

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: GUGUSAN FELDA BUKIT KEPAYANG

STANDARD: MS 2530-3:2013

ANNUAL SURVEILLANCE ASSESSMENT 1

DATE: 08 – 09 SEPTEMBER 2020

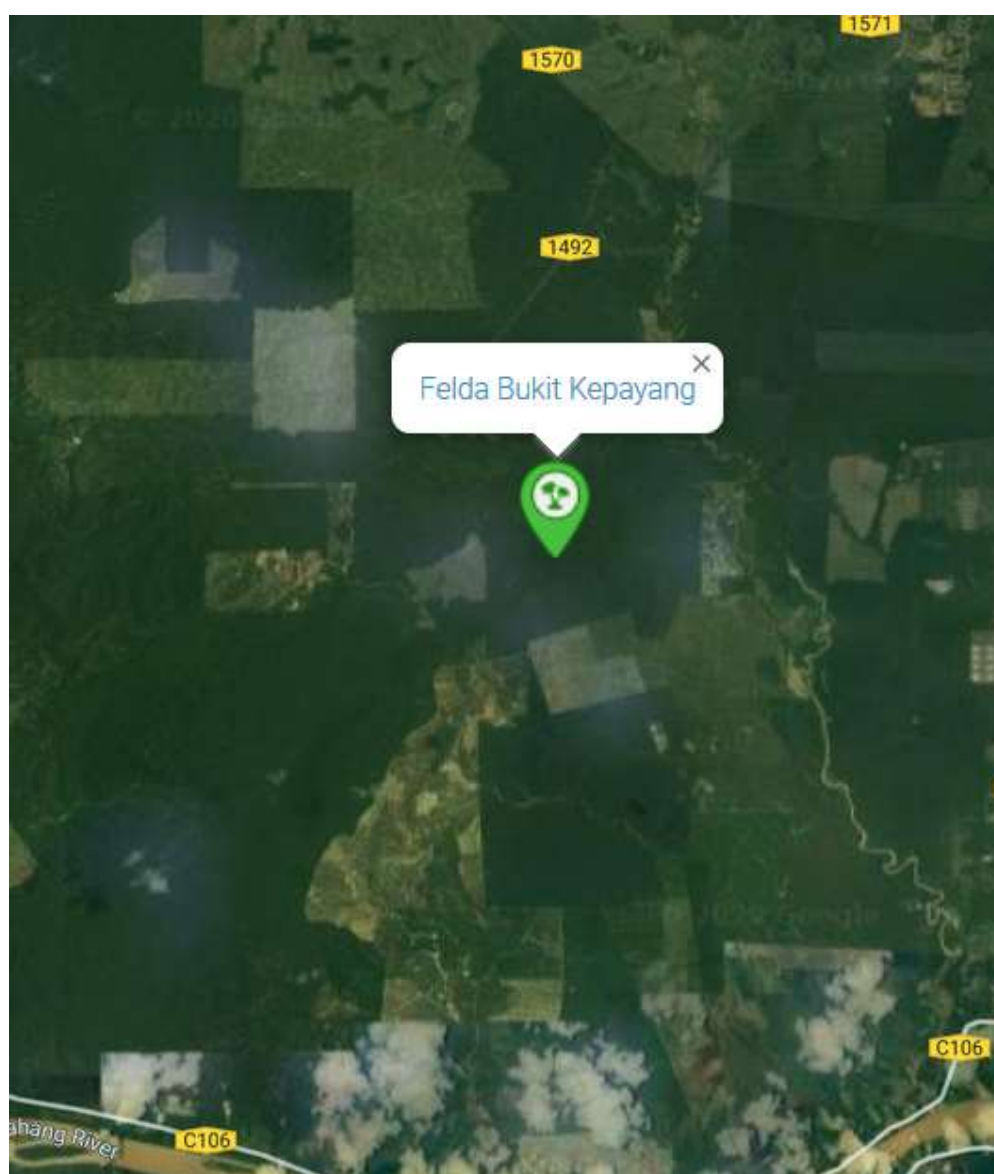
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1. DETAIL OF CERTIFICATION ASSESSMENT

Type of Certification Assessment	Annual Surveillance 1 (ASA 1)
Scope of MSPO Certification	Oil Palm Plantations and Organised Smallholders
MSPO Standards used for the Assessment	MS 2530-3:2013 – General principles for oil palm plantations and organised smallholders

Map with geographical coordinate.



2. DETAILS OF THE CERTIFIED ENTITY

Name of Certified Entity		FEDERAL LAND DEVELOPMENT AUTHORITY (FELDA)		
Main Address		Lembaga Kemajuan Tanah Persekutuan (FELDA) Menara Felda, Platinum Park, No 11, Persiaran KLCC 50088, Kuala Lumpur, Malaysia		
Management and contact person's details	Name:	Mohamad Zulhilmi bin Azmi		
	Phone Number :	-		
	Fax Number:	-		
	Email Address:	-		
MPOB License	MPOB License's No.: Expiry date:	Felda Bukit Kepayang	500792802000	31/03/2021
	MPOB License's No.: Expiry date:	Felda Purun	501199202000	31/03/2021
	MPOB License's No.: Expiry date:	Felda Mayam	500794402000	31/03/2021
Estimated Tonnages of Annual FFB Production		-		
Scope of Activity		Production of Sustainable Fresh Fruit Bunch (FFB)		
Date of certificate issued and validity		29 November 2019 until 28 November 2024		
Other sustainability certifications		N/A		

Certified Area		
Estates	Total Planted Area	Total Area (Ha)
Felda Bukit Kepayang	2086.66	2086.66
Felda Purun	2855.73	3007.60
Felda Mayam	2271.86	2733.30

3. ASSESSMENT PROCESS

3.1 Certification Bodies

No	Audit Team Members	Role	Qualifications
1	MOHAMAD IRWAN BIN SENIN [MIS]	Lead Auditor	Graduate in Diploma Executive in Planting Management and Technology at Universiti Malaysia Pahang. Has 13 years of working experiences in Plantation Management. Completed in MSPO 2530:2013 Auditors Training Course, Integrated Management System (IMS) ISO 9001:2015 & ISO 14001:2015 Lead Auditor Training, ISO 14971 Risk Management Medical Device Industry & etc. Able to speak and understand in Bahasa Malaysia and English.
2	ABDUL HAKIM BIN MOHAMAD [AHM]	Auditor	Graduate qualification in Forestry with 4 years working experience in manufacturing and consultation. Involved in ISCC auditing since July 2017. Fully trained in similar agriculture certification programmes such as ISCC, INS, MSPO, ISO 9001:2015 lead auditor course, ISO 14971 Risk Management Medical Device Industry & etc. Qualified as GHG Auditor on 2020. Member of various audit teams such as MSPO, SCCS, ISCC, INS and GHG audit, conducted in Malaysia, Indonesia, Singapore, China, Hong Kong, Australia and Taiwan. Able to speak and understand in Bahasa Malaysia and English.
3	NUR SYAHIRAH BINTI YACCOB [NSY]	Trainee Auditor	Post graduated qualification in Master of Science (Environmental Technology) at University Sains Malaysia. Completed in Integrated Management System (IMS) ISO 9001:2015 & ISO 14001:2015 Lead Auditor Training, ISO 14971 Risk Management Medical Device Industry & etc. Able to speak and understand in Bahasa Malaysia and English.
4	NADIAH BINTI RAMLI [NR]	Trainee Auditor	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, ISO 14971 Risk Management Medical Device Industry & etc. Able to speak and understand in Bahasa Malaysia and English.

3.2 Audit Plan

DATE	TIME	SUBJECT	AUDITOR
08 September 2020 (Tuesday)	09:00 – 10:00	Centralize Opening Meeting at Felda Bukit Keayang <ul style="list-style-type: none"> Presentation by the manager/coordinator Presentation by Lead Auditor <p>➤ Confirmation of assessment scope and finalize Audit Plan (including stakeholder consultations where applicable)</p>	MIS/AHM/NSY/NR
	10:00 – 12:00	Felda Bukit Keayang <p>➤ Document Audit:</p> <ul style="list-style-type: none"> Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement The stakeholder consultation will be held along the audit process <p>➤ Document Audit:</p> <ul style="list-style-type: none"> Document review P4-P6 (part 3), P4: Social Responsibility, health, safety and Employment Conditions P5: Environment, natural resources, biodiversity and ecosystem service. P6: Best Practices 	MIS/AHM/NSY/NR
	12:00-13:00	Lunch	

	13:00-17:00	Felda Bukit Keayang <ul style="list-style-type: none"> ➤ Field inspection: Field inspection, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store, and pre-mixing, etc. ➤ Verify any outstanding issues, auditor discussion. <p>End of Day 1</p>	MIS/AHM/NSY/NR
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DATE	TIME	SUBJECT	AUDITOR
09 September 2020 (Wednesday)	09:00 – 13:00	Felda Purun <ul style="list-style-type: none"> ➤ Document Audit: <ul style="list-style-type: none"> • Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement • The stakeholder consultation will be held along the audit process ➤ Document Audit: <ul style="list-style-type: none"> • Document review P4-P6 (part 3), P4: Social Responsibility, health, safety and Employment Conditions P5: Environment, natural resources, biodiversity and ecosystem service. P6: Best Practices 	MIS/AHM/NSY/NR
	13:00 – 14:00	Lunch	

	14:00 – 17:00	Felda Purun. <ul style="list-style-type: none"> ➤ Field inspection: <ul style="list-style-type: none"> • Field inspection, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store, and pre-mixing, etc. • Verify any outstanding issues, auditor discussion. 	MIS/AHM/NSY/NR
	17:00 – 17:30	Centralize Closing Meeting at Felda Purun. Estates: <ul style="list-style-type: none"> ➤ Chaired by the audit Lead Auditor <ul style="list-style-type: none"> • Welcome and introduction by the Lead Auditor • Presentation of findings by the audit team • Questions & answers and Final summary by Lead Auditor End of Assessment.	MIS/AHM/NSY/NR

3.3 Proposed Date of Next Surveillance Audit

Date of next ASA	
The provisional date for the next ASA is:	July 2021

3.4 Audit 5 Year cycles for Gugusan Felda Bukit Kepayang

Estates	1st Year	2nd Year	3rd Year	4th Year	5th Year
Felda Bukit Kepayang	✓	✓		✓	✓
Felda Purun	✓	✓	✓		✓
Felda Mayam	✓		✓	✓	

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 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	0
Minor NC	1
Area of Concern (AOC)	0
Opportunity for Improvement (OFI)	0
Observation (OBS)	1

Issues raised during Stakeholder Consultation:

A stakeholders' consultation meeting was conducted on Main Assessment to gather information from the local communities in accordance to Certification Scheme and Stakeholder Consultation requirements.

The subject of discussion are as below:

- a. Introduction
- b. Development of oil palm plantations
- c. Community service and support provided wildlife management and wildlife corridor
- d. Type of wildlife sighted.
- e. Local communities' development.
- f. Safety and Health

The following relevant subject have been discussed during the stakeholders' consultation

Subject Discussed	Response and Action taken by Company

** (Stakeholder Consultation applicable for Main Assessment only)*

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.

Acknowledged by:

Name:	MOHAMAD ZULHILMI BIN AZMI
Position:	PEGAWAI PERTANIAN JABATAN PERLADANGAN, FELDA
Date:	15.10.2020


MOHAMMAD ZULHIMI AZMI
Pegawai Pertanian
Jabatan Perlindungan
FELDA

Signature

5. OFFICIALS SIGNED-OFF OF THE ASSESSMENT FINDINGS

Prepared by:

Date
05.10.2020



MOHAMAD IRWAN BIN SENIN
(Lead Auditor)

**Accepted by
client:**

Date
15.10.2020


MOHAMMAD ZULHIMI AZMI
Pegawai Pertanian
Jabatan Perlindungan
FELDA

(Client)

-End of Report-