

# RSPO Assessment Report

## PUBLIC SUMMARY

### PT. Berkat Sawit Sejati

Jl. Dayung Sumpal km. 22,5  
Kec. Bayung lencir Kab. Musi Banyuasin  
Provinsi Sumatera Selatan

This public summary has been prepared in accordance with RSPO requirements and the information included is the result of a full RSPO assessment of the Mills and supply base as included in the scope of the certificate.

Report prepared by: David Ogg FICfor (Lead assessor).  
Certification decision made by: Gerben Stegeman.

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Control Union Certifications is a member of the Control Union World Group - an international inspection and certification body. CU performs assessments and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, Eurepgap, HACCP, BRC, GMP and GTP.

CU is accredited by the Dutch Council of Accreditation (RVA) on the European quality standard EN 45011 for the inspection and certification of CU Organic program (according to the EU regulation 2092/91) and EUREPGAP program. When requested a copy of the accreditation certificate can be obtained from CU.

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## 1. SCOPE OF THE CERTIFICATION ASSESSMENT.

### 1.1 National Interpretation used.

The management of the Palm Oil Mill(s) and associated suppliers of FFB were assessed for compliance against the International RSPO criteria as interpreted and endorsed for Indonesia.

### 1.2 Assessment type. (Mill, Estate and Mill, Plantation only etc. etc).

Palm Oil Mill and two affiliated FFB supplying estates owned by PT Berkas Sawit Sejati in South Sumatra.

### 1.3 Location maps.

1.3.1 Map showing the location of the estates.

Map of PT. Berkas Sawit Sejati in Indonesia





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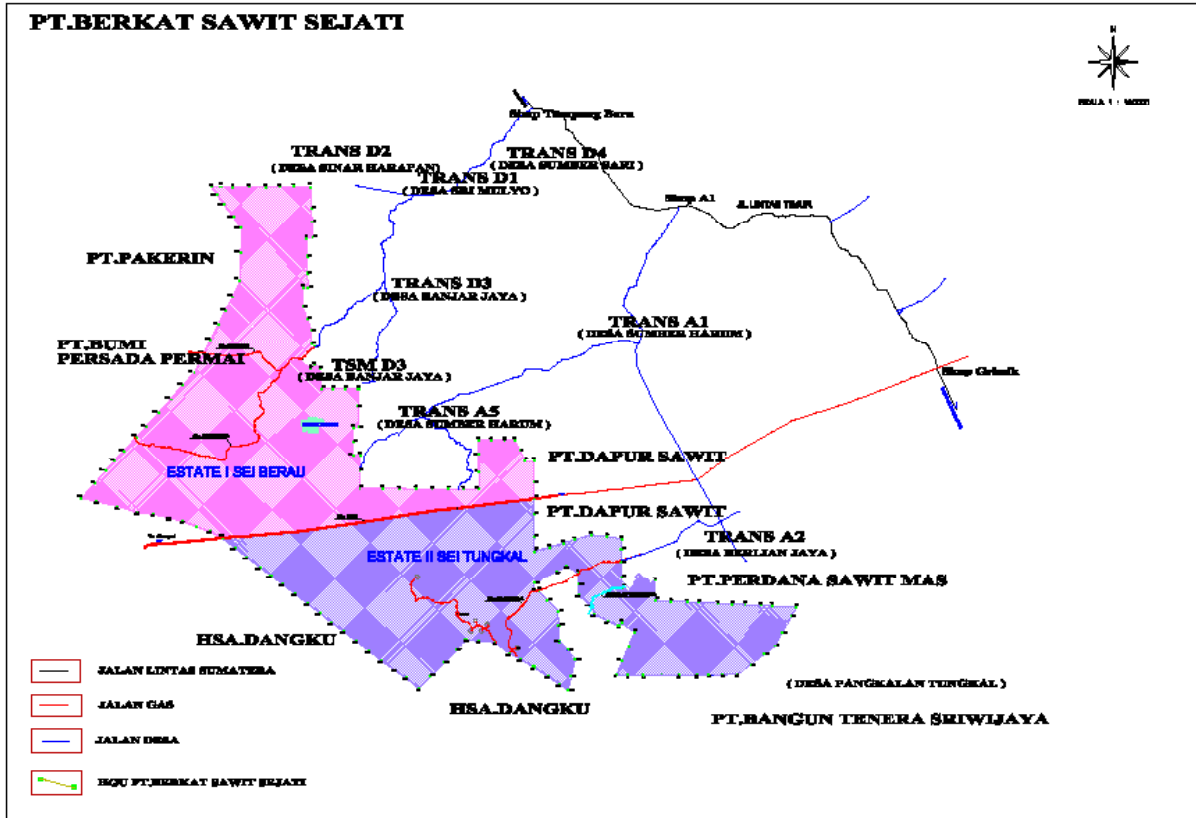
Map showing the location of PT. Berkat Sawit Sejati in Sumatra Island





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Map to show the neighbouring entities.



1.3.2 Location of mills and approximate tonnages certified. (These figures exclude any output product from non-certified suppliers).			
Name of Mill	Location address	Annual output (tons)	
		CPO	PK
PT. Berkat Sawit Sejati Palm Oil Mill	Desa Tampang Baru, Kec. Bayung Lencir Kab. Musi Banyuasin Provinsi Sumatera Selatan	54,166	12.584

1.4 Description of supply base.
1.4.1 General description.
The supply base comprises PT. Berkat Sawit Sejati. The estate comprises 11,538 ha. The mill processes 450 ton FFB per day of which 350 ton from the estate and 100 ton from by 3 <sup>rd</sup> parties.

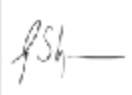
1.4.2 Location of the supply base.				
Plantation		Location address	GPS reference.	
CU Code	Name		Longitude	Latitude
PO1	PT. Berkat Sawit Sejati	Jl. Dayung Sumpal, KM 22,5, Kec. Bayung Lencir Kab. Musi Banyuasin. Propinsi Sumatera Selatan, Indonesia	103° 44' 53.3"E	2° 21' 02.5"S

1.4.3 Statistics of the supply base.						
CU Code	Name	Area of oil palm (ha)		EstTonnes FFB/yr	Planting years	Cycle (years)
		Oil Palm	Mature			
PO1	PT. Berkat Sawit Sejati	10,820	10,816	218,853	1998 - 2008	25

Percentage of planted areas of different ages.						
CU Code	Name	Before 1990	1991 – 1995	1996-2000	2001 - 2005	2006 – 2009
PO1	PT. Berkat Sawit Sejati	0	0	15	48	37

1.5 Contact person.	
Principle Contact person:	Dr. Gan Lian Tiong
Business address:	Jl. K.L. Yos Sudarso Km 7,8, Tanjung Mulia, Medan 20241
Group name if applicable:	Musim Mas
Office telephone:	+62 61 661 5511
Mobile telephone:	
Fax:	+62 61 661 7386
e-mail:	<a href="mailto:dr_ganli@yahoo.com">dr_ganli@yahoo.com</a> / <a href="mailto:liantiong.gan@musimmas.com">liantiong.gan@musimmas.com</a>
Web site:	<a href="http://www.musimmas.com">www.musimmas.com</a>

1.6 Audit against the rules for Partial Certification	
1.6.1 Introduction.	
The company comprises PT Berkat Sawit Sejati in its entirety and so the rules for partial certification are not applicable.	

1.7 Date certificate issued and scope of certificate		
Name of Client:	PT Berkat Sawit Sejati	
Client number:	CU813184	
Certificate number:	CUC 813184	
Certification Decision Date:	08 April 2010	
Issued by	Control Union Certifications	Group scheme: No
Address	Meeuwenlaan 4-6 8025 BS Zwolle	
Telephone	0031 (0) 38 426 0100	
Fax	0031 (0) 38 423 7040	
Email	<a href="mailto:certification@controlunion.com">certification@controlunion.com</a>	
Website	<a href="http://www.controlunion.com/certification">www.controlunion.com/certification</a>	
<b>Scope</b>		
Name of Mill:	PT Berkat Sawit Sejati	
Scope (Summary of suppliers of FFB):	<ul style="list-style-type: none"> <li>PO1 PT. Berkat Sawit Sejati</li> </ul>	
Projected mass balance CPO:	54,166 tonnes	
Certificate registration code:	CU-813184 D01	
Type of certification:	Single site: Yes	Group scheme: No
<b>Certifier (contact person)</b>		
Signature	Gerben Stegeman.	
		

## 2. ASSESSMENT PROCESS.

2.1 Certification Body.
<p>Control Union Certifications is a member of the Control Union World Group - an international inspection and certification body. CU performs assessments and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, Eurepgap, HACCP, BRC, GMP and GTP.</p> <p>CU is accredited by the Dutch Council of Accreditation (RVA) on the European quality standard EN 45011 for the inspection and certification of CU Organic program (according to the EU regulation 2092/91) and EUREPGAP program. When requested a copy of the accreditation certificate can be obtained from CU.</p>

2.1 Qualifications of the audit team.		
2.2.1 Qualifications of the lead auditor. David Ogg FICFor.		
REQUIREMENT	QUALIFICATIONS	Compliance
A minimum of post high school (post secondary school) training in either agriculture/forestry, environmental science or social sciences;	OND (credit) Forestry. Newton Rigg College of Agriculture and Forestry. Penrith, Cumbria. U.K. 1978 to 1981	Yes
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	Professional forester since 1981. 1987. Passed the examinations necessary to be accepted as a Member of the Institute of Chartered Foresters. 2004 Promotion to a Fellow of the ICF.	Yes
Training in the practical application of the RSPO criteria, and RSPO certification systems;	Instrumental in the preparation of the CUC certification systems. Fully trained in similar certification programmes such as FSC, PEFC, GOTS, Organic Exchange.	Yes
Successfully completion of an ISO 9000:19011 lead assessors course;	BATALAS ISO 900:2000 lead assessors course. September 2007.	Yes.
A supervised period of training in practical assessment against the RSPO criteria or similar sustainability standards, with a minimum of 15 days assessment experience and at least 3 assessments at different organisations.	Extensive experience in the Palm Oil industry by conducting pilot projects with 4 different companies throughout Malaysia and Indonesia from August 2006 to August 2007. Developed the CUC assessment checklist and system plans and training new assessors as team members. Conducted a significant number of assessments since 1998. (In excess of 3,000). SmartWood. Soil Association. <b>Indfor:</b> 700 group members including PEFC and FSC FM and COC; <b>Control Union:</b> GOTS, GGL, FSC COC, CRAMER, OE, Recycle standard. <b>RSPO to date:</b> 6 x pre-assessments. 6 x main assessments. (Malaysia, Indonesia and Colombia).	Yes.

<b>2.2.2 Qualifications of assessment team.</b>			
<b>RSPO REQUIREMENT</b>	<b>ASSESSOR</b>	<b>QUALIFICATIONS</b>	<b>Compliance</b>
Fluent in main local languages and English.	Bart van Assan	Resident in Indonesia.	Yes
	Tim Henssen	Resident in Indonesia	Yes
	Pratama Agung.	Citizen of Indonesia	Yes
Field working experience in the palm oil sector, or a demonstrable equivalent.	David Ogg	Professional forester since 1981. See also above.	Yes
	Bart van Assen	Forestry consultant since 1994. Institute for Agro-Technical Research.	Yes
Good agricultural practices (GAP), integrated pest management (IPM), pesticide and fertilizer use.	David Ogg	Professional forester since 1981. See also above.	Yes
	Bart van Assen	As part of forestry consultancy and certification work.	Yes
Health and Safety assessing on the farm and in processing facilities. (For example OHSAS 18001 or occupational. Health and safety assurance system).	David Ogg	Professional forester since 1981. See also above.	Yes
	Bart van Assen	As part of forestry consultancy and certification work.	Yes
Workers welfare issues and social assessing experience. (For example with SA8000 or related social or ethical accountability codes).	David Ogg	Professional forester since 1981. See also above.	Yes
	Pratama Agung.	Degree in Social Economics of Agriculture. Organic farming.	Yes
	Tim Henssen	Owner / manager of Indonesian company. ISO 9000/2001 certified.	
Environmental and ecological assessing. (For example experience with organic agriculture, ISO 14001 or environmental management systems).	David Ogg	Biodiversity and environmental forest management.	Yes
	Bart van Assen	FSC auditing.	Yes
Economic issues.	David Ogg	Managing Director of forest management company for 18 years.	Yes
	Tim Henssen	Banking career with ING.	Yes

## **2.2 Assessment methodology.**

### **2.3.1 General overview.**

The assessment was carried out in conformity with the procedures as laid down in the CUC RSPO Procedure Manual and the program manual for the assessor and certifier. During the assessment the qualified CUC assessors used the RSPO standard as endorsed for the country in which the assessment took place and recorded their findings.


Due to the location and proximity of the estates, combined with the common management systems and information derived during the pre-assessment, it was possible to carry out both field and office assessments of all estates within the time frame without compromising the integrity of the assessments in anyway.

The estate and mill as detailed in 1.4 above were visited and the assessment team carried out field and office assessments of compliance for all the RSPO principles and criteria. Common systems were identified and specific evidence was recorded for individual estates. Interviews with managers took place in both formal and informal environments and worker interviews were conducted on all estates and in both mills.

<b>2.3.2 Assessment agenda.</b>		
<b>Date</b>	<b>Location /main sites</b>	<b>Main activities</b>
<b>Friday 12th June</b>	<b>PT Berkhat Sawit Sejati Estate</b>	<ul style="list-style-type: none"> <li>• <b>08.00 Opening meeting. Introduction by team leader. Introduction of team members and assessment agenda.</b> Presentation of estates by respective managers. Presentation by Oil Mill(s). Source of FFB by respective managers.</li> </ul>
		<p><b>Field Operations</b></p> <ul style="list-style-type: none"> <li>• <b>Chemical stores.</b> Storage. MSDS leaflets. Herbicide mixing areas. PPE. Ventilation. Security.</li> <li>• <b>Field inspections.</b> Herbicide application programmes. Harvesting sites and efficiency. Fertilising operations. SOP's. Soil maps. Land preparation. Ground cover. IPM. First aiders and boxes. Ground cover. Soil erosion. Field observations of all operations.</li> <li>• <b>Worker interviews.</b> OSH. Sexual, religious, racial harassment. Pay and contracts. Child labour. First aid. Awareness.</li> <li>• <b>New planting sites.</b> Zero bum.</li> <li>• <b>HCV's.</b> Identification. Management plans. Environmental Impact Assessments. Implementation.</li> <li>• <b>Riparian zones.</b> Width. Current and future management. Non maintenance regimes.</li> <li>• <b>Water management.</b> Water courses. Water monitoring.</li> <li>• <b>Road maintenance.</b> Run off.</li> <li>• <b>Social amenities.</b> Social Impact Assessments.</li> <li>• <b>Local communities.</b> Contributions made. Employment opportunities. Social impacts. Complaints procedures.</li> <li>• <b>Work shops.</b> Oil traps. Safe working environment. PPE. Diesel tanks. Environmental waste management.</li> <li>• <b>Line sites.</b> Interviews with householders. Inspection of water discharge points. Water improvement plans. Waste disposal.</li> <li>• <b>Document inspection and assessment.</b></li> </ul>
	Palm Oil Mill	<ul style="list-style-type: none"> <li>• <b>Mill and workshop inspections.</b> Documentation. Worker interviews.</li> <li>• <b>Mills.</b> SOP's. Safe working environment. Gen sets. Walk ways. Signs. EFB. POME treatment. Emissions. Mass balance. Diesel tanks. PPE. Fire extinguishers. First aiders and boxes. Fuel and water usage.</li> <li>• <b>OSH.</b> Training. Management structure. First aiders.</li> <li>• <b>Full document review.</b> Completion of the checklist. Review and documentation of evidence. All aspects of RSPO P&amp;C's.</li> <li>• <b>Worker interviews.</b> OSH. Sexual, religious, racial harassment. Pay and contracts.</li> <li>• <b>Document inspection and assessment.</b></li> </ul>
<b>Saturday 13<sup>th</sup> June</b>		0900. Open Stakeholder meeting.
		<p>1400 Closing meeting. Chaired by the assessment team leader.</p> <ul style="list-style-type: none"> <li>• Welcome and introduction by the team leader.</li> <li>• Presentation of findings by the assessment team.</li> <li>• Questions and answers.</li> <li>• Final summary by team leader.</li> </ul>
<p>Number of assessors participating: 4            Number of days spent for the assessment on site: 2            Total number of person days used for the assessment on site: 8</p>		

<b>2.4 Stakeholder consultation</b>	
<b>2.4.1 Summary of how the stakeholder consultation was organised.</b>	
Number of stakeholders included in the companies application form to CUC and who were included in the stakeholder consultation process:	19
Number of additional National and International stakeholders identified by the company and by CUC and who were also included in the stakeholder consultation process:	5
Notification of the planned assessment was also posted on the CUC and RSPO web sites in accordance with the RSPO requirements.	
<p>All stakeholders were sent a letter which included full details of the company to be assessed, the names and addresses of all the mills and supply base, the dates of the assessment and the date time and place of an open stakeholder meeting. They were invited to make any comments and given the following bullet points to assist them.</p> <ul style="list-style-type: none"> <li>• Environmental protection.</li> <li>• Biodiversity conservation.</li> <li>• Opportunities for employment.</li> <li>• Provision of housing, sanitation, amenities and educational support.</li> <li>• Company approach to community development.</li> <li>• Participation in decision making.</li> <li>• Any other issue, both positive and negative that you consider may be of relevance to the assessment.</li> </ul>	
Number of persons who attended the open stakeholder meeting:	32
Subsequently to the stakeholder meeting, the audit team discussed the issues raised with management representatives of the company and follow up visits to specific sites were conducted. (See 3.3 below)	
<b>2.4.2 List of the National and International stakeholders contacted.</b>	
PACOS	AidEnvironment.
Sawit Watch	Forest Peoples
WWF	
<b>2.5 Date of next surveillance visit:</b>	12 months after the date that a certificate is awarded.

### 3. ASSESSMENT FINDINGS.

<p><b>3.1 Lead assessors recommendation for certification:</b></p> <p>A pre-assessment was conducted in April 2009 at PT Berkhat Sawit Sejati showed its awareness and its ability to manage the RSPO principles and criteria. The company demonstrated commitment to the implementation of the principles and criteria of the RSPO and this commitment is apparent at all levels of management.</p> <p>This main audit has confirmed the findings of the pre-assessment.</p> <p>It is the recommendation of the lead assessor that a certificate of compliance be awarded to PT Berkhat Sawit Sejati .</p> <p>Signed: David Ogg FICFor.</p>  <p>Date: 17th June 2009.</p>
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<p><b>3.2 Summary of the findings by criteria:</b></p> <p>The assessment team conducted a thorough assessment of all the principles, criteria and indicators. Evidence was sought for conformity with the RSPO NI (in English and in Bahasa Indonesia) and their implementation. The findings column reflects the findings in accordance with each criteria and indicator and the comments column includes some of the evidence found. (The full and complete checklist contains some confidential information and is an extensive document used for peer review and by the certification decision panel and certifier). Where non conformity was found, a summary of the non-conformity is included.</p>			
	Findings:	Summary evidence / additional comments:	Compliance
1.1	<ul style="list-style-type: none"> <li>Records of all requests for information are maintained.</li> </ul>	<ul style="list-style-type: none"> <li>Every management unit maintains a record book of information requests and a record book for responses on information requests. The records contain information on the applicant, date, nature of request and the response from the company.</li> <li>Labor, financial and permit/license documents are kept under same documentation procedures which came under policy MM-POD/01.01/6.3.0. 1 year for labour related docs, 2 years for financial docs and 3 years for license related docs.</li> </ul>	Yes
1.2	<p>Information requests may include the following information::</p> <ul style="list-style-type: none"> <li>Land titles/user rights (Site Permit Izin Lokasi),</li> <li>Plantation Operation Permit (Izin Usaha Perkebunan).</li> <li>Land Use Title (Hak Guna Usaha).</li> <li>Documentation relating to application of Land Use Title in accordance with relevant procedures).</li> <li>Environmental and social impact Assessment (AMDAL / UKL-UPL) and environmental management and monitoring reports. (Lapran RKL-RPL).</li> <li>Documentation of social activities and community programs.</li> </ul>	<ul style="list-style-type: none"> <li>No restriction as to the documents that are made publicly available with the exception of confidential commercial information.</li> <li>Commercially sensitive documents are not publicly available.</li> <li>The availability of documents is in accordance with the Stakeholders Policy and Standard Operating Procedure on Transparent communications with smallholders</li> </ul>	Yes

	<ul style="list-style-type: none"> <li>• Health and Safety Plan.</li> <li>• Continuous improvement plan.</li> </ul>		
2.1	<ul style="list-style-type: none"> <li>• Clear compliance with the law in all areas sampled.</li> <li>• Good systems in place to track and implement changes in the law.</li> <li>• The laws affecting the oil palm industry are listed and available to all managers.</li> <li>• Good systems in place to track and implement changes in the law.</li> <li>• The laws affecting the oil palm industry are listed and available to all managers.</li> </ul>	<ul style="list-style-type: none"> <li>• Document checks have been carried out on licences, permits and legal certificates, confirming legal compliance.</li> <li>• The Group's public relations manager is in charge of updating changes in applicable laws and disseminating these changes to PT BSS. The policy for tracking all changes in applicable laws takes place through: 1. association of palm oil companies, 2. through website of ILB (Indonesia Law Briefing – hukumonline.com); 3. following seminars relating to industry; 4. external lawyer consultations; 5. regular visits to government bodies.</li> <li>• Plantations Legislation No. BSS-LAW/02.01/1.1 comprises applicable local, national, and ratified international laws.</li> </ul>	<b>Yes</b>
2.2	<ul style="list-style-type: none"> <li>• Land titles / country leases for all properties in accordance with the law of the land.</li> <li>• Boundary stones easily identified.</li> <li>• The company has mechanism for the resolution of conflicts and where there have been disputes; there is proof of progress in an acceptable manner to all parties.</li> <li>• Land acquisition has been with free prior and informed consent.</li> </ul>	<ul style="list-style-type: none"> <li>• BSS-LGC/02.02/1.0. Legal permit file, contains all relevant documents regarding the ownership and use of land. Land titles have been inspected: Ex: Izin Prinsip No: 350/E4.693/12.88 dated 30th December 1988, Izin Prinsip No. 255/II/KANWIL-5/89 dated 13th February 2009, Izin Lokasi No. 593.8/17-BKPM-1989 dated 25th September 1989, Izin Usaha Perkebunan No. 188.45/420/BUP-PASBAR 2008 dated 10th September 2008, HGU No. 01 dated 23th August 1995 for 7,990Ha.</li> <li>• Landrights for the estate include the landrights for the mill (HGU ). The landrights documents include: Letter from National Capital Body (Bapepam) No.358/III/PMDN/1 998 licencing the operations of plantations and mill. The IMB No.16/IMB/BUP-PAS/2001 constitutes the building permit of the mill.</li> <li>• Each estate has a map depicting legal boundaries from BPN (National Land Body). Maintenance of boundary stones is conducted on yearly basis. Records of maintenance available.</li> <li>• Documentation on land compensation is agreed by land owners. Every land owner has signed a separate statement that they were not under pressure to sell. Minutes of negotiations are available. The estate contains some enclaves of farmers who did not sell their land to the estate and there are no conflicts.</li> </ul>	<b>Yes</b>
2.3	<ul style="list-style-type: none"> <li>• No customary rights</li> </ul>	<ul style="list-style-type: none"> <li>• No findings were encountered that would indicate the current existence of customary rights on the estates.</li> </ul>	<b>Yes</b>
3.1	<ul style="list-style-type: none"> <li>• Annual budget with a minimum 2 year projection.</li> <li>• Annual planting programme projected for a minimum of 5 years with yearly review.</li> </ul>	<ul style="list-style-type: none"> <li>• Budget available until 2018 for estate and mill. New budget as of March 2009 excludes Palm Kernel Cake.</li> <li>• Replanting programme not available at the estate: no replanting planned in the coming years, first replanting to take place in 2024.</li> </ul>	<b>Yes</b>

4.1	<ul style="list-style-type: none"> <li>The company has generic SOP's, which are up to date and which cover all plantation and mill activities from seedling to the despatch of CPO and PK or PKO.</li> <li>The company has comprehensive annual monitoring records.</li> </ul>	<ul style="list-style-type: none"> <li>Musim Mas group plantations Agricultural Policy is applicable to all Group estates. This contains. Procedures from buying seedlings (nursery stage), land preparation through to harvesting and replanting. stock balances of warehouses, operational expenses, visitors, management structure, clinic report, labour and employees, rainfall gauging data-recording, workshop, inventories of company properties.</li> <li>Monthly management report contains all activities regarding the estate operations and activities: detailed FFB production and expenses, fertilizer, pesticide and herbicide applications, pruning, harvesting, hand picking, stock balances of warehouses, operational expenses, visitors, management structure, clinic report, labour and employees, rainfall gauging data, workshop, inventories of company properties.</li> <li>Monitoring of estate operations also recorded in Internal Audit File, covers house keeping, warehouse, maintenance, harvesting. Internal audit 2 times per year.</li> <li>Monitoring of mill operations also recorded in Internal Audit file; contains checklists and covers: cleaning, SOP and operations as well as the self audit file includes housekeeping, environmental and social issues and data.</li> </ul>	Yes
4.2	<ul style="list-style-type: none"> <li>The company has records of regular soil, leaf and visual analysis. Leaf analysis is conducted on an annual basis to determine fertiliser regimes.</li> <li>All fertiliser regimes are well planned; implemented and recorded.</li> <li>Legume cover is used in newly planted areas.</li> <li>EFB application to areas determined by the foliar analysis.</li> <li>POME is used for land irrigation.</li> <li>Good monitoring of fertiliser inputs.</li> </ul>	<ul style="list-style-type: none"> <li>The fertilizer application plan and realisation plan for 2009, contains data on fertilizer application. No EFB application.</li> <li>The file land code contains map of disposal areas for solid waste.</li> <li>Soil and Foliar analysis is carried out annually by PT Sarana Inti Pratama (Independent laboratory). This provides the basis for fertiliser regimes.</li> </ul>	Yes
4.3	<ul style="list-style-type: none"> <li>Documented evidence of practices to minimise soil erosion.</li> <li>Weeding programmes minimise bare or exposed soils.</li> <li>Comprehensive road maintenance programme.</li> <li>No peat or fragile soils noted.</li> </ul>	<ul style="list-style-type: none"> <li>Soil surveys completed for all estates; 45% of the area consists of fine sandy clay, moderately well drained, on raised nearly flat to rolling terrain, low soil nutrient content, soil depth 0.5-1.0m; 23% on fine clay to clay, moderately well drained, on rolling to steep terrain, low soil nutrient reserves, soil depth 0.5-1.0m; 11% on fine sandy clay to clay, soil depth &gt;1m, well drained, on raised flat to hilly terrain, low soil nutrient reserves.</li> <li>No peat soils, no fragile soils.</li> <li>8% of BSS is located on hilly to steep terrain. Erosion control and water management plan available in Agronomic consultant report from head R&amp;D Musim Mas.</li> <li>Roads are very well maintained. There is a monthly maintenance overview of past road activities and a monthly maintenance plan for 2009.</li> </ul>	Yes

4.4	<ul style="list-style-type: none"> <li>Water courses (and wetlands) are identified on maps and management plans are in place for restoring riparian buffer zones.</li> <li>No construction of bunds/weirs/dams across the main waterways.</li> <li>Water management includes the monitoring of all water courses as they enter and leave the estate(s).</li> <li>Rainfall monitored.</li> <li>Good levels of water usage per tonne of FFB processed.</li> <li>No drainage into protected areas.</li> <li>Water management plans in place.</li> </ul>	<ul style="list-style-type: none"> <li>No field upkeep zones within 50 metres of a river of less than 10m and progressively extend to 100 metres on a wider river respectively. Rivers are as identified by the Government authority.</li> <li>Estate: All water courses and wetlands are clearly identified on maps and in the field. However, as is common practice in Indonesia, palms were planted up to the streams' edges during development. BSS is now restoring the riparian zones, through zero fertilizer and pesticide application on the relevant palms and planting tree species in the riparian zones. A programme to replant up to 3000 trees/year in the riparian zones is under review by the management. 1 site was checked during the audit and rehabilitation is ongoing.</li> <li>Every month the BOD is measured.</li> <li>Water use in the mill is mapped out and broken down into all activities of the Mill. In combination with water usage measurements, water usage is monitored and operations adjusted. Internal benchmark: 1 tonne FFB for 1 tonne water. Data on water use in In Process control file.</li> <li>Half yearly Upstream and Down stream river water analysis of Sungai Tungkal, Sungai Jerangkang, Sungai Berau Ilir /Sungai Berau Ulu. E.g. Sungai Berau pH upstream: 7,27, pH downstream 7,24. In file Water Monitoring BSS-OPI/02.02/6.3.</li> <li>Rainfall records in file management report and rainfall report: in March 206mm of rain in 9 days.</li> </ul>	Yes
4.5	<ul style="list-style-type: none"> <li>Documented and implemented IPM system.</li> <li>Monitoring of IPM used, which includes the training of staff and workers.</li> <li>Planting of beneficial plants.</li> <li>Record of pesticide use per ha.</li> <li>Monitoring of pesticide toxicity units.</li> </ul>	<ul style="list-style-type: none"> <li>since the estate is young, there are large areas without <i>Tunera</i> and <i>Cassia</i>. In division B 24% of the allocated area is planted with <i>Tunera</i> and <i>Cassia</i>. There are <i>Tunera</i> and <i>Cassia</i> action planting plans for each division in file IPM implementation and monitoring.</li> <li>Bam owl boxes on the estate help combat rats, given that the the boxes can attract bam owl to nesting in the boxes which feed on the rats in the area One barn owl box on the Tungkal estate was checked and indeed was occupied by bam owl with offspring.</li> <li>Pesticide toxicity units checked monthly. Records in CHRA file</li> </ul>	Yes
4.6	<ul style="list-style-type: none"> <li>Written justification for all agrochemicals used.</li> <li>All pesticides are officially registered.</li> <li>Well ventilated and secure chemical stores with MSDS leaflets and first aid.</li> <li>Annual medical checkups.</li> <li>No work with pesticides for confirmed or breast feeding woman.</li> <li>The use of WHO type 1a or 1b chemicals, is limited.</li> <li>No aerial spraying.</li> <li>CPO testing for residues.</li> <li>Records of use of pesticides.</li> </ul>	<ul style="list-style-type: none"> <li>Use of Paraquat is limited to the occurrence of certain weeds and tests are ongoing within the group to look for alternatives for paraquat.</li> <li>File CHRA contains chemical register of chemicals used with MSDS, chemicals not excluded by WHO. Estate Operation file nr 6.1 contains details on up keep of mature areas including usage of chemicals and number of people working with the chemicals. Stock cards being kept of the chemical warehouse and recorded in the Daily chemical dispense book;</li> </ul>	Yes

	<ul style="list-style-type: none"> <li>• Proper disposal of chemical waste.</li> </ul>	<ul style="list-style-type: none"> <li>• Company policy prevents pregnant and breast feeding women from spraying; blood samples of sprayers are taken monthly.</li> <li>• Collection of chemical waste takes place by a collection agent licensed by the authority of environment, energy and minerals. Logbook chemical waste collection available.</li> </ul>	
4.7	<ul style="list-style-type: none"> <li>• OSH plan in place.</li> <li>• Accident records kept and reviewed.</li> <li>• Accident insurance in place.</li> <li>• Risk assessment</li> </ul>	<ul style="list-style-type: none"> <li>• OSH plan on file and comprises scheduled training sessions on OSH and RSPO, worker attendance list in training list file.</li> <li>• OSH training is given by the sustainability department, training on agronomy by the estate manager (includes spraying). File internal training provides all details.</li> <li>• BSS-OSH/03.01/10.0 policy and procedures OSH Musim Mas sets out policies. Record of first aid training Ex: On dated 27th July 2008 on the mill, by dr.Richard, 18 workers present.</li> <li>• Workers are insured through the national insurance body Jamsostek, records were seen by the audit team.</li> <li>• Risk assessment available in CHRA</li> </ul>	<b>Yes</b>
4.8:	<ul style="list-style-type: none"> <li>• Training plans and records are in place as appropriate for all staff and workers.</li> </ul>	<ul style="list-style-type: none"> <li>• Matrix training programmes are devised annually. Training records on management, OSH, first aid, EFB press, RSPO, working environment for staff, employee and smallholders are available.</li> <li>• All interviews with workers in the estate and in the mill confirmed the effectiveness of the training programmes. All interviewees were aware of OSH guidelines and received job specific training.</li> </ul>	<b>Yes</b>
5.1	<ul style="list-style-type: none"> <li>• Documented and implemented impact assessments in accordance with RSPO and legal requirements.</li> <li>• Environmental improvement plans in place.</li> </ul>	<ul style="list-style-type: none"> <li>• Half yearly AMDAL document consist of ANDAL (environmental impact analysis), RKL (management plan), RPL (control plan) are available.</li> <li>• These returns are submitted to the relevant agency as per legal requirements.</li> </ul>	<b>Yes</b>
5.2	<ul style="list-style-type: none"> <li>• HCV assessments completed.</li> <li>• Management plans in place.</li> <li>• Inappropriate hunting, fishing and collecting activities are discouraged.</li> </ul>	<ul style="list-style-type: none"> <li>• HVC assessment has been carried out by an independent consultant.</li> <li>• At the appropriate places within the estate signs have been put up to forbid hunting and disposal of garbage.</li> <li>• Several initiatives regarding the protected species have been developed. Monitoring of wildlife is continuous. Management plans have been developed on the basis of the outcome of monitoring activities.</li> <li>• SOP: Every action plan is based on law and regulations. Ex: maintenance of riparian zone based on <i>Undang-undang No. 41 tahun 1999</i> regarding forestry and <i>Undang-Undang No.5 tahun 1990</i> regarding biodiversity conservation.</li> </ul>	<b>Yes</b>
5.3	<ul style="list-style-type: none"> <li>• Waste products have been identified</li> </ul>	<ul style="list-style-type: none"> <li>• Logbook of household waste contains</li> </ul>	<b>Yes</b>

	<p>and documented.</p> <ul style="list-style-type: none"> <li>Plans to avoid pollution are in place.</li> <li>Biomass is recycled.</li> <li>Hazardous waste</li> </ul>	<p>source, where disposed (landfill in division E no rivers or inhabited areas close by), collection van and driver, kg, verifying officer. Pollution Sources Identification: file land code</p> <ul style="list-style-type: none"> <li>Bioflow water treatment plant has recently been commissioned. The water treatment facilities are sufficient to accommodate the planned expansion of the mill from 45 tons per hour to 90 tons per hour. Current level of waste water is 450 ton per day. The water treatment facilities have enough capacity to facilitate the expansion to 90 tons. Dispatch by rotation; dispatch areas total 66Ha. In order to accommodate future expansion a further 40 ha of dispatch area is being planned.</li> <li>To monitor effluent and waste: BSS-OPI/01.01/6.10.2 Hazardous and Toxic Material Monitoring. Hazardous waste is taken care by PT. Dharma Niaga Putra Steel, licensed waste contractor.</li> </ul>	
5.4	<ul style="list-style-type: none"> <li>All energy used in the mills is monitored.</li> <li>Fossil fuel records are maintained and trends shown.</li> </ul>	<ul style="list-style-type: none"> <li>Records on empty FFB, fibre and shells used as energy source recorded in file Effluents Monitoring Dispatch file. MusimMas “Clean development mechanism” team is studying the use of biogas. One external consultant has visited the site. Consultancy report available. First MusimMas trial project for biogas expected to start later in the year; will be on different site.</li> <li>Records on diesel usages recorded in the same file Effluents Monitoring Dispatch file.</li> </ul>	<b>Yes</b>
5.5	<ul style="list-style-type: none"> <li>The use of fire is not allowed for any land preparation or for replanting.</li> <li>No evidence of burning waste.</li> </ul>	<ul style="list-style-type: none"> <li>Estate operates its own fire truck, training provided by Dinas Pemadam Kebakaran (Provincial fire fighting authorities),</li> <li>Evidenced in file external training 2.0. Fire extinguishers present in various locations on site.</li> </ul>	<b>Yes</b>
5.6	<ul style="list-style-type: none"> <li>Documented plans to mitigate all polluting activities. – reviewed annually.</li> <li>No peat land.</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring data available in the half yearly AMDAL/DPPL environmental report.</li> </ul>	<b>Yes</b>
6.1	<ul style="list-style-type: none"> <li>Documented and implemented social impact assessments prepared in participation with affected parties, for plantations and mills.</li> </ul>	<ul style="list-style-type: none"> <li>Social Impact Assessment available. Records of respondent participate in the assessment process available, 35 including local government, local community leader, worker union, doctor from sub-district clinic. On January up to April estate conduct continuous socialization of Social</li> </ul>	<b>Yes</b>

		<p>Impact HCV Assessment involving 16 persons from Desa Sinar Harapan, 23 persons from Desa Sumber Harum, 31 persons from Desa Berlian Jaya, 30 persons from Desa Banjar Jaya and 36 persons from Desa Tampang Baru,</p> <ul style="list-style-type: none"> <li>• Management plan on Social Impacts period available for both estate and mill 2008/2009</li> <li>• Documented action done to improve social impacts.</li> </ul>	
6.2	<ul style="list-style-type: none"> <li>• Clear and transparent systems of consultation and communication with local stakeholders.</li> <li>• Identified lines of communication.</li> </ul>	<ul style="list-style-type: none"> <li>• Policy for estates and policy for POM consist the same procedures of consultations with stakeholders. Records of communications and consultations are available.</li> <li>• Maintenance of a list of stakeholders by consulting with the government, authorities, suppliers, contractor and conduct meetings with the stakeholders. Written on Distribution of New Information and Technology standard operating procedure.</li> <li>• Minutes of meeting with stakeholders, record of request and or aspiration. Record of responses and follow up on social impact assessment implementations.</li> <li>• Public Relations Manager on the estate and mill.</li> </ul>	<b>Yes</b>
6.3	<ul style="list-style-type: none"> <li>• There is a complaints and dispute resolution procedures which is demonstrably accepted by potentially affected parties.</li> <li>• Procedure is fully available to all.</li> </ul>	<ul style="list-style-type: none"> <li>• Procedure to solve complaints and grievances on Standard Operating Procedure. External complaint book for outsider and Internal complaint book for employees and staff. Socialization on the SOP, POD, HCVF, SIA, CSR from the plantation to stakeholders. Agreed mechanism statement signed by stakeholders. SOP how to issue internal labour complaint</li> <li>• External complaint book Ex: On 17<sup>th</sup> December 2008 Ari Wahyono from Conoco Philips complains about broken Conoco road, as a response the estate agreed to jointly fix the road on 18<sup>th</sup> December 2008.</li> </ul>	<b>Yes</b>
6.4	<ul style="list-style-type: none"> <li>• Procedure in place for identifying legal and customary rights and a procedure for identifying people entitled to compensation.</li> </ul>	<ul style="list-style-type: none"> <li>• Standard Operating Procedure on Land Compensations including procedures on identification, calculation, and compensation.</li> <li>• Land Compensation Report No. BSS-OPI/02.02/5.13 Ex: Negotiations on Alkat for 14,50Ha. Dated 5<sup>th</sup>, 18<sup>th</sup>, 29<sup>th</sup> August 2008. The agreed price is Rp.14,500,000 completed with “no dispute on land” statement letter. Transaction letter dated 23<sup>rd</sup> November 2005.</li> </ul>	<b>Yes</b>

		<ul style="list-style-type: none"> <li>Record of persons compensated with the date, name, address, land, amount of compensation and copy of IDs.</li> <li>Records of compensations accompanied by transaction letters, receipt.</li> </ul>	
6.5	<ul style="list-style-type: none"> <li>Documented pay and conditions.</li> <li>Labour laws, union agreements and contracts of employment are in place and in the appropriate languages.</li> <li>Adequate housing, water supplies, medical, educational and welfare amenities are provided.</li> </ul>	<ul style="list-style-type: none"> <li>Pay rates including working time, overtime, pay terms is in <i>Perjanjian Kerja Bersama</i> (PKB). Document Labour Control consists of employees status and pay rates.</li> <li>Interviews with workers point out that they are paid at least the local minimum wage and all enjoy free housing with free electricity and water.</li> </ul>	Yes
6.6	<ul style="list-style-type: none"> <li>Published statement recognizing freedom of association.</li> <li>Minutes of meetings with trade unions and worker representatives.</li> </ul>	<ul style="list-style-type: none"> <li>Ex: Minutes of meeting worker union from Sei Tungkal, Sei Berau and BSS POM with management dated 30<sup>th</sup> February 2009 at Sei Tungkal office. Worker union request about extra allowance for foods, as a response management raised the allowance Rp.600 compared to previous year.</li> <li>Union worker office is located in the housing complex of the mill; easily accessible to all workers.</li> </ul>	Yes
6.7	<ul style="list-style-type: none"> <li>There is a documented and published company policy on worker ages in accordance with national laws.</li> </ul>	<ul style="list-style-type: none"> <li>SOP for each for each mill and estate contains Recruitment policy stating that, no worker under 18 years will be accepted.</li> </ul>	Yes
6.8	<ul style="list-style-type: none"> <li>There is a publicly available equal opportunities policy.</li> <li>No evidence of discrimination. Workers are treated equally with regard to working opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>Policy for each mill and estate about equal opportunities based on Undang-Undang no. 13 tahun 2003 pasal 31</li> <li>Decree letter provides evidence that every employee has the same opportunities for promotions regardless race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliations or age.</li> <li>Records of new employee show that the company accepts new employee based on their capabilities.</li> </ul>	Yes
6.9	<ul style="list-style-type: none"> <li>Well displayed and clear policy on sexual harassment and violence.</li> <li>The company has set up a specific gender committee to facilitate the grievance mechanism.</li> </ul>	<ul style="list-style-type: none"> <li>A set of policies on Sexual harassment, SOP on sexual harassment handling, Policy on Gender committee, SOP on Gender committee for each mill and estate are available.</li> <li>Sets Policy and SOP on protection of reproductive rights for each mill and estate</li> <li>Gender committee PT. Berkat Sawit Sejati comprised of <i>services bureau, women empowerment bureau, research bureau, administration bureau</i>. Endorsment letter dated 27<sup>th</sup></li> </ul>	Yes

<p>6.10</p> <ul style="list-style-type: none"> <li>The pricing mechanism for FFB and other services provided to both the mill(s) and the estates is documented.</li> <li>Current and past prices for FFB are publicly available.</li> </ul>	<ul style="list-style-type: none"> <li>March 2009, appointing 25 person as the committee for gender issues.</li> <li>Maternal leave and permits records available. Claim on the <i>Jamsostek</i> (Social Insurance for Worker) over workers children birth expenses</li> <li>There is a specific SOP on grievance mechanism.</li> <li>Records of Working Agreement Letters for contractors and suppliers available. Cooperation Agreements between company and schemed smallholders available</li> <li>Records of payment from company to the cooperation bank accounts include the actual productions, cost made and deductions are available.</li> <li>Interviews with third party FFB suppliers point out the system of payment are transparent and understood.</li> </ul>	<p>Yes</p>
<p>6.11</p> <ul style="list-style-type: none"> <li>The company makes contributions for local development and records are maintained.</li> <li>Observation raised.</li> </ul>	<ul style="list-style-type: none"> <li>Policy for Corporate Social Responsibility documents consists of records of company contributions to community development available on each mill and estate.</li> <li>During 2008, 24 cases of local community assistance were carried out.</li> <li>Community assistance may be in cash or in kind.</li> </ul>	<p>Yes</p>
<p>7.0</p> <ul style="list-style-type: none"> <li>Not applicable to this audit.</li> </ul>		
<p>8.1</p> <ul style="list-style-type: none"> <li>Clear evidence of continual improvement in key areas.</li> </ul>	<ul style="list-style-type: none"> <li>DPPL consist of RKL/RPL. Review consist of result of the action plan, evaluations, recommendation for next improvement. On economic improvement: green productivity methodology. By collection of data finding root causes of problems; cost effectiveness and practicality of solutions are taken into account. The aim is to improve oil extraction and to reduce free fatty acid. File IP project</li> <li>Ex: On AMDAL. The degradation on water quality is addressed, as an action plan estate will try to maintain the riparian zone by replanting on river side started on 2<sup>nd</sup> March 2009, documentation of the action taken is available.</li> <li>Action plan and monitoring plan for environment management plan (RPL) is available. Ex: In the Environment impact Assessment, the FFB processing in the mill would impact to the water quality. As an action plan, management planned to replant jungle</li> </ul>	<p>Yes</p>

		<p>trees along the POME processing area on February 2009.</p> <ul style="list-style-type: none"> <li>• Mill: continuous improvement plan includes the social impact of operations with a weighing system. High weighting indicates immediate action, ex. Weighing department experienced dust from incoming trucks, 7 May 2009 co. started to clean the incoming trucks. Dust is measured and reported half yearly in RPL (see above).</li> <li>• Ex: When smoke density level is above the standard, action plan to reduce smoke density such maintenance of the boiler, modified the turbine and generator sets, censor checking is taken on 2<sup>nd</sup> March 2009.</li> </ul>	
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### 3.3 Non conformity register.

This section gives an over view of new or revised non-conformities raised during this assessment and of action taken to close out non-conformities raised during the previous assessments.  
 Major non-conformities raised during a main assessment will prevent CU from making a positive certification decision for the concerned units/products.  
**The NC number is comprised of 2 parts to include the year in which the NC is raised as well as a sequential number.**

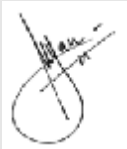
<b>Date:</b>	<b>13<sup>th</sup> June 2009</b>
Number Settled	-
Number Outstanding	-

<b>NON CONFORMITY REPORT</b>	
NC number:	<b>None</b>
Client name:	
Date raised:	
Major or Minor:	
Raised by:	
<b>Aspect of standard:</b>	
<b>Evidence of non-conformity :</b>	
<b>Proposed corrective action / improvement action by company.</b>	
<b>Timeline for conformance:</b>	
<b>Review of corrective /improvement action:</b>	
Assessors signature:	
Date:	

<b>3.4 Issues raised during stakeholder consultation and company responses.</b>		
<i>(The subjects raised and responses by the company will be reviewed at the first annual surveillance assessment).</i>		
<b>Subject raised</b>	<b>Company response and proposed action to be taken.</b>	<b>Assessment team findings</b>
<ul style="list-style-type: none"> <li>• Why there is no plasma smallholder system in PT. BSS?</li> <li>• Request for subsidised palm oil seeds.</li> <li>• Request for community development funds.</li> </ul>	<ul style="list-style-type: none"> <li>• The permit from government is only for inti plantation and mill.</li> <li>• There is no nursery in the PT BSS.</li> <li>• Community development fund already take place, more to come but staged based on management plan.</li> </ul>	No ground for non-conformity. No further action required.
There is no significant follow up on the flooding of Sungai Berau. The Pangkalan Tungkal community claims presence of the PT BSS plantation extends the duration of the floods.	Several reviews from the village authorities and the estate management on site concluded that PT BSS is not the prime cause of the flood. There will be a review on the site on Monday, 15 <sup>th</sup> June 2009. A notification to that end has been sent out to the community.	No ground for non-conformity. No further action required.
Desa Berlian Jaya requests follow up on the plasma plan in Desa Berlian Jaya. The issue has been raised in 2008, but there has been no significant follow up.	No request for plasma has been issued to management previously. The estate management will consider providing technical support on oil planting upon receiving a formal request. The estate has no plasma permit. The village actually did have the opportunity to join the plasma system of Hindoli Cargill, but rejected this option.	No ground for non-conformity. No further action required.
Land dispute complaints from Desa Sinar Harapan, Desa Tampang Baru and Desa Berlian Jaya.	Desa Sinar Harapan: claims not to be compensated for land used by the estate. In fact the estate compensated the same plot of land to another party and the estate has the formal land rights. The complaint was never directly issued to the estate but was been directed through local authorities. The process to resolve this issue is ongoing and is expected to be finalised in August by mediation of KomnasHAM (National Commission for Human Rights). Desa Tampang Baru, has not filed a formal complaint yet; the location of the disputed land is not clear. Desa Berlian Jaya, has not filed a formal complaint yet; the location of the disputed land is not clear.	No ground for non-conformity. No further action required.
Desa Sinar Harapan's receipt on land compensation differs from the cash they have received.	It is not a receipt but a statement letter that the community sold the land, completed with the hectare statement and amount of money paid previously. The issue could not be verified because of absence of the letter.	No ground for non-conformity. No further action required.
Kecamatan Bayung Lencir has received donations from PT BSS but does not see the relation of the donations with community development.	The donations are part of the PT BSS community development programme.	No ground for non-conformity. No further action required.
There is a claim that a worker was forced to sign his resignation paper.	Claim could not be verified; the name of the person was not specified and the management has never forced a worker to sign a resignation letter.	No ground for non-conformity. No further action required.
Desa Tampang Baru requests transparency regarding planned donations to the community.	Donations take place on the basis of engagement with the community and as such there is no fixed nominal donation amount available.	No ground for non-conformity. No further action required.
Desa Pangkalan Tungkal: intends to develop riparian zone and request a formal letter of consent from the estate	The estate management does not consent to the request as it intends to restrict the development of the riparian zone in	No ground for non-conformity. No further action required.

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management.	accordance with the RSPO P&C and National law. As such PT. BSS refused to give its permission.	

<b>3.5 Formal sign off of assessment findings.</b>	
<b>3.5.1 Acknowledgement of internal responsibility by the client.</b>	
<p><b>I the undersigned, being the legal representative of the inspected company, agree with the contents of this report and accept the liability in execution of the instructions given in the report.</b></p>	
<p>Comments: We accept the audit findings and the report.</p>	
Name:	Dr Gan Lian Tiong
Position:	Head, Sustainability Department
Signature:	
Date:	12 <sup>th</sup> April, 2010