

MSPO CERTIFICATION SUMMARY REPORT

**MPOB – SPOC J29 LINAU / PESERAI /
SIMPANG KANAN / BAGAN**

ANNUAL SURVEILLANCE AUDIT 04

Onsite Audit Date: 15/05/2023 – 18/05/2023

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Company Name: Malaysian Palm Oil Board

Certifying Unit: SPOC J29 Linau/Peserai/Simpang Kanan/ Bagan

Client Number: 92-099

Audit Type: ASA 04

Mode of Audit: Onsite

ABBREVIATIONS

CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
DOE	Department of Environment
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
FFB	Fresh Fruit Bunch
GAP	Good Agriculture Practices
GPS	Global Positioning System
HBV	High Biodiversity Value
IPM	Integrated Pest Management
ISO	International Standard Organisation
LKN	Latihan Khidmat Nasihat
MPOB	Malaysian Palm Oil Board
NC	Non Conformity
OSH	Occupational Safety and Health
P&C	Principle and Criteria
PPE	Personal Protective Equipment
RTE	Rate, Threatened and Endangered
SA8000	Social Accountability 8000
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SPOC	Sustainable Palm Oil Cluster
WHO	World Health Organization

1. INTRODUCTION

MPOB has commissioned TÜV NORD (Malaysia) Sdn. Bhd. to conduct surveillance four (04) audit for SPOC J29 Linau / Peserai / Simpang Kanan / Bagan according to MS 2530-2:2013 Part 2 General Principles for Independent Smallholders.

1.1. Objective

The objective of this audit is to assess the MPOB Cawangan SPOC SPOC J29 Linau / Peserai / Simpang Kanan / Bagan as group manager managing the independent smallholders by an independent certification body for compliance of the applied standard.

1.2. Scope

The assessment is based on the documentation established by MPOB Cawangan SPOC J29 Linau / Peserai / Simpang Kanan / Bagan in managing the independent smallholders' scheme.

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

The documents and information are reviewed against the requirements and criteria mentioned below. TÜV NORD has employed a risk-based approach in the verification, focusing on the identification of significant risks and reliability of the monitoring and reporting.

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

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

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

1.3. Appointment & Qualification of Audit Team Members

The audit team appointed consists of the team leader and three (3) team members. The team contribute to the review of documents, assessment of the project activity and preparation of the report.

Qualification of the Lead Auditor: Muhammad Khairul Anuar bin Azizul Hasan

Requirement	Qualifications
Post-secondary education, college or university diploma / degree in one of the following <ul style="list-style-type: none"> i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management; 	Graduate in Plantations Industry and Management.

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Requirement	Qualifications
v) Social Sciences and/or Anthropology; vi) Business Management; or vii) Other relevant related fields	
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	7 years working experience in oil palm plantations.
Successfully completed MPOCC endorsed lead auditor training	Successfully completed MS 2530 series standards for Lead Auditors.
Conducted at least three (3) MSPO or equivalent sustainability certification audits as Lead Auditor-in-training with a minimum of fifteen (15) man-days under the supervision of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes within the last two (2) years.	Qualified as Lead auditor for MSPO scheme.
Field working experience in the palm oil sector, or demonstrable equivalent	7 years working experience in oil palm plantation.
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	7 years working experience in oil palm plantation.
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Successfully completed IMS ISO 9001 Lead Auditor course.
Health and safety auditing on the farm and in processing facilities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Successfully completed IMS ISO 45001 Lead Auditor course.
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Successfully completed SA 8000 Basic training.
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Successfully completed IMS ISO 14001 Lead Auditor course.
Completed High Conversation Value assessment	Attended and completed the HCV-HCS for producers 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 Members

Requirement	Name Assessor	Qualification	Compliance
Post-secondary education, college or university diploma / degree in one of the following i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management; v) Social Sciences and/or Anthropology; vi) Business Management; or vii) Other relevant related fields	Ariff bin Lokman	Graduate in Plantation Industry and Management	Yes
	Khairul Anwar bin Ismail	Graduate in Agriculture Science	Yes
	Mohamad Norhisham bin Mohd Salleh	Graduate in Applied Science (Major In Agrobiology).	
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	Ariff bin Lokman	7 years working experience in oil palm plantation	Yes
	Khairul Anwar bin Ismail	5 years working experience in oil palm plantations.	Yes
	Mohamad Norhisham bin Mohd Salleh	5 years working experience in oil palm plantations.	Yes
Successfully completed MPOCC endorsed lead auditor / auditor trainings	Ariff bin Lokman	Successfully completed MS2530 series of standards for Lead Auditors	Yes
	Khairul Anwar bin Ismail	Successfully completed MS2530 series of standards for Lead Auditors	Yes
	Mohamad Norhisham bin Mohd Salleh	Successfully completed MS2530 series of standards for Lead Auditors	Yes

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Requirement	Name Assessor	Qualification	Compliance
Conducted a minimum six (6) on-site audits for a total of at least 20 man-days of audit experience as an auditor-in-training under the direction and guidance of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes.	Ariff bin Lokman	Qualified as auditor based on audit log.	Yes
	Khairul Anwar bin Ismail	Qualified as auditor based on audit log.	Yes
	Mohamad Norhisham bin Mohd Salleh	Qualified as auditor based on audit log.	Yes
Field working experience in the palm oil sector or demonstrable equivalent Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Ariff bin Lokman	7 years working experience in oil palm plantations.	Yes
	Khairul Anwar bin Ismail	5 years working experience in oil palm plantations.	Yes
	Mohamad Norhisham bin Mohd Salleh	5 years working experience in oil palm plantations.	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Ariff bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Khairul Anwar bin Ismail	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Norhisham bin Mohd Salleh	Successfully completed ISO 9001:2015 LA course.	Yes
Health and safety auditing on the farms processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Ariff bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Khairul Anwar bin Ismail	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Norhisham bin Mohd Salleh	Successfully completed ISO 45001:2018 Lead Auditor course.	Yes
Workers welfare and social auditing experience	Ariff bin Lokman	Successfully completed SA 8000 Basic training	Yes

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Requirement	Name Assessor	Qualification	Compliance
or Successfully attended SA8000 or related social or ethical accountability codes	Khairul Anwar bin Ismail	Successfully completed SA 8000 Basic training	Yes
	Mohamad Norhisham bin Mohd Salleh	Successfully completed SA 8000 Basic training	Yes
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Ariff bin Lokman	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Khairul Anwar bin Ismail	Successfully completed IMS ISO 9001, ISO 14001 and ISO 45001 LA course.	Yes
	Mohamad Norhisham bin Mohd Salleh	Successfully completed IMS ISO 14001:2015 LA course.	Yes
Completed High Conversation Value assessment	Ariff bin Lokman	Attended and completed the HCV-HCS for producers course.	Yes
	Khairul Anwar bin Ismail	Attended and completed the HCV-HCS for producers course.	Yes
	Mohamad Norhisham bin Mohd Salleh	Attended and completed the HCV-HCS for producers course.	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Ariff bin Lokman	Able to communicate in both Bahasa Malaysia and English.	Yes
	Khairul Anwar bin Ismail	Able to communicate in both Bahasa Malaysia and English.	Yes
	Mohamad Norhisham bin Mohd Salleh	Able to communicate in both Bahasa Malaysia and English.	Yes

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2. METHODOLOGY

The audit approach consists of the following steps:

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

Surveillance Four (04) Audit:

The surveillance four (04) audit conducted onsite from 15/05/2023 to 18/05/2023 covering the following activities but not limited to below:

Onsite:

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

Onsite Assessment

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

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

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

The group of smallholders consists of 91 new members and 1,505 old members. The total number of smallholders for this audit are 1,599.

As per MPOB requirements the risk factor of 1.5 shall be applied. Therefore, the sample size $S = 1.5\sqrt{1,596} = 59.92$ round up to the next integral of 60.

As per OPMC 2 issue 2, from the sample size, the number of the new members are $60 \times 75\% = 45$ and number of existing members are $60 \times 25\% = 15$.

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

Table 2-1: List of Sample Smallholders

Name	GPS Coordinates
Existing members	
Rashidah Binti Husin	1.85127 N 102.86053 E
Tey Ching Seiw	1.86664 N 103.03865 E
Kee Hong Chai	1.85996 N 103.03003 E
Ngaisah Binti Sujak	1.87642 N 102.83947 E
Yap Boon Teck	1.84517 N 102.89406 E
Norafizah Binti Mohd Sulaiman	1.88830 N 103.01777 E
Hamdon Bin Kahar	1.94830 N 103.04516 E
Jasman Bin Buang	1.88064 N 102.87081 E
Nor'azah Binti Buang	1.84504 N 102.87748 E
Alina Binti Buang	1.84494 N 102.87691 E
Kerk Chee Wee	1.88272 N 102.90847 E
Lim Kuan Haur	1.94036 N 102.92758 E
Chua Wei Ta	1.95084 N 102.94313 E
Yee Yean Yean	1.92890 N 102.92317 E
Abbas Bin Ali Mahyuddin Alhafez	1.95434 N 103.04044 E

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Name	GPS Coordinates
New members	
Koh Kok Eng	1.87072 N 102.89851 E
Amarizan Bin Ayni	1.94025 N 102.92034 E
Faizal Bin Adam	1.95725 N 103.03942 E
Chong Yong Kong	1.86183 N 102.87354 E
Kuek Ching Kang	1.90374 N 102.95853 E
Tee Boon Keng	1.89977 N 102.91298 E
Goh Wee Eng	1.94655 N 102.93749 E
Ong Sin Chuan	1.90346 N 102.92700 E
Goh Boh Ting	1.91916 N 102.92339 E
Cheah Wei Cheng	1.90093 N 102.96014 E
Goh Sin Piow	1.93274 N 102.92894 E
Law Goo @ Law Yeow Ching	1.94550 N 103.04487 E
Bernard Lim Chun Hwee	1.88660 N 103.00351 E
Evin Teo Ee Wei	1.91488 N 103.01349 E
Mohamad Rizal Bin Marhat	1.91814 N 102.93060 E
Ramlah Binti Mohd Noor	1.89737 N 102.97451 E
Mustafa Bin Mohd Noor	1.90940 N 102.96621 E
Ng Ser Kiong	1.90724 N 102.97970 E
Esa Bin Ahmad	1.86496 N 102.89926 E
Mohammad Dan Bin Hassan	1.83111 N 102.88726 E
Talib Bin Awang	1.89988 N 102.92555 E

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Name	GPS Coordinates
New members	
Mohd Azri Bin Abd Rahman	1.94223 N 102.91378 E
Lim Thiam Sui	1.90574 N 102.91427 E
Badariah Binti Mohd Said	1.92431 N 102.92946 E
Kamariah Binti Johari	1.91459 N 102.93162 E
M. Yasin Bin A.Rahman	1.91866 N 102.91582 E
Faridah Binti Hassan	1.92725 N 102.91283 E
Teo Ah Moi	1.94004 N 102.91424 E
Lim Tian Ong	1.89489 N 102.99967 E
Teo Hock Seng	1.88780 N 103.02585 E
Lim Kok Eng	1.92993 N 103.01908 E
Lim Chee Keng	1.92701 N 103.03855 E
Teo Law Bua @ Teo Cheng Hua	1.94574 N 103.01381 E
Law Cheng Way	1.88688 N 103.01219 E
Tee Wan Lau	1.89452 N 102.99431 E
Ter Guan Seng	1.88657 N 103.01175 E
Juma'at Bin Idris	1.88234 N 103.02020 E
Lim Sang Kee @ Lim Kwee See	1.88736 N 103.02688 E
Aminah Binti Mustafa	1.93611 N 102.91880 E
Lim Chee Hong	1.89016 N 102.98507 E
Mohd Nasar Bin Said	1.84434 N 102.85579 E
Siti Rodziah Binti Abdullah	1.86855 N 102.84025 E

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Name	GPS Coordinates
New members	
Afandi Bin Anim	1.87568 N 102.87525 E
Norli Binti Ahmad	1.87377 N 102.83881 E
Mohd Danial Bin Md Jalil	1.86819 N 102.89865 E

Non-conformance:

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

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

3. ORGANISATION INFORMATION

MPOB Cawangan SPOC Linau/Peserai/Simpang Kanan/Bagan is a branch of MPOB located at Pusat Perkhidmatan Pertanian Bersepadu, Sg. Dulang, Rengit, 83100, Batu Pahat, Johor is managed by a group manager and supported by a team officers to manage the cluster providing technical support, estate management skills and training as well as develop the independent smallholders' scheme around the Batu Pahat district.

The smallholders in Linau / Peserai / Simpang Kanan / Bagan as shown in the below maps.

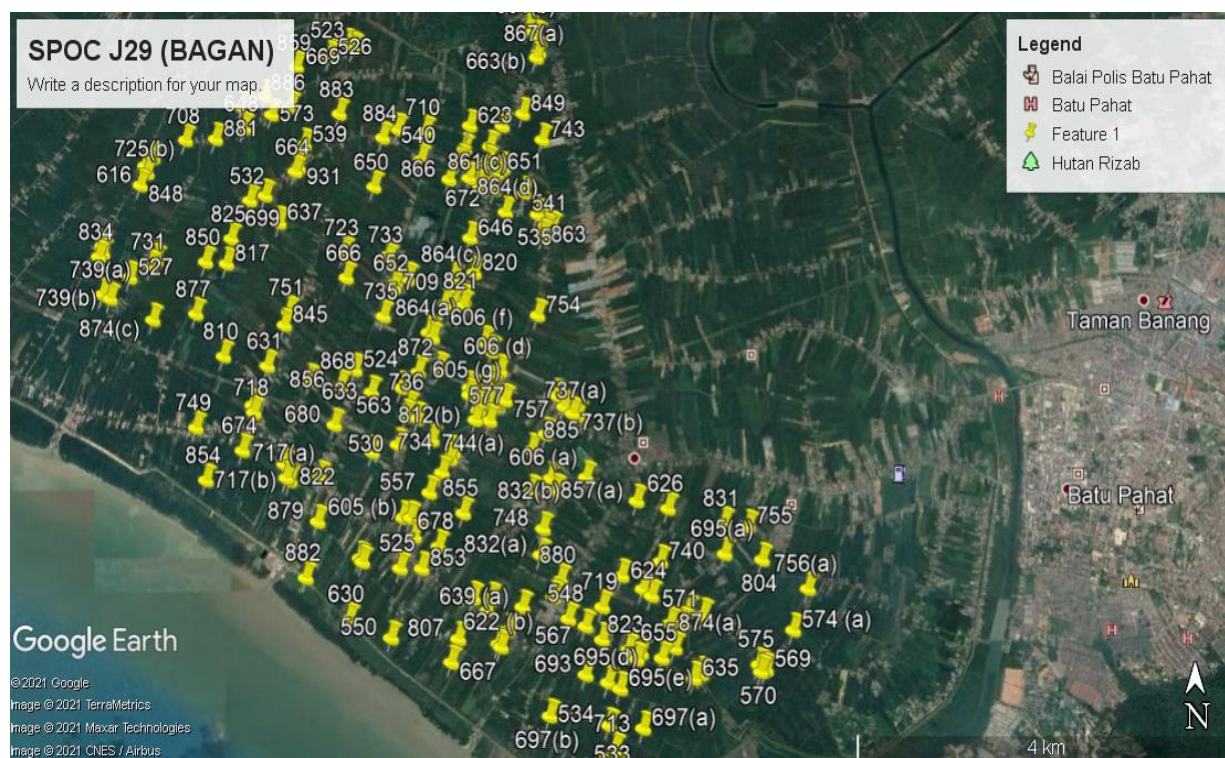


Figure 1: SPOC J29 Smallholders location

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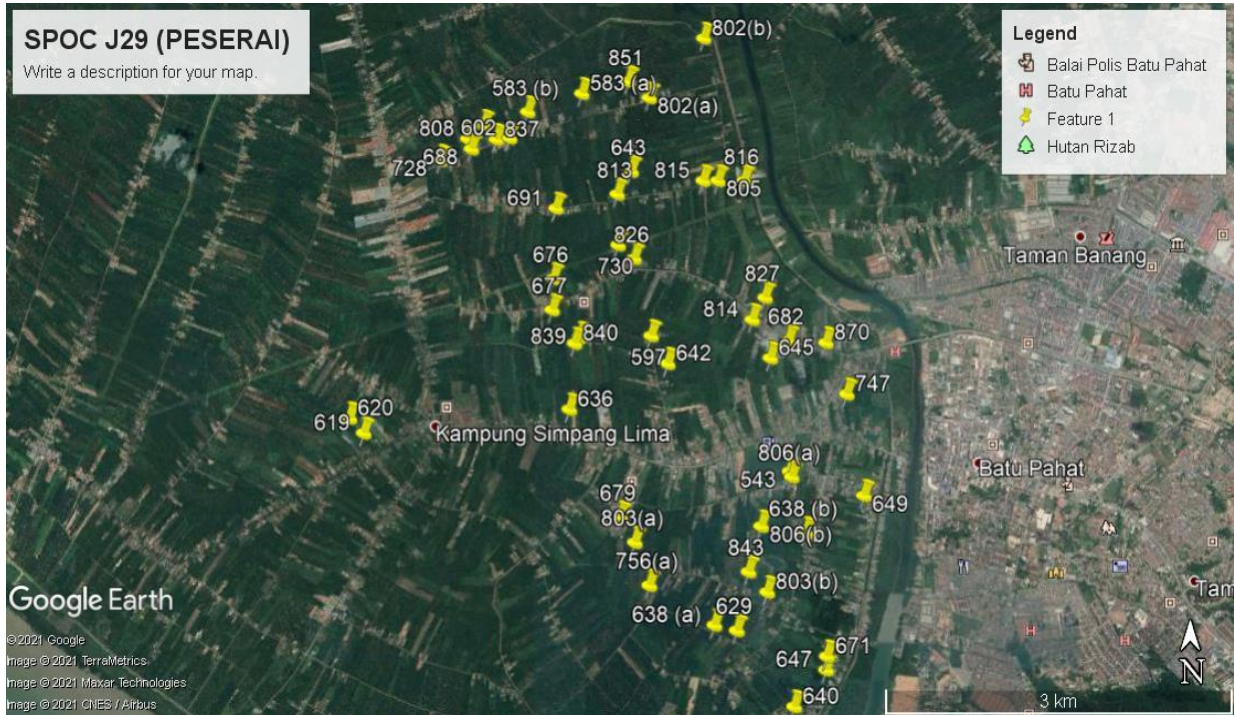


Figure 2: SPOC J29 Smallholders location

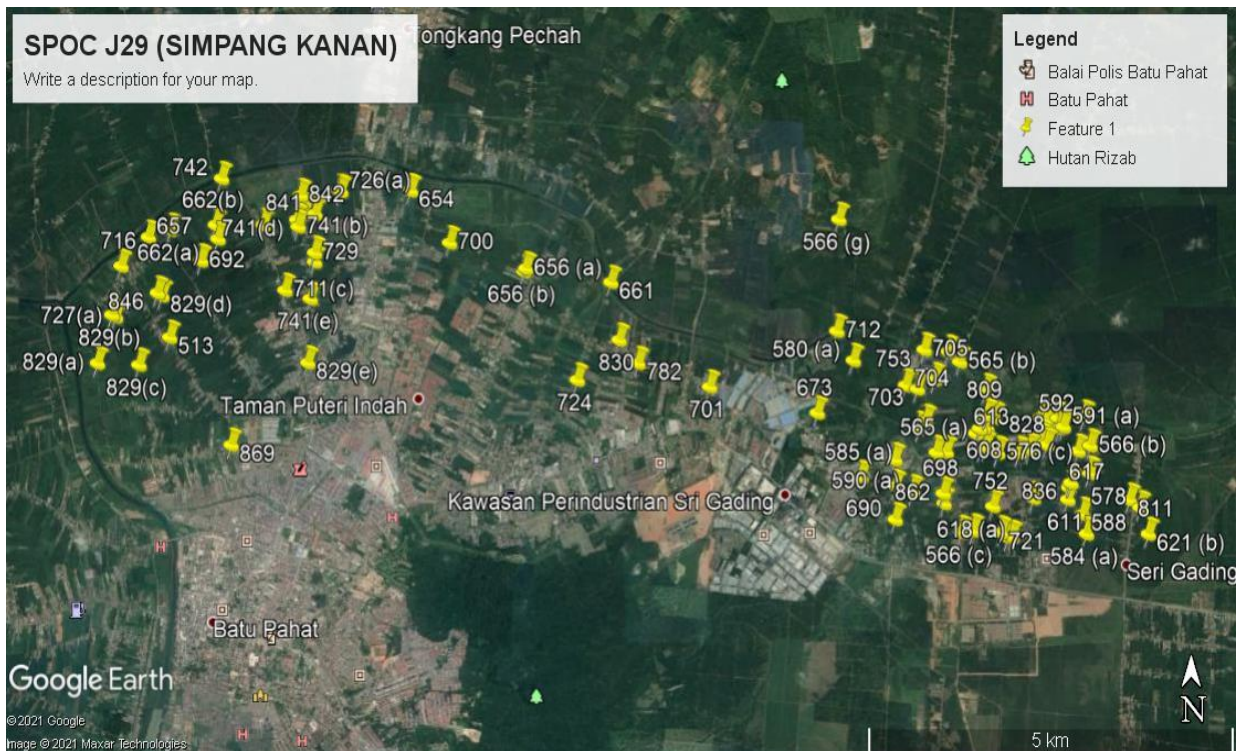


Figure 3: SPOC J29 Smallholders location

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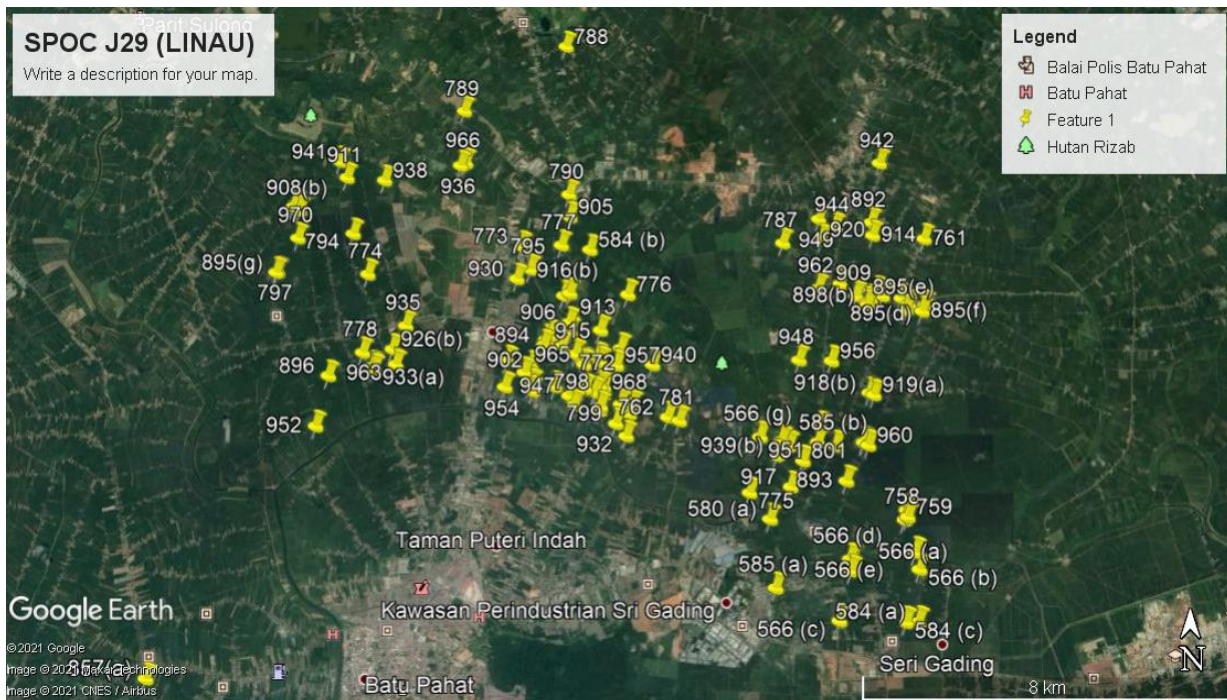


Figure 4: SPOC J29 Smallholders location

4. CERTIFICATION ASSESSMENT

4.1. ASA 04

The objective of the audit is to assess the activities of MPOB Cawangan SPOC J29 Linau / Peserai / Simpang Kanan / Bagan are in compliance with MS 2530-2: 2013 Part 2: General principles for independent smallholders' requirements.

4.1.1. Surveillance Four (04):

The surveillance audit is conducted from 15/05/2023 to 18/05/2023.

The number of smallholders in this surveillance audit are 1,596.

The number of smallholders 1,505 remain the same for this surveillance audit.

The number of smallholders joined during this surveillance audit are 91.

The audit team has applied the Malaysian Sustainable Palm Oil Part 2: General Principles for Independent Smallholders Audit Guidance to assess the establish documents against the Principles and Criteria of the standard.

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

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

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

During this surveillance 04 audit, there are (0) Major, (0) Minor and five (5) OFI raised.

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

The number of audit findings raised in this audit refer to Section 4.6 of this audit report.

4.2. Stakeholders' Consultation

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

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

TUV NORD (Malaysia) Sdn. Bhd., has published the audit notification on 14/04/2023 to announce the audit of the certified unit. As at audit date on 15/05/2023 there are no comments received.

4.3. Summary of Assessment

Principle and Criteria Assessment Summary	
<p>The assessment team conducted a thorough assessment of each principle and criteria. Over the 5 years' period of the certificate cycle, there will be 4 annual surveillance audits with all criterions will be assessed. Evidences are sought for conformity with the applied MSPO 2530-2. The summary of the assessment is as below, where the "Findings/Comments" column reflects the findings in accordance with each indicator or evidences and when non conformity is found. Summary of the non-conformity can be found below in section 4.6.</p>	

Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.1	<p>SPOC J29 Linau adopted MPOB MSPO Policy, doc no: MSPO/SPOC/POLISI-01 revision 5, updated 01/04/2023. The policy was sign by SPOC J29 Linau Group Manager dated.</p> <p>The MSPO policy is publicly displayed at MPOB office notice board.</p> <p>Review on sampled smallholders' individual file, MSPO policy is included in MSPO application form signed by SPOC J29 Linau Group Manager and smallholders.</p> <p>Field interviews with sampled smallholders informed they aware of the MSPO policy requirements.</p>	Yes
4.1.2.1	<p>SPOC J29 Linau adopted MPOB list of social and environmental impact and action plan, document no: MSPO/SPOC/L-04/ISP, revision no: 5, effective date: 01/04/2023.</p> <p>The table includes type of impact, activity, social and environmental impact and action plan.</p> <p>Example of Social Impact and Action Plan:</p> <p>Activity: Manuring and integrated farming;</p> <p>Social impact: Improve on soil nutrients composition due to the use of organic fertilizer;</p> <p>Action plan: Continuous improvement.</p> <p>Field visits and interviews with sampled smallholders informed they do applied mixture of organic and inorganic fertilizer.</p>	Yes
4.1.2.2	<p>SPOC J29 Linau received latest warta sawit, Bil.82 (3)/ Sep-Dis 2022. Document reviewed on SPOC J29 Linau record, Warta Sawit is distributed to smallholders during LKN visit dated 07/02/2022.</p> <p>Field interviews with sampled smallholders informed they obtain Warta Sawit and new information on oil palm management during LKN visit, WhatsApp or through MPOB Facebook Page.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>SPOC J29 Linau adopted MPOB 'Manual Prosedur Kerja MSPO Kelompok Minyak Sawit Mampan' document number MSPO/SPOC/GP-01/PEK revision number 05 dated 01/04/2023 which include 'Carta Alir Kebolehejekan Perbelanjaan dan Pendapatan Pekebun Kecil' as a traceability procedure.</p> <p>The traceability procedure describes smallholders provided with Buku Rekod Ladang (BRL) to record FFB sales.</p> <p>Field interviews with sampled smallholders informed FFB production, fertilizer and chemical application recorded in the BRL.</p> <p>BRL of sampled smallholders with information of FFB sales is review.</p>	Yes
4.2.1.2	<p>SPOC J29 Linau Group Manager maintain records of FFB production updated as at April 2023.</p> <p>SPOC J29 Linau maintain records of FFB sales and weighbridge ticket in smallholders individual file and BRL.</p> <p>Field interviews with sampled smallholders informed FFB sales receipts and weighbridge tickets are maintained.</p> <p>Sampled smallholders FFB sales receipt and weighbridge tickets are review.</p>	Yes

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>SPOC J29 Linau adopted MPOB list of legal requirement, document number MSPO/SPOC/L-01/SKU, revision 05, effective dated 01/04/2023.</p> <p>Example:</p> <ol style="list-style-type: none"> 1. Akta Kualiti Alam Sekeliling 1974; 2. Akta Taman Negara 1980; 3. Akta Pekerjaan 1955; 4. Akta 732 Perintah Gaji Minimum 2022. <p>SPOC J29 Linau briefed on legal requirement to smallholders during MSPO programme dated 08/01/2023 and 19/02/2023.</p> <p>Reviewed sampled smallholders MPOB licenses. Licenses are valid and copy of licenses available in smallholders' individual files.</p> <p>Field interviews with sampled smallholders informed they have been briefed on legal requirement.</p>	Yes
4.3.2.1	<p>SPOC J29 Linau smallholders have either freehold or lease land titles issued by Batu Pahat Land District.</p> <p>The majority land titles states land used for agricultural purpose or oil palm. There are some land titles under the application of land use from rubber and paddy change to agricultural or oil palm.</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	<p>SPOC J29 Linau established Panduan Permohonan Penukaran Syarat Nyata Tanah dated 01/04/2023 MPK rev-05.</p> <p>Review the Maklumat Pelaksanaan Proses Penukaran Geran Syarat Nyata Tanah bukan pertanian/Kelapa sawit dated 15/09/2023.</p> <p>Review the akaun persetujuan Penukaran Geran syata Tanah bukan pertanian/kelapa sawit 27/03/2023.</p> <p>Field interviews with sampled smallholders, there are no disputes found and boundary stones or boundary drains used to indicate the boundary.</p>	
4.3.3.1	<p>SPOC J29 Linau smallholders are either having freehold title or lease land titles issued by Batu Pahat Land Office</p> <p>Document review verify land status of SPOC J29 Linau smallholders with no customary right land.</p> <p>Field interviews with sampled smallholders informed there are no land dispute lodged to SPOC group manager.</p>	Yes
4.3.3.2	<p>SPOC J29 Linau smallholders have either freehold or lease land titles.</p> <p>There is no customary right land for SPOC J29 Linau.</p> <p>The sampled smallholders' land titles include map, lot number, area size and boundary stone numbering.</p>	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	<p>SPOC J29 Linau adopted MPOB Guidelines Complaint and Grievance, document number MSPO/SPOC/SOP-01/AR, revision 05 dated 01/04/2022.</p> <p>The SOP describes;</p> <ol style="list-style-type: none"> 1. The flow chart of grievance and complaint process and the timeline for resolution will be within 14 days; 2. Group manager is in charge in handling the complaint and grievances; 3. Grievance and complaint records are archived and maintained. <p>Review on 'Taklimat MSPO' report verified the complaint and grievances procedure has been briefed to smallholders dated 18/01/2023 and 19/02/2023.</p> <p>Field interviews with sampled smallholders informed they understand the complaints, grievance procedure and process flow.</p>	Yes
4.4.1.2	<p>SPOC J29 Linau adopted MPOB Guidelines Complaint and Grievance, document number MSPO/SPOC/SOP-01/AR, revision 5 dated 01/04/2023.</p> <p>Review the SOP stated time line to resolve disputes within 14 days.</p> <p>Stated in the SOP person in charge is Group Manager. The Group Manager is assigned for:</p>	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>1. Accepting the grievances;</p> <p>2. Analyzed and investigate on issue raised.</p> <p>Any complaints outside the scope of the group manager it will referred to other parties or MPOB HQ.</p> <p>Field interviews with sampled smallholders informed they are aware on complaints and grievance process and timelines to resolve the complaints.</p>	
4.4.2.1	<p>SPOC J29 Linau adopt MPOB Guidelines for Occupational Safety & Health, document number MSPO/SPOC/GP-02/KKP, revision: 5 effective date: 01/04/2023.</p> <p>SOP describes:</p> <ol style="list-style-type: none"> Responsibility of GM and smallholders regarding safety and health; Procedure and type of PPE used for harvesting, manuring and spraying. <p>Document review on safety and health training has been carried out on 18/01/2023.</p> <p>Field interviews with sampled smallholders informed they are briefed on importance of safety and health during working in field.</p> <p>Example:</p> <p>Wearing of PPE for chemical spraying activity: Apron, facemask, goggle, safety boot, and rubber hand glove and safety helmet.</p>	Yes
4.4.3.1	<p>SPOC J29 Linau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, revision 05 updated 01/04/2023.</p> <p>The form has includes payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning.</p> <p>Field interviews with sampled smallholders informed, they are working by themselves or assisted by family members in carrying out field operations.</p>	Yes
4.4.3.2	<p>SPOC J29 Linau adopted MPOB MSPO application form with a statement "provide equal opportunity and treatment regardless of race, colour, sex, religion, political affiliation, nationality, social origin and shall not engage in or support discriminatory practices.</p> <p>SPOC J29 Linau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, revision 5 updated 01/04/2023.</p> <p>The form describes :</p> <p>"Against any form of discrimination, and implying human right in terms of opportunities, disregards of races, gender, religion, political affiliation, and nationality".</p> <p>There are no complaints related to discrimination during documents review.</p> <p>Field interviews with sampled smallholders informed no discrimination occurs.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.3.3	<p>SPOC J29 Linau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, revision 5 updated 01/04/2023.</p> <p>The form has includes payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning.</p> <p>Field interviews with sampled smallholders informed, they are working by themselves, assisted by family members or using contractors in carrying out field operations.</p>	Yes
4.4.3.4	<p>Site inspection on sampled smallholders SPOC J29 Linau farms indicates there is no on-site living quarters provided since no hiring of casual workers.</p>	Yes
4.4.3.5	<p>SPOC J29 Linau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, revision 05 updated 01/04/2023.</p> <p>The form describes :</p> <p>“Not to employ young workers below the age of 15-18 years old, for working in dangerous and heavy work”.</p> <p>Field inspections at sampled smallholder’s farms, no presence of child workers. Smallholders are aware and understand legal restriction on hiring under age workers.</p>	Yes
4.4.4.1	<p>SPOC J29 Linau established training programme year 2022. The training programme include ‘Taklimat MSPO, GAP and LKN visit.</p> <p>Reviewed training records year 2023 verified there are trainings carried out for smallholders.</p> <p>Example:</p> <p>Title: Taklimat MSPO;</p> <p>Date: 01/04/2023.</p> <p>Field interviews with sampled smallholders informed they attended the MSPO training and were able to demonstrate understanding of MSPO implementation in farms.</p>	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>SPOC J29 Linau adopted MPOB SOP for Scheduled Waste Management, doc no: MSPO/SPOC/SOP-04/BT, rev 5 dated 01/04/2023.</p> <p>The SOP describes as follows:</p> <ol style="list-style-type: none"> 1. To conduct triple rinsing for each empty chemical container before disposed; 2. To put marking on empty chemical container for chemical mixing purposes. 	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Reviewed training record, SPOC J29 Linau carried out briefing on disposal of empty chemical containers to smallholders dated 19/02/2023 and LKN visit to smallholders' farms on 28/03/2023.</p> <p>Field interviews with sampled smallholders informed empty chemical containers will be triple rinsed before reused for chemical spraying activity.</p>	
4.5.2.1	<p>SPOC J29 Linau adopt MPOB Guidelines River Buffer Zone, doc no: MSPO/SPOC/GP-03/ZPS, rev 5 dated 01/04/2023.</p> <p>The SOP describes:</p> <ol style="list-style-type: none"> 1. Guideline on buffer zone length; 2. No activities such as chemical spraying and manuring; 3. Flow chart on buffer zone establishment. <p>Field interviews with sampled smallholders informed they were briefed on the need to conserve riparian buffer zone areas and not to carry out any chemical spraying or manuring activities near the waterways.</p>	Yes
4.5.3.1	<p>Rain harvesting is practice by sampled SPOC J29 Linau smallholders to collect rainwater for chemical spraying activity.</p> <p>Field interviews with sampled smallholders informed they practice rain water harvesting using empty chemical containers for chemical spraying activities.</p>	Yes
4.5.3.2	<p>SPOC J29 Linau group manager established the list of wildlife updated 04/01/2022.</p> <p>Example of wildlife such as wild boar, squirrel and snake.</p> <p>Reviewed training records, SPOC J29 Linau carried out briefing of wildlife, environmental, safety and no hunting to smallholders dated 19/02/2023 and LKN visit to smallholders' farms on 28/03/2023.</p> <p>Field interviews with sampled smallholders informed they sighted wild boar in the field and understand no hunting of wildlife.</p>	Yes
4.5.4.1	<p>SPOC J29 Linau adopted MPOB Guidelines Zero Burning Practices, doc. No. MSPO/SPOC/GP-04/APS, rev 5 dated 01/04/2023.</p> <p>SOP describes there is no open burning of any kind on the operating unit, except those comply with the Environmental Quality Order 2003 and obtain approval from Department of Environment.</p> <p>Reviewed training records, SPOC J29 Linau Group Manager carried out briefing on zero burning dated 19/02/2023 and LKN visit to smallholders' farms on 03/04/2023.</p> <p>Field visit observed there is no signs of open burning sighted.</p> <p>Field interviews with sampled smallholders informed they understand no open burning allowed within their farm.</p>	Yes
4.5.4.2	<p>SPOC J29 Linau adopted MPOB SOP for Scheduled Waste Management, doc no: MSPO/SPOC/SOP-04/BT, rev 5 dated 01/04/2023.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>The SOP describes as follows:</p> <ol style="list-style-type: none"> To conduct triple rinsing for each empty chemical container before disposed; To put marking on empty chemical container for chemical mixing purposes. <p>Reviewed training record, SPOC J29 Linau carried out briefing on disposal of empty chemical containers to smallholders dated 19/02/2023 and LKN visit to smallholders' farms on 28/03/2023.</p> <p>Field interviews with sampled smallholders informed empty chemical containers will be triple rinsed before reused for chemical spraying activity.</p>	
4.5.5.1	<p>SPOC J29 Linau adopt MPOB Guidelines River Buffer Zone, doc no: MSPO/SPOC/GP-03/ZPS, rev 5 dated 01/04/2023.</p> <p>The SOP describes:</p> <ol style="list-style-type: none"> Guideline on buffer zone length; No activities such as chemical spraying and manuring; Flow chart on buffer zone establishment. <p>Field interviews with sampled smallholders informed they were briefed on the need to conserve riparian buffer zone areas and not to carry out any chemical spraying or manuring activities near the waterways.</p>	Yes
4.5.6.1	<p>Rain harvesting is practice by sampled SPOC J29 Linau smallholders to collect rainwater for chemical spraying activity.</p> <p>Field interviews with sampled smallholders informed they practice rain water harvesting using empty chemical containers for chemical spraying activities.</p>	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>SPOC J29 Linau carried out Advisory Visit (LKN) to smallholders' fields dated 16/03/2023.</p> <p>Document review verify briefing records on GAP for harvesting, manuring, chemical application and PPE usage carried out for smallholders.</p> <p>Field visits at sampled smallholders' farms verified the implementation of good agricultural practice such as:</p> <ol style="list-style-type: none"> Proper stacking of fronds; Good maintenance of harvesting path; Proper palm pruning. <p>Field interviews with sampled smallholders informed they understand on good agricultural practices on their farm to meet MPOB guidelines.</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.2	SPOC J29 Linau established visual identification for each smallholder with information of smallholders' name, field address, GPS coordinates, lot size and year of planting. Field visits to sampled smallholders' farms verify that fields marking are established.	Yes
4.6.2.1	SPOC J29 Linau adopt MPOB Guideline Economic and Financial Plan, MSPO/SPOC/GP-01/PEK, issue 5, revision 5 dated 01/04/2023. Document review verify evidence of budget approval for MSPO training and LKN visit SPOC J29 Linau. The budget includes MSPO training, LKN and miscellaneous expenses.	Yes
4.6.3.1	SPOC J29 Linau monitors FFB pricing on monthly basis through input from selected mill and dealers for fair price. Field interviews with sampled smallholders informed the FFB price is displayed at collecting centre notice board and via WhatsApp group.	Yes

Principle 7: Development of new planting		
Indicator	Summary of Assessment	Compliance
4.7.1.1	Document review on list of smallholders and planting statements no new planting in SPOC J29 Linau. The first planting is in year 1994 and latest planting in year 2022. There are no new planting for existing and new members in year 2023. Therefore, no data for type of terrain available.	Yes
4.7.2.1	Document review on list of smallholders and planting statements no new planting in SPOC J29 Linau. The first planting is in year 1994 and latest planting in year 2022. There are no new planting for existing and new members in year 2023. Therefore, no soil survey or topography is required.	Yes
4.7.3.1	Document review on list of smallholders and planting statements no new planting in SPOC J29 Linau. The first planting is in year 1994 and latest planting in year 2022. There are no new planting for existing and new members in year 2023. Therefore, no data for type of terrain available.	Yes

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

The audit team leader has reviewed and confirmed that there are no usage of mark/logo in MPOB SPOC J29 operation or any on/off-products claim.

4.5. Status of Non-Conformities Previously Identified

	The stage 1 audit findings of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS implemented to address identified audit findings. Details of the follow up action taken on stage 1 audit findings were recorded in the Stage 1 audit report.
	The last audit results of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS implemented to address any nonconformity identified.
	The last audit results of this system have been reviewed, in particular to assure appropriate correction and corrective action HAS NOT been implemented effectively. Non-conformity will be re-raised.
X	No non-conformity raised in previous audit.
<p><i>Note 1: If a minor non-conformity raised in last audit, is not closed out, the finding will be raised to a Major non-conformity.</i></p> <p><i>Note 2: All major and minor NCs raise in last audit are required to capture in this report together with the review of the non-compliance implementation.</i></p>	

4.6. Detail of Audit Findings in last Audit

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

4.7. Detail of Audit Findings Identified During This Audit

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

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

Nr.	Indicator	Description	Location	Opportunity for Improvement
1.	4.2.1.1	The group management shall commit itself to implement and maintain the requirements for traceability.	Office	SPOC J29 could improve implementation for traceability on expenses and revenue in BRL.
2.	4.3.1.1	Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations.	Office	SPOC J29 could improve monitoring changes of smallholders land use right.
3.	4.4.4.1	Independent smallholders are encouraged to seek knowledge to increase their competency in oil palm management.	Field	SPOC J29 could improve knowledge in oil palm management.
4.	4.5.3.2	Independent smallholders shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall	Field	SPOC J29 could improve in handling disposal of empty chemical containers.

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Nr.	Indicator	Description	Location	Opportunity for Improvement
		adopt local and national legislation to dispose of hazardous chemicals and their containers.		
5.	4.6.1.1	All independent smallholders oil palm farms shall implement best practices such as the MPOB Codes of Practice, Malaysian Standards, ISO Standards and and the Kod Amalan Baik (GAP) Pekebun Kecil.	Field	<p>SPOC J29 could improve implementation on best practices as follow;</p> <ul style="list-style-type: none"> - Under planting - Manuring technique

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5. CONCLUSION

Malaysia Palm Oil Board has commissioned TÜV NORD (Malaysia) Sdn Bhd to carry out the certification for the Sustainable Palm Oil Cluster (SPOC) for SPOC J29 Linau / Peserai / Simpang Kanan/ Bagan consisting of 1,596 independent smallholders according to MS 2530-2:2013 Part 2, General Principles for Independent Smallholders.

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

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

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

Total certified number of independent smallholders: 1,596

Total certified acreage of smallholders: 2,997.3835 Ha

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6. RECOMMENDATION

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

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

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

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

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

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

Puchong, 08/06/2023



Muhammad Khairul Anuar bin Azizul
Hasan
TUV NORD (Malaysia) Sdn Bhd
Audit Team Leader

Puchong, 08/06/2023



Navin Baskram
TUV NORD (Malaysia) Sdn Bhd
Certifier / Approver

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7. LIST OF STAKEHOLDERS

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

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

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

An audit is a procedure based on the principle of random sampling and cannot cover each detail of the management system. Therefore, nonconformities 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 regards to the management system.

Annex / Enclosures

Annex /
corresponding audit documentation

- ☒ P&C Audit Report / Checklists
- ☒ Audit Plan