



# MSPO CERTIFICATION SUMMARY REPORT

## TANAHGLEN PLANTATIONS SDN BHD

ANNUAL SURVEILLANCE AUDIT 03

Audit Date: 14/12/2022 – 15/12/2022

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# MSPO Certification Summary Report

Company Name: Tanahglen Plantations Sdn Bhd

Certifying Unit: Tanahglen Plantations Sdn Bhd

Client Number: 92-146

Audit Type: ASA 03

Mode of Audit: Onsite



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### Abbreviations

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

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### 1. INTRODUCTION

Tanahglen Plantations Sdn Bhd has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct annual surveillance audit 02 for its oil palm estate according to MS 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

#### 1.1. Objective

The objective of this surveillance audit is to assess the estate by an independent certification body with the aim for compliance of the standard.

#### 1.2. Scope

The assessment is based on the documentation established by the Tanahglen Plantations Sdn Bhd.

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

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

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

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

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

#### 1.3. Appointment and qualification of team members

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

#### Qualification of the Lead Auditor: Khairul Anwar Bin Ismail

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

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

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Requirement	Qualifications
Attended High Conversation Value Assessment training	Attended and completed the HCV-HCS for producers online course.
Able to communicate in Bahasa Malaysia, English and / or any other local language.	Able to communicate in Bahasa Malaysia and English.

### Qualification of Team Member

Requirement	Name of Assessor	Qualification
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	Navin Baskram	Bachelor in Biotechnology and Master in Environmental Management.
At least five (5) years of work experience in the oil palm sector or related field in consultancy / auditing of similar industry or equivalent related to and as necessary for the certification process. (e.g., sustainability, palm oil management; agriculture, ecology; social science)	Navin Baskram	Four (4) years working experience in oil palm plantation and two (2) years' experience as sustainability executive and Internal Auditor. Two (2) years' experience in RSPO accreditation for RSPO scheme accreditation body.
Successfully completed MPOCC endorsed lead auditor trainings	Navin Baskram	Successfully completed MS2530 series of standards for Lead Auditors.
Carried out a minimum six (6) on-site audits for a total of at least 20 man-days of audit experience as an auditor-in-training under the direction and guidance of a qualified Lead Auditor for MSPO or equivalent sustainability certification schemes.	Navin Baskram	Qualified as auditor based on audit log.
Field working experience in the palm oil sector or demonstrable equivalent	Navin Baskram	Four (4) years working experience in oil palm plantation and two (2) years'

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

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## 2. METHODOLOGY

The audit approach consists of the following steps:

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

### Surveillance Audit:

The Annual Surveillance Audit is carried out onsite on 14/12/2022 – 15/12/2022 covering the following activities but not limited to below:

Onsite:

Background investigation

- Review of documentation established but not limited to below
  - Policies
  - Estate maps
  - Land titles
  - Standard Operating Procedures;
  - Work Flow Charts;
  - Management Plans;
  - Operating licenses and approvals;
  - Operating records;
  - Training records;
  - Applicable Legislation Documents
- Onsite visit, observations and inspection of estate(s) facilities and field activities;
- Interview operation personnel and field workers for understanding of work assigned;



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- Reviewed revised and updated documentation established and implemented;
- Reports established;
- Work plans established;
- Review and closed out of non-conformance raised during in last audit;
- Assessment reporting;

### Onsite Assessment

The audit of the estate is carried out according to the MS 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

The methodology for collection of objective evidence by means of physical site inspections, observation of tasks and processes, interview workers and operation personnel, review of documentation and data. Checklists and questionnaires were used to guide the collection of information

For the onsite surveillance audit, Tanahglen Plantations Sdn Bhd has 1 estate. Therefore, no selection required.

**Table 2-1: Estate Selected**

Name of Estate	Coordinates
Tanahglen Plantations Sdn Bhd	N 5° 41' 18.77" E 117.1869°

### Non-conformance:

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

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

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### 3. ORGANISATION INFORMATION

Tanahglen Plantations Sdn Bhd is an oil palm plantation company located at 3 1/2 Miles, Kajang / Serdang Road, 43000 Kajang, Selangor.

The details of the estate as below:

Name of Estate	Location	Coordinates
Tanahglen Plantations Sdn Bhd	KM120, Telupid, Sandakan, Sabah.	N 5° 41' 18.77" E 117.1869°

#### 3.1. Production volume

Name of Estate	Area (Ha)		Projected FFB Production (mt) (January 2022 to December 2022)
	Total*	Production**	
Tanahglen Plantations Sdn Bhd	249.90	225.00	1,399
<b>Total</b>	<b>249.90</b>	<b>225.00</b>	<b>1,399</b>

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

\*\*Immature + Mature Area

#### 3.2. Planting Program for Estate

Year / Estate	Tanahglen Plantations Sdn Bhd
2001	117.29
2015	40.31
2017	7.10
<b>Total Mature</b>	<b>164.70</b>
<b>Total Immature</b>	<b>60.30</b>
<b>Total</b>	<b>225.0</b>

#### 3.3. Replanting program for estate

Year of replanting	Planted area (ha) estate	Total area to be replanted (ha)
	Tanahglen Plantation Sdn. Bhd.	
2022	60.30	60.30
2023 / 2024	56.52	56.62
2025 / 2026	60.77	60.77
<b>TOTAL</b>	<b>177.59</b>	<b>177.59</b>

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## 3.4. Maps of Estate Location

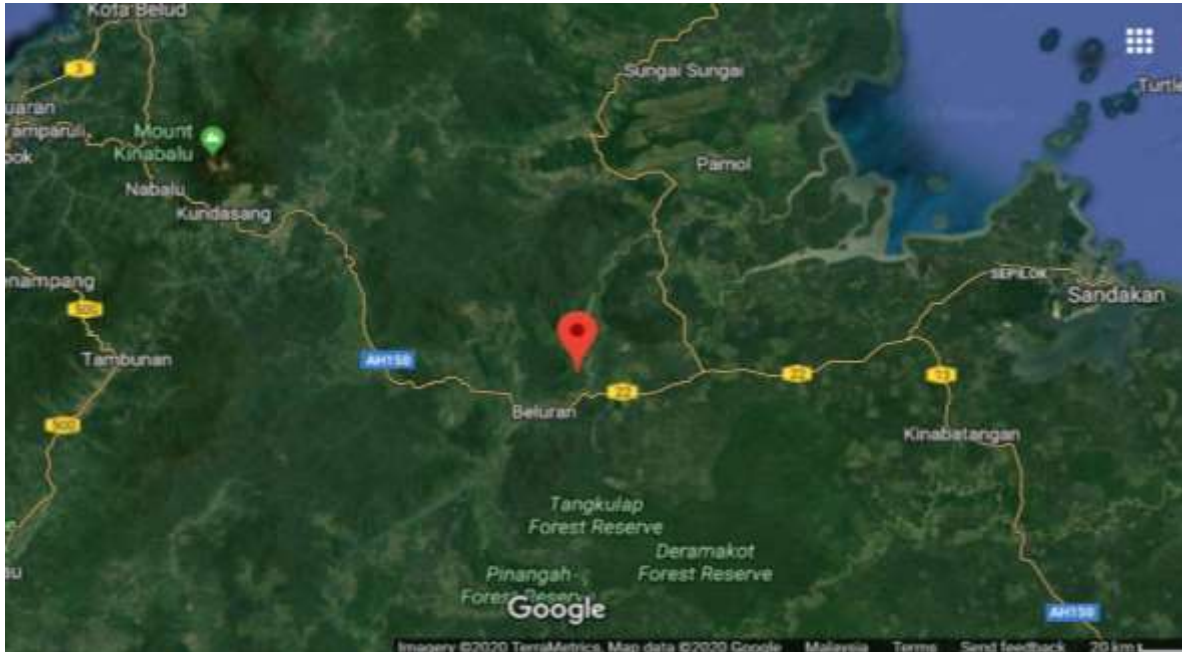


Figure 1: Tanahglen Plantation Sdn Bhd Sabah map.

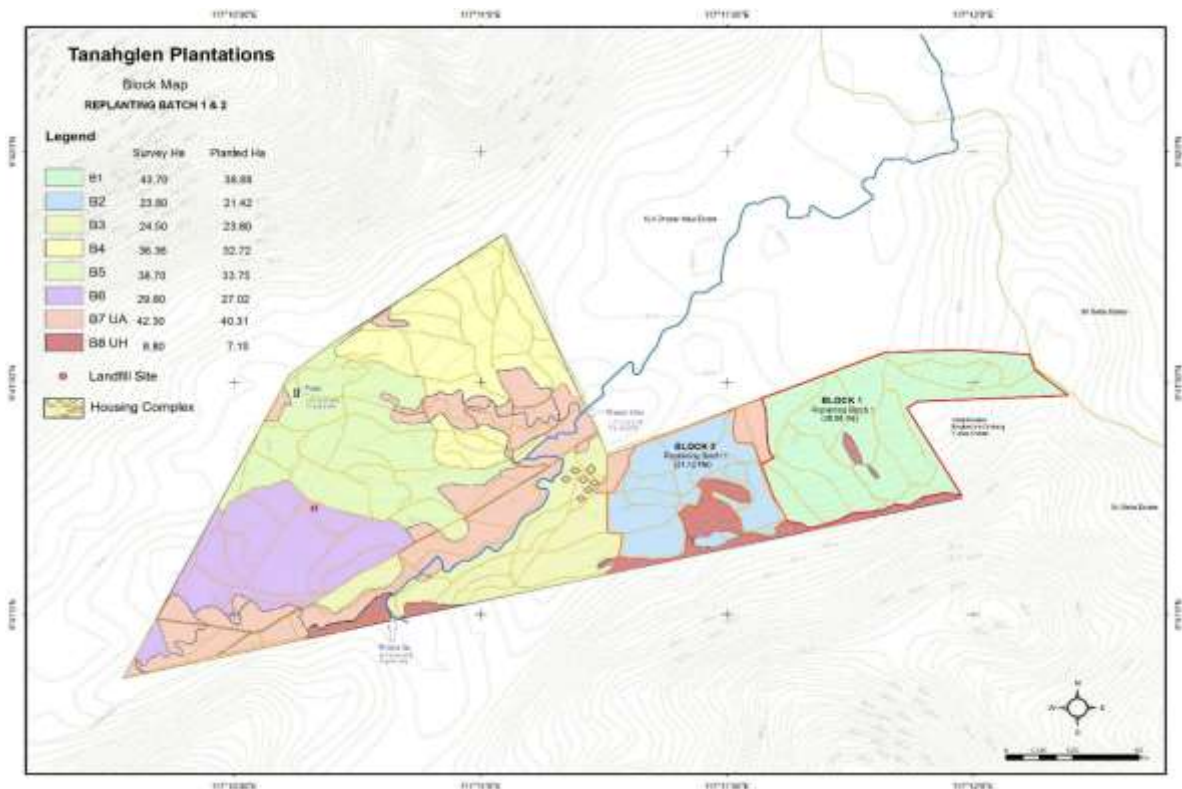


Figure 2: Tanahglen Plantations Sdn Bhd estate map

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### 4. CERTIFICATION ASSESSMENT

#### 4.1. ASA 03

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

##### 4.1.1. Surveillance Audit:

The surveillance audit is carried out on 14/12/2022 to 15/12/2022 covering Tanahglen Plantation Sdn Bhd.

During the ASA 02 audit, there are 2 Major and 3 Opportunities for Improvement (OFI) are raised.

During the ASA 03 audit, there are 2 Major and 5 Opportunities for Improvement (OFI) are raised.

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

The audit findings if any, raised in this audit refer to Section 4.6 of this report.

#### 4.2. Stakeholders' Consultation

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

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

#### 4.3. Summary of Assessment

##### Principle and Criteria Assessment Summary

The assessment team conduct a thorough assessment of each principle and criteria. Over the 5 years' period of the certificate cycle, there will be 4 annual surveillance audits with all criterions will be assessed. Evidences are sought for conformity with the MSPO 2530-3. The summary of the assessment as below, where the "Findings/Comments" column reflects the findings in accordance with each indicator or evidences and when non conformity is found. Summary of the non-conformity can be found below in section 4.6

Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
4.1.1.1	Tanahglen Plantations Sdn. Bhd. (TPSB) established the MSPO policy signed by General Manager dated 02/09/2020.  The policy available in Bahasa Malaysia and English language.  The policy is displayed at estate notice board.	Yes

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Principle 1: Management Commitment & responsibility		
Indicator	Summary of Assessment	Compliance
	<p>Training on MSPO &amp; Company's Policies carried out on 18/10/2022.</p> <p>Field interviewed with sampled harvester and sprayer informed they have been briefed on the policy.</p>	
4.1.1.2	<p>TPSB established the MSPO policy signed by General Manager dated 02/09/2020.</p> <p>The policy states the TPSB is committed for continual improvement practices by harnessing its resources of people, processes and technology in order to ensure the continuous production of oil palm products in a sustainable manner.</p>	Yes
4.1.2.1	<p>TPSB established Internal Audit Flow Chart, document no.: TG/SOP/020 dated 20/10/2020. Reviewed internal audit flowchart and interview with management informed frequency of internal audit is on yearly basis.</p> <p>Latest internal audit carried out on 01/11/2022 with no findings raised.</p>	Yes
4.1.2.2	<p>TPSB conduct internal audit by using MSPO certification project – implementation progress checklist and summarize the assessment in internal audit report.</p> <p>Latest internal audit carried out on 01/11/2022 with no findings raised.</p>	Yes
4.1.2.3	<p>TPSB carried out management review meeting dated 03/11/2022 include discussion on internal audit result.</p>	Yes
4.1.3.1	<p>TPSB carried out management review meeting result on 03/11/2022 with agenda as follows:</p> <ul style="list-style-type: none"> <li>• Internal audit result;</li> <li>• Any other business.</li> </ul> <p>Reviewed internal audit flowchart and interviewed with estate manager informed frequency of management review is carried out once a year after internal audit.</p>	Yes
4.1.4.1	<p>TPSB established Continuous Improvement Plan (CIP) based on consideration of pesticide, environment, waste reduction, pollution and emissions, social, health / safety, legal requirement and general issues dated 30/10/2022.</p> <p>Example:</p> <p>Social</p> <p>Improvement action: Ensure all employee have enough and good water quality;</p> <p>Expected outcomes: Conduct water quality analysis;</p> <p>Timeframe: Annual basis;</p> <p>Review and monitor: All house supplied with clean water and continuously conduct the water analysis;</p>	Yes

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<b>Principle 1: Management Commitment &amp; responsibility</b>		
Indicator	Summary of Assessment	Compliance
	<p>Location: Housing complex;</p> <p>Responsibility: Estate Manager;</p> <p>Status Of review: Carried out on 11/04/2022 &amp; 23/09/2022.</p> <p>Reviewed the analysis report dated 11/04/2022 &amp; 23/09/2022 confirmed the water quality meet the National Water quality Standards for Malaysia.</p>	
4.1.4.2	<p>TPSB established flow chart for new information, techniques, equipment etc. dated 18/10/2019.</p> <p>Interview with management informed no new technology and technique implemented as of audit date.</p>	Yes
4.1.4.3	<p>TPSB established flow chart for new information, techniques, equipment etc. dated 18/10/2019.</p> <p>The flow chart describes as follows:</p> <ul style="list-style-type: none"> <li>• Established work procedure;</li> <li>• To select targeted group;</li> <li>• To provide training.</li> </ul>	Yes

<b>Principle 2: Transparency</b>		
Indicator	Summary of Assessment	Compliance
4.2.1.1	<p>TPSB estate established the List of Stakeholders updated 16/11/2021.</p> <p>The list included as below:</p> <ol style="list-style-type: none"> <li>1. Neighbours (Other Plantations);</li> <li>2. Suppliers;</li> <li>3. Collection Centre;</li> <li>4. Smallholder / Villagers;</li> <li>5. NGO;</li> <li>6. Government agencies.</li> </ol> <p>Stakeholders meeting was carried out at Beranda Office Tanahglen Estate on 05/10/2022.</p> <p>Reviewed stakeholders meeting minutes dated 05/10/2022 and attendance list inclusive of pictorial evidence of stakeholders' participation.</p> <p>No negative feedback provided by external stakeholders.</p> <p>Meeting with workers is carried out separately during social meeting on 29/10/2022.</p>	Yes
4.2.1.2	<p>TPSB estate established list of publicly available documents updated 10/11/2021. No changes in list of documents.</p>	Yes

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>Example:</p> <ol style="list-style-type: none"> <li>1. MPOB license;</li> <li>2. Estate Map;</li> <li>3. Planting Statement.</li> </ol> <p>TPSB estate established list of confidential documents updated 07/11/2022. No changes in list of documents.</p> <p>Example:</p> <ol style="list-style-type: none"> <li>1. Financial report;</li> <li>2. Pay slips.</li> </ol>	
4.2.2.1	<p>TPSB estate established Consultation and Communication flow chart dated 02/09/2019 describes method of communication as follows:</p> <ol style="list-style-type: none"> <li>1. Written / circular;</li> <li>2. Bulletins;</li> <li>3. Meeting;</li> <li>4. Training / talk / briefing.</li> </ol> <p>Field interviews with sampled estates workers informed, they had been briefed on communication &amp; consultation procedure dated 11/10/2022.</p> <p>During site visit, observed procedures displayed at estate notice board.</p>	Yes
4.2.2.2	<p>TPSB estate appoint Assistant Manager as PIC for consultation and communication dated 09/12/2019.</p>	Yes
4.2.2.3	<p>TPSB estate established the List of Stakeholders dated 16/11/2021. No changes in stakeholders list.</p> <p>The list included as below:</p> <ol style="list-style-type: none"> <li>1. Neighbors (Other Plantations);</li> <li>2. Suppliers;</li> <li>3. Collection Centre;</li> <li>4. Villagers;</li> <li>5. NGO;</li> <li>6. Government agencies.</li> </ol> <p>Reviewed the stakeholder's request and response record, no request lodged by stakeholders as of audit date.</p>	Yes
4.2.3.1	<p>TPSB estate established SOP for Traceability, document no.: TG/SOP/011, revision 2 dated 20/10/2020.</p>	No

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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	<p>The SOP describes that to ensure the handling of outgoing FFB are carried out in the proper manner to ensure traceability and meet the sustainability requirement.</p> <p>Action and responsibilities of the Harvesters, FFB loaders, Tractor drivers and estate manager in the delivery and recording of outgoing FFB from TPSB estate.</p> <p>Relevant records:</p> <ol style="list-style-type: none"> <li>Nasihah Penghantaran FFB estate;</li> <li>Weighbridge Tickets.</li> </ol> <p>Example:</p> <p>Collecting Center (CC) weighbridge ticket:</p> <p>CC: Dhasar Maju Collection Center;</p> <p>Date: 02/11/2022;</p> <p>Ticket no: A001507;</p> <p>Delivery note number: TGP/00347;</p> <p>Net Weight: 4130 Kg.</p> <p>Nota Penghantaran Buah (FFB):</p> <p>Estate: Tanahglen Plantation Sdn Bhd;</p> <p>Date: 02/11/2022;</p> <p>DO: TGP/00347;</p> <p>Jumlah tandan: 270.</p>	
4.2.3.2	<p>TPSB estate conduct monthly checks of the traceability documents by the estate manager.</p> <p>From document review, internal audit report dated 01/11/2022 include inspection for traceability system with no findings raised.</p> <p>The estate manager inspect the documents on monthly basis.</p>	Yes
4.2.3.3	<p>TPSB estate appoint estate manager as person in-charge for traceability.</p>	Yes
4.2.3.4	<p>TPSB estate established records of sales and delivery and verify by estate manager by monthly basis.</p> <p>From document review, TPSB maintain FFB monthly records of sales and delivery from January to October 2022.</p> <p>TPSB estate received FFB weighbridge ticket as a proof of FFB delivery.</p> <p>Example:</p> <ol style="list-style-type: none"> <li>Date: 29/10/2021;</li> <li>Collecting Center: IJM Plantations Berhad;</li> </ol>	Yes



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Principle 2: Transparency		
Indicator	Summary of Assessment	Compliance
	3. Weighbridge ticket no: 062326; 4. Gross weight: 11.57 mt 5. Tare weight: 5.92 mt 6. Nett weight: 5.65 mt; 7. Lorry Number: SS4358K.	

Principle 3: Compliance to legal requirements		
Indicator	Summary of Assessment	Compliance
4.3.1.1	TPSB established list of permits and licenses dated 31/10/2022. Example of permit and license as following: <ol style="list-style-type: none"> <li>Business license register number A433056, validity period 21/02/2022 - 31/12//2022;</li> <li>MPOB License 504289802000 validity period 01/11/2022 – 31/10/2023</li> <li>Labour licence with validity until 29/09/2023.</li> </ol>	Yes
4.3.1.2	The list of legal document is updated on 31/10/2022 approved by Company Director. List of applicable laws include: <ol style="list-style-type: none"> <li>National Land Code 1965;</li> <li>Sabah Labour Ordinance Cap 67;</li> <li>Pesticide Act 1974.</li> </ol>	Yes
4.3.1.3	The list of legal document is updated on 31/10/2022 by General Manager. The legal register states updating as and when necessary. <b>Major NC 01</b> The list of legal document is updated on 31/10/2022. However, Minimum Wages Oder 2022 effective from 01/05/2022 was not included in the list.	No
4.3.1.4	TPSB appointed General Manager as person incharge for updating list of legal documents, permits and licenses. The list updated as and when necessary.	Yes
4.3.2.1	TPSB land title is Country Lease (CL) land. No diminish of land usage, the land title issued by the Sabah Land Authority. Land usage is for cultivation of oil palm. Example: CL085331531 Date of commencement: From 01/01/1999 to 31/12/2097 for 99 years,	Yes

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<b>Principle 3: Compliance to legal requirements</b>		
Indicator	Summary of Assessment	Compliance
	Total hectare: 249.9 ha.	
4.3.2.2	TPSB is the legal owner of the land. Land title issued by Sabah Land Authority are maintain in file. The tenure of the land is 99 years lease.	Yes
4.3.2.3	Land title complete with map of the land, area size and boundary markers. Boundary markers number with coordinates captured and crosschecked with the map. During field visit, observed boundary pack in red at block 4. Boundary is well demarcated and maintained.	Yes
4.3.2.4	The land is country lease approved by Sabah Land Authority. No disputes found during document review.	Yes
4.3.3.1	TPSB only have country lease title issued by the Sabah Land Authority.	Yes
4.3.3.2	TPSB only have country lease title issued by the Sabah Land Authority.	Yes
4.3.3.3	TPSB only have country lease title issued by the Sabah Land Authority. Therefore no FPIC documents.	Yes

<b>Principle 4: Social Responsibility, health, safety and employment conditions</b>		
Indicator	Summary of Assessment	Compliance
4.4.1.1	TPSB established SIA updated 07/11/2022. The report includes information feedback of internal and external stakeholders. The SIA report includes both positive and negative impacts and time frame for monitoring the completion period. The positive impacts are continuously promoted while negative impacts are mitigated within a time frame to carry out the action and included in CIP for monitoring. Estate manager or mandore are responsible for the action and implementation. Example positive impact: Social implication: Good Prevention of Infectious Diseases COVID-19; Monitoring plan/ action plan: Mandating the COVID19 protocol for all employees and enforcing the COVID-19 vaccination for all employees; PIC: Manager; Date to be resolve: December 2022;	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>Status: The COVID-19 vaccination has been administered to all employees;</p> <p>Review the COVID-19 vaksinasi record dated confirm all workers received COVID-19 Vaccination.</p> <p>Example negative impact:</p> <p>Implikasi Sosial: Request that the electricity operation time be extended;</p> <p>Monitoring / action plan: The existing electricity supply is sufficient and provides safety lights for use at night;</p> <p>PIC: Manager;</p> <p>Date to be resolve: On-going;</p> <p>Status: All workers house had been provided with safety lamp to support the usage of electricity during emergency.</p> <p>Field interviewed with sample harvester and sprayer informed they had been provided with emergency lamp by estate management.</p>	
4.4.2.1	<p>TPSB established Complaint and Grievance flow chart dated 03/11/2020.</p> <p>The procedure states timelines to solve the complaint is 15 days after lodge the complaint. PIC to resolve complaint is the estate manager.</p> <p>The procedure is displayed in estate notice board.</p> <p>Field interviewed with sample harvester and sprayer informed, they have been briefed on the process to make complaint or grievance when required.</p>	Yes
4.4.2.2	<p>TPSB established complaint and grievance form.</p> <p>Review complaint record, there are complaints was lodged by workers.</p> <p>Example:</p> <p>Date complaint lodge: 28/11/2022;</p> <p>Complaint: Toilet water pipe is not function;</p> <p>Improvement: Replace with new pipe;</p> <p>Date completion: 29/11/2022.</p> <p>Interview with estate worker confirm new pipe had been replace by estate management</p>	Yes
4.4.2.3	<p>The complaint and grievance form is available at the TPSB estate office that can be access by all workers.</p>	Yes
4.4.2.4	<p>TPSB carried out complaint and grievance flow chart training to workers on 18/10/2022.</p> <p>Field interviewed with sample harvester and sprayer informed they have been briefed on the complaint and grievance flow chart and any complaint could be lodged at any time.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions			
Indicator	Summary of Assessment	Compliance	
4.4.2.5	Document review on TPSB complaint record book, all complaints lodged from year 2019 till the audit date are documented.	Yes	
4.4.3.1	TPSB provides job opportunity to local communities, document review on job advertisement and interview with estate manager informed TPSB has provided job opportunity to local communities for general worker.	Yes	
4.4.4.1	TPSB established Safety and Health Policy dated 02/09/2019 signed by General Manager.  The policy is displayed at the estate notice board.  Review on the training record, safety and health policy briefing carried out on 18/10/2022.	Yes	
4.4.4.2	a	TPSB established Safety and Health Policy dated 02/09/2019 signed by General Manager.  The safety and health policy is displayed at the TPSB estate notice board.  Review on the training record and field interviewed with sample harvester and sprayer informed safety and health policy briefing carried out on 18/10/2022.  The policy displayed at estate notice board.	Yes
	b	TPSB established HIRARC dated 03/01/2022 for all estate operations.  HIRARC table include: activity, hazards, risk and effects, control, risk after control, PIC and review.  Example: Activity: Seedling planting; Hazard: Physical injury; Risk and effects: Slip, fall down, scratch, bruise, or cut while using Cangkul; Risk assessment (risk rating): C3 L3 R9; Existing control: Use safety boot and PPE; Propose control: Constant monitoring of existing controls; Risk assessment (risk rating): C2 L1 R2; PIC: Manager; Risk assessment after control: Low; Date of review: Yearly.  Review the PPE issuance record dated November 2022 confirmed all workers provided with PPE as CHRA requirements.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	Interview with sampled workers informed they had been provided with PPE.	
c i	TPSB established training programme for year 2022. TPSB carried out training on chemical handling to workers such as chemical spraying and premix chemical SOP carried out on 21/09/2022.	Yes
c ii	TPSB SDS is available at the chemical, fertilizer and diesel stores. Example: <ul style="list-style-type: none"> <li>Ally 20DF dated review 03/01/2018;</li> <li>Petronas Diesel dated review 26/07/2018.</li> </ul> SDS available in English and Bahasa Malaysia. TPSB store is in good condition and locked. The arrangement of liquid chemical placed in tray below and powder chemical placed on top. All chemicals have original labelling.	Yes
d	TPSB records of PPEs issuance are maintained and reviewed. Example: <ul style="list-style-type: none"> <li>Safety goggle;</li> <li>Apron.</li> </ul> Onsite verification and Field interviewed with sampled harvester and sprayer informed they are provided with proper PPEs for the assigned task according to HIRARC and CHRA. TPSB CHRA report assessment dated 19/11/2019 and completed on 05/12/2019.	Yes
e	TPSB established procedure chemical mixing and chemical storage dated 22/10/2020. TPSB adopts the SDS for handling of chemicals and storage. Store is in good condition with arrangement of liquid chemical placed in tray below and powder chemical placed on top. The store is maintain with good ventilation and liquid chemical place in tray below.	Yes
f	TPSB appointed estate manager as person in-charge for safety and health.	Yes
g	TPSB has total of seventeen 19 workers which is below DOSH requirement to conduct quarterly safety and health meeting. The safety and health meeting carried out on 31/10/2022 attended by workers and estate manager.	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	The meeting includes safe working practices, PPE, COVID-19, PPE, hygiene, accident, safe handling of FFB transport. No accident or injury reported in the meeting minutes.	
	<p>h</p> <p>TPSB established emergency respond plan dated 18/10/2019.</p> <p>Map of emergency assembly point and contact details available at office and housing notice board.</p> <p>Emergency response training carried out on 27/09/2022.</p> <p>Field interviewed with sample harvester and sprayer informed they have been briefed on emergency response plan and location of assembly point.</p>	Yes
	<p>i</p> <p>TPSB carried out internal first aid training on 18/10/2022.</p> <p>Contact details for emergency available at estate notice boards.</p> <p>Field interviewed with sample harvester and sprayer informed first aid kit available at office and operations site such as chemical spraying and harvesting activities.</p>	Yes
	<p>j</p> <p>TPSB established record book for accidents and injuries. Records review no accident or injuries recorded.</p> <p>JKKP 8 submitted to DOSH for year 2021 on 07/12/2022 with zero accident reported.</p>	Yes
4.4.5.1	<p>TPSB established Social Policy dated 02/09/2020 signed by General Manager and the policy is display at estate notice board.</p> <p>Policy states:</p> <p>Respect and protect the fundamental of human rights as stated in universal declaration of human rights of the United Nations.</p> <p>Review on training records, social policy briefing is carried out on 18/10/2022.</p> <p>Field interviewed with sample harvester and sprayer informed they have been briefed on the social policy.</p>	Yes
4.4.5.2	<p>TPSB established Social Policy dated 02/09/2020 signed by General Manager.</p> <p>The policy states Company does not engage in or support discriminatory practices and provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p>Complaint record review no complaint lodged for the related issue.</p> <p>Field interviewed with sample harvester and sprayer informed no discriminate case happen in the estate.</p>	Yes

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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
4.4.5.3	<p>TPSB established contract agreement for workers in accordance to Sabah Labour Ordinance (Sabah Cap.67). Workers are paid either by daily rate or piece rated.</p> <p>Worker contract agreement states the pay rate as per agreeable daily rates or piece rates. The working contracts are signed by workers and management.</p> <p>Example piece rates:</p> <ul style="list-style-type: none"> <li>- Harvesting RM30/mt;</li> <li>- Circle and path rm20/ha.</li> </ul> <p><b>Major NC 2</b></p> <p>Review worker's employment contract and payslips for the month of November 2022, the payment made are not in accordance with Minimum Wages Order 2022 and list of piece rate.</p>	No
4.4.5.4	Field interviewed with sampled harvester and sprayer and estate management informed TPSB do not engage contractors for any field operations. Therefore, not required to monitor contractor worker wage.	Yes
4.4.5.5	TPSB established list of workers that contain full names, gender, date of birth, date of entry, nationality and job description.	Yes
4.4.5.6	<p>TPSB established worker contract for every worker recruited and signed by workers and management.</p> <p>TPSB workers are briefed on the wages and copy is provided.</p> <p>Field interviewed with sample harvester and sprayer informed feedback they are briefed on the wages paid and received a copy after signed.</p> <p>Reviewed TPSB employment contract include the job description, method of salary payment and public holiday's entitlement for Sabah.</p>	Yes
4.4.5.7	<p>TPSB established 'Masa Kerja' and displayed at notice board.</p> <p>The working hours for estate starts from 5:30am to 1:30pm with rest time from 10:30am to 11:00am.</p> <p>Workers time recording via morning muster check roll.</p> <p>Working hours and overtime stated in working contract.</p> <p>Overtime rate according to Sabah labour ordinance requirements of 1.5 time hourly rate for normal overtime and 2.0 time hourly rate for rest day and public holidays.</p> <p>Field interviewed with sample harvester and sprayer informed, they have been briefed on the working hours and overtime rate however no overtime practice in the estate.</p>	Yes
4.4.5.8	<p>Working hours publicly available at TPSB estate notice board.</p> <p>The working hours is from 5:30 am to 1:30 pm.</p>	Yes

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Indicator	Summary of Assessment	Compliance
	<p>The break time is between 10:30 am to 11:00 am.</p> <p>No overtime practice in the estate</p> <p>.</p> <p>Field interviewed with sample harvester and sprayer informed they have been briefed on overtime rate however no overtime practices in the estate.</p>	
4.4.5.9	<p>TPSB established 'Masa Kerja' and displayed at the notice board.</p> <p>Reviewed on the pay slip of workers for working hours complied with legal regulations.</p> <p>Field interviewed with sample harvester and sprayer informed feedback they understand the working hours and overtime time.</p>	Yes
4.4.5.10	<p>TPSB provides benefits to workers such as medical care, gardening area and transportation to clinic.</p>	Yes
4.4.5.11	<p>TPSB workers housing according to the industry best practices.</p> <p>Onsite visit at workers living quarters has basic amenities such as water, electricity and toilet.</p>	Yes
4.4.5.12	<p>TPSB established Social Policy dated 02/09/2020 signed by General Manager.</p> <p>The policy states:</p> <ul style="list-style-type: none"> <li>• To prevent and remediate all forms of harassment and abuse and unlawful or unethical discrimination;</li> <li>• To prevent sexual harassment and violence against women workers and other community.</li> </ul> <p>The policy is displayed at notice board.</p> <p>Field interviewed with sampled harvester and sprayer informed social policy briefing is carried out on 18/10/2022 and no complaint lodged for sexual harassment and violence issue.</p>	Yes
4.4.5.13	<p>TPSB established Social Policy dated 02/09/2020 signed by General Manager.</p> <p>Policy states:</p> <ul style="list-style-type: none"> <li>- Respect employees that have right and freedom to form or join trade union.</li> </ul> <p>The workers meeting carried out on 31/10/2022 attended by management and workers include agenda COVID-19, hygiene, housing environment, water and electricity issues.</p> <p>Field interviewed with sample harvester and sprayer informed feedback they have no interest to form or join any union.</p>	Yes
4.4.5.14	<p>TPSB established Social Policy dated 02/09/2020 signed by General Manager.</p>	Yes



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Principle 4: Social Responsibility, health, safety and employment conditions		
Indicator	Summary of Assessment	Compliance
	<p>The policy states:</p> <ul style="list-style-type: none"> <li>- No children under the age of 18 years old are be employed by the company.</li> </ul> <p>Review on the TPSB employees list, all workers are above 18 years old.</p>	
4.4.6.1	<p>TPSB established training program 2022 updated 02/01/2021.</p> <p>Example of training carried out:</p> <ul style="list-style-type: none"> <li>• MSPO and company policies training dated 18/10/2022;</li> <li>• Waste management training dated 18/10/2022;</li> <li>• COVID-19 training dated 20/09/2021;</li> <li>• Safe working practices on spraying carried out on 24/10/2022.</li> </ul>	Yes
4.4.6.2	<p>TPSB established training need analysis updated 05/11/2022 for all workers. The training need analysis is based on job description.</p>	Yes
4.4.6.3	<p>TPSB established continuous training programme updated 13/12/2022 for year 2023.</p> <p>Example of training:</p> <ul style="list-style-type: none"> <li>- 3R training plan on June 2023;</li> <li>- Company policies on June 2023.</li> </ul>	Yes

Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.1.1	<p>TPSB estate established Environmental Policy dated 02/09/2019 signed by General Manager.</p> <p>The policy describes TPSB estate is committed to conserve and minimize the environmental impact of its operation and understand the importance of conserving natural resources.</p> <p>The management strive to promote improvement whenever practical that will ensure a sustainable future by fulfill the laws and regulations within the framework of statutory and regulatory requirements or relevant laws and MSPO certification principles and criteria</p> <p>From document review, TPSB estate conduct Environmental Policy briefing to workers on 18/10/2022.</p> <p>During field interviews with sampled workers informed they have been briefed and understand the company policies.</p> <p>Environmental Aspect and Impact Assessments reviewed and updated on 01/11/2022 covers compliance to legal requirements.</p>	Yes
4.5.1.2	<p>a) TPSB estate established Environmental Policy dated 02/09/2019 with the objectives as below:</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>1. TPSB estate is committed in minimizing the environmental impact of its operations and understands the importance of conserving natural resources;</p> <p>2. TPSB estate strive to promote improvement whenever practical that will ensure a sustainable future.</p>	
b	<p>Environmental Aspect and Impact Assessments reviewed and updated on 01/11/2022 includes environmental aspect and impact for all operations.</p> <p>Operations cover includes fertilizer application, weed and pest control, diesel storage, workshop operation, water supply and harvesting.</p> <p>Example:</p> <p>Activities: Sewerage Management;</p> <p>Environmental aspect: Contamination of ground water with sewerage;</p> <p>Negative impact: Soil pollution, water pollution;</p> <p>Precontrol risk score: 16;</p> <p>Control measure: Maintenance of septic tanks;</p> <p>Post control risk score: 9;</p> <p>Risk descriptor: Moderate;</p> <p>Legal requirement: Yes;</p> <p>Significant: Yes.</p> <p>During field interviews with sampled workers informed septic tanks are regularly monitored and are in good condition.</p>	Yes
4.5.1.3	<p>TPSB estate established EMP updated on 01/11/2022 includes environment aspect and impact for all operations.</p> <p>Operations cover includes fertilizer application, weed and pest control, diesel storage, workshop operation, water supply and harvesting.</p> <p>Example:</p> <p>Empty fertilizer bag</p> <p>Negative impact: Water pollution – fertilizer residue washed into water</p> <p>Positive impact: Reused for loose fruits collection and collecting wastes and recycle bag</p> <p>Action plan and monitoring: All empty fertilizer bags shall be recovered upon manuring, followed by clean, stack and store properly in store for future reuse as loose fruits collection bags;</p> <p>Continuous improvement plan: Training provided to the workers and continuous monitoring.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Field interviews with sampled harvesters informed that loose fruit bags are used for loose fruit collections.	
4.5.1.4	<p>TPSB establish EMP updated on 01/11/2022 with CIP included to promote positive impacts.</p> <p>Example:</p> <p>Activity: Socialise RTE species to workers;</p> <p>Positive: Enhance awareness on biodiversity and wildlife protection;</p> <p>CIP: Continuous training.</p> <p>During field visit and interviews with sampled workers informed they have been regularly briefed regarding RTE protection.</p>	Yes
4.5.1.5	<p>TPSB estate established training program for 2022 updated on 13/12/2022 include environmental trainings.</p> <p>Example:</p> <ol style="list-style-type: none"> <li>Biodiversity training dated 20/10/2022;</li> <li>Zero burning dated 17/10/2022;</li> <li>Buffer and riparian zone dated 20/10/2022;</li> <li>Waste management training dated 20/09/2022.</li> </ol> <p>Field interviews with sampled workers informed they have briefed on environmental policy, recycle program, zero burning, buffer and riparian zone.</p>	Yes
4.5.1.6	<p>TPSB estate carried out latest environmental meeting on 28/10/2022.</p> <p>Reviewed environmental meeting minutes include topics of discussion such as environmental management, handling riparian and buffer area, pollution management, wildlife reporting, etc.</p> <p>No environmental issue raised by workers.</p>	Yes
4.5.2.1	<p>TPSB establish baseline value for 3 years on diesel consumption from 2019 – 2021.</p> <p>The baseline value established is a guideline to monitor usage of actual diesel consumption on current year 2022.</p> <p>The actual diesel/Mt usage from January to November is higher in 2022 when compared to the average baseline value for year 2019 to 2021 due to low crop production.</p>	Yes
4.5.2.2	<p>The record includes diesel consumption analysis and projection for year 2022 – 2026.</p> <p>TPSB establish records of actual diesel consumption on monthly basis for monitoring and compare actual consumption against budgeted value.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	The actual usage is lower compared to estimate due to lower diesel usage compared to estimate. This is mainly due to low crop production.	
4.5.2.3	TPSB estate installed solar panel for street lights at store, workshop and office area.	Yes
4.5.3.1	TPSB estate established record of type of wastes updated on 07/09/2022. Identified wastes grouped into gaseous, solid and liquid. All wastes and sources of the pollution are identified with disposal method. Example: Type of waste: Loose paper, boxes, paper files, books, mineral water containers; Source: Office.	Yes
4.5.3.2	a TPSB estate established record of type of wastes updated on 07/09/2022. Identified wastes grouped into gaseous, solid and liquid. All wastes and sources of the pollution are identified with disposal method. Example: Type of waste: Loose paper, boxes, paper files, books, mineral water containers; Source: Office; Disposal method: Recycling of waste materials.	Yes
	b TPSB estate established record of type of wastes updated on 07/09/2022. Identified wastes grouped into gaseous, solid and liquid. All wastes and sources of the pollution are identified with disposal method. Example: Type of waste: Loose paper, boxes, paper files, books, mineral water containers; Source: Office; Disposal method: Recycling of waste materials. During field site visit, overserved recycling bins prepared for waste segregation and recycling of waste. Filed interviews with sampled workers informed they have been briefed regarding waste segregation. Reviewed training records for waste management dated 20/09/2022.	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
4.5.3.3	<p>TPSB estate established SOPs for handling, storage and disposal of used chemical as below:</p> <ol style="list-style-type: none"> <li>'Kerja Selamat – Mencampur Kimia Racun', Doc. No. TG/SOP/003 updated on 22/10/2020. The procedure describe to use tray during chemical pre-mixing;</li> <li>'Penyimpanan Racun', Doc. No. TG/SOP/008 updated on 22/10/2020. The procedure describe, storage of the empty containers as per Pesticides Act 1974;</li> <li>'Pelupusan Bekas Racun', Doc. No. TG/SOP/007 updated on 22/10/2020. The procedure describe all empty containers must undergo triple rinse process and disposed by authorized collector.</li> </ol> <p>In addition, SDS is adopted for handling and storage of the chemicals.</p> <p>During site visit, verified SDS validity is within 5 years.</p>	Yes
4.5.3.4	<p>TPSB estate established SOP 'Pelupusan Bekas Racun', Doc. No. TG/SOP/007 updated on 22/10/2020 to manage empty chemical container.</p> <p>The procedure describes:</p> <ol style="list-style-type: none"> <li>All empty containers must go for triple rinse process and punctured;</li> <li>Rinsed water will be reused for chemical spraying activity;</li> <li>All chemical containers will be marked and labelled before reused;</li> <li>Only authorized contractor appointed to collect the empty container.</li> </ol> <p>During site visit, observed empty chemical containers were triple rinsed and marked with "X" in red at chemical tore for premixing.</p> <p>Reviewed training records for premixing dated 21/09/2022. Records include attendance signed worker representatives.</p>	Yes
4.5.3.5	<p>TPSB estate established WMP updated on 07/09/2022 and include management for domestic wastes.</p> <p>Example:</p> <p>Waste identification: Domestic waste;</p> <p>Source: Housing;</p> <p>Disposal method: Land fill.</p> <p>During field visit, observed latest landfill opened on 27/09/2022. Landfill is in good condition and all rubbish is packed in empty fertilizer bags.</p> <p>No traces of scavenging by wild dogs.</p> <p>Domestic waste collection schedule is three times per month.</p>	Yes
4.5.4.1	<p>TPSB estate established WMP updated on 07/09/2022.</p> <p>Type of wastes identified grouped into gaseous, solid and liquid.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services			
Indicator	Summary of Assessment	Compliance	
	<p>Established WMP includes disposal and treatment method of the wastes identified.</p> <p>Example: Solid waste</p> <ol style="list-style-type: none"> <li>1. Waste: Fertilizer bag;</li> <li>2. Source: Agriculture activity;</li> <li>3. Disposal method: Washed and reused for loose fruit collection.</li> </ol> <p>Example: Gaseous waste</p> <ol style="list-style-type: none"> <li>1. Source: Farm tractor;</li> <li>2. Waste: Carbon monoxide;</li> <li>3. Treatment: Monitor diesel usage of the farm tractor.</li> </ol> <p>TPSB estate established daily diesel consumption record for year 2022.</p> <p>From document review, the record is updated as at 30/11/2022.</p>		
4.5.4.2	<p>TPSB estate established action plan to reduce identified pollutants and emissions.</p> <p>Example:</p> <p>Source of waste: Empty fertilizer bags;</p> <p>Waste generated: Fertilizer application;</p> <p>Action Plan: All empty fertilizer bags reused for loose fruit collection and rubbish collections.</p> <p>During site visit, observed all empty fertilizer bags are collected and kept for loose fruit collection and rubbish collections.</p> <p>During field, observed harvesters using empty fertilizer bags for loose fruit collection.</p>	Yes	
4.5.5.1	a	<p>TPSB estate established Water Management Plan (WMP) updated on 03/11/2022 described the source and usage as follows:</p> <p>The usage of water is generally for domestics, chemical mixing and chemical spraying.</p> <p>Example:</p> <p>Water source: Rain water;</p> <p>Water usage: Domestic and operational;</p> <p>Water source: Pond located at block 5;</p> <p>Water usage: Domestic only during drought season.</p>	Yes
	b	<p>During field visit, observed Togoron river passing through the estate area.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	<p>Water quality test carried out once a year by third party for in and out going water.</p> <p>Latest water analysis test result reported on 23/09/2022 and the results are within permissible level.</p>	
c	<p>TPSB estate established WMP updated on 03/11/2022.</p> <p>TPSB estate monitor rainfall data for water optimizing planning usage in operation and workers housing.</p> <p>Rain harvesting is practiced at premixing area and workers housing. The record is monitored by daily, monthly and yearly basis.</p> <p>During site visit, observed premixed area is well maintained with practice of reusing rinsed water for chemical application.</p>	Yes
d	<p>TPSB estate established WMP updated on 03/11/2022 include water conservation and protection.</p> <p>During field visit, observed Togoron river passing through the estate area.</p> <p>Riparian buffer is established and well maintained.</p> <p>Field interviews with sampled workers who are also chemical sprayers informed they have been briefed on conserve buffer zone are from any chemical application.</p> <p>Reviewed spraying training records dated 24/10/2022 and buffer zone maintenance records dated 20/10/2022.</p>	Yes
e	<p>TPSB estate maintained buffer zone at the stream passing through the estate.</p> <p>During field visit, observed no vegetation removed from buffer zones.</p>	Yes
f	<p>TPSB estates did not use bore well, therefor this is not applicable.</p>	Yes
4.5.5.2	<p>During field visit, observed Togoron river passing through the estate area.</p> <p>No construction of bunds, weirs or dams across the stream.</p>	Yes
4.5.5.3	<p>TPSB estate practice rain water harvesting for domestic use and operational use.</p> <p>Field interviews with sampled workers informed rain water harvesting practice at the labour quarters and operational activities.</p>	Yes
4.5.6.1	<p>a</p> <p>TPSB estate established Biodiversity Assessment Report updated on 03/11/2022.</p> <p>From document review, TPSB estate identified type of wildlife.</p> <p>TPSB established monitoring records of wildlife sighted.</p> <p>Field interviews with sampled workers informed, they had been briefed on wildlife awareness.</p>	Yes

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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Reviewed training records dated 11/10/2022.	
	<p>b TPSB estate established Biodiversity Assessment Report updated on 03/11/2022 which includes all types of wildlife species listed including conservation status according to Malaysian RED List.</p> <p>Example of wildlife found: Date: 24/09/2022; Wildlife found: Wild boar at Block 06.</p>	Yes
4.5.6.2	<p>a TPSB estate established Biodiversity Assessment Report updated on 03/11/2022 includes information of wildlife.</p> <p>The report describes that TPSB estate will continuously maintain human wildlife harmony, to minimize chemical application, to practice no burning, no hunting, wildlife protection and workers awareness.</p> <p>During field visit, observed TPSB estate displayed the 'Protected Wildlife' and 'No Hunting' information which penalty of RM50, 000 or 5 years in prison at notice board.</p> <p>Field interviews with sampled workers informed, they had been briefed on wildlife awareness.</p> <p>Reviewed training records dated 11/10/2022.</p>	Yes
	<p>b TPSB estate established Biodiversity Assessment Report updated on 03/11/2022.</p> <p>During field visit observed TPSB estate installed signage notice board to communicate with external and internal stakeholders on no hunting and capturing of any wildlife.</p>	Yes
4.5.6.3	<p>TPSB estate established patrolling record book to monitor wildlife sighted in the estate area.</p> <p>Example of wildlife found: Date: 24/09/2022; Wildlife found: Wild boar at Block 06.</p>	Yes
4.5.7.1	<p>TPSB estate established Zero Burning Policy dated 01/09/2019 signed by General Manager.</p> <p>The policy describes:</p> <ol style="list-style-type: none"> <li>1. Implement zero burning on all oil palm cultivation activities;</li> <li>2. There shall be no open burning of any kind except where deemed necessary with prior approval of relevant authorities.</li> </ol> <p>During field visit, observed 'No Burning' signage installed at workers housing and estate notice boards.</p> <p>Workers are briefed on zero burning on 17/10/2022.</p>	Yes



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Principle 5: Environment, natural resources, biodiversity and ecosystem services		
Indicator	Summary of Assessment	Compliance
	Field interviews with sampled workers informed they understand on prohibition of burning in the estate.	
4.5.7.2	<p>TPSB estate established Zero Burning Policy dated 01/09/2019 signed by General Manager.</p> <p>The policy describes;</p> <p>“There shall be no open burning of any kind except where deemed necessary with prior approval of relevant authorities”.</p> <p>During field visit and interview with estate manager informed, there are no serious palm diseases that require burning.</p> <p>Therefore, no special approval for open burning from relevant authorities.</p>	Yes
4.5.7.3	<p>TPSB estate established Zero Burning Policy dated 01/09/2019 signed by General Manager.</p> <p>The policy describes;</p> <p>“There shall be no open burning of any kind except where deemed necessary with prior approval of relevant authorities”.</p> <p>Field visit and interview with estate manager informed, there are no serious palm diseases that require burning.</p> <p>Therefore, no application for approval for controlled burning.</p>	Yes
4.5.7.4	<p>TPSB estate established Zero Burning Policy dated 01/09/2019 signed by General Manager.</p> <p>The policy describes:</p> <ol style="list-style-type: none"> <li>1. Implement zero burning on all oil palm cultivation activities;</li> <li>2. There shall be no open burning of any kind except where deemed necessary with prior approval of relevant authorities.</li> </ol> <p>From document review on replanting program, replanting is carried out in 2022.</p> <p>Replanting is carried out at block 1. During field visit, observed no signs of burning activities at replanting area.</p>	Yes

Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
4.6.1.1	<p>TPSB estate established SOPs for estate operation best practices.</p> <p>Example:</p> <ol style="list-style-type: none"> <li>1. Harvesting, TG/SOP/004 updated on 20/10/2020;</li> <li>2. Manuring, TG/SOP/001 updated on 22/10/2020;</li> <li>3. Spraying, TG/SOP/002 updated on 22/10/2020;</li> </ol>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<p>4. Driving farm tractor, TG/SOP/006 updated on 20/10/2020.</p> <p>Document review, TPSB estate conduct briefing to workers as below:</p> <ol style="list-style-type: none"> <li>1. Harvesting dated 12/10/2022;</li> <li>2. Manuring dated 15/10/2022;</li> <li>3. Spraying dated 24/10/2022.</li> </ol>	
4.6.1.2	<p>TPSB estate established procedure for Soil Conservation Measures for Planting at Slope dated 03/09/2020.</p> <p>The procedure includes information of slope class, impact, action and goal.</p> <p>TPSB estate is not hilly and there are slope of less than 10 degrees. Altitude verification of terrace using tool 'GPS Coordinate Malaysia' is 62 m from sea level, which is in line with code of practices provided by MPOB for best agricultural practices.</p> <p>Fronds are staked along the lips of the terrace to prevent soil erosion and fertilizer run-off.</p>	Yes
4.6.1.3	<p>TPSB estate established block marker for each block with information of block number, total hectare, planting year and material.</p> <p>Block marker is installed as below:</p> <p>Block: 01;</p> <p>Planted ha.: 38.88 ha;</p> <p>Planting year: 2022;</p> <p>Material: DxP IJM.</p>	Yes
4.6.2.1	<p>TPSB estate established 5 years business plan from 2022 to 2026 dated 08/11/2022.</p> <p>The budget includes:</p> <ol style="list-style-type: none"> <li>1. Crop projection;</li> <li>2. Estimate FFB, CPO &amp; PK price;</li> <li>3. Operational expenses;</li> <li>4. Capital expenditure;</li> <li>5. Production cost per ton of FFB;</li> <li>6. Replanting cost;</li> <li>7. Net income.</li> </ol> <p>Interview with estate manager informed implementation of budget allocated are monitored closely to ensure company financial are in order.</p>	Yes
4.6.2.2	<p>TPSB estate established 3 years replanting program updated 02/09/2021 as below:</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	<ol style="list-style-type: none"> <li>1. 2022: 60.30 ha;</li> <li>2. 2024: 56.52 ha;</li> <li>3. 2026: 82.0 ha.</li> </ol>	
4.6.2.3	<p>TPSB estate established 5 years business plan from 2022 to 2026 dated 08/11/2022.</p> <p>The budget includes:</p> <ol style="list-style-type: none"> <li>1. Crop projection;</li> <li>2. Estimate FFB, CPO &amp; PK price;</li> <li>3. Operational expenses;</li> <li>4. Capital expenditure;</li> <li>5. Production cost per ton of FFB;</li> <li>6. Replanting cost;</li> <li>7. Net income.</li> </ol>	Yes
4.6.2.4	<p>TPSB estate established monthly monitoring report on operational cost and FFB production.</p> <p>TPSB estate submit a monthly analysis report, FFB actual vs budget report to office.</p> <p>The previous month actual performance used to monitor the following month performance.</p> <p>Interview with estate manager informed they are monitoring and ensuring the cost within the budget limit.</p>	Yes
4.6.3.1	<p>TPSB estate purchase machinery, chemical, fertilizer and any products with delivery order and invoices from suppliers.</p> <p>Example:</p> <p>Delivery order for Machinery equipment, dated 27/04/2022 stated the particulars, unit price and amount.</p> <p>From document review, invoice dated 30/04/2022 from supplier describes the product pricing and payment terms.</p>	Yes
4.6.3.2	<p>TPSB estate purchase chemical, fertilizer and any product with delivery order and invoices from suppliers.</p> <p>Review on the invoice includes total amount, product and date of purchase.</p> <p>Example:</p> <p>Date: 30/04/2022;</p> <p>Invoice no.: IN2204/12;</p> <p>Product: Machinery equipment;</p>	Yes

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Principle 6: Best Practices		
Indicator	Summary of Assessment	Compliance
	DO No: DO2204/0071.	
4.6.4.1	TPSB estate do not engage contractors. Therefore, no documents established. From document review on stakeholders list and interviewed with manager informed does not engage contractors.	Yes
4.6.4.2	TPSB estate do not engage contractors. Therefore, no documents established. From document review on stakeholders list and interviewed with manager informed does not engage contractors.	Yes
4.6.4.3	TPSB estate do not engage contractors. From document reviewed on stakeholders list and interviewed with manager informed does not engage contractors. Therefore, no documents establish for review accept MSPO approved auditors to verify assessments through a physical inspection.	Yes
4.6.4.4	TPSB estate do not engage contractors. From document reviewed on stakeholders list and interviewed with estate manager informed does not engage contractors. Therefore, no documents establish to review the control points to the tasks performed by the contractor.	Yes

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<b>Principle 7: Development of new planting</b>		
<b>Indicator</b>	<b>Summary of Assessment</b>	<b>Compliance</b>
4.7.1.1	TPSB planting statement dated 02/09/2022 is review and there are no new planting carried out within the estate.  The 1 <sup>st</sup> and last planting is carried out on 2001 and 1 <sup>st</sup> replanting is in year 2015.  Therefore, no biodiversity assessment required.	Yes
4.7.1.2	TPSB planting statement dated 02/09/2022 is review and there are no new planting carried out within the estate.  The replanting carried out in year 2022 for an area of 60.40 ha that is less than 100ha. Therefore, no PMM required.	Yes
4.7.2.1	TPSB planting statement dated 02/09/2022 is review and there is no peat land. Therefore, no soil map established.	Yes
4.7.3.1	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no SEIA carried out.	Yes
4.7.3.2	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no SEIA carried out.	Yes
4.7.3.3	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no SEIA carried out.	Yes
4.7.3.4	There are no smallholder's scheme in TPSB. Therefore, not applicable.	Yes
4.7.4.1	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no soil map established.	Yes
4.7.4.2	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no topography map established.	Yes
4.7.5.1	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no topography map established and no permit available.	Yes
4.7.5.2	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no plan established.	Yes
4.7.5.3	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no soil map established	Yes
4.7.6.1	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate.  Therefore, no FPIC carried out and no communities affected.	Yes

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4.7.6.2	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. There are no sacred sites, therefore no management plan established.	Yes
4.7.6.3	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no SOP on handlings any customary land ownership and compensation established.	Yes
4.7.6.4	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no compensation and agreement established	Yes
4.7.6.5	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no identification and assessment of legal and recognized customary rights established	Yes
4.7.6.6	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no system established for calculating the compensation for distribution.	Yes
4.7.6.7	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no compensation plan established.	Yes
4.7.6.8	TPSB planting statement dated 02/09/2022 is review and there is no new planting carried out within the estate. Therefore, no communities affected.	Yes

### 4.4. Status of Non-Conformities Previously Identified

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

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### 4.5. Detail of Audit Findings in last audit

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

Non Conformity Number 01			
<b>Indicator # and Description:</b>	4.2.3.1 The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).		
<b>Location:</b>	TPSB		
<b>Description of Finding / Objective Evidence:</b>			
TPSB established Traceability SOP doc no: TG/SOP/011, SOP describes estate without weighbridge will used the 'Nota Penghantaran FFB Estate' for the traceability records. However, review the traceability records from TPSB there is no 'Nota Penghantaran FFB Estate' issued by the estates during delivery of FFB to collecting center.			
<b>Classification</b>	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
<b>Raise by:</b>	Mohd Nur Amin Bin Mohd Halim	<b>Date Raise:</b>	15/12/2021
<b>Deadline for implementation</b>	08/02/2022		
<b>Root Cause Analysis (by company):</b>			
Tidak perasaan bahwa masih ada dokumen yang diperlukan untuk penghantaran FFB.			
<b>Correction (by company):</b>			
Membuat Nota penghantaran buah FFB dari estate ke Jembatan Timbang.			
<b>Corrective / Preventive Action (by company)</b>			
Pengurus estate memonitor setiap penghantaran FFB menggunakan borang nota penghantaran FFB.			
<b>Review of Correction &amp; Corrective / Preventive Action</b>			

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Non Conformity Number 01	
Review on submitted document, Nota Penghantaran FFB is used by TPSB estate as traceability record during delivery of FFB to collection center. Details of the Nota Penghantaran FFB as follows: Example: Delivery note (Nota Penghantaran FFB) Estate suppliers: Tanahglen Plantations Sdn Bhd (TPSB) Delivery Note No.: TPG - 001 FFB bunches: 169 Field block: 03 Driver name: Hasman B Lirah Transportation No.: SS4358K Date: 14/12/2021 The document are accepted and sufficient to close the non-conformity raised. The implementation will be verify on next audit.	
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Name of Auditor:</b> Mohd Nur Amin Bin Mohd Halim	<b>Date of Closure:</b> 15/12/2021
Review of Implementation	
Reviewed and verified records of weighbridge tickets and Nota Penghantaran FFB dated 02/11/2022. All documents are according to Traceability procedure. Implementation is deemed sufficient.	
<b>Name of Auditor:</b> Navin Baskram	<b>Date of Review:</b> 15/12/2022

Non Conformity Number 02	
<b>Indicator # and Description:</b>	4.4.5.6 All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records.
<b>Location:</b>	TPSB
Description of Finding / Objective Evidence:	
Remote reviewed on TPSB employment contract did not include the job description, method of salary payment and public holiday's entitlement for Sabah.	
<b>Classification</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
<b>Raise by:</b> Joseph Sim Siaw Seng	<b>Date Raise:</b> 15/12/2021
<b>Deadline for implementation</b>	08/02/2022
Root Cause Analysis (by company):	



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Non Conformity Number 02	
Tidak perasaan bahwa informasi dalam kontrak pekerja masih kurang .	
<b>Correction (by company):</b>	
Memperbaiki dokumen kontrak pekerja dengan lengkap.	
<b>Corrective / Preventive Action (by company)</b>	
Pengurus memonitor semua kontrak pekerja sudah terisi dengan lengkap .	
<b>Review of Correction &amp; Corrective / Preventive Action</b>	
Review document submission, TPSB estate updated the employment contract which include the job description, wages rate and public holidays entitlement for Sabah. Example of employment contract: Position: General worker Wage rates: Piece rates for estate operations such as - Chemical spraying circle and path - Manuring Rock Phosphate Public holiday's entitlement: included Hari Raya, Christmas and Chinese New Year. The document are accepted and sufficient to close the non-conformity raised. The implementation will be verify on next audit.	
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Name of Lead Auditor:</b> Joseph Sim Siaw Seng	<b>Date of Closure:</b> 15/12/2021
<b>Review of Implementation</b>	
Review TPSB employment contract dated 07/12/2022 included job description, wages rate and public holidays entitlement for Sabah. Implementation is deemed sufficient.	
<b>Name of Lead Auditor:</b> Khairul Anwar Bin Ismail	<b>Date of Review:</b> 15/12/2022

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

ONSITE AUDIT OUTCOME		
During this audit,	2	MAJOR Non-Conformities
	0	MINOR Non-Conformities

Non Conformity Number 1	
<b>Indicator # and Description:</b>	4.3.1.3 The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.

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Non Conformity Number 1			
<b>Location:</b>	Office		
<b>Description of Finding / Objective Evidence:</b>			
The list of legal document is updated on 31/10/2022. However, Minimum Wages Oder 2022 effective from 01/05/2022 was not included in the list.			
<b>Classification</b>	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	
<b>Raise by:</b>	Navin Baskram	<b>Date Raise:</b>	15/12/2022
<b>Deadline for implementation</b>	14/02/2023		
<b>Root Cause Analysis (by company):</b>			
There was a miscommunication between the PIC Legal Documents and the management of the fields.			
<b>Correction (by company):</b>			
Improved List of legal documents 2022.			
<b>Corrective / Preventive Action (by company)</b>			
Improve communication between the legal PIC and the estate manager.			
<b>Review of Correction &amp; Corrective / Preventive Action</b>			
Reviewed and verified revised list of legal documents dated 19 December 2022. The document includes latest Minimum Wages 2022. The corrective action and correction is deemed sufficient to close the non-conformity. Further implementation to be reviewed during the next surveillance audit.			
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Name of Auditor:</b> Navin Baskram	<b>Date of Closure:</b> 17/01/2023		
<b>Review of Implementation</b>			
<b>Name of Lead Auditor / Auditor:</b>	<b>Date of Review:</b>		

Non Conformity Number 2	
<b>Indicator # and Description:</b>	4.4.5.3 Management shall ensure that employees pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.
<b>Location:</b>	Office
<b>Description of Finding / Objective Evidence:</b>	

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<b>Non Conformity Number 2</b>	
Review worker's employment contract and payslips for the month of November 2022, the payment made are not in accordance with Minimum Wages Order 2022 and list of piece rate.	
<b>Classification</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
<b>Raise by:</b>	Khairul Anwar Bin Ismail <b>Date Raise:</b> 15/12/2022
<b>Deadline for implementation</b>	14/02/2022
<b>Root Cause Analysis (by company):</b>	
The farm administrators have not aware there will be a change in the 2022 minimum wages.	
<b>Correction (by company):</b>	
Improvements to the November 2022 checkroll with a new rate as well as improvements to worker contracts with a minimum wages order rate of 2022.	
<b>Corrective / Preventive Action (by company)</b>	
Improve communication between legal PICs and field administrators and monitor changes in minimum wages orders.	
<b>Review of Correction &amp; Corrective / Preventive Action</b>	
Reviewed the employment contract dated 30/12/2022, the minimum wages order 2022 salary had been stated.	
Reviewed the payslips for the month of December 2022 dated 07/01/2023, the overdue salary for November 2022 had been included to comply with minimum wages order 2022 and list of piece rate.	
The document are accepted and sufficient to close the non-conformity raised.	
The implementation will be verify on next audit.	
<b>Closed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Site verification :</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Name of Auditor:</b> Khairul Anwar Bin Ismail	<b>Date of Closure:</b> 17/01/2023
<b>Review of Implementation</b>	
<b>Name of Lead Auditor / Auditor:</b>	<b>Date of Review:</b>

Nr.	Indicator	Description	Location	Opportunity Improvement for
1.	4.1.2.1	Internal audit shall be planned and carried out regularly to determine the strong and weak points and potential area for further improvement	Office	TPSB could improve internal audit strong and weak points determination.

## MSPO Certification Summary Report

Company Name: Tanahglen Plantations Sdn Bhd

Certifying Unit: Tanahglen Plantations Sdn Bhd

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Nr.	Indicator	Description	Location	Opportunity Improvement for
2.	4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action	Office	TPSB could improve the appointment of internal audit auditor.
3.	4.4.4.2	The occupational safety and health plan shall cover the following:  c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:  ii. all precautions attached to products shall be properly observed and applied	Office	TPSB could improve monitoring of SDS.
4.	4.4.4.2	The occupational safety and health plan shall cover the following:  g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly.	Office	TPSB could improve safety meeting agenda.
5.	4.5.6.1	Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:  b. Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities	Office	TPSB could improve wildlife monitoring record by including status of wildlife sighted.

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### 5. CONCLUSION

Tanahglen Plantations Sdn Bhd has commissioned TUV NORD (Malaysia) Sdn Bhd to conduct surveillance audit consisting of one estate according to MSPO 2530-3:2013 Part 3 General principles for Oil Palm Plantations and Organised Smallholders.

There are 2 Major NC raised and closed out successfully.

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

In conclusion the certified unit has been established, implemented and continued to improve in managing the estates are in line with the Principles & Criteria of the applied standards of MS 2530-Part 3:2013 General principles for Oil Palm Plantations and Organised Smallholders.

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

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

Total certified number of estate:	1
Total certified production area:	225.00 Ha
Certified FFBs January to November 2022:	1,299.07 Mt
Project FFBs for December 2022:	100.00 Mt

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### 6. RECOMMENDATION

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

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

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

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

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

Puchong, 27/12/2022

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

Puchong, 20/01/2023 rev

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

## **MSPO Certification Summary Report**

Company Name: Tanahglen Plantations Sdn Bhd

Certifying Unit: Tanahglen Plantations Sdn Bhd

Client Number: 92-146

Audit Type: ASA 03

Mode of Audit: Onsite

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### **7. LIST OF STAKEHOLDERS**

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

## MSPO Certification Summary Report

Company Name: Tanahglen Plantations Sdn Bhd

Certifying Unit: Tanahglen Plantations Sdn Bhd

Client Number: 92-146

Audit Type: ASA 03

Mode of Audit: Onsite



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

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

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

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

Salvo clause:

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

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

### Annex / Enclosures

Annex /  
corresponding audit documentation

- P&C Audit Report / Checklists
- Audit Plan