</p> <p>Solid wastes: Fertilizer bags;</p>	Yes

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	<p>Reduce: As rubbish bag;</p> <p>Reuse: For loose fruit collection.</p> <p>Field interviews with sampled harvesters informed they reduce and reuse the empty fertilizer bags for loose fruit collection.</p>	
4.5.3.3	<p>Ply Group has established SOP for 'Penyimpanan dan Pengurusan Bahan Kimia' doc no doc.no: LB-4.5.3 on 02/01/2019.</p> <p>The procedure is for proper handling, storage and disposal of chemical to protect the environment.</p> <p>The procedure includes the storage and safety handling of chemical in store.</p> <p>Site interview with estate manager informed used lubricants oil are collected by service contractor after vehicle services.</p> <p>Empty chemical containers are triple rinse, mark and reused for chemical spraying activity</p>	Yes
4.5.3.4	<p>PPG established SOP for chemical storage and handling document no. PLYSOP-OP11, revision 0 dated 02/01/2019 and SOP disposal of chemical containers, document number PLYSOP-OP16, dated 02/01/2019.</p> <p>The SOP describes:</p> <ol style="list-style-type: none"> <li>1. All empty containers are collected and returned to be stored;</li> <li>2. All empty chemical containers to be triple rinsed.</li> </ol> <p>All rinsed water from premix chemical activities will be collected and reused for chemical spraying activity in field.</p> <p>The plan states the empty pesticide containers must be triple rinsed before disposed or keep in store. If the empty container is not reused for premix should be punctured and kept in store.</p> <p>Site visit at chemical store, all empty chemical containers are marked with red colour for reuse in chemical spraying.</p> <p>This is in line with the Department of Agriculture's Guidelines for managing used Empty Chemical containers under section 8.</p> <p>Reviewed and verified scheduled waste disposal records for Ply Plantation. Latest disposal was done on 06/10/2022 by Pentas Flora. Disposed items were XW 305 and SW 409.</p> <p>No scheduled waste disposal for Sri Luasong as vehicle is from external party and serviced outside of estate compound.</p>	Yes
4.5.3.5	<p>Domestic wastes are disposed at centralized collecting center managed by Majlis Perbandaran Sandakan (MPS) for all divisions.</p> <p>Domestic wastes collection schedule is twice per week.</p>	Yes

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	During site visits, observed bins provided for disposal of waste at all divisions.	
4.5.4.1	<p>PPG established Waste Management Plan updated 15/03/2022 identified sources waste into solid, liquid and gases.</p> <p>Greenhouse gas emissions has been identified from fossil fuel usage.</p> <p>Type of Greenhouse Gasses identified example:</p> <ul style="list-style-type: none"> <li>• Carbon Monoxide (CO) from tractors;</li> <li>• Nitrogen Dioxide (NO<sub>2</sub>) from fertilizer.</li> </ul>	Yes
4.5.4.2	<p>PPG action plan is established and updated on 15/03/2022.</p> <p>Example:</p> <p>Fertilizer application</p> <p>Impact: GHG emissions from fertilizer application;</p> <p>GHG: Nitrogen Dioxide (NO<sub>2</sub>);</p> <p>Action plan: Monitoring application of fertilizer.</p> <p>Time frame: Continuous.</p> <p>PIC: Staff in charge.</p> <p>Reviewed and verified fertilizer application record against rainfall record, noticed no fertilizer application carried out on rainy days for year 2022.</p> <p>Field interviews with sampled manurers informed they do not apply fertilizer on rainy days and understand the impacts of excessive application or fertilizer run off.</p>	Yes
4.5.5.1	<p>a</p> <p>PPG Water Management Plan established for all divisions, updated on 13/08/2020.</p> <p>Source of water:</p> <ol style="list-style-type: none"> <li>1. Pipe line water from Jabatan Air Negeri Sabah;</li> <li>2. Pond water as alternative source for emergency situation during drought.</li> </ol> <p>Water usage:</p> <p>Pipe water:</p> <ol style="list-style-type: none"> <li>1. Domestic and office;</li> <li>2. Chemical mixing (primary usage).</li> </ol> <p>Catchment Pond:</p> <ol style="list-style-type: none"> <li>1. Domestic and office;</li> <li>2. Chemical mixing (secondary usage).</li> </ol>	Yes

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Indicator	Summary of Assessment	Compliance
b	<p>PPG does not have streams, rivers or waterways within all its divisions.</p> <p>Maps of the divisions have been reviewed and verified.</p> <p>Interview with chemical sprayers and manurers informed there are no streams or rivers within the estate.</p> <p>Therefore, no monitoring establish for outgoing water.</p> <p>Only field drains are established for water conservation purposes.</p>	Yes
c	<p>PPG monitor the efficiency usage of water:</p> <ol style="list-style-type: none"> <li>1. Monitoring of water usage meter reading;</li> <li>2. Rainfall records;</li> <li>3. Pipeline inspection and in good condition.</li> </ol> <p>Catchment pond is constructed for rainwater harvesting and daily usage in case of insufficient water supply.</p> <p>The palms surrounding the pond has been marked with red paint as an indicator to prevent chemical and fertilizer application.</p> <p>During site visit, observed marked palms around the catchment pond.</p> <p>Field interviews with sampled chemical sprayers and manurers informed they understand no chemical application for palms surrounding the pond area.</p>	Yes
d	<p>During field visit at PPG estates for 3 there are no rivers or streams within the estate.</p> <p>Therefore, no buffer zone or riparian required to establish.</p> <p>PPG establish buffer zone area at pond area.</p> <p>During site visit, observed marked palms around the catchment pond.</p> <p>Field interviews with sampled chemical sprayers and manurers informed they understand no chemical application for palms surrounding the pond area.</p>	Yes
e	<p>PPG does not have river or stream for all divisions.</p> <p>During field interviews with the sampled sprayers and manurers, they have informed that there are no natural water ways passing through the estate.</p>	Yes
f	<p>During site visits and field visits at PPG estates, there are no bore wells established.</p>	Yes
4.5.5.2	<p>PPG does not have river or stream for all divisions.</p> <p>Therefore, no construction of bunds, weirs and dams.</p>	Yes

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Indicator	Summary of Assessment	Compliance
4.5.5.3	Water harvesting is practiced throughout the facilities and housing of PPG. During site visit, observed 4000 Litres storage tanks established for water storage and usage at worker quarters.	Yes
4.5.6.1	a PPG established RTE policy dated 19/03/2019 signed by owner. The policy states management committed to sustainable development in the protection and conservation of RTE species through: <ol style="list-style-type: none"> <li>1. Comply with all legal requirement regarding RTE species;</li> <li>2. Awareness on the conservation of RTE species to all employees and stakeholder through meeting and training.</li> </ol> Standard Operating Procedure for wildlife conservation is established and updated on 03/05/2021. SOP covers: <ol style="list-style-type: none"> <li>1. Identification of wildlife;</li> <li>2. Listing of wildlife sightings;</li> <li>3. Training and awareness for local community;</li> <li>4. Reporting to authorization if there are violations to the law.</li> <li>5. PPG conducted environmental training for all workers and staffs on 04/07/2022 for Yalasip Cocoa, 10/09/2022 for Ply Plantation and 10/03/2022 for Sri Luasong.</li> </ol>	Yes
	b The identified wildlife according to IUCN status in the Ply Plantation as below: : <ol style="list-style-type: none"> <li>1. Monkey (Least concerned);</li> <li>2. Water monitor lizard (Least concerned);</li> <li>3. Pangolin (Endangered);</li> <li>4. Squirrels (Least concerned);</li> <li>5. Snakes (Least concerned);</li> <li>6. Rats (Least concerned);</li> </ol> Jungle Fowls (Least concerned).	Yes
4.5.6.2	a PPG displayed signage 'No hunting area' on gate notice board. Signage includes statement on penalty of hurting or capturing RTE base on Wildlife Conservation Enactment 1997. Field interviews with sampled general workers and harvesters informed that they are aware of the consequences of illegal hunting in the estate concession. Policy training conducted for three (3) divisions as below: <ol style="list-style-type: none"> <li>1. Ply Plantation on 10/09/2022;</li> </ol>	Yes

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	<p>2. Yalasip Cocoa on 13/06/2022;</p> <p>3. Sri Luasong on 10/03/2022.</p>	
b	<p>PPG established RTE policy dated 19/03/2019 signed by owner. The policy states “Comply with all legal requirement regarding RTE species”.</p> <p>Besides, Standard Operating Procedure for wildlife conservation updated on 03/05/2021 describe on reporting to authorities if there are any violations to the law.</p> <p>Other efforts by estate was:</p> <ol style="list-style-type: none"> <li>1. Signage of RTE and no hunting area.</li> <li>2. Monitoring of boundary and estate area by workers and security.</li> </ol> <p>Field interviews with sampled general workers and harvesters and drivers informed any sightings of animals will be informed to the staff.</p>	Yes
4.5.6.3	<p>PPG action plans include:</p> <ol style="list-style-type: none"> <li>1. Awareness training to workers;</li> <li>2. Monitoring of list of wildlife sighted in estate;</li> <li>4. Establishment of policy to protect wildlife.</li> </ol> <p>PPG conducted environmental training for all workers and staffs on 04/07/2022 for Yalasip Cocoa, 10/09/2022 for Ply Plantation and 10/03/2022 for Sri Luasong.</p> <p>Field interviews with sampled general workers and harvesters and drivers informed any sightings of animals will be informed to the staff.</p>	Yes
4.5.7.1	<p>PPG established zero burning policy dated 19/03/2019 signed by estate owner.</p> <p>The policy states:</p> <p>PPG having a policy for zero burning of any kind of activities except where necessary writes the prior approval of the relevant authorities. The policy includes management of domestic waste, agricultural waste and biomass or by products generated by estate.</p> <p>The policy states open burning is prohibited.</p> <p>Policy training conducted for three (3) divisions as below:</p> <ol style="list-style-type: none"> <li>1. Ply Plantation on 10/09/2022;</li> <li>2. Yalasip Cocoa on 13/06/2022;</li> <li>3. Sri Luasong on 10/03/2022.</li> </ol> <p>During field visits, observed signage of no pen burning at all divisions.</p>	Yes

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Indicator	Summary of Assessment	Compliance
	Field interviews with sampled general workers and harvesters informed that workers are aware of the zero burning policy and do not practice any burning.	
4.5.7.2	No disease observed on palm oil tree that required burning for treatment. Therefore no special approval for open burning from relevant authorities.	Yes
4.5.7.3	Controlled burning prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 are not applicable for the plantation operations. Therefore, no application for approval of controlled burning.	Yes
4.5.7.4	PPG adopt the 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. No replanting activities for year 2022 for PPG.	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	PPG adopted the best management practices SOP from Field Book Oil palm planting volume 1, 2 & 3 by Ian Rankie and Thomas Fairhurst. Training conducted: Ply Plantation and Yalasip Cocoa <ol style="list-style-type: none"> <li>1. Harvesting SOP on 30/08/2022;</li> <li>2. Manuring SOP on 01/07/2022.</li> </ol> Sri Luasong <ol style="list-style-type: none"> <li>1. SOP training 10/03/2022.</li> </ol> Field interview with sampled harvesters informed that they understand the harvesting parameters implemented by the company such as only ripe bunches to be harvested and dry fronds to be pruned.	Yes
4.6.1.2	PPG adopt the field book oil palm volume 2 immature, doc no ISBN 981-04-1433-1, date 2017. Page 54 states Terraces of platform are constructed in steeper areas in order to: <ul style="list-style-type: none"> <li>• Facilitate effective establishment, maintenance and harvesting of palms;</li> <li>• Minimize soil erosion;</li> <li>• Reduce rainwater runoff and nutrient losses.</li> </ul>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<p>Field visit at Block 09 Yalasip Cocoa division confirmed no bare ground on terrace lips that prevents erosion from taking place. Terrace lips are planted with <i>Mucuna bracteata</i> to prevent soil erosions.</p> <p>Altitude of terrace using tool "GPS Coordinate Malaysia" is 4 m from sea level that is in line with code of practices provided by MPOB for best agricultural practices.</p>	
4.6.1.3	<p>PPG established block markers on each block for all divisions.</p> <p>Field visit confirm block marker include block number, block area (ha), year planted and no. of palm.</p>	Yes
4.6.2.1	<p>PPG established 5 years financial plan from year 2022 to 2027.</p> <p>The content of financial plan includes:</p> <ul style="list-style-type: none"> <li>• Financial Projection;</li> <li>• Long Term Management Plans;</li> <li>• Budget &amp; Projection Operation Cost;</li> <li>• Estimated FFB production;</li> <li>• Price/Mt FFB.</li> </ul>	Yes
4.6.2.2	<p>PPG established long term replanting program from year 2020 to 2043.</p> <p>No replanting conducted for year 2022.</p>	Yes
4.6.2.3	<p>PPG established 5 years business plan from 2022 to 2027.</p> <p>The budget includes:</p> <ul style="list-style-type: none"> <li>• Crop projection;</li> <li>• Estimate FFB, CPO &amp; PK price;</li> <li>• Operational expenses;</li> <li>• Capital expenditure;</li> <li>• Production cost per ton of FFB;</li> <li>• Replanting cost;</li> <li>• Net income.</li> </ul>	Yes
4.6.2.4	<p>PPG established monthly and annual monitoring report on operational cost and FFB production.</p> <p>The previous month and year actual performance used to monitor the following month and year performance.</p> <p>This is a continuous system established by the company.</p>	Yes
4.6.3.1	<p>PPG purchase chemicals, fertilizers or equipment from local suppliers.</p> <p>Quotations and purchase orders for chemical purchasing are reviewed and verified.</p>	Yes



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<b>Principle 6: Best Practices</b>		
<b>Indicator</b>	<b>Summary of Assessment</b>	<b>Compliance</b>
	Reviewed and verified Ply Plantation purchase order dated 27/06/2022 for purchasing of chemical describes the product pricing and payment terms.	
4.6.3.2	PPG has documented records of quotation as agreed on the term and conditions.  Payments made on a monthly basis and in timely manner according to agreed terms and conditions.  Reviewed and verified purchase order details for chemical purchased on the 27/06/2022. The price and quantity is the same as chemical quotation.	Yes
4.6.4.1	PPG does not engage contractors. Therefore, no documents established.	Yes
4.6.4.2	PPG does not engage contractors. Therefore, no documents established.	Yes
4.6.4.3	PPG does not engage contractors. Therefore, no documents established.	Yes
4.6.4.4	PPG does not engage contractors. Therefore, no documents established.	Yes

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<b>Principle 7: Development of new planting</b>		
<b>Indicator</b>	<b>Summary of Assessment</b>	<b>Compliance</b>
4.7.1.1	PPG land titles and planting statement documents are review and there is no new land acquire. The latest replanting is year 2021.  Field visit and interview with PPG management team informed no high biodiversity area within the estate.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.1.2	PPG planting statement updated for year 2021 is review and field visit confirmed no new planting Thus, there is no PMM conducted.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.2.1	PPG estate map, planting statement and field visit confirmed there is no peat land.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.3.1	PPG estate map, planting statement and field visit confirmed there is no new planting. Therefore, no SEIA conducted.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.3.2	PPG estate map, planting statement and field visit confirmed there is no new planting. Therefore, no SEIA conducted.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.3.3	There is no new planting established within PPG area, therefore no management plan nor SOP established.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.3.4	There are no smallholders' scheme in PPG certification. Therefore, not applicable.	Yes
4.7.4.1	PPG planting statement is review and site verification confirmed there is no new planting. Therefore, no soil map established.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes
4.7.4.2	PPG planting statement is review and site verification confirmed there is no new planting. Therefore, no topography map established.  Further check conducted using Sabah Land and Survey Department JTUWMA to crosscheck on the estate to confirm there is no new planting.	Yes

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

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

### 4.4. 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	0	MAJOR Non-Conformities
	1	MINOR Non-Conformities

Non Conformity Number 01	
<b>Indicator # and Description:</b>	4.4.1.1 Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. (MINOR)
<b>Location:</b>	Sri Luasong Sdn. Bhd
<b>Description of Finding / Objective Evidence:</b>	
SIA established for Ply Plantation and Yalasip Cocoa Sdn. Bhd dated 24/09/2021 and Sri Luasong Sdn. Bhd (SLSB) dated 11/10/2021. However, the SIA does not include the social impact assessment for replanting and the SIA for SLSB does not categorize the impacts into positive and negative impacts.	
<b>Classification</b>	<input type="checkbox"/> Major <input checked="" type="checkbox"/> Minor

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Non Conformity Number 01	
<b>Raise by:</b> Sheron Pui Ling Wui	<b>Date Raise:</b> 17/11/2021
<b>Deadline for implementation</b>	Action plan to be submit latest on 16/12/2021.
<b>Root Cause Analysis (by company):</b>	
Missed out to categorize the SIA Sri Luasong social impacts into positive and negative impacts and does not include replanting social assessment into SIA.	
<b>Correction (by company):</b>	
SIA Sri Luasong will be improve to categorized social impacts into positive and negative impacts and conduct workers meeting to survey for social impacts due to replanting.	
<b>Corrective / Preventive Action (by company)</b>	
Review the SIA in more details to avoid the mistake re-occur.	
<b>Review of Correction &amp; Corrective / Preventive Action</b>	
Review the action plan submitted on 02/12/2021.	
The action plan describes the SIA will update in December 2021 includes replanting social assessment and categorize the SIA impacts for Sri Luasong into positive and negative impacts.	
Action plan is accepted, the implementation will review in next surveillance audit.	
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Name of Lead Auditor:</b> Sheron Pui Ling Wui	<b>Date of Closure:</b> 02/12/2021
<b>Review of Implementation</b>	
Reviewed SIA for Ply Plantation and Yalasip Cocoa Sdn. Bhd dated 15/03/2022 and Sri Luasong Sdn. Bhd (SLSB) dated 27/09/2022 included positive and negative impacts for replanting activities	
Based on review on documents, the implementation is deemed adequate.	
<b>Name of Lead Auditor:</b> Khairul Anwar Bin Ismail	<b>Date of Review:</b> 10/11/2022

### 4.6. Detail of Audit Findings Identified during this audit

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

AUDIT OUTCOME		
<b>During this audit,</b>	1	<b>MAJOR Non-Conformities</b>
	0	<b>MINOR Non-Conformities</b>

## MSPO Certification Summary Report

Company Name: Ply Plantation  
 Certifying Unit: Ply Plantation  
 Client Number: 92-199  
 Audit Type: ASA 03  
 Mode of Audit: Onsite



Non Conformity Number 01	
<b>Indicator # and Description:</b>	4.4.4.2 The occupational safety and health plan shall cover the following:  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).  (MAJOR)
<b>Location:</b>	PPG Estate
<b>Description of Finding / Objective Evidence:</b>	
Reviewed PPG Chemical Health Risk Assessment (CHRA) dated 27/05/2019 and 30/03/2021 stated for spraying activity recommended to supply R95 respirator or particulate respirator/FFP respirator or Half respirator  Onsite visit at PPG confirmed, the chemical sprayers were provided with dusk mask that were not recommended for chemical spraying activities based on CHRA.	
<b>Classification</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
<b>Raise by:</b>	Khairul Anwar Bin Ismail <b>Date Raise:</b> 10/11/2022
<b>Deadline for implementation</b>	17/01/2023
<b>Root Cause Analysis (by company):</b>	
The masks purchased do not meet the standards for sprayers	
<b>Correction (by company):</b>	
Re-check that the PPE used by workers to meet the quality requirements.	
<b>Corrective / Preventive Action (by company)</b>	
The employer has checked the existing PPE and purchased new Mask for workers to use when applying fertilizer and chemical spraying. There has been monitoring from supervisor. Discussion and references need to be made in order for workers to use quality PPE when purchasing PPE items. This matter was taken into consideration so that it would not happen again in future	
<b>Review of Correction &amp; Corrective / Preventive Action</b>	
Reviewed purchased order of R95 respirator dated 7/12/2022 for chemical sprayer. Reviewed the R95 respirator issuance record to sprayer dated 08/12/2022. The action taken is appropriate the close the non-conformity.	
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Name of Lead Auditor:</b> Khairul Anwar Bin Ismail	<b>Date of Closure:</b> 08/12/2022
<b>Review of Implementation</b>	

## MSPO Certification Summary Report

Company Name: Ply Plantation

Certifying Unit: Ply Plantation

Client Number: 92-199

Audit Type: ASA 03

Mode of Audit: Onsite



### Non Conformity Number 01

Name of Lead Auditor:

Date of Review:

Nr.	Indicator	Description	Location	Opportunity for Improvement
1.	4.4.1.1	Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.	Office	PPG could improve the SIA assessment method.
2.	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	PPG could improve the HIRARC for chemical mixing activities.
3.	4.5.3.3	The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal	Office	PPG could improve scheduled waste management system.

## MSPO Certification Summary Report

Company Name: Ply Plantation

Certifying Unit: Ply Plantation

Client Number: 92-199

Audit Type: ASA 03

Mode of Audit: Onsite



### 5. CONCLUSION

Ply Plantation has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct annual surveillance three (03) audit consisting of one estate and three (03) divisions 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:	1
Total certified production area:	603.40 Ha
Certified FFBs January to October 2022:	7,050.34 Mt
Project FFBs November to December 2022:	1,590.00 Mt



## MSPO Certification Summary Report

Company Name: Ply Plantation

Certifying Unit: Ply Plantation

Client Number: 92-199

Audit Type: ASA 03

Mode of Audit: Onsite



### 6. RECOMMENDATION

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

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

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

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

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

Puchong, 23/11/2022

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

Puchong, 16/12/2022

Mohamad Norhisham Bin Mohd Salleh  
TUV NORD (Malaysia) Sdn Bhd  
Certifier / Approver

## MSPO Certification Summary Report

Company Name: Ply Plantation

Certifying Unit: Ply Plantation

Client Number: 92-199

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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.

## MSPO Certification Summary Report

Company Name: Ply Plantation

Certifying Unit: Ply Plantation

Client Number: 92-199

Audit Type: ASA 03

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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