



# MSPO CERTIFICATION SUMMARY REPORT

MALAYSIAN PALM OIL BOARD

SPOC S10 KENINGAU

RECERTIFICATION 01

Remote Audit Date: 11/10/2021 – 15/10/2021

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# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote

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## Table of Contents

1.	INTRODUCTION .....	4
1.1.	Objective	4
1.2.	Scope	4
1.3.	Appointment & Qualification of Audit Team Members	4
2.	METHODOLOGY.....	9
3.	ORGANISATION INFORMATION .....	14
4.	CERTIFICATION ASSESSMENT .....	17
4.1.	Recertification	17
4.2.	Stakeholders' Consultation	17
4.3.	Summary of Assessment	19
4.4.	Status of Non-Conformities Previously Identified	28
4.5.	Detail of Audit Findings in last Audit	28
4.6.	Detail of Audit Findings Identified During This Audit	29
5.	CONCLUSION	30
6.	RECOMMENDATION	31
7.	LIST OF STAKEHOLDERS	32
	Distribution / Confidentiality / Rights of ownership / Limitations / Responsibilities / Audit Objectives	33
	Annex / Enclosures	33

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Client Number: 92-069  
Audit Type: Recertification  
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## ABBREVIATIONS

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

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



## 1. INTRODUCTION

MPOB has commissioned TÜV NORD (Malaysia) Sdn Bhd to conduct recertification audit for SPOC S10 Keningau 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 S10 Keningau 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 S10 Keningau 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 2 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: Joseph Sim Siaw Seng

Requirement	Qualifications
Post-secondary education, college or university diploma / degree in one of the following i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management; v) Social Sciences and/or Anthropology;	Graduate in Diploma in Occupational Safety and Health.

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Requirement	Qualifications
vi) Business Management; or vii) Other relevant related fields	
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	4 years of working experiences in Health and Safety and 3 years of working experiences in 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 auditor for MSPO scheme.
Field working experience in the palm oil sector, or demonstrable equivalent	Qualified and appointed as auditor for MSPO scheme.
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Qualified and appointed as auditor for MSPO scheme.
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 and auditor for MSPO scheme.
Completed High Conversation Value assessment	Attended and completed the HCV-HCS for producers online course.

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



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

## Qualification of Team Members

Requirement	Name of Assessor	Qualification	Compliance
Post-secondary education, college or university diploma / degree in one of the following i) Agriculture; ii) Science & Technology (e.g. Environmental Sciences, Life Sciences, Geological Sciences, Natural Sciences,); iii) Engineering, Process Technology; iv) Energy Management, Quality Management; v) Social Sciences and/or Anthropology; vi) Business Management; or vii) Other relevant related fields	Chan Shi Lie	Graduate in Bachelor of Media Technology (Major in Broadcasting)	Yes
	Sheron Pui Ling Hui	Bachelor in Medical Science	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)	Chan Shi Lie	6 years working experience in oil palm plantations.	Yes
	Sheron Pui Ling Hui	3 years working experience in QA, QMS and internal audit, and 3.5 years working experience in MSPO audit.	Yes
Successfully completed MPOCC endorsed lead auditor trainings	Chan Shi Lie	Successfully completed MS2530 series of standards for Lead Auditors	Yes
	Sheron Pui Ling Hui	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	Chan Shi Lie	Qualified and appointed as auditor for MSPO scheme.	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
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Requirement	Name of Assessor	Qualification	Compliance
auditor-in-training under the direction and guidance of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes.	Sheron Pui Ling Hui	Qualified as Lead auditor for MSPO scheme.	Yes
Field working experience in the palm oil sector or demonstrable equivalent	Chan Shi Lie	6 years working experience in oil palm plantations.	Yes
	Sheron Pui Ling Hui	3 years working experience in QA, QMS and internal audit, and 3.5 years working experience in MSPO audit.	Yes
Good Agricultural Practices (GAP) and Integrated Pest Management (IPM), pesticide and fertilizer use	Chan Shi Lie	6 years working experience in oil palm plantations. 2 years auditing experience.	Yes
	Sheron Pui Ling Hui	3 years working experience in QA, QMS and internal audit, and 3.5 years working experience in MSPO audit.	Yes
Successfully completed Quality Management Systems (QMS) ISO9001 standard	Chan Shi Lie	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Sheron Pui Ling Hui	Successfully completed IMS ISO 9001, 14001, 45001 Lead Auditor course.	Yes
Health and safety auditing of the estate processes and activities Or Successfully completed Occupational, Health & Safety Management System ISO 45001 standard	Chan Shi Lie	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Sheron Pui Ling Hui	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	Chan Shi Lie	Successfully completed SA 8000 Basic training	Yes
	Sheron Pui Ling Hui	Successfully completed Basic SA 8000 training.	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Requirement	Name of Assessor	Qualification	Compliance
Environmental and ecological auditing or experience with organic agriculture.  or Successfully completed Environmental Management Systems ISO 14001 standard	Chan Shi Lie	Successfully completed IMS ISO 9001, 14001 and 45001 LA course.	Yes
	Sheron Pui Ling Hui	Successfully completed IMS ISO 9001, 14001, 45001 LA course training attended.	Yes
Completed High Conversation Value assessment	Chan Shi Lie	Attended and completed the HCV-HCS for producer online course.	Yes
	Sheron Pui Ling Hui	Attended and completed the HCV-HCS for producer online course.	Yes
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Chan Shi Lie	Able to communicate in Bahasa Malaysia, Mandarin and English.	Yes
	Sheron Pui Ling Hui	Able to communicate in Bahasa Malaysia, Mandarin and English.	Yes



## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



## 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
- Resolution of non-conformance (NC)
- Draft audit reporting
- Technical review
- Peer review
- Address Peer Review Comments
- Final audit reporting
- Final approval, certification decision and issuance of certificate.

### Recertification Audit 01:

Recertification audit 01 conducted remotely on 11/10/2021 – 15/10/2021 covering the following activities but not limited to below:

#### Remote:

- Confirmation of the appropriate interactive communication tools as describe in IAF MD4
- Desk documentation assessment;
- Virtual interview management;
- Virtual stakeholders communication; If required
- Virtual interview of smallholders; WhatsApp and Telephone
- Virtual inspection of farm; Photo and Video
- Production records
- Review revised and updated documentation;
- Training records

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



- Assessment reporting

## Remote 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 or virtual site inspections, observation of tasks and processes, interviews of smallholders, SPOC officers, review of documentation and data.

This remote audit is conducted in accordance to MPOCC Updated Circular Guidance on Remote Audits due to Covid-19 Pandemic Restrictions Version 3.2 extension of Updated Circular (30 August 2021).

The remote audit shall be guided by ICT Tools as per IAF MD4:2018 and ISO 9001 Auditing Practices Group on Remote Audits 2020.

The communication tool applied for remote audit is Google meet, WhatsApp and Telephone.

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

For this remote 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 410 new members and 1284 old members. The total number of smallholders for this audit are 1,694.

As per MPOB requirements the risk factor of 1.5 shall be applied. Therefore, the sample size  $S = 1.5\sqrt{1,694} = 61.74$  round up to the next integral of 62.

As per OPMC 2 issue 2, from the sample size, the number of the new members are  $62 \times 75\% = 47$  and number of existing members are  $62 \times 25\% = 16$ .

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

**Table 2-1: List of Sample Smallholders**

### Existing Smallholders List

Name	GPS Coordinates
Wati Binti Anjik	5°23'30.83" N / 116°29'23.22" E
Kasiman Julaiman Bin Katimin	5°10'33.67" N / 116°24'34.67" E
Antinah Binti Sarun	5°02'04.72" N / 116°03'07.42" E
Ramidin Bin Gontorik	5°12'06.89" N / 116°16'37.26" E
Andrew Tangil	5°13'51.00" N / 116°19'20.48" E
Fredrick Hassan	5°18'22.37" N / 116°26'27.39" E

## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Zaccheus Bin Miun	5°16'29.51" N / 116°24'44.09" E
Jovineh Binti Bigun	5°16'05.15" N / 116°24'37.50" E
Albert Goh Chin Fook Goloh	5°14'05.21" N / 116°13'57.12" E
Sitil Bin Siek	5°00'45.91" N / 116°05'46.44" E
Tan Lam Chai	5°11'15.68" N / 116°02'39.28" E
Tan Kiat	5°11'15.68" N / 116°02'43.71" E
Serlina Simon	5°15'37.07" N / 116°03'45.02" E
Welter Martin	5°21'53.23" N / 116°13'17.60" E
Stanis Bin Kamgu	5°11'28.68" N / 116°09'54.44" E
Samuil Bin Andamat	5°11'20.65" N / 116°25'37.13" E

### New Smallholders List

Name	GPS Coordinates
Hapiun Bin Sarim	5°17'33.42" N / 116°22'11.25" E
Hasini Binti Sarim	5°12'41.59" N / 116°20'37.82" E
Maini Binti Ginsu	5°17'14.50" N / 116°25'34.40" E
Januarius Sanadon	5°03'86.78" N / 116°05'02.05" E
Rita Maidin	5°29'31.93" N / 116°37'35.65" E
Sylvester Peter Bin Junis	5°16'17.65" N / 116°24'16.32" E
Benedict Bigun	5°16'39.02" N / 116°24'28.19" E
Jais Antaim	5°16'17.31" N / 116°24'06.47" E
Hassan Bin Sulimin	5°14'51.01" N / 116°25'12.64" E
Cornalius Bin Gatin	5°14'33.79" N / 116°27'29.13" E
Ronnie Goduin	5°15'27.82" N / 116°26'11.59" E

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



Stephen Bin Yanik	5°18'24.21" N / 116°26'17.91" E
Lodius Singah	5°09'46.01" N / 116°21'25.35" E
Mohamad Nur Haffizan Bin Mazlan	5°11'27.15" N / 116°21'39.30" E
Hasniah Haidin Binti Rasiman	5°12'01.22" N / 116°23'10.16" E
Kamin Bin Kuli Madasim	5°11'54.38" N / 116°23'20.03" E
Asli Bi Salim	5°11'44.31" N / 116°21'48.48" E
Haniah Luisah Binti Yukun	5°11'51.13" N / 116°21'33.60" E
Rezuan Bin Jahepin	5°22'39.83" N / 116°08'50.92" E
Jahir Bin Kiman	5°11'06.29" N / 116°23'14.36" E
Sulin Porimin Bin Naiman Noiman	5°26'03.78" N / 116°38'05.78" E
Siti Hadiana Binti Mahmud	5°17'12.53" N / 116°25'31.71" E
Binjamin Bin Sabin	5°13'07.92" N / 116°20'37.91" E
Suzie Midon	5°20'13.01" N / 116°09'02.05" E
Milah Binti Ambrose	5°13'23.33" N / 116°16'14.02" E
Charles Marten Lauren	5°10'26.52" N / 116°19'26.22" E
Willibrord Bin Simon Sudin	5°11'12.17" N / 116°19'48.50" E
Atiun Bin Samudin	5°13'12.82" N / 116°20'29.85" E
Marinus Sinting	5°09'59.86" N / 116°19'31.87" E
Rudeh Bin Justin	5°12'41.59" N / 116°20'37.82" E
Atili Bin Samudin	5°14'01.88" N / 116°20'03.68" E
Rawee Bin Sukirim	5°16'03.16" N / 116°23'15.45" E
Faezun Bin Sukirim	5°17'37.55" N / 116°23'11.55" E
Stanley Petrus	5°16'03.57" N / 116°26'01.89" E

## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



Dani Akim	5°17'38.02" N / 116°24'28.56" E
Miun Bin Karamba	5°00'27.11" N / 116°40'35.65" E
Marcilinus Polimin	5°16'06.20" N / 116°24'49.33" E
Damian Yanik	5°21'10.21" N / 116°26'57.02" E
Sadiman Bin Paiman	5°16'51.17" N / 116°24'44.37" E
Beatrice Binti Lajurus	5°20'13.01" N / 116°09'02.05" E
Liew Meng Fatt	5°15'20.70" N / 116°12'55.01" E
Yanto Simon	5°14'31.02" N / 116°08'26.16" E
Alfrid Bin Yabu	5°13'16.27" N / 116°09'03.00" E
Mocstira Kunsalam	5°12'45.52" N / 116°08'02.00" E
Tuning Bin Lambung	5°11'20.65" N / 116°25'37.13" E
Gangkumil Hamzani Bin Tinggis	5°08'43.04" N / 116°35'09.56" E
Eunis Bin Kantin	5°15'06.97" N / 116°26'29.37" 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.

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



## 3. ORGANISATION INFORMATION

MPOB Cawangan SPOC S10 Keningau is a branch of MPOB located at Pejabat MPOB Caw. Keningau, Tingkat 1, Lot 15 & 16, Bariawa Shop House, Jalan Bank Bumiputera, 89008 Keningau, Sabah, coordinate 5° 19' 59.0" N, 116° 9' 20.0" E. It 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 Keningau district.

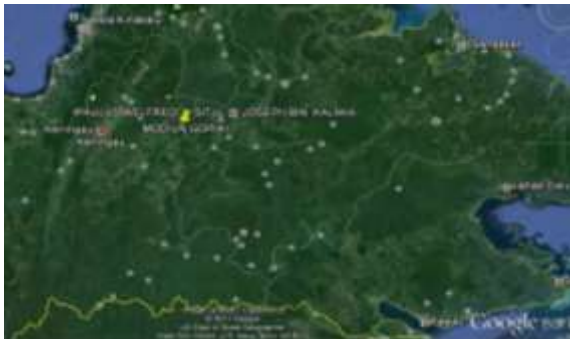
The smallholders are in Keningau as shown in the below maps.



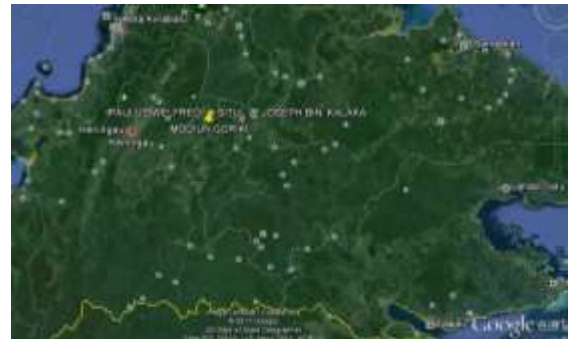
Map 1



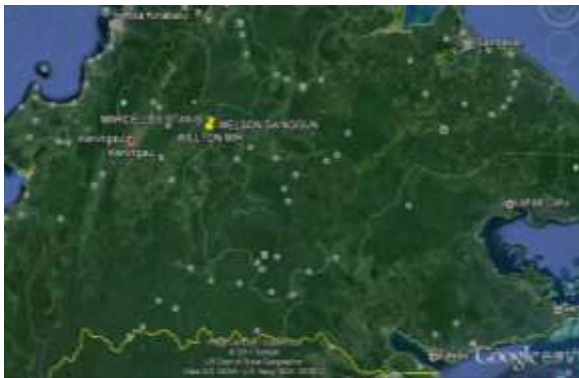
Map 2



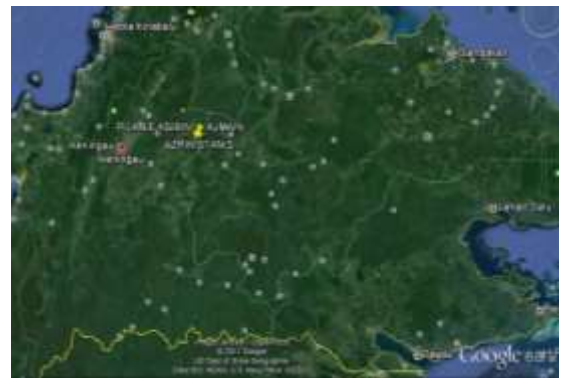
Map 3



Map 4



Map 5

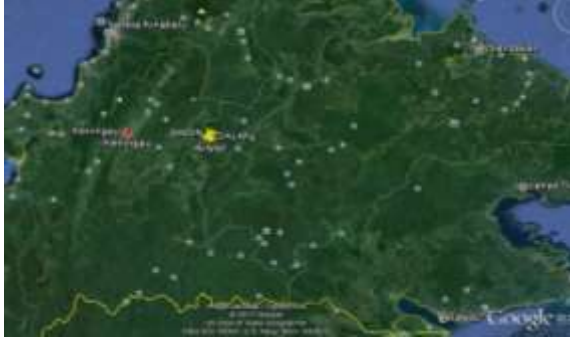


Map 6

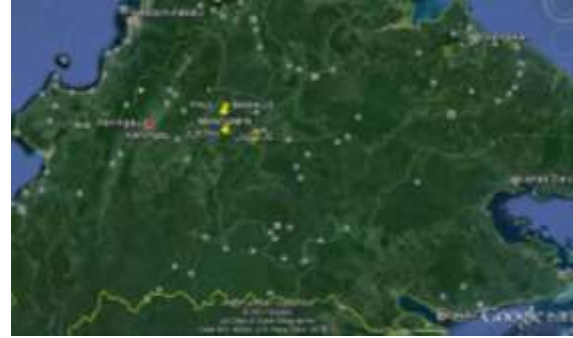


# MSPO Certification Summary Report

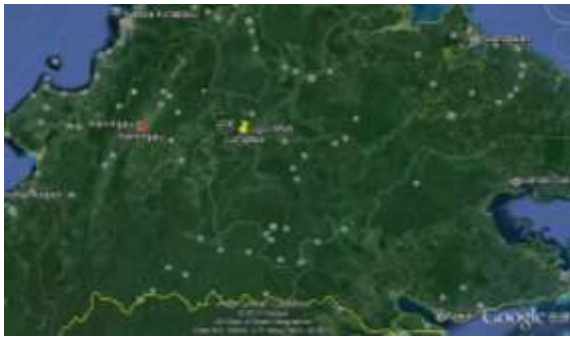
Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Map 7



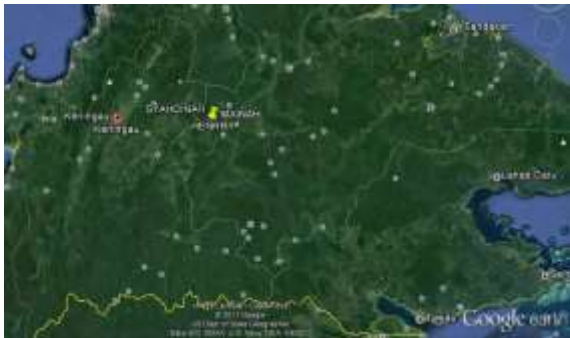
Map 8



Map 9



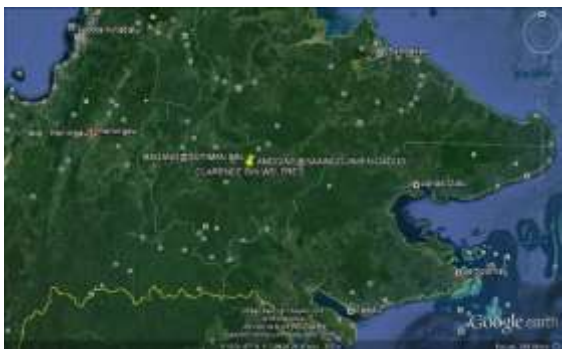
Map 10



Map 11



Map 12



Map 13



Map 14

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Map 15



Map 16



Map 17



## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



### 4. CERTIFICATION ASSESSMENT

#### 4.1. Recertification

The objective of the audit is to assess the activities of MPOB Cawangan SPOC S10 Keningau are in compliance with MS 2530-2: 2013 Part 2: General principles for independent smallholders' requirements.

##### 4.1.1. Recertification:

The recertification 01 audit is conducted on 11/10/2021 to 15/10/2021.

The number of smallholders in this surveillance audit are 1,694.

The number of smallholders 1284 remain the same for this recertification audit.

The number of smallholders joined during this recertification audit are 410.

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 remote 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 the recertification audit, there are 0 Major or 0 Minor or 2 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.

Recertification Audit or any concerns or complaints or disputes raised or any prior to this audit. Remote stakeholder's consultation shall be conducted.

## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Therefore, there is no physical stakeholders consultation conducted for this remote recertification audit. The stakeholders consultation is conducted virtually via phone call.

TUV NORD (Malaysia) Sdn. Bhd., has published the audit notification on 13/09/2021 to announce the audit of the certified unit. As at audit date on 11/10/2021 – 15/10/2021 there are no comments received.

Invitation letters are sent on 11/09/2021 to invite relevant stakeholders to participate in a local stakeholders' consultation on 11/10/2021 – 15/10/2021 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 involved in the interview by telephone 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 received the information for MSPO audits by phone called from Group Manager SPOC S10 Keningau.	No action required
2	Social issues	Stakeholders informed no social issues occur.	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 native land titles or PT land titles.	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 agriculture practices. Thus, smallholders having more proper farm management and improve in their production yield.	No action required

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



5	Does MSPO largely benefits the local communities?	Stakeholders informed the MSPO certification provide benefits to local communities.	No action required
6	Any environment awareness provided by SPOC	Stakeholders informed they participate in the environment awareness briefing held by SPOC S10 Keningau.	No action required
7	Any awareness of wildlife conducted by SPOC	Stakeholders informed they participate in the awareness of wildlife briefing held by SPOC S10 Keningau.	No action required
8	Is the FFB quality improved with MS2530 certification	There are no issues on the FFB quality. The smallholders understand on the standard of the FFB ripeness.	No action required
9	Are there any smallholders practices affect you?	Stakeholders informed there is no any smallholders practices affect them.	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 programme held by SPOC S10 Keningau.	No action required

### 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 S10 Keningau adopted MPOB MSPO Policy document number MSPO/SPOC/POLISI-01 (rev 03) dated 01/08/2021 signed by Group Manager and displayed at the noticeboard.</p> <p>SPOC S10 Keningau adopted MPOB MSPO certification application with the MSPO policy included in the form duly agreed and signed by smallholders and acknowledged by SPOC S10 Keningau Group Manager.</p> <p>Review on the training records, SPOC S10 Keningau conducted MSPO policy briefing on the following dates:</p>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 1: Management Commitment & responsibility								
Indicator	Summary of Assessment	Compliance						
	<ul style="list-style-type: none"> <li>15/09/2021 – 16/09/2021</li> <li>24/05/2021 &amp; 20/09/2021</li> <li>06/05/2021</li> </ul> <p>Phone called interview with smallholders informed they understand on the MSPO policy briefing by the Group Manager.</p> <p>Review on the submitted photos of MSPO policy displayed at MPOB office notice board.</p> <p>Review on smallholders file, the MSPO application forms are signed by the smallholders and maintained in their file.</p>							
4.1.2.1	<p>SPOC S10 Keningau adopted List of social and environmental impact and action plan, document number MSPO/SPOC/L-04/ISP, revision 04, issue 04 dated 01/06/2021.</p> <p>The table include topic on activity, social impact and improvement plan.</p> <p>Example environmental:</p> <table border="1"> <tr> <td>Activity</td> <td>Meracun</td> </tr> <tr> <td>Impact</td> <td>Pelupusan bahan buangan berjadual (tong racun kosong)</td> </tr> <tr> <td>Action Plan</td> <td>Pembasuhan 3 kali, ditebuk lubang dan disimpan di tempat khas.</td> </tr> </table> <p>Phone interviewed with smallholders informed they understand that empty chemicals shall be tripled rinse and puncture if not reused for chemical spraying activity.</p> <p>Review on the submitted photos, no empty containers sighted in the field.</p> <p>Empty container used for spraying activities is labelled with 'X'.</p>	Activity	Meracun	Impact	Pelupusan bahan buangan berjadual (tong racun kosong)	Action Plan	Pembasuhan 3 kali, ditebuk lubang dan disimpan di tempat khas.	Yes
Activity	Meracun							
Impact	Pelupusan bahan buangan berjadual (tong racun kosong)							
Action Plan	Pembasuhan 3 kali, ditebuk lubang dan disimpan di tempat khas.							
4.1.2.2	<p>SPOC S10 Keningau distribute 'Warta Sawit' to smallholders on either via Latihan Khidmat Nasihat or taklimat / training. Latest Warta Sawit available was Bil. 77(1) Jan – Apr 2021.</p> <p>Phone interviewed with smallholders informed they have obtain the new information on oil palm management during the MSPO training.</p> <p>Example:</p> <p>SPOC S10 Keningau group manager distribute to PK during MSPO training dated 06/05/2021.</p>	Yes						

Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>SPOC S10 Keningau adopted MPOB Guidance for Financial and economy, document number MSPO/SPOC/GP-01/PEK, revision 4 dated 01/06/2021. The procedure has describe on:</p>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



<b>Principle 2: Transparency</b>		
Indicator	Summary of Assessment	Compliance
	<p>The guideline include flow chart describing the step approach for delivery of FFB to ramp operator / collection centre or mill with type of documents.</p> <ul style="list-style-type: none"> <li>i. Sale receipts</li> <li>ii. Weighbridge ticket</li> <li>iii. Enter BRL</li> <li>iv. Keep Receipt</li> <li>v. Collect records and prepare summary</li> </ul>	
4.2.1.2	<p>SPOC S10 Keningau smallholders maintain records of FFB productions and sales.</p> <p>Interview via phone called with smallholder's informed they keep the weighbridge ticket records and record in BRL.</p>	Yes

<b>Principle 3: Compliance to legal requirements</b>		
Indicator	Summary of Assessment	Compliance
4.3.1.1	<p>SPOC S10 Keningau established Legal Register for Sabah, Malaysia, document no. MSPO/SPOC//L-01/SKU, dated 01/06/2021.</p> <p>Training on awareness of legal requirements conducted for smallholders as follows:</p> <ul style="list-style-type: none"> <li>• 15/09/2021 – 16/09/2021 at Malima collecting center</li> <li>• 24/05/2021 &amp; 20/09/2021 at Kosen collecting center</li> <li>• 06/05/2021 at Green Desa collecting center</li> </ul> <p>Smallholders MPOB licenses are valid and a copy of license is kept in smallholder's individual file.</p>	Yes
4.3.2.1	<p>SPOC S10 Keningau smallholders land titles are country lease, native or PT land.</p> <p>The land use of country lease land titles state for purpose of cultivation of agriculture crop for economic value.</p> <p>The CL land titles issue by Sabah Land Authority with tenure of 99 years.</p> <p>The native land titles are freehold status.</p> <p>All members with PT land obtain the 'Surat Pengesahan PT' from Lands and Surveys Department.</p> <p>There are no land dispute recorded lodged for SPOC S10 Keningau.</p>	Yes
4.3.3.1	<p>SPOC S10 Keningau smallholders land titles are country lease, native or PT land.</p> <p>The native land titles issue by Sabah Land Authority with freehold status.</p> <p>All members with PT land in SPOC S10 Keningau obtain the 'Surat Pengesahan PT' from Lands and Surveys Department stated land application status currently under technical process.</p>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
	Phone call interview with group manager and smallholders informed there is no land dispute occurs.	
4.3.3.2	SPOC S10 Keningau smallholders land titles have maps include location, lot number, size of the area and boundary stone markers.	Yes

Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.1.1	<p>SPOC S10 Keningau adopted MPOB Guidelines Complaint and Grievance, document number MSPO/SPOC/SOP-01/AR, issue 04, revision 02 dated 01/06/2021.</p> <p>The SOP describes;</p> <ul style="list-style-type: none"> <li>The flow chart in the SOP describes grievance and complaint process is to be resolved within 14 days.</li> <li>Group manager is in charge in handling the complaint and grievances.</li> <li>Grievance and complaint records are archived and maintained.</li> </ul> <p>Review on 'Taklimat MSPO' report verified the complaint and grievances procedure has been briefed to smallholders as follows:</p> <ul style="list-style-type: none"> <li>15/09/2021 – 16/09/2021 at Malima collecting center</li> <li>24/05/2021 &amp; 20/09/2021 at Kosen collecting center</li> <li>06/05/2021 at Green Desa collecting center.</li> </ul> <p>Phone call interview with sampled smallholders informed they understand the complaint and grievance procedure and process flow.</p>	Yes
4.4.1.2	<p>SPOC S10 Keningau adopted MPOB Guidelines Complaint and Grievance, document number 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> <ul style="list-style-type: none"> <li>Accepting the grievances</li> <li>Analyzed and investigate on issue raised.</li> </ul> <p>Any complaint outside the scope of the group manager it will refer to other parties or MPOB HQ.</p> <p>Phone call interview with sampled smallholders informed they have been briefed on complaint and grievance process.</p>	Yes
4.4.2.1	<p>SPOC S10 Keningau adopt MPOB Guidelines Occupational Safety &amp; Health, document number MSPO/SPOC/GP-02/KKP, issue: 3, revision: 0 effective date: 01/06/2021.</p> <p>SOP describes:</p>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<ul style="list-style-type: none"> <li>Responsibility of GM and smallholders regarding safety and health.</li> <li>Procedure and type of PPE used for harvesting, manuring and spraying.</li> </ul> <p>Review the 'Taklimat MSPO' conducted include safety and health as follows:</p> <ul style="list-style-type: none"> <li>15/09/2021 – 16/09/2021 at Malima collection center</li> <li>24/05/2021 &amp; 20/09/2021 at Kosen collection center</li> <li>06/05/2021 at Green Desa collection center.</li> </ul> <p>Phone call interview with sampled smallholders informed they have been briefed on importance of safety and health during working in field such as wearing PPEs for chemical spraying activity in the field.</p>	
4.4.3.1	<p>SPOC S10 Keningau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p> <p>The form has included payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning.</p> <p>Interviewed with sampled smallholders informed, they working by themselves or assisted by family members or gotong- royong in carrying out field operations.</p>	Yes
4.4.3.2	<p>SPOC S10 Keningau 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 S10 Keningau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p> <p>There are no complaints related to discrimination during documents review.</p> <p>Phone call interview with sampled smallholders informed no discrimination occurs.</p>	Yes
4.4.3.3	<p>SPOC S10 Keningau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p> <p>The form has included payment rates for operational activities such as harvesting, chemical spraying, manuring and pruning.</p> <p>Phone call interview with sampled smallholders informed they are working by themselves, assisted by family members or gotong – royong in carrying out field operations or hiring casual workers.</p>	Yes
4.4.3.4	<p>Field photos verification and phone call interview with sampled smallholders SPOC S10 Keningau farm informed there is no on-site living quarters.</p>	Yes
4.4.3.5	<p>SPOC S10 Keningau adopted MPOB Employment Terms document number MSPO/SPOC/SMP-01, rev-02 updated 01/06/2021.</p>	Yes



# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



<b>Principle 4: Social Responsibility, health, safety and employment conditions</b>		
Indicator	Summary of Assessment	Compliance
	The form describe: <ul style="list-style-type: none"> <li>Not to employ young workers below the age of 15-18 years old, for working in dangerous and heavy work.</li> </ul> Photos verification at sampled smallholder's farm and phone call interview with sampled smallholders informed no hiring of underage workers in the field.	
4.4.4.1	SPOC S10 Keningau established training programme year 2021. The training programme include 'Taklimat MSPO', GAP and LKN visit. Review on training record year 2021 verified there is training carried out for smallholders. Example: <ul style="list-style-type: none"> <li>15/09/2021 – 16/09/2021 at Malima collection center</li> <li>24/05/2021 &amp; 20/09/2021 at Kosen collection center</li> <li>06/05/2021 at Green Desa collection center</li> </ul> Phone call interview with sampled smallholders informed they have been briefed on MSPO implementation in farms.	Yes

<b>Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>		
Indicator	Summary of Assessment	Compliance
4.5.1.1	SPOC S10 Keningau adopted MPOB List of Social and Environmental Impact and Action Plan, document number MSPO/SSCC/I-04/ISP, revision 04, issue 04 dated 01/06/2021. Environmental impact and action plan: Activity: Chemical spraying Environmental impacts: Empty chemical containers Action plan: Empty chemical container to be tripled rinse, punctured and stored Review on the training records, SPOC S10 Keningau conducted briefing on environmental impacts on the following dates: <ol style="list-style-type: none"> <li>15/09/2021 – 16/09/2021</li> <li>24/05/2021 &amp; 20/09/2021</li> <li>06/05/2021.</li> </ol> Phone call interview with SPOC S10 Keningau smallholders informed they have been briefed on the environment impacts. Review on the submitted photos of smallholder farms, there are no over spraying activities carry out by smallholders.	Yes
4.5.2.1	During remote photos review, there is no renewal energy use by SPOC S10 Keningau smallholders' farm.	Yes



# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Phone call interview SPOC S10 Keningau smallholders informed they are not using any renewable energy at farm.	
4.5.3.1	<p>SPOC S10 Keningau adopted MPOB List of Scheduled and Domestic Wastes MSPO/SPOC/L-03/SRD Issue 4 rev 1 effective date 01/06/2021.</p> <p>Document review verify the list consists of solid, liquids and gaseous wastes.</p> <p>Example:</p> <p>Agricultural input: Herbicides</p> <p>Waste produced: Empty chemical containers</p> <p>Impact: Polluting water source if the empty containers left in the field or near the water ways.</p> <p>SPOC S10 Keningau conduct briefing on waste management and disposal to smallholders on the following dates:</p> <ul style="list-style-type: none"> <li>i. 15/09/2021 – 16/09/2021</li> <li>ii. 24/05/2021 &amp; 20/09/2021</li> <li>iii. 06/05/2021</li> </ul> <p>Phone called interview with smallholders informed they have been briefed on disposal, recycle or reused methods for empty chemical containers.</p> <p>During remote photos review, the empty chemical containers are utilize to stored water for chemical spraying activities.</p>	Yes
4.5.3.2	<p>SPOC S10 Keningau adopted MPOB SOP for Scheduled Waste Management, doc no: MSPO/SPOC/SOP-04/BT issue 4 revision 4 effective date 01/06/2020.</p> <p>The SOP describe:</p> <ol style="list-style-type: none"> <li>1. To conduct triple rinsing for each empty chemical container before disposed.</li> <li>2. To put marking on empty chemical container for chemical mixing purposes.</li> <li>3. All scheduled waste shall be disposal according to the Environmental Quality (Scheduled waste) Regulations, 2015.</li> </ol> <p>Document 'Rekod Pengurusan Bahan Buangan Terjadual Tahun 2021' established by SPOC S10 Keningau for monitoring of implementation.</p> <p>Review on the submitted photos observed empty chemical containers are labelled and stored accordingly.</p> <p>Phone call interviewed with smallholders informed empty chemical containers are use as water container for chemical spraying activity after conducted triple rinse.</p>	Yes
4.5.4.1	SPOC S10 Keningau adopted MPOB guidelines River Buffer Zone, doc no: MSPO/SPOC/GP-03/ZPS, issue 4 dated 01/06/2021.	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>The SOP describes:</p> <ol style="list-style-type: none"> <li>1. Guideline on buffer zone length.</li> <li>2. No activities such as chemical spraying and manuring.</li> <li>3. Flow chart on buffer zone establishment.</li> </ol> <p>Document review verify training record on environmental to smallholders conducted on the following dates:</p> <ol style="list-style-type: none"> <li>i. 15/09/2021 – 16/09/2021</li> <li>ii. 24/05/2021 &amp; 20/09/2021</li> <li>iii. 06/05/2021.</li> </ol> <p>Phone call interview with smallholders informed they understand the need to conserve the buffer zone areas and not to carry out any chemical spraying or manuring activity near the waterways.</p>	
4.5.4.2	<p>SPOC S10 Keningau smallholders practise rain harvesting.</p> <p>Phone call interview with SPOC S10 smallholders informed they practise rain harvesting using empty drums for chemical spraying activity and washing purpose.</p>	Yes
4.5.5.1	<p>SPOC S10 Keningau adopted list of totally protected wildlife from Wildlife Department of Keningau, document no.: JHL.KGU.100-0/1 jld. 13/30 dated 20/09/2021.</p> <p>Example:</p> <ol style="list-style-type: none"> <li>1. Sunda Pangolin</li> <li>2. Sun bear</li> <li>3. Sunda clauded leopard</li> </ol> <p>SPOC S10 Keningau briefed smallholders on protection of wildlife on following dates:</p> <ol style="list-style-type: none"> <li>i. 15/09/2021 – 16/09/2021</li> <li>ii. 24/05/2021 &amp; 20/09/2021</li> <li>iii. 06/05/2021.</li> </ol> <p>Reviewed on the submitted photo of wildlife posters are displayed at the MPOB Keningau notice board.</p> <p>Phone called interview with smallholders informed they have sighted monkey, Sunda Pangolin and squirrel within their farms.</p>	Yes
4.5.6.1	<p>SPOC S10 Keningau adopted MPOB Guidelines Zero Burning Practices, doc. No. MSPO/SPOC/GP-04/APS, issue 4 rev. 1, effective date 01/06/2021.</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>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>SPOC S10 Keningau conduct briefing on zero burning to smallholders on following dates:</p> <ul style="list-style-type: none"> <li>i. 15/09/2021 – 16/09/2021</li> <li>ii. 24/05/2021 &amp; 20/09/2021</li> <li>iii. 06/05/2021.</li> </ul> <p>Remote photos review, there are no open burning practice within the smallholder's farm.</p>	

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>SPOC S10 Keningau conducted MSPO awareness training for smallholders on 08/04/2021.</p> <p>Interviewed smallholders confirmed they have attended training and awareness conducted by MPOB and implement GAP in their field.</p> <p>Review on the pictures evidence on smallholder's field observed they are implementing GAP on field.</p>	Yes
4.6.1.2	<p>Review on the submitted photos of SPOC S10 Keningau observed smallholders are display signage at their field.</p> <p>Information included in the signage are:</p> <ul style="list-style-type: none"> <li>i. Land owner</li> <li>ii. Lot number</li> <li>iii. Total area</li> <li>iv. Year planting</li> <li>v. GPS coordinates.</li> </ul>	Yes
4.6.2.1	<p>SPOC S10 Keningau established SOP, 'Garis Panduan Pelan Daya Ekonomi dan Kewangan', doc no: MSPO/SPOC/GP-01/PEK, issue no: 4, date effective: 01/06/2021.</p> <p>The procedure described the expenses and income management for smallholders.</p> <p>Letter of budget allocation on MSPO training dated 08/04/2021 for SPOC S10 Keningau is available and review.</p>	Yes
4.6.3.1	<p>SPOC S10 Keningau established monthly MPOB FFB mill price at office notice boards and via WhatsApp group.</p> <p>Interview with smallholders indicates they have access to the FFB prices via phone call, WhatsApp group, MPOB portal, MPOB office notice board and FFB price display on mill or dealer's weighbridge.</p>	Yes

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



Principle 7: Development of new planting		
Indicator	Summary of Assessment	Compliance
4.7.1.1	SPOC S10 Keningau smallholders database is review. 1 <sup>st</sup> planting conducted in year 1996 and latest replanting is in year 2020. There are no new planting for old members and new members of SPOC S10 Keningau. Therefore, no assessment required on high biodiversity value to be carry out.	Yes
4.7.2.1	SPOC S10 Keningau smallholders database is review. 1 <sup>st</sup> planting conducted in year 1996 and latest replanting is in year 2020. There are no new planting for old members and new members of SPOC S10 Keningau. Therefore, no soil survey or topography is required.	Yes
4.7.3.1	SPOC S10 Keningau smallholders database is review. 1 <sup>st</sup> planting conducted in year 1996 and latest replanting is in year 2020. There are no new planting for old members and new members of SPOC S10 Keningau. 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.
<b>X</b>	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>	

## 4.5. Detail of Audit Findings in last Audit

AUDIT OUTCOME		
During last audit	0	<b>MAJOR Non-Conformities</b>
	0	<b>MINOR Non-Conformities</b>

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
 Certifying Unit: SPOC S10 Keningau  
 Client Number: 92-069  
 Audit Type: Recertification  
 Mode of Audit: Remote



## 4.6. Detail of Audit Findings Identified During This Audit

REMOTE AUDIT OUTCOME		
During this remote audit	0	<b>MAJOR Non-Conformities</b>
	0	<b>MINOR Non-Conformities</b>

Nr.	Indicator	Description	Location	Opportunity for Improvement
1	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 S10 Keningau may improve the monitoring of 'Senarai keperluan Undang- undang'.
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.	Office	SPOC S10 Keningau may improve the monitoring of scheduled waste record.

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



## 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 S10 Keningau consisting of 1,727 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:	1,694
Total certified acreage of smallholders:	8,613.36 Ha

# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
Mode of Audit: Remote



## 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

<input checked="" type="checkbox"/>	Recommended for Recertification
<input type="checkbox"/>	Recommended for Continuity of Certification
<input type="checkbox"/>	Suspended of Certification

Puchong, 29/10/2021

Joseph Sim Siaw Seng  
TUV NORD (Malaysia) Sdn Bhd  
Audit Team Leader

Puchong, 13/11/2021

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

## MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
Certifying Unit: SPOC S10 Keningau  
Client Number: 92-069  
Audit Type: Recertification  
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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.

**Table 7-1: List of Interviewed Stakeholders**

No.	Organisation
1	Sook Oil Mills Sdn Bhd
2	Makmur Bersama Sdn Bhd
3	Masamenang Sdn Bhd
4	Green Desa Trading
5	Koperasi Pekebun Sawit Mamapan Keningau
6	Jabatan Hidupan Liar Keningau



# MSPO Certification Summary Report

Company Name: Malaysian Palm Oil Board  
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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	<input checked="" type="checkbox"/> P&C Audit Report / Checklist(s) <input checked="" type="checkbox"/> Audit Plan
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