

TRANS CERTIFICATION INTERNATIONAL SDN BHD

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**Contacts**

09-5751333 / 0139108724

**Address**

B30, Level 1, Jalan IM 2/5, Bandar Indera  
Mahkota, 25200 Kuantan, Pahang

# 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: FEDERAL LAND DEVELOPMENT  
AUTHORITY (FELDA) GUGUSAN BESOUT**

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

**ANNUAL SURVEILLANCE ASSESSMENT 4**

**DATE: 20 – 22 JULY 2022**

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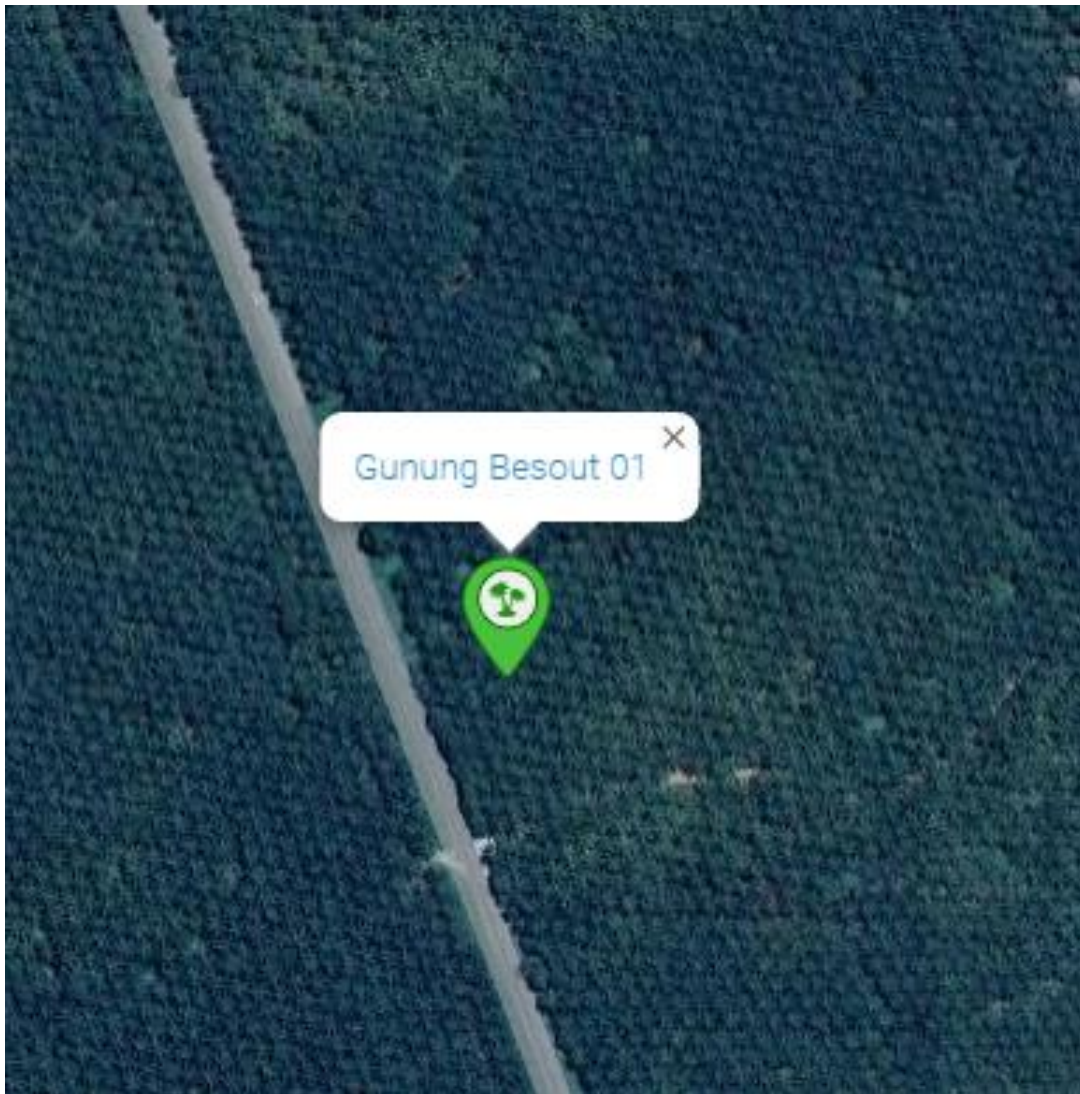
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## 1. DETAIL OF CERTIFICATION ASSESSMENT

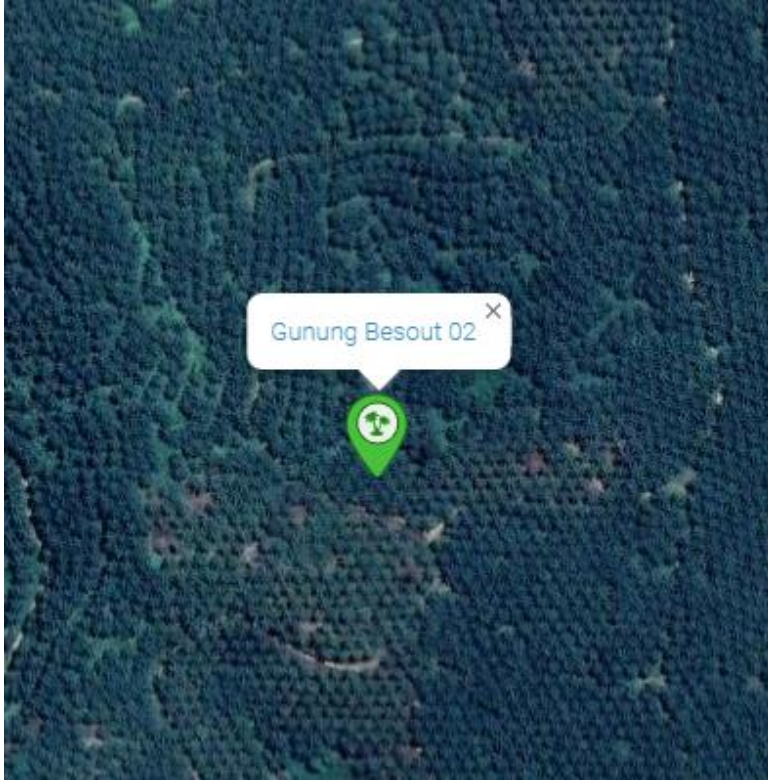
Type of Certification Assessment	Annual Surveillance 4 (ASA 4)
Scope of MSPO Certification	Oil Palm Plantations and Organised Smallholders
MSPO Criteria and Standards used for the Assessment	<b>MS 2530-3:2013</b> – General Principles for Oil Palm Plantations and Organised Smallholders

### Map with geographical coordinate

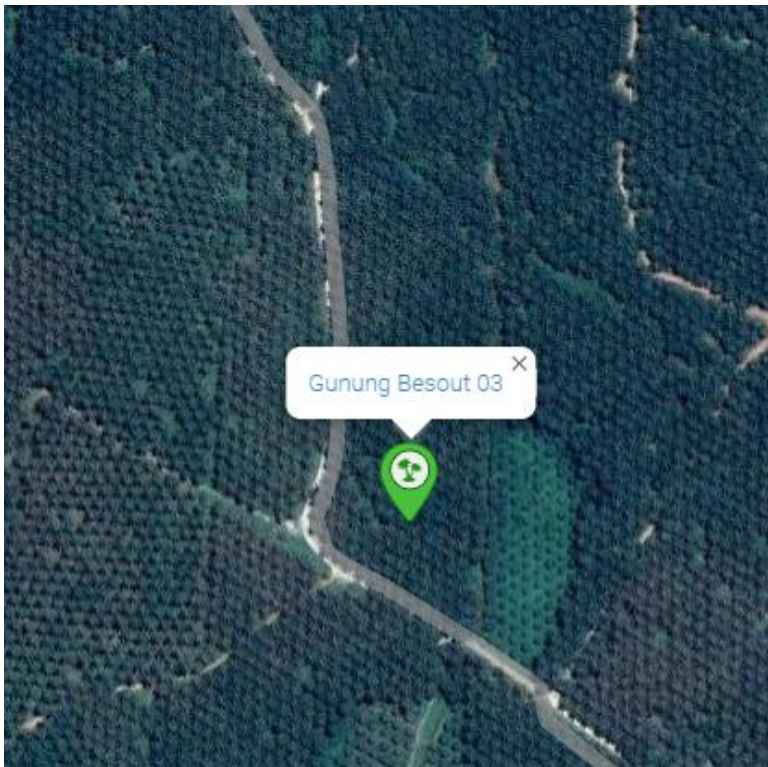
#### Rancangan Felda Besout 01



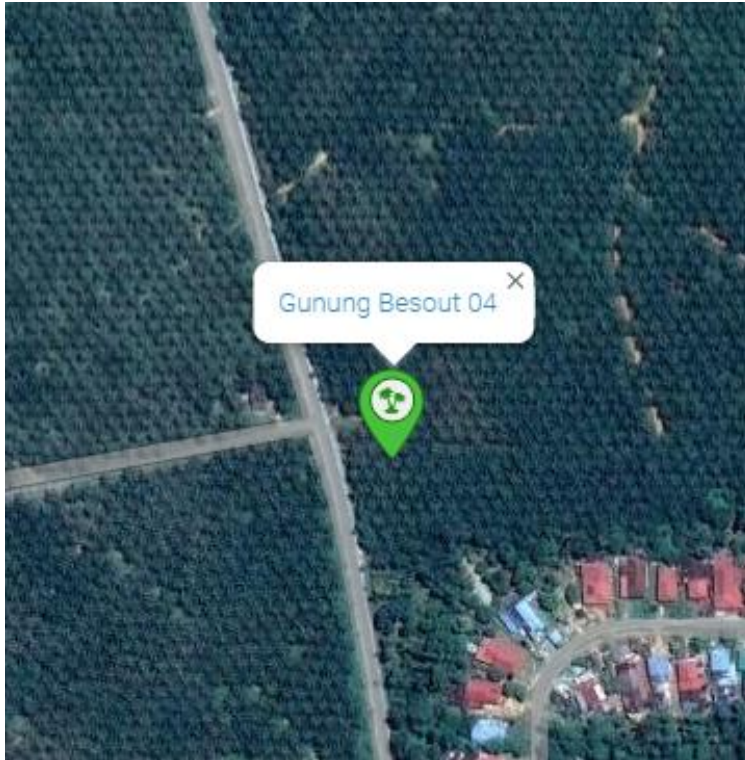
Rancangan Felda Besout 02



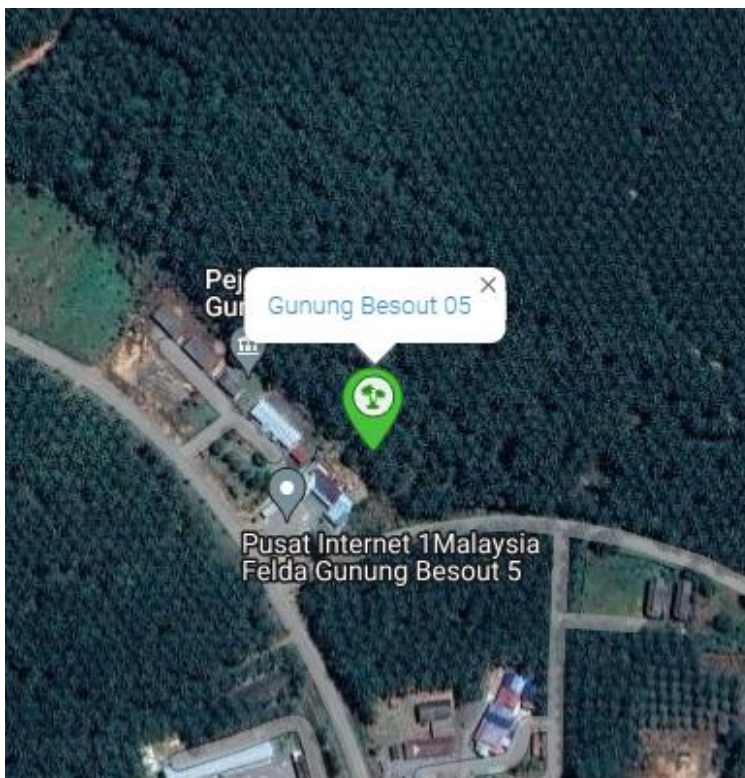
Rancangan Felda Besout 03



**Rancangan Felda Besout 04**



**Rancangan Felda Besout 05**



## 2. DETAILS OF THE CERTIFIED ENTITY

<b>Name of Certified Entity</b>		<b>FEDERAL LAND DEVELOPMENT AUTHORITY (FELDA) GUGUSAN BESOUT</b>		
<b>Main Address</b>		Lembaga Kemajuan Tanah Persekutuan (FELDA) Menara Felda, Platinum Park, No 11, Persiaran KLCC, 50888 Kuala Lumpur, Malaysia		
<b>Management and contact person's details</b>	Name:	Mr. Mohamad Zulhilmi bin Azmi		
	Phone Number:	-		
	Fax Number:	-		
	Email Address:	-		
<b>MPOB License</b>	MPOB License's No.: Expiry date:	Rancangan FELDA Besout 01	500892402000	31.03.2023
	MPOB License's No.: Expiry date:	Rancangan FELDA Besout 02	500893202000	31.03.2023
	MPOB License's No.: Expiry date:	Rancangan FELDA Besout 03	500894102000	31.03.2023
	MPOB License's No.: Expiry date:	Rancangan FELDA Besout 04	500961102000	31.03.2023
	MPOB License's No.: Expiry date:	Rancangan FELDA Besout 05	576354002000	31.03.2023
<b>Estimated Tonnages of Annual FFB Production</b>		-		
<b>Scope of Activity</b>		Production of Sustainable Fresh Fruit Bunch (FFB)		
<b>Date of certificate issued and validity</b>		26 <sup>th</sup> October 2018 until 25 <sup>th</sup> October 2023		
<b>Other sustainability certifications</b>		N/A		

<b>Certified Area</b>		
<b>Estates</b>	<b>Total Planted Area (Ha)</b>	<b>Total Area (Ha)</b>
Rancangan FELDA Besout 01	2216.72	2216.72
Rancangan FELDA Besout 02	2074.94	2074.94
Rancangan FELDA Besout 03	1064.53	1064.53
Rancangan FELDA Besout 04	882.102	882.102
Rancangan FELDA Besout 05	409.30	409.30

### 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 University 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, MSPO SCCS Auditor Training & etc. Able to speak and understand in Bahasa Malaysia and English.
2	MOHD RIZAL BIN KASSIM [MRK]	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 lead auditor course in January 2013. Qualified as Lead Auditor/Auditor in several certification programmes such as RSPO, ISCC, MSPO and etc. Able to speak and understand Bahasa Malaysia and English.
3	ERMADASILA BIN MOHAMAD [EBM]	Auditor	Post graduate qualification in Master in Science (MSc) by Research with 7 years working experience in Lecturer and manufacturing activities. Lecturer in Applied Science Faculty, University Teknologi Mara cawangan Pahang since 2014, expert in Biodiversity and Environmental assessment.

			Completed Malaysian Sustainable Palm Oil Lead Auditor course in 2017.
4	NURUL BASYIRAH BINTI BAHRUM [NBB]	Auditor	Graduate in Bachelor of Science Forestry (Forest Plantation and Agroforestry) at University Malaysia Sabah. Completed in MSPO 2530:2013 Auditors Training Course, Integrated Management System (IMS) ISO 9001:2015 & ISO 14001:2015 Lead Auditor Training & etc. Able to speak and understand in Bahasa Malaysia and English.
5	FARRAH SAHANIM BINTI PADUKA [FSP]	Auditor	Post graduated qualification in Bachelor of Science Forestry (National Park and Recreation) at Universiti Malaysia Sabah. Involve in integrated ISO Management System Lead Auditor Training, Complete and Malaysian Sustainable Palm Oil Lead Auditor Course, Auditor for TCI Team since February 2020. Able to speak and understand Bahasa Malaysia and English.



### 3.2 Audit Plan

#### AUDIT AGENDA

DATE	TIME	SUBJECT	AUDITOR
20 July 2022 (Wednesday)	09:00 – 10:00	<b>Centralize Opening Meeting at Felda Besout 02:</b> <ul style="list-style-type: none"> <li>• Presentation by the manager/coordinator</li> <li>• Presentation by Lead Auditor.</li> </ul> <ul style="list-style-type: none"> <li>➤ Confirmation of assessment scope and finalize Audit Plan (stakeholder consultations is held along the audit progress)</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	10:00 – 12:00	<b>Felda Besout 02:</b> <ul style="list-style-type: none"> <li>➤ <b>Field inspection:</b> 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.</li> <li>➤ Verify any outstanding issues, auditor discussion.</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	12:00 – 13:00	<b>Felda Besout 02:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement,</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	13:00 – 14:00	<b>Lunch</b>	ALL
	14:00 – 17:00	<b>Felda Besout 02:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> 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</li> </ul>	MIS/MRK/EBM/N BB/FSP

		<b>End of Day 1</b>	
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DATE	TIME	SUBJECT	AUDITOR
21 July 2022 (Thursday)	9:00 – 11:00	<b>Felda Besout 03:</b> <ul style="list-style-type: none"> <li>➤ <b>Field inspection:</b> 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.</li> <li>➤ Verify any outstanding issues, auditor discussion.</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	11:00 – 13:00	<b>Felda Besout 03:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement,</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	13:00 – 14:00	<b>Lunch</b>	ALL
	14:00 – 17:00	<b>Felda Besout 03:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> 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</li> </ul>	MIS/MRK/EBM/N BB/FSP
		<b>End Of Day 2</b>	

DATE	TIME	SUBJECT	AUDITOR
	9:00 – 11:00	<b>Felda Besout 05:</b> <ul style="list-style-type: none"> <li>➤ <b>Field inspection:</b> 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.</li> <li>➤ Verify any outstanding issues, auditor discussion.</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	11:00 – 12:30	<b>Felda Besout 05:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement,</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	12:30 – 14:30	<b>Lunch</b>	ALL
	14:30 – 16:30	<b>Felda Besout 05:</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> 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</li> </ul>	MIS/MRK/EBM/ NBB/FSP
	16:30 – 17:00	<b>Centralize Closing Meeting at Felda Besout 05:</b> <ul style="list-style-type: none"> <li>➤ 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> </li> </ul> <p><b>End of Assessment.</b></p>	MIS/MRK/EBM/ NBB/FSP

### 3.3 Proposed Date of Next Surveillance Audit

Date of next ASA	
The provisional date for the next ASA is:	July 2023

### 3.4 Audit 5 Year cycles for Federal Land Development Authority (FELDA)

#### Gugusan Besout

Estates	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	5 <sup>th</sup> Year
Rancangan FELDA Besout 01	✓		✓	✓	
Rancangan FELDA Besout 02		✓	✓		✓
Rancangan FELDA Besout 03	✓	✓		✓	✓
Rancangan FELDA Besout 04	✓	✓		✓	
Rancangan FELDA Besout 05	✓		✓		✓

## **4. SUMMARY OF AUDIT RESULTS**

### **4.1 Lead Auditor's Summary and Recommendation for Certification**

This on-site assessment was conducted from 20<sup>th</sup> July Until 22<sup>nd</sup> July 2022. The audit programmed is included as Audit Agenda. The Estate manager, Field Supervisor and MSPO Coordinator visited and were assessed at field, office, facilities, stores and a document review were carried out in accordance with the MSPO. The subscribed MSPO management system's documentations seen with minor changes that due to internal external influenced factors that in relation to scope of certification.

During the audit process, the auditors conducted extensive interviews with the Management, members of the employees' union and committees taking place in a formal and informal environment and interviews employees were conducted.

The management was also found to constantly monitor established KPIs/objectives that significantly command the achievements of the company's corporate policy.

During the audit, several non-conformities were raised. There was 1 major non-conformity, 4 minor non-conformity and 2 observations raised during the audit. Since there were minor non-conformities, FELDA Gugusan Besout representatives have addressed a proper action plan to close the major and minor non-conformity to ensure their certification can be continued.

The audit team conduct the audit based on sampling process of the available information.

#### **4.2 Claim - Verification and Use of Marks/Logo (MSPO, TCI or MPOCC Logo)**

Based on the on-site audit process of ASA 4 FELDA GUGUSAN BESOUT, through visibility and interviews with management representative. It has been confirmed that the management does not use Marks/logos. The management has also been informed that it is not allowed to use the MSPO logo if it is not approved by the MPOCC.

#### **4.3 Summary of Non-Conformance and Current Status**

<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

<b>Audit Outcome</b>	
<b>Major NC</b>	1
<b>Minor NC</b>	4
<b>Observation (OBS)</b>	2

#### **4.4 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 subjects 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

<b>Subject Discussed</b>	<b>Response and Action taken by Company</b>
No raised issued.	Not applicable.


*\* (Stakeholder Consultation is compulsory during Main Assessment only but if there is issue raised during Annual Surveillance Audit, the stakeholder Consultation will be conducted)*

#### 4.5 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>		 <b>MOHAMAD ZULHILMI AZMI</b> <u>Penolong Pengarah</u> <u>Jabatan Kelestarian</u> <u>FELDA</u> <b>Signature</b>
Name:	MOHAMAD ZULHILMI AZMI	
Position:	PENOLONG PENGARAH JABATAN KELESTARIAN FELDA	
Date:	14 FEBRUARY 2023	

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

#### 5.1 Signing by the Lead Auditor

I the undersigned, being the Lead Auditor, confirm that this report is an accurate record of the findings and of the closing meeting. I further confirm that the summary of the findings as presented in this report are a true representation of the actual findings of the audit team.

<b>Acknowledged by:</b>		 <b>Signature</b>
Name:	MOHAMAD IRWAN BIN SENIN	
Position:	LEAD AUDITOR	
Date:	16 FEBRUARY 2023	

**-End of Report-**