

MSPO CERTIFICATION SUMMARY REPORT

SPOC Q27 SIBUTI 2

RECERTIFICATION

Onsite Audit Date: 25/04/2022 – 29/04/2022

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MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board
Certifying Unit: SPOC Q27 Sibuti 2
Client Number: 92-101
Audit Type: Recertification
Mode of Audit: onsite



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ABBREVIATIONS

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

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1. INTRODUCTION

MPOB has commissioned TÜV NORD (Malaysia) Sdn Bhd to conduct recertification audit for SPOC Q27 Sibuti 2 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 Sibuti 2 as group manager managing the independent smallholders by an independent certification body for compliance of the applied standard.

1.2. Scope

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

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

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

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

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

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

1.3. Appointment & Qualification of Audit Team Members

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

Qualification of the Lead Auditor: Mohamad Norhisham Bin Salleh

Requirement	Qualifications
Post-secondary education, college or university diploma / degree in one of the following i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management;	Graduate in Applied Science (Major In Agrobiology).

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

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

Qualification of Team 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	Muhammad Khairul Anuar Bin Azizul Hasan	Graduate in Agricultural Science.	Yes
	Ariff Bin Lokman	Graduate in Plantation Industry and Management.	Yes
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantations.	Yes
	Ariff Bin Lokman	7 years working experience in oil palm plantations.	Yes
Successfully completed MPOCC endorsed lead auditor / auditor trainings	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed MS2530 series of standards for Lead Auditors.	Yes
	Ariff Bin Lokman	Successfully completed MS2530 series of standards for Lead Auditors.	Yes
Conducted a minimum six (6) on-site audits for a total of at least 20 man-days of audit experience as an auditor-in-training under the direction and guidance of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes.	Muhammad Khairul Anuar Bin Azizul Hasan	Qualified as auditor based on audit log.	Yes
	Ariff Bin Lokman	Qualified as auditor based on audit log.	Yes

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Requirement	Name Assessor	Qualification	Compliance
Field working experience in the palm oil sector or demonstrable equivalent	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantations.	Yes
	Ariff Bin Lokman	7 years working experience in oil palm plantations.	Yes
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Muhammad Khairul Anuar Bin Azizul Hasan	7 years working experience in oil palm plantations.	Yes
	Ariff Bin Lokman	7 years working experience in oil palm plantations.	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Ariff Bin Lokman	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.	Yes
Health and safety auditing on the farms processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Ariff Bin Lokman	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.	Yes
Workers welfare and social auditing experience or Successfully attended SA8000 or related social or ethical accountability codes	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed Basic SA 8000 training.	Yes
	Ariff Bin Lokman	Successfully completed Basic SA 8000 training.	Yes
Environmental and ecological auditing or experience with organic agriculture. or Successfully completed Environmental Management Systems ISO 14001 standard	Muhammad Khairul Anuar Bin Azizul Hasan	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Ariff Bin Lokman	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.	Yes

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Requirement	Name Assessor	Qualification	Compliance
Completed High Conversation Value assessment	Muhammad Khairul Anuar Bin Azizul Hasan	Attended and completed the HCV-HCS for producer online course.	Yes
	Ariff Bin Lokman	Attended and completed the HCV-HCS for producer online course.	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Muhammad Khairul Anuar Bin Azizul Hasan	Able to communicate in Bahasa Malaysia and English.	Yes
	Ariff Bin Lokman	Able to communicate in Bahasa Malaysia and English.	Yes

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2. METHODOLOGY

The audit approach consists of the following steps:

- Contract review;
- 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, stakeholders ,contractors; review of documentation;
- Review of SPOC management system;
- Reporting
- Draft audit reporting
- Technical review
- Peer review
- Address Peer Review Comments
- Final audit reporting
- Final approval, certification decision and issuance of certificate.

Recertification Audit:

Recertification audit conducted onsite from 25/04/2022 – 29/04/2022 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;
- Stakeholders consultation meeting;
- Review and closed out of observations raised during stage 1 or stage 2 or SA audit;
- Assessment reporting;

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Onsite Assessment

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

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

MSPO guidance documents are used to guide the collection of information. Any comments from external stakeholders were considered in the assessment.

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 80 new members and 1,852 old members. The total number of smallholders for this audit are 1,932.

As per MPOB requirements the risk factor of 1.5 shall be applied. Therefore, the sample size $S = 1.5\sqrt{1,932} = 65.93$ round up to the next integral 66.

As per OPMC 2 issue 2, from the sample size, the number of the new members are $66 \times 75\% = 50$ and number of existing members are $66 \times 25\% = 16$.

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	
Diana Esah Anak Dian	4.123406° , 113.949042°
Jelumbai @ Jelebai Anak Munong	4.109833° , 113.940772°
Gelin Anak Nanta	4.052144° , 113.970661°
Sampai Anak Limin	4.084481° , 113.923675°
Ligong Anak Gunong	4.087761° , 113.945639°
Abdul Hamid Bin Jojee	4.107524° , 113.888049°
Ibrahim Bin Hassan	4.121857° , 113.878512
Jais Bin Jalal	4.097322° , 113.884590°
Shahidan Bin Saip	4.131111° , 113.873118°
Udin Bin Jaker	4.106837° , 113.891283°
Henderi Bin Jani	4.100038° , 113.890516°
Shahrudin Bin Basman	4.151356° , 113.882158°
Undi Anak Bilat	4.141219° , 113.958267°
Johnny Anak Ekeh	4.072393° , 113.958795°
Imba Anak Ambak	4.072744° , 113.960976°

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Name	GPS Coordinates
Existing members	
Winnie Anak Sampai	4.094507° , 113.946328°

Name	GPS Coordinates
New members	
Ngau Jok Ajang	3.906301° , 113.897735°
Metthrew Anak Anthony Saba	3.885299° , 113.911487°
John Anak Saga	4.126098° , 113.935900°
Bunyah Anak Mong	3.815707° , 113.906344°
Medop Anak Jimbal	3.892352° , 113.873738°
Mawai Anak Nyata	3.894249° , 113.876725°
Ntabau Anak Tunjang	3.897860° , 113.877071°
Stephen A-Ap Anak Tunjang	3.902765° , 113.874642°
Idris Bin Abdillah	3.896073° , 113.877814°
Samuel Bin Bani	3.890490° , 113.876691°
Yani Binti Bani	3.884051° , 113.867126°
Hairuzan Abdullah	3.890988° , 113.872432°
Tedong Anak Sabai	3.894578° , 113.873465°
Antong Anak Budit	4.102894° , 113.946313°
Jailani Bin Sakka	3.910576° , 113.872374°
Zainal Bin Busu	3.900506° , 113.872967°
Sapri Bin Saiful	3.895446° , 113.877985°
Sudin Bin Bohari	3.892444° 113.870987°
Salina Anak Abi	3.868464° 113.922632°
Amordasal Bin Amin	3.897977° 113.873223°
Jonathan Anak Abit	3.858261, 113.912361
Steve Macmanaman Anak Jame	4.010556, 113.920278
Hilton Johny Anak James Nyandang	4.079639, 113.960583

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Name	GPS Coordinates
New members	
Anthony Anak Kudang	3.956406, 113.919052
Siti Anak Junah	3.965625, 113.936695
Minggu Anak Mapang	4.073110, 113.955829
Paul Agang	4.047383, 113.946767
Ding Anak Aling	4.067346°113.939159°
Mentan Anak Kabut	4.079689°113.945981°
Jurnie Anak Kuleng	4.088626°113.941488°
Jinny Anak Linggi	4.010589, 113.899881
Sylvester Nixon Anak Federick Jagar	3.884318, 113.909415
Endut Anak Dundang	4.133958°113.935918°
Simang Anak Nabau	3.948429° , 113.910595°
Meling Anak William	3.808056° , 113.879167°
Amin Bin Iskandar	3.888406° , 113.866040°
Ridwan Bin Anuar	3.884937° , 113.865351°
Salmah Binti Basri	3.890672° , 113.870035°
Sumarddin Bin Jemuri	3.896530° , 113.872998°
Muslimin Bin Basri	3.902235° , 113.868604°
Hasiah Binti Deli	3.898574° , 113.872356°
Mohamad Alif Aiman	3.897778° , 113.86388°
Said Bin Mohammad	4.11382° , 113.88499°
Mohd Razmy Bin Rahman	3.90574° , 113.85883°
Ranal Anak Kanai	4.094158° , 113.931187°
Bedah Binti Asahari	3.895889° , 113.873796°
Itong Anak Jilom	4.068766° , 113.947562°
Mahmmud Bin Bakri	3.894356° , 113.871487°
Noraisa Binti Sulaiman	3.892500° , 113.85916°

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Name	GPS Coordinates
New members	
Steward Anak Sageng	4.064446° , 113.942683°

Non-conformance:

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

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

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3. ORGANISATION INFORMATION

MPOB Cawangan SPOC Q27 Sibuti 2, is a branch of MPOB located at 1st Floor Survey Lot 1838 (Sublot 2), Lot 647, 1223, 1225 Block 8, Sepupok, 98200 Niah, Sarawak 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 Sibuti district.

The smallholders in Sibuti as shown in the below maps.



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4. CERTIFICATION ASSESSMENT

4.1. Recertification

The objective of the audit is to assess the activities of MPOB Cawangan SPOC Q27 Sibuti 2 are in compliance with MS 2530-2: 2013 Part 2: General principles for independent smallholders' requirements.

4.1.1. Recertification:

The recertification audit is carried out from 25/04/2022 to 29/04/2022.

The number of smallholders in this recertification audit are 1,932.

The number of smallholders 1,852 remain the same for this recertification audit.

The number of smallholders joined during this recertification audit are 80.

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 recertification audit, there are two OFIs 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.

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TUV NORD (Malaysia) Sdn. Bhd., has published the public notification on 21/03/2022 as to accommodate stakeholder's consultation meeting for SPOC Q27 Sibuti 2 to provide comments. As at audit date on 25/04/2022 there are no comments received.

Invitation letters are sent on 21/03/2022 to invite relevant stakeholders to attend a local stakeholders' consultation on 25/04/2022 to gather information from the local communities in accordance to §7, 3.2 of the Certification Procedure requirements.

The topics of discussion are as below:

- a. Introduction of objectives of MSPO standard certification for smallholders.
- b. Development of smallholders farms in area;
- c. Wildlife management area and impact to the smallholders;
- d. Environmental issues on the impact of river contamination;
- e. Type of wildlife around area;
- f. Support from processing palm oil mills at area.

There are no issues raised during the stakeholders' consultation that need to be addressed by the SPOC management office.

It can be concluded the relevant Principles and Criteria clauses of the applied standard are in compliance.

The list of stakeholders who attended the meeting refer to table 7.1.

Item	Subject discussed	Audit team finding	Comments or Feedback to SPOC
1	Any information from Group Manager for MSPO audit?	Stakeholders informed they have received the information for MSPO audit by phone call from Group manager SPOC Q27 Sibuti 2.	No action required
2	Social issues	There is no social issue raised by stakeholders which related to SPOC Q27 Sibuti 2.	No action required
3	Understanding of Land Title – Native, Customary Land, Freehold, Leased, Land application (LA)	Stakeholders informed that most of the smallholders are having NCR lands status.	No action required
4	Economy / Livelihood Is there any impact on livelihood after the introduction of MSPO?	Stakeholders informed that having MSPO certification has increase knowledge on good agricultural practises. Thus, smallholders are improving their production yield and having proper farm management.	No action required
5	Does MSPO largely benefits the local communities?	Stakeholders informed the MSPO certification provide benefits to local communities.	No action required

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6	Any environment awareness provided by SPOC	Stakeholders informed they have a good understanding on environmental awareness.	No action required
7	Any awareness of wildlife conducted by SPOC	Stakeholders informed there are no human-wildlife conflict on smallholder's areas.	No action required
8	Is the FFB quality improved with MS2530 certification	There is no issue on the FFB quality. The smallholders understanding on the standard of FFB ripeness is good.	No action required
9	Are there any smallholders practices affect you?	Stakeholders informed there are no impacts caused by smallholder's practises.	No action required
10	Do you consider any management conflict with the MS2530 principles and criteria?	Stakeholders informed there is no conflict with the MS2530 principles and criteria.	No action required
11	Do you have any suggestions for SPOC management?	Stakeholders comments they would like to involve in more programmes held by SPOC Q27 Sibuti 2.	SPOC Q27 Sibuti 2 Group Manager informed they will contact stakeholders and ensure involvement from all relevant stakeholders for any future smallholders programme conducted.

4.3. Summary of Assessment

Principle and Criteria Assessment Summary

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.

Principle 1: Management Commitment & responsibility

Indicator	Summary of Assessment	Compliance
4.1.1.1	<p>SPOC Q27 Sibuti 2 adopted MPOB MSPO Policy document number MSPO/SSCC/POLICI-01, revision 2, updated 01/06/2021 signed by group manager displayed at noticeboard.</p> <p>The policy is publicly available at MPOB office notice board.</p> <p>Review on SPOC Q27 Sibuti 2 smallholder's personal files, MSPO application form is available, signed and acknowledge by group manager.</p>	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	Field interviews with sampled smallholders informed they are briefed on MSPO Policy.	
4.1.2.1	<p>SPOC Q27 Sibuti 2 adopted MSPO list of social and environmental impacts and action plan, document number MSPO/SPOC/L-04/ISP, issue no; 4 effective dated: 01/06/2021.</p> <p>Review on CIP for year 2022, verify SPOC Q27 Sibuti 2 group manager has plan for continuous advisory visit on briefing of GAP to smallholders.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they are aware of the continual improvement plan.</p>	Yes
4.1.2.2	<p>SPOC Q27 Sibuti 2 distribute Warta Sawit 2021 Bil 79 (3) / Sep-Dis 2021 to smallholders through LKN visiting and MSPO briefing programme on 19/04/2022.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they received information on new technologies (if any) via Warta Sawit during MSPO briefing conducted by group manager.</p>	Yes

Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>SPOC Q27 Sibuti 2 adopted MPOB 'Manual Prosedur Kerja MSPO Kelompok Minyak Sawit Mampan' document number MSPO/SPOC/GP-01/PEK revision number 04, dated 01/06/2021 which include 'Carta Aliran Kebolehejakan Perbelanjaan dan Pendapatan Pekebun Kecil' as a traceability procedure.</p> <p>The traceability procedure describe smallholders provided with Buku Rekod Ladang (BRL) to record FFB sales.</p> <p>SPOC Q27 Sibuti 2 maintains record of FFB sales in smallholders' individual files.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed FFB production, fertilizer and chemical applications recorded in the BRL.</p> <p>Review on the sampled SPOC Q27 Sibuti 2 smallholders BRL includes information of FFB production, fertilizer and chemical applications.</p>	Yes
4.2.1.2	<p>SPOC Q27 Sibuti 2 established FFB production summary record by monthly basis for smallholders updated as at December 2021.</p> <p>SPOC Q27 Sibuti 2 maintains records of FFB sales and weighbridge ticket in smallholders' individual files.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed FFB sales receipts and weighbridge tickets are maintained.</p>	Yes

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Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>SPOC Q27 Sibuti 2 adopt MPOB List of Legal Register, document number MSPO/SPOC/L-02/LLR revision number 05 dated 01/10/2020.</p> <p>Example:</p> <ol style="list-style-type: none">1. 'Akta 127: Akta Kualiti Alam Sekeliling 1974';2. 'Akta 342: Akta Pencegahan dan Pengawalan Penyakit Berjangkit 1988 Perintah Pencegahan dan Pengawalan Penyakit Berjangkit (Pindaan Jadual Pertama)';3. 'Akta 582: Akta MPOB Peraturan-Peraturan Lembaga Minyak Sawit Malaysia (Perlesenan) 2005';4. 'Undang-Undang Sarawak: Kod Tanah (CAP 81) 1958'. <p>Document review, copy of MPOB license is maintained in the smallholders' individual files.</p> <p>Review on the MPOB license for sampled smallholders are valid until 30/06/2024.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they understand legal requirements and information of legal requirements obtained through 'Latihan Khidmat Nasihat MSPO' conducted on 19/04/2022.</p>	Yes
4.3.2.1	<p>SPOC Q27 Sibuti 2 smallholders' land titles are either Freehold or Native Customary Right (NCR) land.</p> <p>Review 'Akuan Pengesahan Tanah NCR', form is signed by land owner and verified by 'Tuai Rumah'.</p> <p>Document review sighted there are no dispute recorded within SPOC Q27 Sibuti 2 on land ownership.</p>	Yes
4.3.3.1	<p>SPOC Q27 Sibuti 2 smallholders' land titles are either Freehold or Native Customary Right (NCR) land.</p> <p>Freehold land titles issued by Superintendent of Lands and Surveys Miri Division, Sarawak.</p> <p>NCR land acknowledge by 'Tuai Rumah' in 'Akuan Pengesahan Tanah NCR'.</p>	Yes
4.3.3.2	<p>SPOC Q27 Sibuti 2 smallholders' NCR land verified by 'Tuai Rumah' as the rightful owner of the land.</p> <p>Review the 'Akuan Pengesahan Tanah NCR' include sketch map of the field location.</p> <p>Field inspection sighted boundary marker of each smallholders' field is installed and maintained.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	<p>SPOC Q27 Sibuti 2 adopted MPOB Guidelines Complaint and Grievance, doc no. MSPO/SPOC/SOP-01/AR, issue 04, revision 02 dated 01/06/2021.</p> <p>The SOP describes;</p> <ol style="list-style-type: none"> 1. Stated in the SOP, timeline for addressing grievances and complaints are within 14 days; 2. Group manager is in charge in handling the complaints and grievances; 3. All the grievances and complaints records are documented. <p>Document review on 'Latihan Khidmat Nasihat MSPO' report verified the complaint and grievances procedure has been briefed to SPOC Q27 Sibuti 2 smallholders dated 19/04/2022.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they are briefed and understand the complaint and grievance procedure and process flow.</p>	Yes
4.4.1.2	<p>SPOC Q27 Sibuti 2 adopted MPOB Guidelines Complaint and Grievance, doc no. MSPO/SPOC/SOP-01/AR, issue 04, revision 02 dated 01/06/2021.</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> <ol style="list-style-type: none"> 1. Accepting the grievances; 2. Analyzed and investigate on issue raised. <p>Any complaints outside the scope of the group manager will be referred to other parties or MPOB HQ.</p> <p>Field Interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they are briefed on complaint and grievance process and timelines to resolve the complaints.</p>	Yes
4.4.2.1	<p>SPOC Q27 Sibuti 2 adopt MPOB Guidelines Occupational Safety & Health, document no. MSPO/SPOC/GP-02/KKP, issue: 4, revision: 0 effective date: 01/06/2021.</p> <p>SOP describes:</p> <ol style="list-style-type: none"> 1. Responsibilities of GM and smallholders regarding safety and health; 2. Procedure and type of PPE used for harvesting, manuring and spraying. <p>Review on 'Latihan Khidmat Nasihat MSPO' dated 19/04/2022, safety and health briefing has been included.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they are briefed on importance of safety and health during working in field.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.3.1	<p>SPOC Q27 Sibuti 2 adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p> <p>The form includes payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 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 Q27 Sibuti 2 adopted MPOB MSPO application form with a statement “provide equal opportunity and treatment regardless of race, colour, sex, religion, political affiliation, nationality, social origin and shall not engage in or support discriminatory practices.</p> <p>SPOC Q27 Sibuti 2 adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p> <p>The form describes as below:</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 SPOC Q27 Sibuti 2 smallholders informed no discrimination occurs.</p>	Yes
4.4.3.3	<p>SPOC Q27 Sibuti 2 adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021</p> <p>The form includes payment rates for operational activities such as harvesting, spraying, manuring and pruning.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed, they are working by themselves or assisted by family members in carrying out field operations</p>	Yes
4.4.3.4	<p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders and field visits to smallholders’ farms informed no on-site living quarters provided as there is no workers hired by smallholders.</p>	Yes
4.4.3.5	<p>SPOC Q27 Sibuti 2 adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021The 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 interviews with sampled SPOC Q27 Sibuti 2 smallholders and field visits to smallholders’ farms, no presence of child workers in farms. Smallholders are briefed and understand on legal restriction on hiring under age workers.</p>	Yes
4.4.4.1	<p>SPOC Q27 Sibuti 2 establish training programme year for year 2022.</p> <p>The training programme include ‘Taklimat MSPO, GAP and LKN visit.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions

Indicator	Summary of Assessment	Compliance
	<p>Example of training conducted:</p> <p>Title: 'Latihan Khidmat Nasihat MSPO'.</p> <p>Date: 19/04/2022.</p> <p>Document review verified 'Latihan Khidmat Nasihat MSPO' conducted on 19/04/2022 includes training materials and attendance.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they have attended the MSPO training. Smallholders are able to demonstrate understanding of MSPO implementation in farms.</p>	

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

Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>SPOC Q27 Sibuti 2 adopted MPOB Social and Environment Impacts and Action Plan, document number: MSPO/SPOC/L-04/ISP, rev 4, updated on 01/06/2021.</p> <p>Environment impact and action plan had been identified and included in the MPOB Social and Environment Impacts and Action Plan.</p> <p>Example:</p> <p>Activity: Chemical spraying;</p> <p>Environment impacts: Water source pollution;</p> <p>Action plan: Conduct continuous awareness training to smallholders.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they aware on environmental impacts on their activities.</p> <p>SPOC Q27 Sibuti 2 conducted trainings for smallholders on environmental impact on 19/04/2022.</p>	Yes
4.5.2.1	<p>Field visits at sampled SPOC Q27 Sibuti 2 smallholders' farms and interviews with smallholders informed there is no renewable energy use by them.</p>	Yes
4.5.3.1	<p>SPOC Q27 Sibuti 2 adopted MPOB List of Scheduled and Domestic Wastes, Doc. No. MSPO/SPOC/L-03/SRD, rev 4, updated on 01/06/2021.</p> <p>The SOP described 2 types of waste generated by smallholders which are from agricultural or non-agricultural activities.</p> <p>Example of waste generate from agriculture: Empty chemical containers.</p> <p>SPOC Q27 Sibuti 2 Group manager briefed smallholders on waste management during LKN visit on 08/03/2022 and 13/04/2022.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed empty chemical containers will be recycled and reused after triple rinsing.</p>	Yes
4.5.3.2	<p>SPOC Q27 Sibuti 2 adopt MPOB SOP 'Pengurusan Bahan Buangan Terjadual' doc. No. MSPO/SPOC/SOP-03/BT, rev 4, updated on 01/06/2021.</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"> 1. To monitor and ensure the process of scheduled waste handling in proper manner. 2. All empty chemical containers shall be triple rinsed before reused. <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed empty chemical containers will be kept at designated store and reused for chemical spraying activity.</p> <p>Briefing on disposal of empty chemical containers conducted during LKN visit by group manager SPOC Q27 Sibuti 2 on 08/03/2022 and 13/04/2022.</p>	
4.5.4.1	<p>SPOC Q27 Sibuti 2 adopted MPOB Guidelines 'Garis Panduan Zon Penampunan Sungai' MSPO/SPOC/GP-03/ZPS, rev 4 dated 01/06/2021.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they understand and practice the restriction on chemical application at buffer zone area.</p> <p>Training on buffer zone protection conducted during LKN visit dated 08/03/2022 and 22/03/2022.</p>	Yes
4.5.4.2	<p>SPOC Q27 Sibuti 2 smallholders practise rain harvesting by using drums or culverts for rain water collection.</p>	Yes
4.5.5.1	<p>SPOC Q27 Sibuti 2 establish list of wildlife in Sibuti, Miri district dated 31/12/2020.</p> <p>Review on the submitted photos of a poster of totally protected wildlife of Sarawak is displayed at MPOB SPOC Q27 Sibuti 2 office.</p> <p>Example:</p> <ol style="list-style-type: none"> 1. Wild boar; 2. Crocodile. <p>Field interviews with sampled smallholders informed types of wildlifes commonly observed at farms are monkeys and squirrels.</p>	Yes
4.5.6.1	<p>SPOC Q27 Sibuti 2 adopted MPOB Guidelines 'Garis Panduan Amalan Pembakaran Sifar', doc. No. MSPO/SPOC/GP-04/APS, rev 4, updated on 01/06/2021.</p> <p>Field visits at sampled smallholders' farms, no sign of open burning sighted.</p> <p>Field interviews with sampled smallholders informed they understand no open burning is allowed. Briefing on zero burning awareness conducted during LKN visit dated 08/03/2022 and 13/04/2022.</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>SPOC Q27 Sibuti 2 conducted briefing on Good Agriculture Practice (GAP) to smallholders during MSPO programme on 26/09/2020.</p> <p>Observation on smallholders' farms verify the implementation of good agricultural practice such as:</p> <ol style="list-style-type: none">1. Proper palm pruning;2. Good maintenance of harvesting path;3. Proper staking of fronds; <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed they were briefed on good agricultural practices on their fields to meet MPOB guidelines.</p>	Yes
4.6.1.2	<p>SPOC Q27 Sibuti 2 established signages displaying smallholders farms information. The signage consist of smallholders name, farm size, and year of planting.</p> <p>Field observation on SPOC Q27 sampled smallholders established and displayed signages at their farms.</p>	Yes
4.6.2.1	<p>SPOC Q27 Sibuti 2 adopt MPOB Guideline Economic and Financial Plan, MSPO/SPOC/GP-01/PEK, issue 4, revision 4 dated 01/06/2021.</p> <p>Document review verify evidence of budget plan for MSPO training and LKN visit SPOC Q27 Sibuti 2. The budget includes MSPO training, LKN and miscellaneous expenses.</p>	Yes
4.6.3.1	<p>SPOC Q27 Sibuti 2 monitors FFB pricing on monthly basis through input from selected mills/ ramps or dealers for fair pricing.</p> <p>Field interviews with sampled SPOC Q27 Sibuti 2 smallholders informed FFB price obtained through daily FFB price displayed at mill or collection center notice board or via WhatsApp group established by FFB collectors.</p>	Yes

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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 Q27 Sibuti 2. The first planting is in year 1979 and the latest new planting is in year 2018. There are no new plantings for existing and new members in year 2022. Thus, there is no assessment on high biodiversity area.	Yes
4.7.2.1	Document review on list of smallholders and planting statements confirmed no new planting in SPOC Q27 Sibuti 2. The first planting is in year 1979 and the latest new planting is in year 2018. There are no new plantings for existing and new members in year 2022. 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 Q27 Sibuti 2. The first planting is in year 1979 and the latest new planting is in year 2018. There are no new plantings for existing and new members in year 2022. Therefore, no data for type of terrain available.	Yes

4.4. 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.
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. 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.	

4.5. Detail of Audit Findings in last Audit

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

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4.6. 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.	4.2.1.2	To keep records of sales and delivery or transportation of fresh fruit bunches.	Office	SPOC Q27 Sibuti 2 could improve on traceability awareness for smallholders.
2.	4.5.3.2	Independent smallholders shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers.	Field	SPOC Q27 Sibuti 2 could improve smallholders understanding on waste disposal.

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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 Q27 Sibuti 2 consisting of 1,932 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: 1,932

Total certified acreage of smallholders: 13,031.22 Ha

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6. RECOMMENDATION

The audit team conducted 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

X	Recommended for Recertification
	Recommended for Continuity of Certification
	Suspended of Certification

Puchong, 13/05/2022

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

Puchong, 31/05/2022

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

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7. LIST OF STAKEHOLDERS

Table 7-1: List of Interviewed Stakeholders

No.	Organisation
1.	Empresa Palm Oil Mill
2.	Pejabat Daerah Kecil Niah, Subis, Sarawak
3.	Golden Palm Harvest Sdn. Bhd.
4.	Jabatan Hutan Sarawak

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

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

An audit is a procedure based on the principle of random sampling and cannot cover each detail of the management system. Therefore, nonconformities or weaknesses may still exist which were not expressly mentioned by the auditors in the final meeting or in the audit report.

The responsibility for continuous effective operation of the management system always rests solely with the audited and certified organisation.

Salvo clause:

The audit report will be left to the organisation at the end of the audit - subject to approval by the certification body. The independent release process may cause modifications or additions. In these cases a modified revision will be sent to the audited organisation.

The objective (goal) of the audit is to establish compliance of the management system of the aforementioned organization with the requirements of the aforementioned standard in order to achieve or maintain certification through an independent and accredited certification body. Identification of possibilities to improve the management system can also be a component of the audit and is considered simply to be an enhancement; it does not constitute consultancy or advice with regards to the management system.

Annex / Enclosures

Annex /
corresponding audit documentation

- ☒ P&C Audit Report / Checklist(s)
- ☒ Audit Plan