

PUBLIC SUMMARY REPORT



**MALAYSIAN SUSTAINABLE PALM OIL
SUPPLY CHAIN CERTIFICATION SYSTEM
(MSPO SCCS)**

**CLIENT NAME: FELCRA BERHAD
- KILANG SAWIT BUKIT KEPONG
STANDARD: MSPO SCCC-2018
AUDIT DATE: 4 DECEMBER 2019**

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1. DETAIL OF CERTIFICATION ASSESSMENT

Type of Certification Assessment	Main Assessment
Scope of MSPO-SCCS Certification	Production of MSPO Certified Palm Oil Products
MSPO Standards used for the Assessment	Malaysian Sustainable Palm Oil Supply Chain Certification Standard (MSPO SCCS) (November 2018)
Module	Mass Balance

Map with Geographical Coordinate.

GPS Coordinate: 02°23'396"N, 102°52'959"E



2. DETAILS OF THE CERTIFIED ENTITY

Name of Certified Entity		FELCRA BERHAD- KILANG SAWIT BUKIT KEPONG
Main Address		Wisma FELCRA, Lot PT 4780, Jalan Rejang, Setapak Jaya, Peti Surat 12254, 50772 Kuala Lumpur.
Management and contact person's details	Name:	Azahar Bin Ali
	Phone Number :	03- 4145 5000
	Fax Number:	06- 971 0323
	Email Address:	azahar.ali@felcra.com.my
MPOB License	MPOB License's No.:	500247104000
	Expiry date:	1 January 2019 valid until 31 December 2019
Date of certificate issued and validity		27 December 2019 valid until 26 December 2024
Scope of activity		Production of sustainable Crude Palm Oil and Palm Kernel
Other sustainability certifications		None

Certified Area	
Name of Mill and Address	Mill Capacity MT/HR
Kilang Sawit FELCRA Berhad Bukit Kepong Peti Surat 12, 85300 Labis, Johor	40 MT/HR

3. ASSESSMENT PROCESS

Certification Bodies

No	Audit Team Members	Role	Qualifications
1	Mr. Mohd Johari Bin Md Kassim	Lead Auditor	Post graduate qualification in Biology with 3 years working experience in sales and industry. Involved in MSPO auditing since Oct 2017. Fully trained in similar agriculture certification programmed such as RSPO SCCS, ISCC and INS. Member of TCI audit team since 2017. Involved in audits conducted in Malaysia. Completed ISO 9001:2008 Lead Auditor course in January 2018
2	Ms. Aini Nazurah Binti Mohd Zi	Trainee Auditor	Post graduate qualification in Bachelor of Agricultural Science (2017). Completed the MSPO SCCS Auditor Training by SGS Training Academic (Dec 2018) and ISCC Auditor Training in Cologne, Germany (Feb 2019).
3	Ms. Nadiah Binti Ramli	Trainee Auditor	Post graduate qualification in Environment Technology University Malaysia Terengganu. Involve in sustainability fields since 2018. Involve and completed in training PEFC Chain of Custody, MSPO SCCS Auditor Course, Environmental Impact Assessment, MSPO Auditor Course & etc.

Audit Plan

Proposed Assessment Agenda for this Audit		
Prepared by	Ms. Aini Nazurah Binti Mohd Zi	
Approved by	Ms. Norsyahidah Binti Manaf	
Time	Activity	Auditor
09:00-09:30	Opening Meeting	Mohd Johari Md Kassim
09.30-10.30	Site Visit	Aini Nazurah Mohd Zi/ Nadiah Ramli
10.30-11.30	Document Review – MSP0 SCCS 1 Requirements for Supply Chain Management 1.1 Sustainability Policy 1.2 Management Representative 1.3 Record Keeping 1.4 Procedures 1.5 Internal Audit 1.6 Management Review	Mohd Johari Md Kassim/Aini Nazurah Mohd Zi/ Nadiah Ramli
11.30-12.00	2. Resource Management 2.1 Competency and Training	Mohd Johari Md Kassim/Aini Nazurah Mohd Zi/ Nadiah Ramli
12.00-12.30	3. Traceability	Mohd Johari Md Kassim/Aini Nazurah Mohd Zi/ Nadiah Ramli
12.30-14.00	Lunch Break	Mohd Johari Md Kassim/Aini Nazurah Mohd Zi/ Nadiah Ramli
14.00-15.30	4. Supply Chain Models 4.1 Segregation 4.1.1 General 4.1.2 Requirements 4.2 Mass balance 4.2.1 General 4.2.2 Requirements 4.2.3 Continuous accounting system 4.2.4 Fixed inventory periods 5. Outsourced Activities 6. Claim 7. Complaints and Grievances 8. IT Platform	Mohd Johari Md Kassim/Aini Nazurah Mohd Zi/ Nadiah Ramli
15.30-16.00	Verify outstanding issue if applicable	Mohd Johari Md Kassim
16.00-17.00	Closing Meeting	Mohd Johari Md Kassim

Audit 5 Year Cycles for ‘FELCRA BERHAD- Kilang Sawit Bukit Kepong’

Project Name	1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year
FELCRA KKS BUKIT KEPONG	✓	✓	✓	✓	✓


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:

Certification status of client:
<input type="checkbox"/> Main Evaluation: All facilities included in the scope of this audit demonstrated full compliance with the MSPO SCCS. With effect from the certification date given below, this company and all facilities mentioned in the scope of this report are considered to be certified in accordance with the MSPO SCCS.
<input checked="" type="checkbox"/> Main Evaluation: Full compliance of all facilities in the scope of this audit with the MSPO SCCS is not yet demonstrated. Identified Non-conformities need to be closed prior to certification.
<input type="checkbox"/> Surveillance audit: All facilities included in the scope of this audit demonstrated full compliance with the MSPO SCCS. The certified status is maintained.
<input type="checkbox"/> Surveillance audit: Not all facilities included in the scope of this audit demonstrated continued compliance with the MSPO SCCS. Outstanding NC's need to be closed within 1 month from the audit date.
Status (Close if applicable): Will be verifying in next annual surveillance

7.1 Signing by the Client	
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 document (MSPO SCCS Report and Checklist). I also confirm: <ul style="list-style-type: none"> • Acceptance of liability in execution of the instructions given in the document and at the closing meeting. • 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's Certifications. • That this company was informed that until they receive written confirmation of their MSPO Supply Chain certification registration and its expiry date that they are not certified and cannot make any claims concerning certification. • That the formal record of the closing meeting is accurate and that all agenda items were covered by the lead auditor. • I understand the implications of non-compliance as laid out above. 	
Acknowledged by:	
Name:	MD-YASIH BIN KHAMIS
Position:	PENGURUS KILANG
Date:	24/12/2019
	 Signature

SUMMARY OF NON CONFIRMITY:

NO	CLAUSE	NON-CONFIRMITY	ACTION	STATUS
1.	5.3 Record Keeping 5.3.1 The organisation shall establish and maintain accurate and up-to-date records to provide evidence of conformity in the implementation of MSPO SCCS. The records shall be maintained for a minimum period of three (3) years.	As per procedure of Record Keeping (FB-MSPO-SCCS-SOP07, dated on 1.6.2019), it is stated that all the related documents of MSPO SCCS will be keep minimum for 3 years. Sighted in the list of MSPO SCCS record such as policy, internal audit, complaint records, supplier FFB information and agreement and etc. (page 4) However, sighted that one supplier has expired their contract last on 31.12.2012 and no renew contract was made by the HQ/Mill by the time of audit. Supplier: Tetuan Highland Palm Produce Date of contract: 20.1.2012 OER: 20% (subject to grading) SES MPOB: RM 13/mt CPO Transport: RM 30/mt Cost Process: RM 40/mt Validity: 1.1.2012 until 31.12.2012	Review all agreement of FFB purchasing with supplier and Bukit Kepong Palm Oil Mill and create request letter for new agreement at FELCRA BERHAD HQ.	Close

5. OFFICIALS SIGNED-OFF OF THE ASSESSMENT FINDINGS

Prepared by:



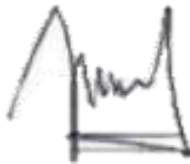
(Lead Auditor)

Mohd Johari Bin Md Kassim

Date

27/12/2019

Accepted by
Client:



(Mill Manager)

Md. Yasin Bin Khamis

Date

28/12/2019

-End of Report-