

MY05035 Malaysian Palm Oil Board - SPOC Sebauh

Audit Summary Report

Organization:	Malaysian Palm Oil Board – SPOC Sebauh		
Address:	<u>MPOB Bintulu Office</u> Pejabat MPOB Caw. Bintulu, Sublot 71, Taman Siong Boon, Jalan Sebieu, 97000 Bintulu, Sarawak.		
Standard(s):	MS2530-2 : Part 2: General Principles for Independent Smallholders	Accreditation Body(s): DEPARTMENT STANDARDS MALAYSIA (DSM)	
Representative:	En. Yusof Mohamad (Research Officer) 013-6727221 En. Rustonely Merupi (Group Manager) 019-8759772		
Site(s) audited:	Siba Anak Bunsu Ludai Anak Manggat Sanggam Anak Bujang Entipan Anak Mang Ali Basah Kesing Dorothy Adrian Jun Ngau Wan Doris Anak Bana	Date(s) of audit(s):	24 th -26 th September 2018
Visit Type:	MSPO Audit Stage 2	Type of Certification Assessment	Main Audit
Lead auditor:	Dickens Mambu (LA)	Additional team member(s): Audit Member (AM)	Abdul Khalik (AK) (AM) (Training Lead Auditor)
This report is confidential and distribution is limited to the audit team, client representative and the SGS office.			

1. Audit objectives

The objectives of this audit were:

- to confirm that the management system conforms with all the requirements of the audit standard;
- to confirm that the organization has effectively implemented the planned management system;
- to confirm that the management system is capable of achieving the organization's policy objectives.

2. Scope of certification

Production of FFB for Independent Smallholders in compliance to the MSPO Certification Standard MS2530-2:2013 Part 2.

The audit covered the MS 2530:2013 requirements particularly MSPO Certification Standard **MS2530-2:2013 Part 2**.

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Validation of processes for production and service provision

Has this scope been amended as a result of this audit? ☐ Yes ☒ No

This is a multi-site audit and an Appendix listing all relevant sites and/or remote locations has been established (attached) and agreed with the client ☒ Yes ☐ No

3. Current audit findings and conclusions

The audit team conducted a process-based audit focusing on significant aspects/risks/objectives required by the standard(s). The audit methods used were interviews, observation of activities and review of documentation and records.

The structure of the audit was in accordance with the audit plan as annexes to this summary report.

The audit team concludes that the organization ☒ has ☐ has not established and maintained its management system in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the organization's policy and objectives.

Number of nonconformities identified: 3 Major 1 Minor

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

☒ Granted / ☐ Continued / ☐ Withheld / ☐ Suspended until satisfactory corrective action is completed.

4. Previous Audit Results

The results of the last audit of this system have been reviewed, in particular to assure appropriate correction and corrective action has been implemented to address any nonconformity identified. This review has concluded that:

- ☐ Any nonconformity identified during previous audits has been corrected and the corrective action continues to be effective.
- ☐ The management system has not adequately addressed nonconformity identified during previous audit activities and the specific issue has been re-defined in the nonconformity section of this report.

5. Audit Findings

The audit team conducted a process-based audit focusing on significant aspects/risks/objectives. The audit methods used were interviews, observation of activities and review of documentation and records.

The management system documentation demonstrated conformity with the requirements of the audit standard and provided sufficient structure to support implementation and maintenance of the management system. ☒ Yes ☐ No

The organization has demonstrated effective implementation and maintenance / improvement of its management system. ☒ Yes ☐ No

The organization has demonstrated the establishment and tracking of appropriate key performance objectives and targets and monitored progress towards their achievement. ☒ Yes ☐ No

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The internal audit program has been fully implemented and demonstrates effectiveness as a tool for maintaining and improving the management system. ☒ Yes ☐ No

The management review process demonstrated capability to ensure the continuing suitability, adequacy and effectiveness of the management system. ☒ Yes ☐ No

Throughout the audit process, the management system demonstrated overall conformance with the requirements of the audit standard. ☒ Yes ☐ No

Certification claims are accurate and in accordance with SGS guidance ☒ N/A ☐ Yes ☐ No

6. Significant Audit Trails Followed

The specific processes, activities and functions reviewed are detailed in the Audit Plan. In performing the audit, various audit trails and linkages were developed, including the following primary audit trails, followed throughout:

Organization:	Malaysian Palm Oil Board (MPOB) Smallholder Palm Oil Cluster (SPOC) SPOC Q30 Sebauh		
Address	<u>MPOB Bintulu Office</u> Pejabat TUNAS, MPOB – Stesen Pelabuhan Bintulu Siong Boon Garden, Jalan Sibiyu, Peti Surat 3125, 97013 Bintulu, Sarawak.		
MPOB License No.:	i. Siba Anak Bunsu (505274-501000) ii. Ludai Anak Manggat (501552-101000) iii. Sanggam Anak Bujang (552174-501000) iv. Entipan Anak Mang (549797-601000) v. Ali Basah Kesting (541790-501000) vi. Dorothy Adrian (406270-001000) vii. Jun Ngau Wan (569956-101000) viii. Doris Anak Bana (572294-501000)	Expiry date:	31 st Mar 2023 30 th Sept. 2022 30 th Sept. 2020 31 st July 2020 31 st Mar 2020 31 st May 2022 30 st Sept. 2021 30 th Nov 2021
Scope of Activity:	Menjual dan mengalih FFB		
Date of certificate issued and validity:	Nil (New Applicant)	Proposed Date of Next Surveillance Audit:	July 2019
Other Sustainability Certification:	Nil		
Visit Number:	02 (Stage 2)	Actual Visit Date:	
Visit Due by Date:	Nil	For auditor information only	
Lead Auditor :	Dickens Mambu (DM)		

Audit Member	Abdul Khalik Arbi (AK)
Additional Attendees and Roles	Nil
Standard(s):	MS2530-2:2013 Part 2 : General Principles for Independent Smallholders
Audit Language:	English & Malay
Audit Scope:	<p>1.The audit covered Three (3) site performing the following scope: Operations, comprising of management systems, process of Fresh Fruit bunches (FFB), documentation and site assessment.</p> <p>2.The audit covered all the MSPO 2530 Part 3 requirements with no permissible exclusion of clause in compliance to the standard document</p>

Date	Time	Auditor	Organisational and Functional Units/ Processes and Activities	Key Contact
24 th September 2018	7.30 8.00 8.15 8.30 12.30pm 1.00 pm 5.00 pm	DM & AK	<p><u>SPOC Q30</u> MS 2530-2-2013 Part 2</p> <p>Arrive Bintulu Airport Depart to MPOB Office Bintulu Opening Meeting Audit Process (Document review)</p> <ul style="list-style-type: none"> • Principle 1: Management commitment and responsibility • Principle 2: Transparency • Principle 3: Compliance to legal requirements • Principle 4: Social responsibility, health, safety and employment condition • Principle 5: Environment, natural resources, biodiversity and ecosystem services • Principle 6: Best practices <p>Lunch Continue Audit Process (Document Review)</p> <p>End Audit Stage 2 Day 1</p>	SPOC Personnel
25 th September 2018		DM & AK	<p><u>SPOC Q30</u> MS 2530-2-2013 Part 2</p>	SPOC Personnel

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	7.30 am		Depart to Smallholder Farm for site assessment	
	9.00 am		Field Assessment 1. Doris Bana 2. Jun Ngau Wan 3. Ali Basah 4. Dorothy Adrian	
	5.00 pm		End Audit Stage 2 Day 2	
26 th September 2018	7.30 am	DM & AK	SPOC Q30 MS 2530-2-2013 Part 2 Depart to Smallholder Farm for site assessment Field Assessment 1. SANGGAM ANAK BUJANG 2. SIBA ANAK BUNSU 3. ENTIPAN	SPOC Personnel

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	4.00 pm 5.00pm	DM / AK	4. LUDAI ANAK MANGGAT Closing Meeting End MSPO Audit Stage 2 Flight Bintulu- Kuching 7.40 pm (AK 6147)	
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Location and Maps

The GPS locations of the state are shown in Table 1.

Table 1: SPOC Q 30 Sebauh Smallholder List

No.	Smallholder		Location of Planted Area	Area Certified (ha)
	Name	IC No.		

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1	Entipan Anak Mang	580109-13-5173	RH Siba Batu 25 ½ Jalan Bintulu Miri, 97000 Bintulu Sarawak	20.27
2	Jun Ngau Wan	680117-13-5155	No 30 CF Park Jalan Tun Hussein Onn, 97000 Bintulu, Sarawak	33.78
3	Doris Anak Bana	680815-13-5478	No 80 CF Park Jalan Tun Hussein Onn 97000 Bintulu, Sarawak	39.18
4.	Sanggam Anak Bujang	660621-13-5551	RH Siba Batu 25 Jalan Bintulu Miri 97000 Bintulu, Sarawak	2.00
5.	Ludai Anak Mangat	660712-13-5435	RH Siba, Batu 25 1/2, Jalan Bintulu-Miri 97000 Bintulu, Sarawak	9.52
6.	Siba Anak Bunsu	530410-13-5871	RH Siba, Batu 25 ½ Jalan Bintulu-Miri, 97000 Bintulu, Sarawak	8.79
7.	Jackson Imbang Anak Isit	530822-13-5253	No 299, Taman Li Hua, 97000 Bintulu, Sarawak	20.42
8.	Ali Basah Kesting	520201-13-5331	No. 35 2 nd Floor, Medan Jaya, P.O. Box 742 97008 Bintulu, Sarawak	37.26
9.	Dorothy Adrian	560615-13-5602	No.36, Tingkat 2, Medan Jaya Peti Surat 742, 97008 Bintulu, Sarawak	30.40
10.	Muhammad Shafiq	711020-13-5027	No.211 Tamanputrajaya Tun Hussin onn	17.25
11.	Sawing Ak Banda	720210-13-6121	RH. Sawing Batu 15 Jalan Miri-Bintulu	2.00
12.	Halimah Abdullah	850626-13-5986	Kampung Penan Muslim Jln Bintulu-Miri	10.78
13.	Saba Anak Bajan	561106-13-5609	RH. Siba Batu2 1/2 Jalan Miri-Bintulu	3.38
14.	Lini Anak Kalai	650124-13-5313	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	6.20
15.	Majang Anak Renggi	570526-13-5271	NO.364 Jade Garden Phase 3 Jln Tun Husin	39.07

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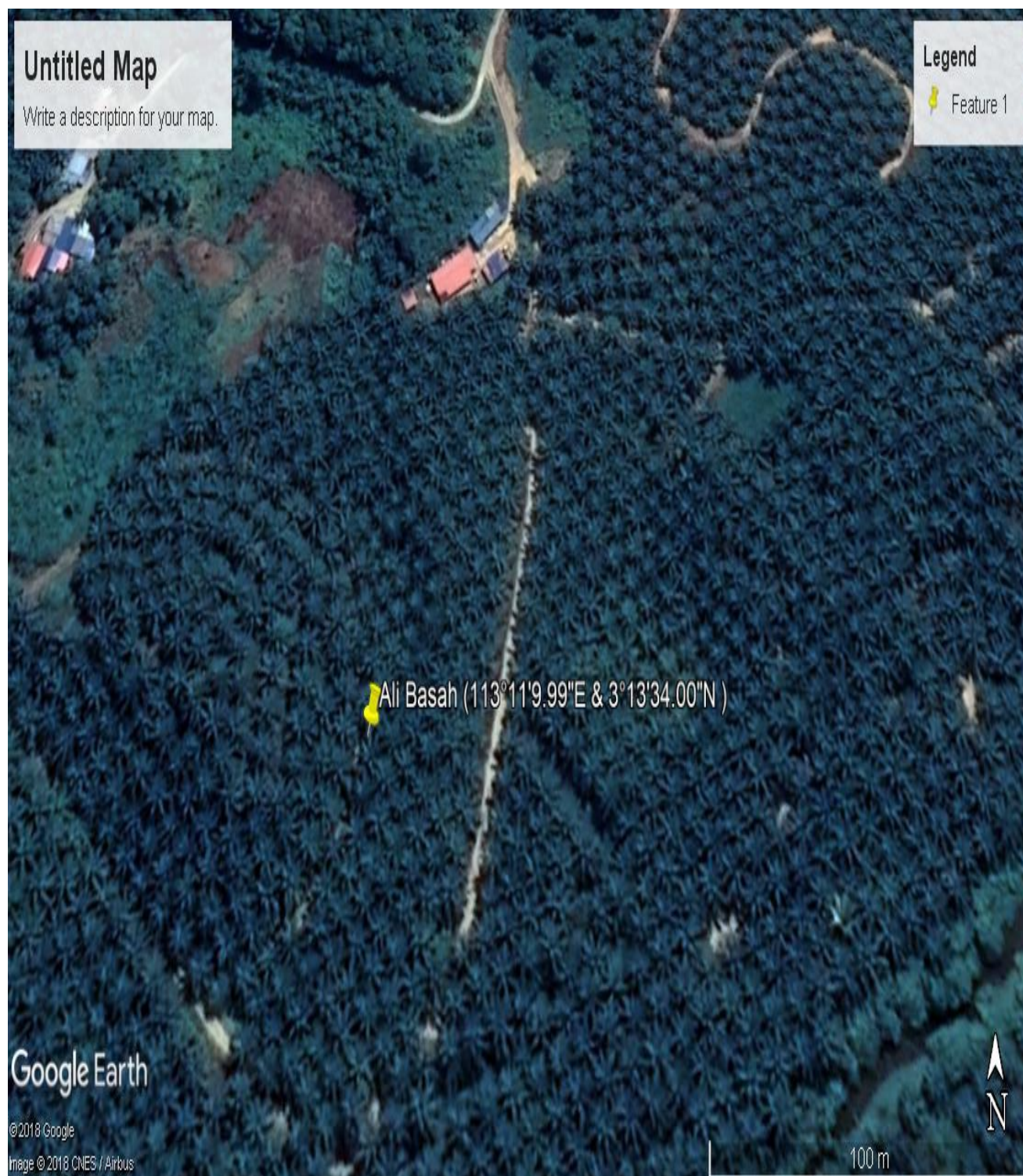
16.	Mathew Anak Banyang	851121-13-5207	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
17.	Gawang Anak Mail	701229-13-5379	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	9.28
18.	Simon Anak Engkuang	870828-13-6475	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	1.42
19.	Thomas Salang Anak Engkuang	850805-13-5713	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	14.19
20.	Jalang Anak Sunggau	730710-13-6303	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	11.63
21.	Aleh Anak Laja	720915-13-5639	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	12.16
22.	Biah Anak Rijik	700102-13-6310	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	5.41
23.	Bundan Anak Rijik	591127-13-5381	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.76
24.	Juna Ak Likong	640410-13-5203	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	4.78
25.	Dari Anak Umbar	570922-13-5896	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	6.08
26.	Galau Anak Ayom	590403-13-5229	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	9.07
27.	Shamie Anak Balang	870131-13-6344	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	8.75
28.	Ronnie Anak Balang	91125-13-6524	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
29.	Sendi Anak Gani	640506-13-5210	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	4.14
30.	Roland Philip	570711-13-5567	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
31.	Jonathan Anak Demong	801008-13-6173	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	6.90
32.	<u>Jeriah@Asap</u>	730326-13-5306	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.07

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33.	Nessella Anak Gandil	910212-13-6376	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	17.56
34.	Serini Anak Mandi	711128-13-5248	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	5.45
35.	Ngumbang Ak Jelaping	620803-13-6460	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	7.29
36.	Sebon Anak Saba	771125-13-5191	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	12.20
37.	Jalin Anak Saba	751013-13-5869	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	4.46
38.	Daud Anak Setol	490703-13-5185	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	1.35
39.	Lumit Anak Nanang	700301-13-5732	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
40.	Tenggan Anak Bajan	550724-13-5389	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	3.38
41.	Ata Anak Nyalin	610625-13-5190	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	23.64
42.	Jana Anak Gani	570306-13-5237	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	11.64
43.	Jeraie Anak Sungau	760115-13-1697	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	8.47
44.	Steward Gerry Ank Tinggag	890708-13-5611	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
45.	Madu Anak Sunggau	711229-13-5888	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	19.95
46.	Tengang Anak Nyalin	620805-13-5517	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	24.25
47.	Sudau Anak Sunggau	820418-13-5804	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	10.14
48.	Nor Lin Abdullah	850924-13-5572	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	6.08
49.	Charmi Anak Daud	751111-13-5424	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	15.36

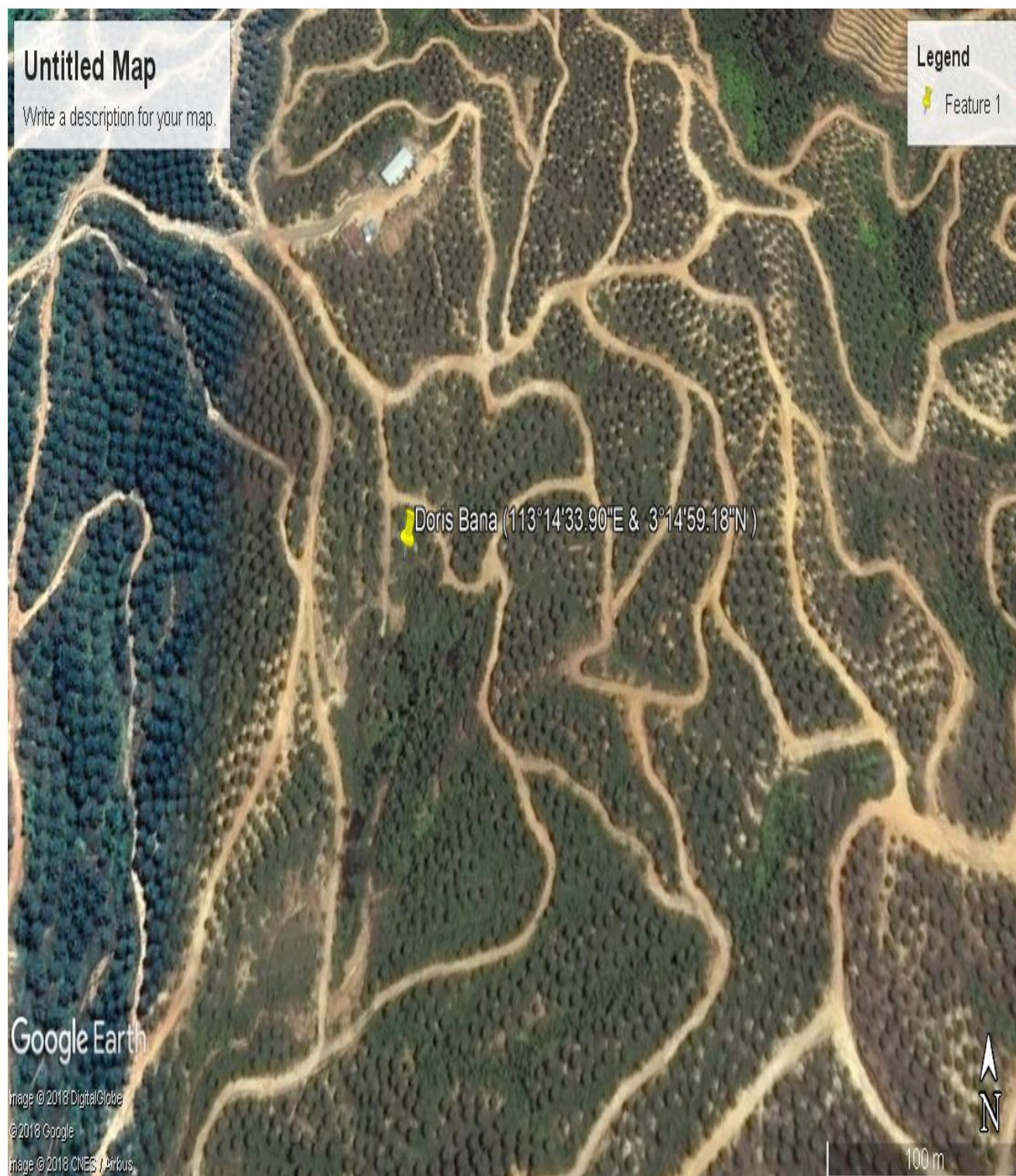
50.	Dely Anak Jelimbai	760320-13-5708	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	3.60
51.	Sunggau Anak Jubang	440626-13-5273	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	4.72
52.	Liban Anak Gani	570306-13-5237	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	11.64
53.	Jonny Anak Maji	700110-13-5473	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
54.	Nory Anak Manggang	681121-13-5638	RH. Siba Batu25 1/2 Jalan Miri-Bintulu	2.00
55.	Dimbap Jana	730321-13-5163	RH. Palos Sungai Binyo Pandan Sebauh	9.45
56.	Catherine Ak Alak	760723-13-5198	RH. Sawing Batu 15 Jalan Miri-Bintulu	2.00
57.	Cecelia Ak Jamit	850813-13-5940	RH. Sawing Batu 15 Jalan Miri-Bintulu	2.00
58.	Empalah Anak Untol	520413-13-5149	RH. Mangi Sungai Selezu Pandan	31.78
59.	Bujang Anak Awal	580930-13-5213	RH. Sawing Batu 15 Jalan Miri-Bintulu	2.00
60.	Robert Muyang Anak Radin	730622-13-5247	RH. Tabor Sungai Sera Sebauh Bintulu	20.27
61.	Jeffrey Anak Alak	830326-13-5881	RH. Sawing Batu 15 Jalan Miri-Bintulu	2.00

Ali Basah Locality Map



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Doris Bana Locality Map



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Dorothy Adrian Locality Map



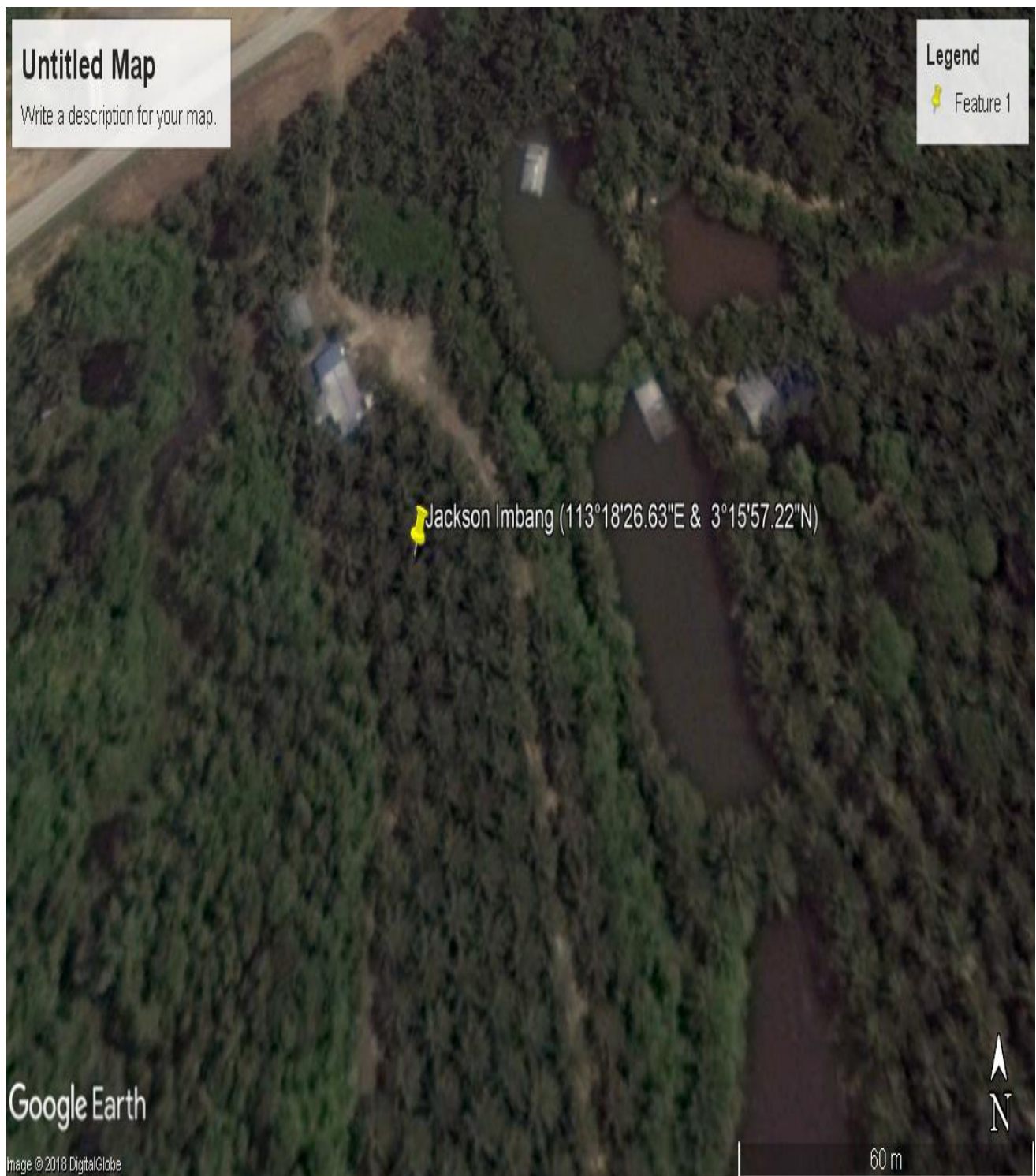
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Entipan Locality Map



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Jackson Imbang Locality Map



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Jun Ngau Locality Map



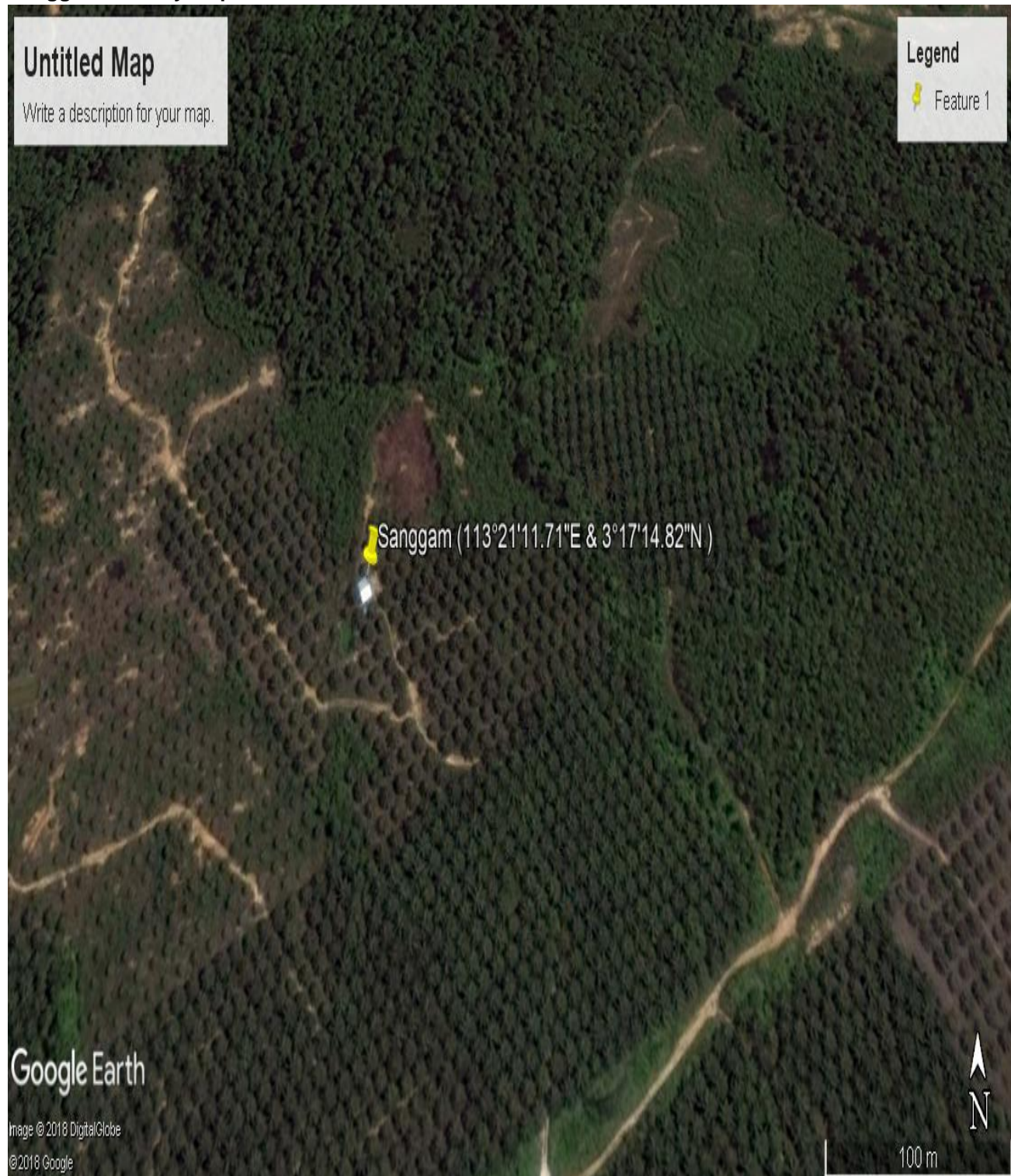
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Ludai Locality Map



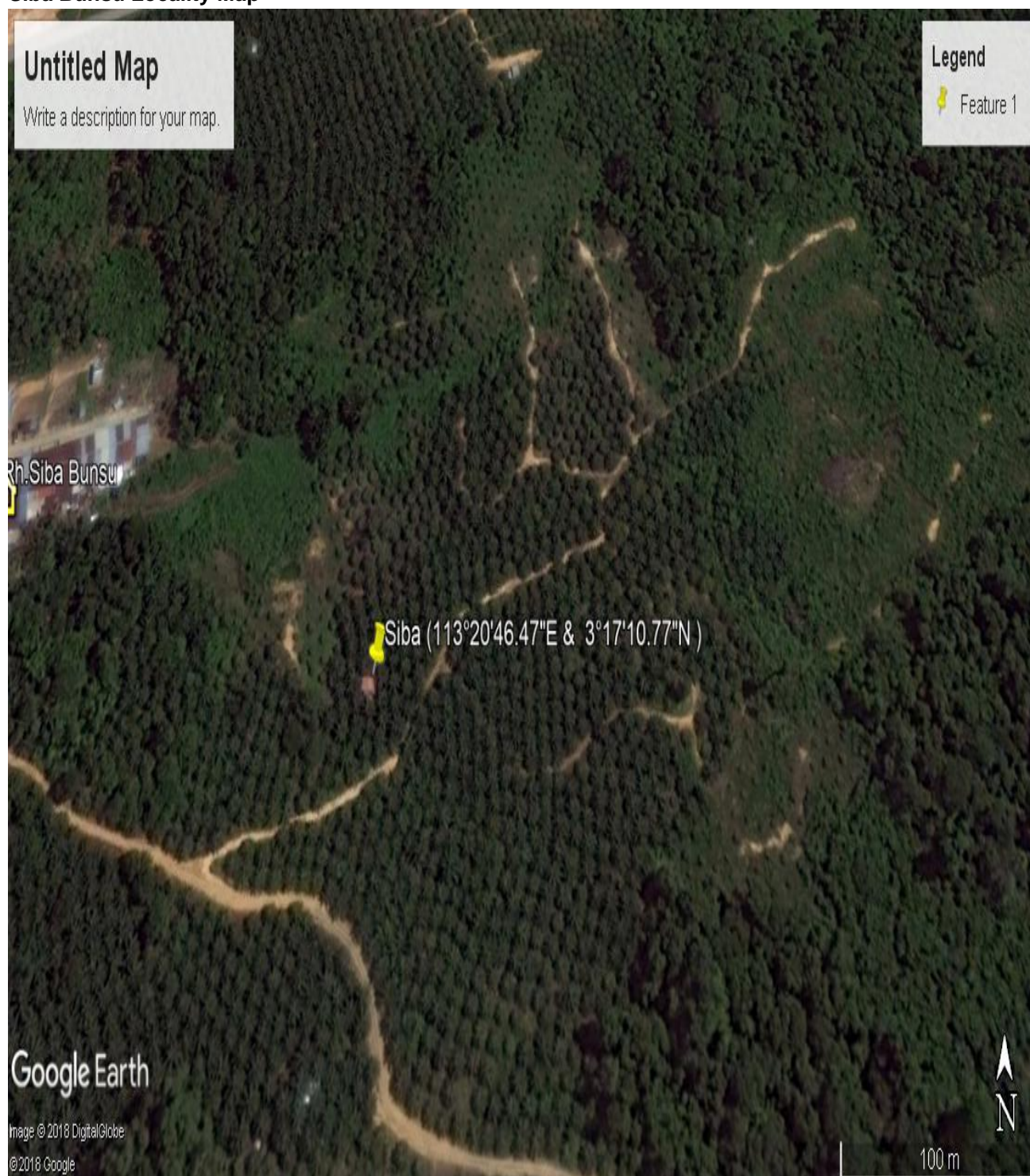
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Sanggam Locality Map



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Siba Bunsu Locality Map



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Description of Estate Production

The FFB are sourced from the estate which are directly managed by Malaysia Palm Oil Board – SPOC Sebauh. The crop yield from the estate as mention in **Table 2** below.

Table 2: FFB Production

Revised Data Given By Client (note that 2017 is not available since they just started in 2018):

No	Estate	FFB PRODUCTION MAY-DECEMBER 2018							
		May'18	Jun'18	Jul'18	Aug'18	Sep'18	Oct'18	Nov'18	Dec'18
1	Sawing Ak Banda	3.72	5.32	6.20	5.20	4.10	3.80	3.80	3.72
2	Siba anak bunsu	28.60	11.00	11.00	11.00	14.87	12.40	13.50	14.1
3	Halimah Abdullah	1.33	3.70	2.60	4.20	8.95	7.80	8.10	8.10
4	Saba anak Bajan	4.31	2.00	2.00	2.00	7.39	8.40	7.50	8.00
5	Lini anak Kalai	2.47	2.00	2.00	2.00	6.76	2.93	4.80	5.20
6	Majang anak Renggi	20.20	32.00	25.00	27.00	31.78	35.00	43.21	40.2
7	Mathew anak banyang	1.50	3.00	2.00	1.50	1.47	3.40	5.10	4.20
8	gawang anak mail	1.70	2.00	2.50	2.80	3.65	2.49	4.00	3.68
9	simon anak engkuang	4.00	4.30	5.00	4.00	6.83	7.80	5.30	5.21
10	Thomas salang anak engkuang	12.71	7.00	10.00	9.50	8.93	9.50	11.00	9.50
11	Iudai anak manggat	13.13	8.00	9.20	8.00	16.58	16.40	14.10	13.50
12	Sanggam anak Bujang	3.70	4.20	5.00	3.70	3.58	4.50	5.23	5.00
13	Jalang anak sunggau	13.80	14.00	14.80	13.80	23.93	24.02	25.70	24.2
14	Entipan anak Mang	8.00	9.00	8.50	8.00	9.20	8.60	10.20	9.50
15	Aleh anak Iaja	11.00	11.50	13.00	11.00	22.87	23.40	21.30	22.40
16	Biah anak Rijik	11.61	7.00	8.00	10.00	6.79	7.60	9.50	9.80

17	Bundan anak Rijik	1.50	3.00	3.50	4.00	5.20	4.90	3.20	5.10
18	Juna ak Likong	11.61	6.00	9.00	10.00	5.23	7.25	9.50	8.20
19	Dari anak umbar	1.78	3.00	2.60	3.00	4.82	5.80	8.00	7.20
20	Galau anak Ayom	8.11	8.00	9.00	11.00	8.33	9.50	3.70	5.28
21	Shamie anak balang	4.22	8.50	7.00	9.00	4.08	5.20	13.80	9.36
22	Ronnie anak balang	5.00	3.00	2.00	1.50	4.67	5.40	8.00	7.21
23	Sendi anak gani	3.00	2.00	2.50	2.80	5.14	5.30	11.00	8.45
24	Roland Philip	7.00	4.30	5.00	4.00	5.30	7.00	10.00	9.50
25	Jonathan anak demong	5.00	7.00	10.00	9.50	3.86	3.50	5.00	6.80
26	<u>Jeriah@Asap</u>	4.00	4.30	5.00	6.00	3.54	4.50	10.00	9.50
27	Nessella anak Gandil	8.00	7.80	8.00	9.00	21.76	22.50	5.00	10.6
28	Serini anak mandi	2.00	7.00	10.00	9.50	6.57	3.52	10.00	10.0
29	Ngumbang ak Jelaping	6.00	8.00	9.20	8.00	4.78	5.60	3.00	5.46
30	Sebon anak saba	4.43	4.20	5.00	3.70	4.54	13.05	11.00	12.30
31	Jalin anak saba	5.02	14.00	14.80	13.80	5.89	5.30	9.00	8.90
32	Daud anak setol	4.99	9.00	8.50	8.00	1.52	2.60	1.50	3.40
33	Lumit anak Nanang	2.50	11.50	13.00	11.00	1.78	2.20	2.80	3.80
34	Tenggan anak bajan	1.08	7.00	8.00	10.00	4.18	5.60	4.00	6.20
35	Ata anak Nyalin	25.00	7.00	4.30	5.00	15.00	10.00	9.50	11.20
36	Jana anak Gani	10.29	5.00	7.00	10.00	3.38	3.40	6.00	5.50
37	Jeraie anak sungau	21.19	4.00	4.30	5.00	3.75	5.40	9.00	7.30

38	steward gerry ank tinggag	5.00	8.00	7.80	8.00	6.00	3.90	7.80	6.80
39	Madu anak sunggau	4.93	2.00	7.00	10.00	18.62	17.90	7.00	8.50
40	Tengang anak nyalin	6.60	6.00	8.00	9.20	11.00	12.00	8.00	8.50
41	Sudau anak Sunggau	5.00	3.00	5.00	5.00	6.00	4.80	5.00	4.80
42	Nor Lin Abdullah	2.00	3.00	5.00	3.00	1.99	2.20	5.00	3.00
43	Charmi anak Daud	17.84	16.00	17.00	15.00	16.60	16.70	17.00	15.00
44	Dely anak Jelimbai	13.21	10.00	11.00	14.00	3.54	3.70	11.00	8.50
45	Sunggau anak Jubang	7.00	7.80	6.00	8.00	10.54	2.34	6.00	5.00
46	Liban anak Gani	1.72	7.00	4.30	5.00	14.78	9.80	4.30	6.50
47	Jonny anak maji	10.63	5.00	7.00	10.00	7.20	2.90	5.00	6.70
48	Nory anak manggang	2.18	4.00	4.30	5.00	3.80	1.50	4.00	5.50
49	Dimbap anak jana	5.00	8.00	7.80	8.00	7.20	6.80	8.00	7.30
50	Catherine Ak Alak	2.80	2.00	7.00	10.00	8.30	8.00	2.00	5.00
51	Cecelia Ak Jamit	2.00	6.00	8.00	9.20	8.00	7.00	6.00	4.20
52	Empalah anak Untol	9.33	11.12	12.80	21.10	17.20	18.70	16.50	15.00
53	Bujang anak awal	2.00	1.50	1.00	2.00	1.80	3.20	1.40	2.00
54	Robert Muyang anak Radin	5.00	8.00	7.80	8.00	3.00	5.00	3.20	3.00
55	Jeffrey anak alak	2.00	1.80	1.20	2.20	2.80	3.10	2.50	2.00
56	Ali Basah Kesting	59.47	64.92	58.57	96.67	85.70	73.40	81.30	75.90
57	Dorothy adrian	94.94	76.85	65.48	68.49	75.40	77.90	68.50	70.21
58	Jun Ngau Wan	110.98	64.67	46.51	35.36	46.40	52.30	49.70	55.80

59	Doris anak Bana	78.20	46.94	66.80	72.13	67.30	70.20	73.40	70.50
60	Jackson Imbang	26.02	27.78	53.90	23.53	32.10	40.00	38.20	35.20
61	Muhammad Shafiq	4.21	1.41	5.51	6.00	8.40	10.00	9.20	7.50

Area Statement

Refer Table 1

Stakeholder Consultation and List of Stakeholders Contacted

A public announcement was made 30 days prior to the audit,

<https://www.sgs.com/en/certified-clients-and-products/fcm/malaysia/-/media/6d9199b0e9a84740815f065b8c36aeb3.ashx>

Comment on MS2530-2 Compliance Status:

Comment on Principle 1	<p><u>Management Commitment & Responsibility –</u> To ensure smallholders follow MSPO requirements, Malaysian Palm Oil Board (MPOB) appointed manager for implementation of MSPO certification for SPOC Via letter MEMORANDUM dated 19th October 2016.</p> <p><u>Continual Improvement –</u> Inline to ensure, smallholders aware and understand of continual improvement plan. The SPOC Q30 Group Manager was conduct MSPO Training at Rh Siba anak Bunsu Batu 25, Time: 8.00a.m to 5.00p.m, dated: 12th April 2018 which attended by 107 participants.</p> <p>Contents of training list as below:</p> <ol style="list-style-type: none"> 1. Land and survey department presentation regarding NCR land status which is Section 6 and Land Title Section 18. 2. Department of Environment, cover issue environmental management such as buffer zone and scheduled waste management (pesticide container, m oil and fertilizer bag). 3. Department of Safety and Health (DOSH), cover issues safety and health during work process, usage of Personnel Protective Equipment (PPE). 4. Forestry Department, cover issues Uncontrolled deforestation. 5. MSPO certification and content of principal in the MSPO requirement. 6. Good Agriculture Practices (GAP) and usage of PPE during working in palm oil plantation. <p>Besides that, site visit also conducted at smallholders palm plantation.</p>
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	<p>Report prepared by Mr Rustonely Merupi and verified by Mr Hirsham Sidi dated 30th April 2018.</p> <p><u>Major 1 (4.1.2.1)</u></p> <p>However, The continual improvement document provided mentioned on “Yearly Programme SPOC Q30’ for the year 2019. However, it was unclear either the programme will include social, environment, safety etc components.</p> <p>The manager will provide the training to improve practices in line with new information and techniques.</p> <p>1) Roadshow: <i>Seminar keperluan latihan kemahiran dalam memperkasa modal insan di sector komoditi sawit.</i></p> <p>2) Transfer of Technology 2018 (TOT2018)</p> <p>3. <i>Persidangan kebangsaan Pekebun Kecil Sawit 2018.</i> (4-6 September 2018)</p> <p>4. <i>Bahan Tanaman Sawit MPOB(Anak Benih Sawit).</i></p> <p>5. <i>Kawalan Perosak Tanaman Sawit: Tikus.</i></p> <p>6. <i>Baja Berbutir Kompak (Baja Berkualiti & Seimbang)</i></p>
Comment on Principle 2	<p><u>Traceability</u> –</p> <p>The smallholders show the commitment throughout implement and maintain the requirements for each smallholders.</p> <p>Records of sales and delivery of fresh fruit bunces (FFB) was available.</p> <p><u>Minor 2 (4.2.1.2)</u></p> <p>The smallholder’s record book was available and column for transportation record was sighted. However, the record was not fill in. During site visit and interview with SPOC members, it was found out that some SPOC members outsourcing the delivery of FFB to the ramp / mill.</p>
Comment on Principle 3	<p><u>Regulatory requirements</u> –</p> <p>It was observed documentation of awareness of compliance with all applicable local, state, national and ratified international laws and regulations was available in file “<i>Keperluan Undang Undang</i>”.</p> <p><u>Land use rights</u> –</p> <p>Currently there was no evidence of major land disputes based on Q30 manager.</p> <p><u>Customary rights</u> –</p>

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	<p>Independent smallholders demonstrate customary rights to their landholdings, mostly via Tuai Rumah.</p> <p>Based on individual file of records, map of smallholders participant area was available.</p>
Comment on Principle 4	<p><u>Complaints and grievances</u> – Grievances Procedure are available. Document No : MSPO/SSCC/SOP.01/AR Effective Date: 30.03.2018</p> <p><u>Employees health and safety</u> – Training on Safety & Health was conducted on 12th April 2018. Location : Rh Siba anak Bunsu Time : 8.00 am-5.00pm</p> <p>Training :</p> <ol style="list-style-type: none"> 1. Pengesahan Status Tanah by Sarawak Land & Survey 2. Prinsip Umum Kepada Pekebun Kecil by MPOB 3. DOE Akta Kualiti Alam Sekeliling 1974 by DOE 4. Spesies Perlindungan dan Terancam By SFC 5. Penubuhan SPOC & Pensijilan MPOB GAP by MPOB 6. Taklimat Keselamatan dan Kesihatan Pekerjaan Sektor Pertanian by JKKP <p><u>Major 3 (4.4.2.1)</u> However, during site visit at the Q30 participant, It was sighted at site that some safety measure was not adequate</p> <ol style="list-style-type: none"> 1. Sighting of chisel / sickle without cover and not properly place 2. Empty chemical container not properly managed 3. It was sighted water harvesting done for spraying /washing using drum. However, some drum was found to be a mosquito breeding area. <p><u>Employment conditions</u> – No outsource : Check on those which are bigger than 10ha.</p> <p><u>Training and competency</u> – Training was conducted on 12th April 2018. Location : Rh Siba Anak Bunsu Time : 8.00 am-5.00pm</p> <p>Training :</p> <ol style="list-style-type: none"> 1. Pengesahan Status Tanah by Sarawak Land & Survey 2. Prinsip Umum Kepada Pekebun Kecil by MPOB

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	<p>3.DOE Akta Kualiti Alam Sekeliling 1974 by DOE</p> <p>4.Spesies Perlindungan dan Terancam by SFC</p> <p>5.Penubuhan SPOC & Pensijilan MPOB GAP by MPOB</p> <p>6.Taklimat Keselamatan dan Kesihatan Pekerjaan Sektor Pertanian by JKKP</p>
Comment on Principle 5	<p><u>Environmental management plan</u> –</p> <p>It was observed the training toward awareness of the environmental impact was conduct during MSPO Training was conducted at Rh Siba anak Bunsu Batu 25, Time: 8.00a.m to 5.00p.m, dated: 12th April 2018 which attended by 107 participants.</p> <p>The management of SPOC also provide document on “<i>Senarai Impak Sosial, Persekitaran & Pelan Tindakan</i>” with Document No.: MSPO/SSCC/L-04/ISP, effective date 30th March 2018.</p> <p><u>Efficiency of energy use and use of renewal energy</u> –</p> <p>Not applicable at this moment</p> <p><u>Waste management and disposal</u> –</p> <p>The management of SPOC also provide document on “<i>Senarai Impak Sosial, Persekitaran & Pelan Tindakan</i>” with Document No.: MSPO/SSCC/L-04/ISP, effective date 30th March 2018.</p> <p>It was observed the Standard Operation Procedure (SOP) for “<i>Pengurusan Bahan Buangan Terjadual</i>”, was available at the MPOB, Bintulu office. Record of Scheduled waste Management for SPOC Q30 Sebauh was available.</p> <p><u>Natural water resources</u> –</p> <p>It was observed the training toward awareness of the environmental impact was conduct during MSPO Training was conducted at Rh Siba anak Bunsu Batu 25, Time: 8.00a.m to 5.00p.m, dated: 12th April 2018 which attended by 107 participants. Further interview with SPOC will conduct to ensure implementation of maintain the quality and availability of surface and ground water are being taken for its implementation.</p> <p>Based on site inspection, it was observed the SPOC Q30 participants practice water harvesting in the fields.</p> <p><u>Status of rare, threatened or endangered species and high biodiversity value area</u> –</p> <p>No conservation area.</p> <p><u>Zero burning practices</u> -</p> <p>To ensure zero burning practices implement. The training toward awareness of the environmental impact was conduct during MSPO Training was conducted at Rh Siba anak Bunsu Batu 25, Time: 8.00a.m to 5.00p.m, dated: 12th April 2018 which attended by 107 participants.</p>

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<p>Comment on Principle 6</p>	<p><u>Site management</u> – Based on interview with Group Manager (GM) Q30 Sebauh. GAP was conduct and monitor by GM himself and will be insert in system GAP.MPOB.GOV.MY. Raw data of GAP was made available in the individual file for each participant. Random inspection of individual file of participants Q30, all of GAP reports was made available in the filing.</p> <p><u>Major 4 (4.6.1.1)</u> However, during site visit, it was sighted</p> <ul style="list-style-type: none"> i. Sprayed done at slope area which can lead to soil erosion. ii. Frond Stacking to be properly done especially at undulating area. iii. Pest control to be properly plan and implement <p><u>Economic and financial viability plan</u> –</p> <p>It was observed “Program Pembajaan dan Kawalan Rumpai” was available on 2018 (January to December)</p> <p><u>Transparent and fair pricing dealing</u> – The communication of fair price dealing was available on each collector notice board.</p>
<p>Comment on Principle 7</p>	<p><u>Development of new planting</u> – Not Applicable: No new planting involved</p>

7. Nonconformities

MS2530-2:2013 Part 2

Non Conformity	N° 1 of 4		<input checked="" type="checkbox"/> Major		<input type="checkbox"/> Minor	
	Date Recorded>	26 th September 2018	Due Date>	26 th November 2018	Date Closed>	22 nd October 2018
Department / Function:	SPOC		Standard Ref.: Indicator		Principle 1 4.1.2.1	
Document Ref.:	MS 2530: 2: Part 2		Issue / Rev. Status:		Closed	
Details of Nonconformity:	The action plan for continual improvement for smallholder was found to be lacking .The action plan for social & environment impact was not clearly define in the continual improvement (Training Programme)					
Objective Evidence:	The continual improvement document provided mentioned on “Yearly Programme SPOC Q30’ for the year 2019. However, it was unclear either the programme will include social, environment, safety etc components.					
Close-out evidence:	<p>Correction :</p> <ul style="list-style-type: none">i. Discussion detailing training programme on social, environment and safety have been done. Programme for training have been identified that suitable for our Smallholder.ii. Refer to the attachment 1 for our training on social, environment and safety. <p>Corrective action</p> <ul style="list-style-type: none">i. To make sure our smallholder continuous aware on social, environment, and safety yearly programme have been established started from January 2019 to December 2019 names as Latihan Khidmat Nasihat (Refer to attachment 2)ii. As times to times, Group Manager will keep in touch with smallholder to keep update regarding on MSPO requirements.					

Non Conformity	N° 2 of 4		<input type="checkbox"/> Major		<input checked="" type="checkbox"/> Minor	
	Date Recorded>	28 th September 2018	Due Date>	May 2019	Date Closed>	22 nd October 2018
Department / Function:	SPOC		Standard Ref.: Indicator		Principle 2 4.2.1.2	
Document Ref.:	MS 2530: 2: Part 2		Issue / Rev. Status:		Closed	
Details of Nonconformity:	Transportation record (cost) was not recorded in the Smallholders record book (Buku Rekod Ladang)					
Objective Evidence:	The smallholder's record book was available and column for transportation record was sighted. However, the record was not fill in. During site visit and interview with SPOC members, it was found out that some SPOC members outsourcing the delivery of FFB to the ramp / mill.					
Close-out evidence:	Correction : i. Record for transportation cost has been done on Buku Rekod Ladang. (Refer to the attachment 4) Corrective action					

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	<p>i. GM has identified SPOC members that outsourcing the delivery of FFB to the ramp. From 61 Smallholder SPOC Q30, only 1 Smallholder (Sanggam AK Bujang) that outsourcing transportation.</p> <p>ii. Yearly programme has been established to keep Smallholder aware on MSPO requirements. (Refer attachment 2)</p>
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Non Conformity	N° 3 of 4	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor
	Date Recorded> 26 th September 2018	Due Date> 26 th November 2018	Date Closed> 22 nd October 2018
Department / Function:	SPOC	Standard Ref.: Indicator	Principle 4 4.4.2.1
Document Ref.:	MS 2530: 2: Part 2	Issue / Rev. Status:	Closed
Details of Nonconformity:	Safety and Health Practice are not fully implemented		
Objective Evidence:	<p>It was sighted at site that some safety measure was not adequate</p> <p>1. Sighting of chisel / sickle without cover and not properly place</p> <p>2. Empty chemical container not properly managed</p> <p>3. It was sighted water harvesting done for spraying /washing using drum. However, some drum was found to be a mosquito breeding area.</p>		
Close-out evidence:	<p>Corrective</p> <p>i. Group manager visited site that sighting chisel / sickle without cover, empty chemical container not properly manage and drum was found to be mosquito breeding area . (Refer Attachment 3)</p> <p>ii. Immediate action have been take by smallholder to tackle this issues by buying a suitable casing for chisel and sickle. For empty container issue, for smallholder that want to used it, warning signage made available at container and triple rinsing technique was used if the container no longer want to be used. Some drum was found to be mosquito breeding area have been identified, and proper action been taken by drain out the water. (Refer Attachment 3)</p> <p>iii. While visiting site, training and gentle reminder by Group Manager to smallholder have been conducted to avoid this issue repeated.</p> <p>Corrective action</p> <p>i. Yearly training programme, Latihan Khidmat Nasihat was established for smallholder (refer to attachment 1 and 2)</p> <p>ii. As times to times, Group Manager will keep in touch with smallholder to keep safety and Health practice are fully implemented</p>		

Non Conformity	N° 4 of 4	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor
	Date Recorded> 26 th September 2018	Due Date> 26 th November 2018	Date Closed> 22 nd October 2018
Department / Function:	SPOC	Standard Ref.: Indicator	Principle 6 4.6.1.1

Job n°:	MY05035	Report date:	10.10.2018	Visit Type:	Main Assessment	Visit n°:	1
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Document Ref.:	MS 2530: 2: Part 2	Issue / Rev. Status:	Closed
Details of Nonconformity:	Best Practices not fully implemented		
Objective Evidence:	<p>However, during site visit, it was sighted</p> <ul style="list-style-type: none"> i. Sprayed done at slope area which can lead to soil erosion. ii. Frond Stacking to be properly done especially at undulating area. iii. Pest control to be properly plan and implement 		
Close-out evidence:	<p>Corrective</p> <ul style="list-style-type: none"> i. Group manager visited to the site identified that sighted with sprayed done at slope area. Spray activity on slope area immediately stop. (Refer Attachment 3) ii. Training on Good Agriculture Practices conducted by Group manager have been conducted to the smallholder. (Refer Attachment 3) <p>Corrective action</p> <ul style="list-style-type: none"> i. Yearly training programme, Latihan Khidmat Nasihat focus on Good Agriculture Practices was established for smallholder (refer to attachment 1 and 2) ii. If there was grievances from smallholder regarding on Good Agriculture Practices, immediate action will be taken by Group manager to solve the issues. 		

Nonconformities detailed here shall be addressed through the organization's corrective action process, in accordance with the relevant corrective action requirements of the audit standard, including actions to analyse the cause of the nonconformity and prevent recurrence, and complete records maintained.

- ☐ Corrective actions to address identified major nonconformities shall be carried out immediately and SGS notified of the actions taken within 30 days. An SGS auditor will perform a **follow up visit** within 60 days to confirm the actions taken, evaluate their effectiveness, and determine whether certification can be granted or continued.
- ☐ Corrective actions to address identified major nonconformities shall be carried out immediately and **records with supporting evidence sent to the SGS auditor** for close-out within 60 days.
- ☒ Corrective Actions to address identified minor non conformities shall be documented on a action plan and sent by the client to the auditor within 60 days for review. If the actions are deemed to be satisfactory they will be followed up at the next scheduled visit
- ☐ Corrective Actions to address identified minor non-conformities have been detailed on an action plan and the intended action reviewed by the Auditor, deemed to be satisfactory and will be followed up at the next scheduled visit.
- ☒ Appropriate immediate action taken in response to each non-conformance as required

Note:- Initial, Re-certification and Extension audits – recommendation for certification cannot be made unless check box 4 is completed. For re-certification audits the time scales indicated may need to be reduced in order to ensure re-certification prior to expiry of current certification.

Note: At the next scheduled audit visit, the SGS audit team will follow up on *all* identified nonconformities to confirm the effectiveness of the corrective actions taken.

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8. General Observations & Opportunities for Improvement

Positive Observations:

- The support from SPOC Q30 personnel, especially the ground staff contribute to the smoothness and successful of the audit process.
- The spirit of unity and enthusiasm of the personnel towards achieving MSPO certification is impressive.
- The unit has dedicated staffs who are assets to MPOB. Their cooperative, knowledgeable and hospitality are commendable
- Organised documentation & highly commitment towards certification.

Important Observations and Opportunities for Improvements:

- The implementation of safe working practices should be implemented accordingly.
- Scheduled waste management should be implement according to Department of Environment (DoE) practices.

Appendix 1: List of Stakeholders Contacted

Stakeholder	Type of Stakeholder	Issues raised	Comments/ Action Taken
YNK Part Trading Mdm Sim	External Stakeholders (Collector Centre)	No issue raised, Since MSPO implementation is very helpful.	NIL
Rh Siba anak Bunsu	External stakeholders Community leader	No issue raised. The MSPO standard educate them to become more professional in managing oil palm plantation.	NIL
Dorothy Adrian	External Local Supplier (Fertilizer)	No issue raised. The MSPO standard educate them to become more professional in managing oil palm plantation	NIL

Attachment 1:

Senarai Latihan Khidmat Nasihat yang diberikan kepada pekebun kecil SPOC SEBAUH Q30 Semasa Lawatan Khidmat Nasihat

1. Amalan Baik Pertanian (GAP)
 - Penerangan mengenai penjagaan kebun dari segi kawalan makluk perosak dan serangga, pembajaan, merumpai, cara penanaman sawit yang betul dan amalan baik pertanian yang harus diikuti.
 - Penerangan mengenai cara merekod Buku Rekod Ladang (BRL) dengan sistematik dan terperinci.
2. Keselamatan & Kesihatan Pekerja
 - Memberi penerangan tentang risiko-risiko yang ada di kebun dan faktor-faktor yang membolehkan sesuatu risiko dapat dikurangkan.
 - Membuat demonstrasi cara pemakaian alat perlindungan keselamatan diri dengan betul.
 - Penerangan tentang keselamatan di tempat kerja terutama berkaitan dengan alatan yang digunakan di kebun.
3. Penjagaan Alam Sekitar
 - Zon mampan dan kawasan yang mempunyai biodiversiti dikenal pasti bagi setiap PK.
 - Jika terdapat zon mampan di kawasan PK, penerangan mengenai zon mampan diberikan kepada PK.
 - Untuk sisa bahan buangan kimia seperti tong racun kosong, kaedah “triple rinse” dan menebuk tong racun yang tidak digunakan diguna pakai.
 - Bagi PK yang mempunyai minyak terpakai (minyak hitam, oil filter), diwajibkan untuk mengasingkan minyak tersebut di dalam tong khas dan diletakkan di 1 kawasan yang selamat.
 - Bagi pembuangan sisa domestik, PK disarankan agar mengumpulkan semua sisa domestik dan diletakkan di kawasan yang khas bagi sisa domestik.
 - Kaedah mengenai “Zero Burning” diberikan kepada PK.
4. Spesis Terancam & Dilindungi
 - Senarai spesis haiwan dan tumbuhan diberikan kepada PK mengikut senarai yang diberikan Jabatan Perlinhitan.

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Attachment 2:

Program Tahunan untuk SPOC Q30 2019													
Program	Jan	Feb	Mac	Apr	Mei	Jun	Jul	Aug	Sept	Oct	Nov	Dis	Catatan
Program taklimat mspo bersama PK baru													
Latihan Khidmat Nasihat bagi PK Lama	7PK	6PK	5PK	5PK	3PK	3PK		4PK	6PK	8PK	7PK	7PK	
Audit Dalaman MSPO													
Internal Stakeholder Meeting													
Audit MSPO													
Sesi brainstorming													

*LKN meliputi MSPO,GAP,Alam Sekitar,Hidupan Alam Sekitar, Keselamatan di Kebun

*Braistorming - Berbincang mengenai program MSPO tahun seterusnya

Program

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Attachment 3:

PROGRAM LAWATAN LKN SPOC SEBAUH 2019

No	Nama	Jan	Feb	Mac	Apr	May	Jun	Jul	Ogos	Sep	Okt	Nov	Dis	Catatan
1	Sawing Ak Banda													
2	Siba anak bunsu													
3	Halimah Abdullah													
4	Saba anak Bajan													
5	Lini anak Kalai													
6	Majang anak Renggi													
7	Mathew anak banyang													
8	gawang anak mail													
9	simon anak engkuang													
10	Thomas salang anak engkuang													
11	ludai anak manggat													
12	Sanggam anak Bujang													
13	Jalang anak sunggau													
14	Entipan anak Mang													
15	Aleh anak Iaja													
16	Biah anak Rijik													
17	Bundan anak Rijik													
18	Juna ak Likong													
19	Dari anak umbar													
20	Galau anak Ayom													
21	Shamie anak balang													
22	Ronnie anak balang													
23	Sendi anak gani													

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24	Roland Philip												
25	Jonathan anak demong												
26	Jeriah@Asap												
27	Nessella anak Gandil												
28	Serini anak mandi												
29	Ngumbang ak Jelaping												
30	Sebon anak saba												
31	Jalin anak saba												
32	Daud anak setol												
33	Lumit anak Nanang												
34	Tenggan anak bajan												
35	Ata anak Nyalin												
36	Jana anak Gani												
37	Jeraie anak sungau												
38	steward gerry ank tinggag												
39	Madu anak sunggau												
40	Tengang anak nyalin												
41	Sudau anak Sunggau												
42	Nor Lin Abdullah												
43	Charmi anak Daud												
44	Dely anak Jelimbai												
45	Sunggau anak Jubang												
46	Liban anak Gani												
47	Jonny anak maji												
48	Nory anak manggang												
49	Intang anak Mbom												

50	Catherine Ak Alak												
51	Cecelia Ak Jamit												
52	Tusin Ak Awal												
53	Bujang anak awal												
54	Galambong anak Awan												
55	Jeffrey anak alak												
56	Ali Basah Kesing												
57	Dorothy adrian												
58	Jun Ngau Wan												
59	Doris anak Bana												
60	Jackson Imbang												
61	Muhammad Shafiq												

Attachment 4:

Latihan yang telah diberikan kepada pekebun kecil :

Latihan telah diberikan kepada PK yang di audit pada fasa 2 MSPO untuk SPOC Q30 Sebauh. Latihan merangkumi aspek-aspek dari segi Good Agriculture Practice, Keselamatan dan Alam sekitar. Sesi taklimat ringkas telah diberikan oleh En Rustonely.

Untuk penambahbaikan berterusan , latihan-latihan seperti ini akan diteruskan untuk kesemua Pekebun Kecil yang terlibat terutama dengan skim Pensijilan MSPO. Rujuk kepada program tahunan untuk tahun 2019.

Senarai Kehadiran :

1. Rustonely Marupi (Group Manager SPOC Q30 Sebauh)
2. Hirsham Sidi (Internal Controller)
3. Sanngap AK Bujang (Pekebun Kecil)
4. Dorothy Adrian (Pekebun Kecil)
5. Jun Ngau (Pekebun Kecil)
6. Doris Bana (Pekebun Kecil)
7. Ali Basah (Pekebun Kecil)

1.0 Latihan Good Agriculture kepada Pekebun Kecil



Latihan GAP diberikan Kepada PK



Cara Weeding di kawasan bukit

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Latihan GAP diberikan Kepada PK



Latihan GAP diberikan Kepada PK

2.0 Latihan mengenai Pengendalian Sisa Bahan Buangan Domestik dan Bahan Buangan Terjadual



Bahan Buangan Domestik dikumpulkan dan di kumpulkan di 1 kawasan khas/
Kaedah "Triple Rinsing" dilakukan

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Sisa lebihan bahan kimia digunakan semula selepas
Kaedah "Triple Rinsing" dilakukan



Sisa Minyak terpakai diletakkan di dalam
takungan khas

3.0 Latihan alat keselamatan diri (PPE) kepada pekerja



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4.0 Latihan Empty Pesticide Container dan Cara mengendalikan bahan kimia



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5.0 Pengurusan Water Harvesting di Kawasan Kebun



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Signed on behalf of **SPOC Q30 Sebauh**


 RUSTONELY MERUPI
 PEMBANTU PENYELIDIK (UPL/BPIP)
 MPOB-STESEN PELABUHAN BINTULU
 GM Spoc Q30

Mr. Rustonely Merupi
 Pembantu Penyelidik (UPL/BPIP)
 22nd October 2018
 Group Manager SPOC Q30

Signed on behalf of **SGS Malaysia Sdn Bhd**



 DICKENS MAMBU

Mr Dickens Mambu
 Regional Head Certification (Sarawak)
 Manager, Palm Oil Base (East Malaysia)
 22nd October 2018

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