

# PUBLIC SUMMARY REPORT



**MS 2530-3:2013**

**Malaysia Sustainable Palm Oil (MSPO)**

**Part 3: General Principal for Oil Palm Plantations and  
Organised Smallholders**

**NAME OF CLIENT: FELDA BUKIT SAGU**

**STANDARD: MS 2530:2013-3**

**ANNUAL SURVEILLANCE AUDIT 1: 21 February 2019**

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## 1. DETAIL OF CERTIFICATION ASSESSMENT

Type of Certification Assessment	Annual Surveillance Audit Year 1
Scope of MSPO Certification	Oil Palm Plantations and Organised Smallholders
MSPO Standards used for the Assessment	<b>MS 2530-3:2013</b> – General principles for oil palm plantations and organised smallholders

Map with geographical coordinate.



## 2. DETAILS OF THE CERTIFIED ENTITY

<b>Name of Certified Entity</b>		<b>Federal Land Development Authority (FELDA)</b>
<b>Main Address</b>		Menara Felda, Platinum Park, No 11 Persiaran KLCC, 50888, Kuala Lumpur
<b>Management and contact person's details</b>	Name:	Mr. Mohamad Nazri Ulin
	Phone Number :	+603 21912310
	Fax Number:	-
	Email Address:	<a href="mailto:nazri.u@felda.net.my">nazri.u@felda.net.my</a>
<b>MPOB License</b>	MPOB License's No.:	
	Scope of activity:	
	Expiry date:	
<b>Estimated Tonnages of Annual FFB Production</b>		
<b>Date of certificate issued and validity</b>		19 April 2019 valid until 18 April 2024
<b>Other sustainability certifications</b>		N/A

<b>Certified Area</b>		
<b>Estates</b>	<b>Total Planted Area</b>	<b>Total Area (Ha)</b>
Bukit Sagu 1	1473.25	1473.25
Bukit Sagu 2&3	1349.1	1349.1

### 3. ASSESSMENT PROCESS

#### Certification Bodies

No	Audit Team Members	Role	Qualifications
1	Mr. Mohd Rizal Bin Md Kassim	Lead Auditor	Post graduate qualification in Forestry with 5 years working experience in manufacturing and forestry. Involved in RSPO auditing since July 2012. Fully trained in similar agriculture certification programmes such as RSPO SCCS, ISCC, INS. Member of GGC audit team. Involved in audits conducted in Malaysia, Indonesia and Ghana. Completed ISO 9001:2008 as Lead Auditor/Auditor in several certification programmes such as RSPO, ISCC MSPO and etc. Able to speak and understand Bahasa Malaysia and English.
2	Mr. Ermadasila Mohamad	Auditor	Post graduate qualification in Master in Science (MSc) by Research 7 years working experience in lecturing and manufacturing activities. Lecturer in Applied sciences Faculty, Universiti Teknologi Mara Cawangan Pahang since 2014, expert in biodiversity and Environment assessment. Complete Malaysian Sustainable Palm Oil Auditor in 2017. Able to speak and understand Bahasa Malaysia and English
3	Mr. Abdul Hakim Mohamad	Auditor	Post graduate qualification in Forestry with 3 years working experience in manufacturing and forestry. Involved in ISCC auditing since July 2016. Able to speak and understand Bahasa Malaysia and English.

**Audit Plan**

<b>Audit Date</b>	<b>Time</b>	<b>Subject</b>	<b>Auditor</b>
21 February 2019	09:00-10:00	<b>Centralize Opening Meeting at FELDA Bukit Sagu 01</b> <ul style="list-style-type: none"> <li>• Presentation by the manager/coordinator</li> <li>• Presentation by Lead Auditor</li> </ul> ➤ Confirmation of assessment scope and finalize Audit Plan (including stakeholder consultations where applicable)	MR/EBM/AHM
	10:00-17:00	<b>Bukit Sagu 01</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> <ul style="list-style-type: none"> <li>• Public documents, SPOs, Policies, Internal audit, Production &amp; Supply chain records, FFB pricing, Review on SEIA documents and records, payment records, complaint records, workers records, training records, permits, CIP, etc.</li> </ul> </li> <li>➤ <b>Field inspection:</b> <ul style="list-style-type: none"> <li>• Field inspections, boundary inspection, fertilizer application, field spraying, harvesting, workers interviews, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store and pre-mixing, etc.</li> </ul> </li> </ul> <b>End of Day 1</b>	MR/EBM/AHM

<b>Audit Date</b>	<b>Time</b>	<b>Subject</b>	<b>Auditor</b>
22 February 2019	09:00-13:00	<b>FELDA Bukit Sagu 02/03</b> ➤ <b>Document Audit:</b> <ul style="list-style-type: none"> <li>Public documents, SPOs, Policies, Internal audit, Production &amp; Supply chain records, FFB pricing, Review on SEIA documents and records, payment records, complaint records, workers records, training records, permits, CIP, etc.</li> </ul> ➤ <b>Field inspection:</b> <ul style="list-style-type: none"> <li>Field inspections, boundary inspection, fertilizer application, field spraying, harvesting, workers interviews, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store and pre-mixing, etc.</li> </ul>	MR/EBM/AHM
	14:00-17:00	<b>FELDA Bukit Sagu 02/03</b> ➤ <b>Document Audit:</b> <ul style="list-style-type: none"> <li>Public documents, SPOs, Policies, Internal audit, Production &amp; Supply chain records, FFB pricing, Review on SEIA documents and records, payment records, complaint records, workers records, training records, permits, CIP, etc.</li> </ul> ➤ <b>Field inspection:</b> <ul style="list-style-type: none"> <li>Field inspections, boundary inspection, fertilizer application, field spraying, harvesting, workers interviews, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store and pre-mixing, etc.</li> </ul>	MR/EBM/AHM
	17:00-18:00	<b>Centralize Closing Meeting at FELDA Bukit Sagu 02/03</b> ➤ Chaired by the audit Lead Auditor <ul style="list-style-type: none"> <li>Welcome and introduction by the Lead Auditor</li> <li>Presentation of findings by the audit team</li> <li>Questions &amp; answers and Final summary by Lead Auditor</li> </ul> <b>End of Assessment</b>	MR/EBM/AHM

**Audit 5 Year cycles for Felda Gugusan Bukit Sagu.**

<b>Estates</b>	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>4<sup>th</sup> Year</b>	<b>5<sup>th</sup> Year</b>
<b>Bukit Sagu 01</b>	✓	✓	✓	✓	✓
<b>Bukit Sagu 02/03</b>	✓	✓	✓	✓	✓

**4. SUMMARY OF AUDIT RESULTS**

**Lead Auditor’s Summary and Recommendation for Certification**

The audit team led a procedure that put together review focussing on viewpoints/dangers and targets required by the standard(s). The review techniques used were interviews, perceptions, inspecting of exercises and survey of documentation and records. The structure of the audit was in accordance with the audit plan included in to this summary report.

The audit team reviewed that the association has built up and kept up its administration framework in accordance with the prerequisites of the standard(s) and showed the capacity of the framework to accomplish necessities for items as well as administrations inside the extension and the association's strategy and targets. Subsequently, the audit team suggests that, in view of the consequences of this review and the framework's shown condition of improvement and development that this administration framework accreditation to be:



<input type="checkbox"/>	No NCR recorded. Recommended certification
<input checked="" type="checkbox"/>	Minor NCR(s) recorded. Corrective action plan has been accepted. Verification of the NCR(s) to be carried out in the next audit
<input checked="" type="checkbox"/>	Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided and accepted by the audit team. The NCR(s) have been satisfactorily closed out.
<input checked="" type="checkbox"/>	Recommended to continue certification
<input type="checkbox"/>	Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided but cannot fully accepted by the audit team. NCR(s) ..... have not been closed out within 90 days of the audit. Recommended for suspension of the certificate

Audit Outcome	
Major NC	4
Minor NC	5
Area of Concern (AOC)	N/A
Opportunity for Improvement (OFI)	N/A
Observation (OBS)	N/A

**Responses by Certified Entities:**

I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents and audit findings as presented in this document .


I also confirm:

- Acceptance of liability in execution of the instructions given.
- That this company was made aware that the findings of the audit team are tentative; pending review and decision making by the duly designated representatives of Trans Certification International Certifications.
- That during the closing meeting all agenda items was covered by the Lead Auditor.

<b>Acknowledged by:</b>		
Name:	MOHAMMAD NAZRI ULIN	
Position:	PLANTATION OFFICER	
Date:	15.04.2019	
		<b>Signature</b>

## 5. OFFICIALS SIGNED-OFF OF THE ASSESSMENT FINDINGS

**Prepared by:**



(Lead Auditor)

Date  
19.04.2019

**Accepted by  
client:**



(Plantation Officer)

Date  
19.04.2019

**-End of Report-**