

## MY 05186 Brimark Enterprises Sdn. Bhd. Audit Summary Report

<b>Organization:</b>	<b>Brimark Enterprises Sdn. Bhd.</b>		
<b>Address:</b>	<u><b>Head office</b></u> 12, Sematan Bazaar, 94500 Lundu, Sarawak. Contact: Mdm Sim Lee Kiaw (Coordinator) Tel: 082-711112, 7111128 Fax: 082-711177  <u><b>Estate Office Address</b></u> Lot 313 & 384, Pueh & NCR Rukam, Lundu, 94500, Kuching, Sarawak.		
<b>Standard(s):</b>	<b>MS2530-3 : Part 3 : General principles for Oil Palm Plantations and Organized Small Holders</b>	<b>Accreditation Body(s): Department Standards Malaysia (DSM)</b>	
<b>Representative:</b>	<b>Mr. Lo Sin Li (Director)</b> <b>Mdm Sim Lee Kiaw (Coordinator)</b>		
<b>Site(s) audited:</b> <b>Planted area</b>	<b>1. Brimark Enterprises Sdn. Bhd.</b>	<b>Date(s) of audit(s):</b>	<b>22<sup>nd</sup> November 2018</b>
<b>Visit Type:</b>	<b>MSPO Audit Stage 2</b>	<b>Type of certification assessment</b>	<b>Main Audit</b>
<b>Lead auditor:</b> <b>(LA)</b>	<b>Dickens Mambu (DM) (LA)</b>	<b>Additional team member(s):</b> <b>Audit Member (AM)</b>	<b>Abdul Khalik (AK) (AM)</b>
<b>Trainee Lead Auditor:</b> <b>(TLA)</b>	<b>Jeffrey Ridu (JR)(TLA)</b>	<b>Trainee Auditor:</b> <b>(TA)</b>	Ms Fiano Laka Ak Pakun (FLP) Siti Baizurah Binti Abdul Aziz (SBAA)
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

The audit covered one site performing certification scope:

**Production of Fresh Fruit Bunches (FFB) for Plantations in compliance to the MSPO Certification Standard MS2530-3:2013 Part 3 : General Principles For Oil Palm Plantations And Organized Smallholders**

The audit covered the MS 2530:2013 requirements particularly MSPO Certification Standard **MS2530-3:2013 Part 3** for production and service provision

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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 and audit planning matrix included 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: 2 Major 0 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:

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Address	12, Sematan Bazaar, 94500 Lundu, Sarawak. Contact: Mdm Sim Lee Kiaw (Coordinator) Tel: 082-711112, 7111128 Fax: 082-711177		
	<u>Estate Office Address</u> Lot 313 & 384, Pueh & NCR Rukam, Lundu, 94500, Kuching, Sarawak		
MPOB License No.:	503483602000	Expiry date:	01/08/2018-31/03/2019
Scope of Activity:	Menjual dan Mengalih FFB	Hectare :	1,141.18 ha
Visit Number:	02 (Stage 2)	Actual Visit Date:	22 <sup>nd</sup> November 2018
Proposed Next Audit	September 2019		
Visit Due by Date:	Nil	For auditor information only	
Lead Auditor :	Dickens Mambu (DM)		
Audit Member	Abdul Khalik Arbi (AK)		
Additional Attendees and Roles	Jeffrey Ridu (JR)(Trainee Lead Auditor) Ms Fiano Laka Ak Pakun (FLP)(Trainee Auditor) Siti Baizurah Binti Abdul Aziz (SBAA)(Trainee Auditor)		
Standard(s):	MSPO 2530:3: General principles for Oil Palm Plantations and Organized Small Holders		
Audit Language:	English & Malay		
Audit Scope:	1.The audit covered One (1) site performing the following scope: Operations, comprising of management systems, production of Fresh Fruit bunches (FFB), documentation and site assessment. 2.The audit covered all the MSPO 2530 Part 3 requirements with no permissible exclusion of clause in compliance to the standard document		

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Date	Time	Auditor	Organizational and Functional Units/ Processes and activities	Key Contact
22 <sup>nd</sup> November 2018	6.00 a.m	DM, AKA, JR, FA, SBAA	Depart to estate	Estate Personnel
	8.00 a.m		Arrived at estate	
	8.00 a.m		Opening Meeting Audit Process (Site Visit) <ul style="list-style-type: none"> <li>• Principal 1: Management commitment and responsibility</li> <li>• Principle 2: Transparency</li> <li>• Principle 3: Compliance to legal requirements</li> <li>• Principal 4: Social responsibility, health, safety and employment condition</li> <li>• Principal 5: Environment, natural resources, biodiversity and ecosystem services</li> <li>• Principle 6: Best Practice</li> <li>• Principle 7: Development of New Plantings</li> </ul>	Estate Personnel
	12.30pm		Lunch	
	1.00 pm		Continue Audit Process (Document review, Policies, local law compliances, deduction and pay slip, Safety and health procedures, environment procedure, minimum wages monitoring, social benefits)	
	4.00 pm		Preparation for closing	
	5.00 pm		Closing Meeting	
	6.00 pm		Depart to Kuching	

### Location and Maps

The plantation is located approximately 2 km from Sematan.

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

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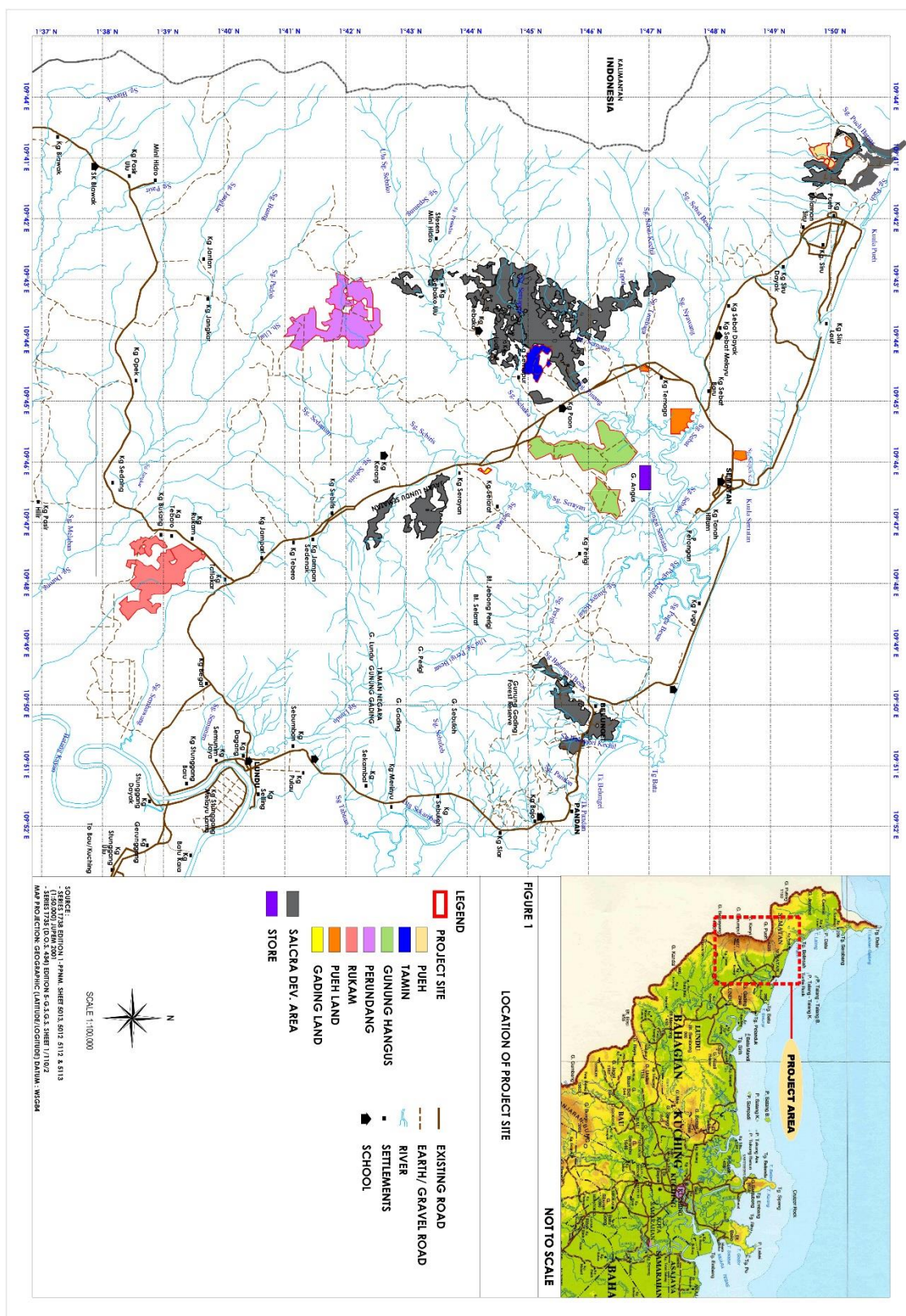
**Table 1: GPS Location**

Supply Base / Estates:	Location Address:	GPS Coordinate(s):	Area Certified(HA):
<b>JV with Locals</b>			
Perundang Site	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	01°41'46.6656" N 109°44'47.5614" E	310.50
Tamin Site	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	01°45'19.5042" N 109°44'49.5882" E	94.45
Gunung Hangus Site	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	01°46'15.3984" N 109°46'13.479" E	290.50
Rukam Site	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	01°38'53.019" N 109°48'7.668" E	262.30
Pueh Site	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	01°49'47.3946" N 109°41'13.1814" E	35.33
<b>Total</b>			<b>990.08</b>
<b>Company Land</b>			
Pueh Land Lot 384 Block 10	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	1.7811950 109.7448330	3.604
Pueh Land Lot 291 Block 8	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	1.8094520 109.7692530	9.752

Pueh Land Lot 313 Block 10	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	1.7914300 109.7580860	41.0
Gading Lot 114 Block 2	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	1.7390560 109.7728530	2.532
Gading Land Lot 83 Block 2	Lot 313 & 384, Pueh & NCR Rukam, Lundu 94500 Kuching, Sarawak	1.7367040 109.7729730	0.6596
<b>Total</b>			57.55
<b>GRAND TOTAL</b>			1047.63



### Brimark Enterprises Sdn. Bhd. Locality Map



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### Description of Estate Production

The crop yield from Brimark Enterprises Sdn. Bhd. is mention in **Table 2** below.

**Table 2: FFB Production 2018**

Estate	FFB Production (MT)	
	Projection	Actual
January	1,660.20	1,772.83
February	1,211.21	1,301.28
March	1,113.04	1,213.08
April	1,704.40	1,604.33
May	1,312.30	1,337.22
June	1,120.2	1,012.89
July	2127.20	2,227.04
August	2000.2	1,917.80
September	1909.3	2,435.29
October	2111.5	2,563.50
November	2253.50	2,863.29
December	1720.30	2,512.50
<b>Total FFB</b>	<b>20,243.35</b>	<b>22,761.05</b>



### Area of Statement

The areas of supplying estates for this operating unit are listed in Table 3. Details of production area (mature/immature) are also listed.

**Table 3: Area Statement of the Supplying Estates**

Name of estate	Title Area (ha)	Plantation area				
		Immature (ha)	Mature/ Production (ha)	Buffer zone / Unplanted (ha)	Land Issue	*Others
Brimark Enterprises Sdn. Bhd.	Total Area 1,047.63ha	272.22	775.41	-	-	-

### Stakeholder Consultation and List of Stakeholders Contacted

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

Stakeholder consultation took place in the form of meetings and interviews. Due to this is the main assessment, meetings with stakeholders were held in the respected estate office. Detail can be referred to **Appendix 1**:

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Comment on MS2530-3 Compliance Status:

Comment on Principle 1	<p><u>Policy on Implementation of MSPO –</u> It was observed the policy of MSPO was implemented, signed by Mr. Lo Sin Li, Managing Director, dated 15th August 2018. The applicable policy was listed as below:</p> <p>a) Policy Statement for Zero Burning b) Occupational Safety and Health Policy c) Respecting Human Rights Policy d) Policy Statement for No Child Labour e) Environmental &amp; Biodiversity Policy</p> <p><u>Internal Audit-</u> The internal audit was conducted on 4th September 2018. It was observed the MSPO internal audit procedures was available during audit conducted. As results there were 12 findings indicated and closed accordingly.</p> <p><u>Management Review –</u> The management review meeting was held on 18 September 2018 at management office. The meeting minutes was combined with JKPP’s meeting minutes. The management review meeting should be separated and not combined with JKPP’s .</p> <p><u>Continual Improvement -</u> It was observed the training Plan for Year 2018 was applicable for Brimark Enterprises Sdn. Bhd.. The participants involved mostly local workers. The latest training was conducted in August 2018.</p>						
Comment on Principle 2	<p><u>Transparency of documents relevant to MSPO requirements –</u> The grievance and complaints form was applicable at the storage area and management office. Currently no complaint issue.</p> <p><u>Transparent method of communication and consultation –</u> It was observed the SOP was applicable in Brimark Enterprises Sdn. Bhd. Principle 2. The communication between stakeholders and the management can be seen on document as below :</p> <p>a) Stakeholders meeting has been held on 08 October 2018. Minutes of meeting are available in file by name “ Brimark Enterprises Sdn. Bhd. MSPO Principal 2” b) Complaint and grievance form available at complaint box and c) Via handphone.</p> <p><u>Traceability</u> It was observed the Traceability (Crop Despatch) Standard Operation Procedure (SOP) was available in file “Brimark Enterprises Sdn. Bhd. MSPO – Principle 2”.</p> <p>The management use Bin number to record the tonnage of FFB. The weight will be known at weigh bridge.</p>						
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	<p>The management was able to explain the traceability of the FFB. Cross check with weigh bridge ticket tally with harvesting.</p> <p>It was observed the management had appointed three persons as traceability personnel namely:</p> <p>a) Mr Jas Anak Dubi b) Mr. Risda Anak Bakal c) Puan Faridah Bte Mohamad</p> <p>Date of appointment 3rd March 2018.</p>
Comment on Principle 3	<p><u>Regulatory requirements</u> –</p> <p>It was observed the Brimark Enterprises Sdn. Bhd. (No. Pendaftaran: 159315-X) comply with applicable local, state, national and ratified international laws and regulations, an example:</p> <p><b>Malaysian Palm Oil Board</b> Registration of Brimark Enterprises Sdn. Bhd. with AKTA LEMBAGA MINYAK SAWIT MALAYSIA 1998 (MPOB), with license Registration No.: 503483602000, with activities “MENJUAL dan MENGALIH FFB “. In period one year start from 1st August 2018 till 31st March 2019.</p> <p><b>Pejabat Pendaftar Syarikat Malaysia</b> Refer to Borang 9 – Akta Syarikat 1965: Perakuan Perbadanan Syarikat Sendirian adalah diperakui bahawa BRIMARK ENTERPRISES SDN. BHD. adalah sebuah syarikat persendirian.</p> <p><b>The businesses, Professions and Trading Licensing Ordinance</b> Refer to Borang I- Seksyen5, 23 and 24(2) for the period from 26 Jun 2018 to 30 Julai 2019.</p> <p><u>Land use rights</u> –</p> <p>The management operation are within the several land of which one of it is</p> <p>1) Gading Lundu Land District Lot No.114 Block No.2 with size 2.532 ha. 2) Gading Lundu Land District Lot 83 Block No.2 with size 0.6596 ha.</p> <p>Both of the land belongs to director of company named Mr. Lo Sin Li. So there was no agreement available.</p> <p><u>Customary rights</u> –</p> <p>The management was able to show official maps of recognized native customary rights land from state land and survey department. Example</p> <p>1) Gading Lundu Land District Lot No.114 Block No.2 with size 2.532 ha. 2) Gading Lundu Land District Lot 83 Block No.2 with size 0.6596 ha.</p>
Comment on Principle 4	<p><u>Social Impact Assessment</u> –</p> <p>It was observed the social impact assessment was made available during the audit. Most of the workers in the estate are locals, thus providing benefits to people surrounding the estate.</p>

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	<p><u>Complaints and grievances –</u> The Grievance and Complaint form was made available at the front of estate office and storage store during Stage 2 audit. It was observed the Standard Operation Procedure (SOP) for Grievance and Complaints was available on site.</p> <p><u>Commitment to contribute to local sustainable development</u> Stakeholder meeting were conducted on 8 October 2018 at Sematan Palm Beach Resort. Stakeholders include representative from local communities (Kampung Paon, Kampung Rukam, Kampung Serayan and Kampung Pueh). Records of CSR activities present during audit.</p> <p><u>Employees safety and health</u> Policy is displayed in management office and endorsed by top management. JKPP visited the premise every year. First Aid Training was conducted on 5 April 2018. Safety Data Sheet (SDS) is up-to-date, dated at March 2017. PPE record issuance is made available during Stage 2 audit.</p> <p><u>Employment Conditions</u> Employment policy present during audit and displayed at office signed by top management. Employment policy include not supporting discriminatory practices and provide equal opportunity treatment to all workers.</p> <p><u>Training and Competency</u> Training records present with attendance, photos and training contents. Training include first aid training and MSPO awareness. Training was conducted in 2018. Appropriate PPE had been provided to workers.</p>
Comment on Principle 5	<p><u>Environmental management programme –</u> An environmental &amp; biodiversity policy and management plan was available during site visit and was signed by Mr Lo Sin Li, Director on 15/8/2018. The Terms of reference (TOR) for the Environmental Management Plan (EMP) for Brimark Enterprises Sdn. Bhd. Oil Palm Plantation, Sematan as per NREB letter reference: (4) NREB/6-1/2A/91 dated 26/10/2018. Waste management procedure available in the MSPO Principle 4 file but not fully implemented.</p> <p><b>Major 1</b> Waste management with regards to inner plastic of fertilizer bags was not properly disposed of as evident in the field.</p> <p><u>Efficiency of energy use and use of renewal energy –</u> Diesel purchased from fuel station. Do not own any skid tank. The diesel usage is recorded for the Brimark Enterprise Sdn Bhd machineries usage. The usage records as below:</p>

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	<table><tr><th rowspan="2">Year of Record</th><th colspan="2">Diesel (Liter)</th></tr><tr><th>Actual</th><th>Budget</th></tr><tr><td>2018</td><td>28,101.10 (Jan-Oct 2018)</td><td>28,300 (Jan-Oct 2018)</td></tr></table> <p><u>Reduction of pollution and emission –</u> Identification of waste products and polluting activities available. It was observed the action plan to reduce identified significant pollutants and emissions was available in File MSPO Principle 5. It was observed there was zero burning policy made available in the premise. The policy was signed by Mr. Lo Sin Li (Director) dated on 15th August 2018.</p> <p><u>Natural water resources –</u> Major 2 It was observed the management had taken necessary action to ensure no spraying and weeding activities conducted at this area. However, onsite inspection, there was an evidence of spraying activities conducted at the riparian area.</p> <p><u>Status of rare, threatened or endangered species and high biodiversity value area –</u> The estate management has provided:  a) List of endangered species IUCN b) Wildlife Protection Ordinance (Sarawak)  Signage on prohibiting hunting and fishing seen during field inspection. Posters on protected wildlife displayed at estate office. Briefing was done to the stakeholders.</p> <p><u>Zero burning practices -</u></p>	Year of Record	Diesel (Liter)		Actual	Budget	2018	28,101.10 (Jan-Oct 2018)	28,300 (Jan-Oct 2018)
Year of Record	Diesel (Liter)								
	Actual	Budget							
2018	28,101.10 (Jan-Oct 2018)	28,300 (Jan-Oct 2018)							
Comment on Principle 6	<p><u>Site management –</u> It was observed the SOP on best practices was available. Records on Good Agricultural Practices Training conducted for the workers:</p> <ol style="list-style-type: none"><li>1. Safe work procedures for harvesting, weeding, manuring and slashing.</li><li>2. General safety.</li></ol> <p><u>Economic and financial viability plan –</u> Budget for 2018 and 2019 available.</p> <p><u>Transparent and fair pricing dealing –</u> The monthly FFB statement from the mill shows the total tonnage and amount received. This is evident in the Sales File. Contract agreement is available with the Mills</p>								

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	<b>Contractor-</b> The contractor is Hing Moh Sdn Bhd for transporting of FFB. They have contract agreement and also the MSPO terms and conditions for contractor.
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## 7. Nonconformities

### MS2530-3:2013 Part 3

Nonconformity	N° 2 of 2		Major 1			
	Date Recorded>	22.11.2018	Due Date>	22.01.2018	Date Closed>	15.1.2019
Department / Function:	Administrative		Standard Ref.: Indicator		MSPO 2350-Part 3 4.5.3.2	
Document Ref.:	Criterion 5: Waste Management		Issue / Rev. Status:		Open	
Details of Nonconformity:	Waste management plan to avoid or reduce pollution is not fully implemented.					
Objective Evidence:	It was observed inner plastic inside the fertilizer bag was not properly disposed.					
Close-out evidence:	The estate management had conduct a meeting on the 30.11.2018 regarding the matter above.					

Nonconformity	N° 1 of 2		Major 2			
	Date Recorded>	22.11.2018	Due Date>	22.01.2019	Date Closed>	15.1.2019
Department / Function:	Administrative		Standard Ref.: Indicator		MSPO 2350-Part 3 4.5.5.1	
Document Ref.:	Criterion 5: Natural Water Resources		Issue / Rev. Status:		Closed	
Details of Nonconformity:	It was found that implementation of water management plan to maintain quality of the natural water resources was not implemented properly.					
Objective Evidence:	It was an evidence of spraying activities conduct at the riparian area.					

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Close-out evidence:

The estate management had conducted meeting on 30.11.2018 regarding matter above. Please refer Appendix 1.

**BRIMARK ENTERPRISES SDN BHD**  
(NO.SYARIKAT 159315-X)


**MINIT MESYUARAT MSPO 2/2018**  
Venue:12,Sematan Kopitiam,Sematan  
Date:30 November 2018  
Masa : 7.30 p.m

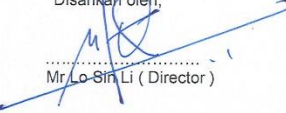
**HADIR :**

Mr Lo Sin Li	Mr Goh Seng Kai	Mr Peter Leonard
Mr Jas Dubi	Mr Bonie Tanjong	Mr Loji Apit
Mdm Sim Lee Kiaw	Mr Rahman Matu	Mr Langge Modi
Mr Goh Seng Pun	Mr Friza Rono	Mr Muhd Farez
Mdm Farida	Mr Risda Bakal	Mr Roni Britius
Mr Aing Sion	Mr Anderson Chawong	

1. Ucapan alu aluan
  - Mr Lo Sin Li mengalu-alukan kedatangan semua yang hadir dan berterima kasih kepada semua kerana dapat hadir dan turut menegaskan tentang objektif dan kepentingan mesyuarat ini
2. Pengesahan mesyuarat kali pertama
  - Minit mesyuarat kali pertama telah di sahkan tanpa sebarang pindaan.
3. Perkara-perkara berbangkit
  - Mr Lo Sin Li menerangkan tentang MSPO,tujuan nya di laksanakan untuk kebaikan alam sekitar,sumber semula jadi,biodiversity dan ekosistem bumi kita.
  - Merujuk kepada hasil Audit MSPO yang di jalankan pada 22 November 2018 yang lalu,terdapat kesalahan di dalam ladang telah di temui seperti plastik tidak di buang di tempat yang betul dan rumput di kawasan perbatasan/ buffer zone yang berhampiran dengan sungai masih di racun.
  - Untuk menyelesaikan masalah tersebut,Mr Lo menyarankan ketua –ketua di ladang supaya mereka mengambil tindakan segera dan memberitahu kepada pekerja-pekerja ladang bahawa sampah,plastik,serta puntong rokok tidak boleh di buang di dalam kawasan ladang.Selain itu kawasan buffer zone sudah di beri papan tanda dan pekerja di larang meracun dan membaja di kawasan tersebut.Alat -alat yang digunakan selepas meracun juga mesti di simpan di tempat yang betul.Papan tanda seperti amaran kejutan elektrik dan di larang memburu juga sudah di letakkan di tempat yang sepatut nya.Biji lerai yang jatuh juga harus di kutip sehingga bersih dan guni baja tidak di benarkan untuk menyimpan biji lerai. Mr Lo meminta ketua ladang mengambil perhatian dan mengambil tindakan sewajarnya untuk mengatasi semua masalah di atas.
4. Hal hal lain
  - Bagi pekerja ladang yang ingin menyuarakan pendapat mereka untuk masalah di ladang,mereka boleh menggunakan peti cadangan / grievance box yang telah disediakan.
  - Mr Lo juga menegaskan semua pekerja harus berkerjasama/team work dalam menjalankan tugas di dalam ladang supaya setiap masalah dapat di selesaikan dengan baik dan cepat.
5. Penutupan
  - Mr Lo mengucapkan ribuan terima kasih kepada semua yang hadir kerana memberi kerjasama sepanjang mesyuarat dan pandangan yang bagus untuk menyelesaikan setiap masalah.

Mesyuarat di tamatkan pada jam 10 p.m

Disediakan oleh,  
  
Farida Bte Mofid Noh ( setiausaha)

Disahkan oleh,  
  
Mr Lo Sin Li ( Director )

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## BRIMARK ENTERPRISES SDN BHD










(NO.SYARIKAT 159315-X)

### Minute of the MSPO meeting 2/2018

Venue : SematanKopitiam, Sematan

Date : 30 November 2018

Time : 7.30 p.m

- |     |               |  |
|-----|---------------|--|
| 1.  | FRIZA         |     |
| 2.  | Pison         |    |
| 3.  | Goh Seng Kai  |    |
| 4.  | MUB FAREZ     |    |
| 5.  | Anbarson      |  |
| 6.  | Ayot          |  |
| 7.  | Rahman        |  |
| 8.  | Ang Sion      |  |
| 9.  | BONIE TANJONG |  |
| 10. | PETER LEONARD |  |

## BRIMARK ENTERPRISES SDN BHD

(NO.SYARIKAT 159315-X)

### Minute of the MSPO meeting 2/2018

Venue : SematanKopitiam, Sematan

Date : 30 November 2018

Time : 7.30 p.m

- |     |                  |  |
|-----|------------------|--|
| 11. | Goh Sang pun     |   |
| 12. | Joe Duen         |    |
| 13. | Lo SIN LI        |    |
| 14. | Sim Lee Kiew     |    |
| 15. | Rony Anak Britus |   |
| 16. | Langge AK modi   |  |
| 17. | Fahda            |  |

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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 an 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.

## 8. General Observations & Opportunities for Improvement

### Positive Observations:

- The support from Brimark Enterprises Sdn. Bhd. personnel, especially the ground staff contribute to the smoothness and successfulness 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 the company. Their cooperativeness, knowledgeable and hospitality are commendable.
- Organised documentation & highly commitment towards certification

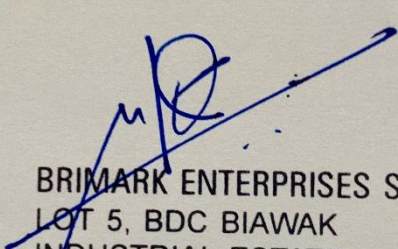

### Important Observations and Opportunities for Improvements:

- Safety and health should be implemented accordingly.
- The management should carry out waste management plan inline to reduce pollution onto surrounding area.

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# Appendix 1: List of Stakeholders Interviewed

Stakeholder	Type of Stakeholder	Issues raised	Comments/ Action Taken
Langge ak Modi Lorry driver	Internal	No issue raised by the stakeholders	NIL
Anderson ak Cawang Harvester	External	No issue raised by the stakeholders	NIL
Bonie ak Tanjung Sprayer	Internal	No issue raised	NIL
Rahman ak Matu Supervisor area Perundang	Internal	No issue raised	NIL

Signed on behalf of Brimark Enterprises Sdn. Bhd.	Signed on behalf of SGS Malaysia Sdn Bhd
 BRIMARK ENTERPRISES SDN. BHD. LOT 5, BDC BIAWAK (159315-X) INDUSTRIAL ESTATE 93450 KUCHING	 Mr Dickens Mambu Regional Head Certification (Sarawak) Manager, Palm Oil Base (East Malaysia) Date: 22 <sup>nd</sup> November 2018
<b>Mr Lo Sin li</b> <b>Director</b> <b>Date: 22<sup>nd</sup> November 2018</b>	<b>Mr Dickens Mambu</b> <b>Regional Head Certification (Sarawak)</b> <b>Manager, Palm Oil Base (East Malaysia)</b> <b>Date: 22<sup>nd</sup> November 2018</b>

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