

TRANS CERTIFICATION & INSPECTION SDN. BHD.



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# PUBLIC SUMMARY REPORT

**MS 2530-4:2013**

**Malaysia Sustainable Palm Oil (MSPO)**

**Part 4: General Principal for Palm Oil Mills**

**NAME OF CLIENT: KOONG SHING SDN BHD**

**STANDARD: MS 2530-4:2013**

**ANNUAL SURVEILLANCE ASSESSMENT 3**

**DATE: 22 APRIL 2024**

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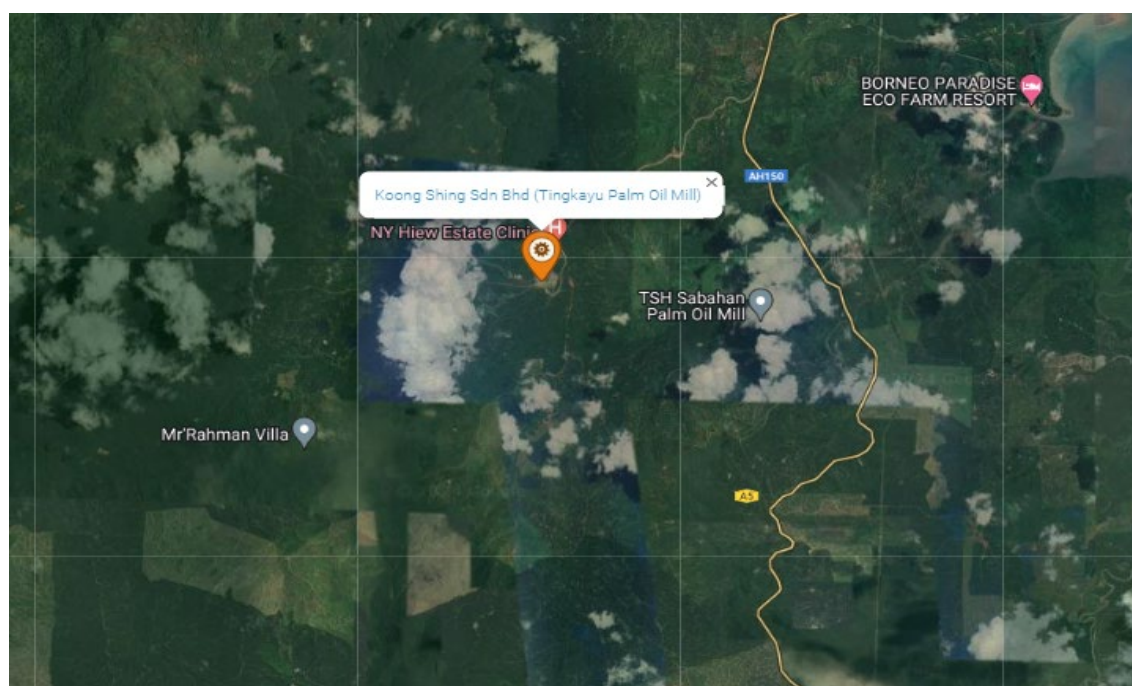
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## 1. DETAIL OF CERTIFICATION ASSESSMENT

Type of Certification Assessment	Annual Surveillance 3 (ASA 3)
Audit Objectives	<ol style="list-style-type: none"> <li>1. Determination of the non-conformity of the client's management system, or parts of it, with audit criteria</li> <li>2. Determination of the ability of the management system to ensure client meets applicable statutory, regulatory and contractual agreement</li> <li>3. Determination of the effectiveness of the management system to ensure client can reasonably expect to achieve it specific objective</li> <li>4. Identification of area for improvement of the management system, as if applicable</li> </ol>
Scope of MSPO Certification	Palm Oil Mill
MSPO Criteria and Standards used for the Assessment	MS 2530-4:2013 – General principles for palm oil mills

### Map with geographical coordinate

#### Koong Shing Sdn Bhd





## 2. DETAILS OF THE CERTIFIED ENTITY

<b>Name of Certified Entity</b>		<b>KOONG SHING SDN BHD</b>
<b>Main Address</b>		KM 32, Jalan Kunak – Lahad Datu, Tingkayu, Kunak, Sabah
<b>Management and contact person's details</b>	Name:	Mrs. Sabarinah binti Batling
	Phone Number:	-
	Fax Number:	-
	Email Address:	-
<b>MPOB License</b>	MPOB License's No.:	509281004000
	Expiry date:	31.01.2025
<b>Estimated Tonnages of Annual FFB Production</b>		-
<b>Scope of Activity</b>		Production of Sustainable Palm Oil and Palm Oil Products
<b>Date of certificate issued and validity</b>		10 <sup>th</sup> June 2021 until 09 <sup>th</sup> June 2026
<b>Other sustainability certifications</b>		N/A

<b>Certified Area</b>		
<b>Mill</b>	<b>Coordinates</b>	<b>Total Capacity</b>
Koong Shing Sdn Bhd	N 4° 49' 29", E 118° 03' 44"	40mt/hr



### 3. ASSESSMENT PROCESS

#### 3.1 Certification Bodies

No	Audit Team Members	Role & Principles Audited	Qualifications
1	MR. ERMADASILA BIN MOHAMAD [EBM]	<b>Lead Auditor</b> Principle: 3 & 6	Graduated 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.
2	MR. WAN MOHD AZLAN BIN WAN NGAH [WMA]	Auditor Principle: 1 & 4	Graduated qualification in Business Administration with 33 years working on palm oil industries. Experience in establish and maintained palm oil nursery, estate administrative, Occupational Safety and Health (OSH), and RSPO. Completed and certified MSPO Auditor course in 2017 held by SIRIM STS Member of TCI MSPO Audit team. Able to speak and understand Bahasa Malaysia and English.
3	MR. AZMI BIN ADNAN [AA]	Auditor Principle: 2 & 5	Graduated qualification in degree of Economics in University of Malaya with working experience more than 20 years in palm oil plantation. Accomplished in MSPO Auditor Training (MS2530), Integrated QMS & EMS 2015 Lead Auditor Course and Anti-Bribery Management Systems (ISO 37001:2016) Lead Auditor Training. Able to speak and understand Bahasa Malaysia and English.

### 3.2 Audit Plan

#### AUDIT AGENDA

DATE	TIME	SUBJECT	AUDITOR
22 <sup>nd</sup> April 2024 (Mon)	09:00 – 09:30	<b>Opening Meeting at KS Koong Shing Sdn Bhd:</b> <ul style="list-style-type: none"> <li>Presentation by the manager/coordinator</li> <li>Presentation by Lead Auditor.</li> </ul> <p>➤ Confirmation of assessment scope and finalize Audit Plan (for <i>Main Assessment Audit</i>, the stakeholder consultations shall be held along the audit progress)</p>	ALL
	09:30 – 12:00	<b>KS Koong Shing Sdn Bhd</b> <p>➤ <b>Site inspection (Part 4):</b></p> <p>Verify overall mill process including incoming material, sterilizer section, pressing, CPO &amp; PK storage, Boiler &amp; genset etc.</p> <p>➤ <b>Non-conformity Verification for Previous Year Audit</b></p> <p>➤ Verify any outstanding issues, auditor discussion.</p>	EBM/AA/WMA
	12:00 – 13:00	<b>KS Koong Shing Sdn Bhd</b> <p>➤ <b>Document Audit:</b></p> <ul style="list-style-type: none"> <li>Documents review P1 – P3 (part 3),</li> </ul> <p>P1: Management commitment and responsibility,</p> <p>P2: Transparency,</p> <p>P3: Compliance to legal requirement,</p>	P1: WMA P2: AA P3: EBM
	13:00 – 14:00	<b>Lunch</b>	

	14:00 – 16:30	<b>KS Koong Shing Sdn Bhd</b> <ul style="list-style-type: none"> <li>➤ <b>Document Audit:</b> <ul style="list-style-type: none"> <li>• Document review P4-P6 (Part 3),</li> </ul> </li> <li>P4: Social Responsibility, Health, Safety and Employment Conditions</li> <li>P5: Environment, Natural Resources, Biodiversity and Ecosystem Service.</li> <li>P6: Best Practices</li> </ul>	P4: WMA P5: AA P6: EBM
	16:30 – 17:30	<b>Closing Meeting at KS Koong Shing Sdn Bhd:</b> <ul style="list-style-type: none"> <li>➤ Chaired by the audit Lead Auditor</li> <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>	<b>ALL</b>



### **3.3 Proposed Date of Next Surveillance Audit**

Date of next ASA	
The provisional date for the next ASA is:	March 2025

### **3.4 Audit 5 Year Audit Programme for Koong Shing Sdn Bhd**

Mill	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
Koong Shing Sdn Bhd	✓	✓	✓	✓	✓

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

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

This on-site assessment was conducted on **22<sup>nd</sup> April 2024**. The audit program is included on the Audit Agenda. 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.

During the audit process, the auditor 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. During the site inspection, it is seen on the sample of all sites in excellent condition. In terms of best practices estate management is in accordance with the SOPs set by the company and complies with the requirements of the MSPO. Also sighted there are no illegal workers in all sites sample for this year. The audit team has confirmed that the permit documents and passports of the employees are still valid. The management was also found to constantly monitor established KPIs/objectives that significantly command the achievements of the company's corporate policy. Audit team members are satisfied with the documentation prepared by the estate management it was easy to be looking and verified during the audit time.

There was 1 minor non-conformity raised during the audit. Since there was minor non-conformity Koong Shing Sdn Bhd representatives have addressed a proper action plan to close the non-conformity to ensure certification continuation. All action plans have been reviewed and verified by Lead Auditor. Continuation of certification for Koong Shing Sdn Bhd is recommended based on CAR Form evaluation done by Lead Auditor and subjected to Certifier/ Scheme Coordinator decision. The effectiveness and continuous of the implementation shall be verified again in the next audit.

The audit team conducts the audit based on the 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 3 Koong Shing Sdn Bhd, 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 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
Opportunity For Improvement (OFI)	0

#### **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

Subject Discussed	Response and Action taken by Company
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 Previous Audit Verification**

Effectiveness of corrective action implementation for non-conformities (both major and minor findings) raised during previous audit is being evaluated in this year audit, in ensuring appropriate action has been successfully executed/ carried out as per corrective action plan and evidences provided by the certified client in the previous year CAR Form.

Based on Lead Auditor's and audit team verification, it can be concluded that:

- ☐ all the corrective action plan of non-conformities (both major and minor findings) raised during previous audit has been effectively implemented by the certified entities.
- ☒ all Opportunity for Improvement (OFI's) raised has been implemented accordingly by the certified client.
- ☐ Inadequate implementation of corrective action plans for non-conformities raised during previous audit.

Details on the previous non-conformity evaluation and verification is available in the Full Audit Assessment Report.



#### **4.6 Changes Since Previous Audit**

##### *a. Changes on Client's Management System.*

Please tick (if any):

<input type="checkbox"/>	Legal, Commercial, organizational status or ownership
<input type="checkbox"/>	Key managerial person or the organization and management
<input type="checkbox"/>	New contact Personnel, client's address and site
<input type="checkbox"/>	Scope of operations under certified management system
<input type="checkbox"/>	Major changes to the management system and processes
<input checked="" type="checkbox"/>	Not applicable as there is no changes since previous audit

Justification for above changes:

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##### *b. Changes to the Certified Product*

Please tick (if any):

<input type="checkbox"/>	Additional of new estate
<input type="checkbox"/>	Reduction of estate
<input type="checkbox"/>	Changes in estate hectarage area
<input type="checkbox"/>	Changes in MPOB License number
<input type="checkbox"/>	Changes in MPOB License expiry date
<input type="checkbox"/>	Changes in client's office coordinate
<input type="checkbox"/>	Changes in client's estate coordinate
<input checked="" type="checkbox"/>	Not applicable as there is no changes since previous audit

Justification for above changes:

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## 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 hereby 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.
- ☒ Previous audit findings have been verified with satisfactory implementation.
- ☐ The correction, corrective action plan, and evidence for any major non-conformities has been reviewed, and accepted. The effectiveness of implementation shall be reviewed in the next year audit.
- ☒ The correction and corrective action plan, for any minor non-conformities has been reviewed and accepted.
- ☐ all Opportunity for Improvement (OFI's) raised has been implemented accordingly by the certified client.
- ☐ All of the changes occurred since previous audit has been verified to be true during the audit.

**Based on all above evaluation, in conclusion, I recommend:**

- ☒ for continuation of MSPO certification
- ☐ Not to continue with MSPO certification due to reason: \_\_\_\_\_

For **KOONG SHING SDN BHD** Certification Unit

**Acknowledged by:**

Name: ERMADASILA BIN MOHAMAD

Position: LEAD AUDITOR

Date: 19 JULY 2024



**Signature**

### **5.2 Responses by Certified Entities:**

I the undersigned, being the 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 & Inspection Sdn. Bhd.
- That during the closing meeting all agenda items was covered by the Lead Auditor.

<b>Acknowledged by:</b>	
Name:	WONG SAN VUN
Position:	ADMIN MANAGER
Date:	24 JULY 2024



**Signature**

## 6. CERTIFIED BODY ACKNOWLEDGEMENT OF CERTIFICATION DECISION

### 6.1 Signing by Certifier

I, the undersigned Certifier, hereby confirm that I have conducted review as below:

- ☒ the information provided by the audit team is sufficient with respect to certification requirements and the scope for certification
- ☐ The correction, corrective action plan, and evidence for any major non-conformities has been reviewed, and accepted. The effectiveness of implementation shall be reviewed in the next year audit.
- ☒ The correction and corrective action plan, for any minor non-conformities has been reviewed and accepted.
- ☒ Audit Report has been sufficiently prepared by the audit team
- ☒ Audit team has commented on the non-conformities, where applicable, the correction and corrective actions taken by client.
- ☒ Audit team had performed evaluation for effectiveness of corrective action plan for pervious audit findings
- ☒ Has performed confirmation of the information provided to TRANS in the Application Form
- ☒ Has performed confirmation that the audit objectives have been achieved
- ☐ Acknowledged on the changes states in point 4.6
- ☐ Has reviewed the result of recertification audit, the result of the review of system over the period of certification and complaints received from users of certification (*applicable for granting recertification only*).

**Based on all the above confirmation, I the undersign Certifier recommended:**

- ☐ Granting Certificate
- ☒ Maintaining Certificate
- ☐ Re-certify
- ☐ Suspend Certificate

For **KOONG SHING SDN BHD** certification unit.

**For Certification Suspension Action (Only applicable for suspended client)**

Suspension date: \_\_\_\_\_

Reason for suspension: \_\_\_\_\_

Date of uplift suspension: \_\_\_\_\_

Reason for uplift suspension: \_\_\_\_\_

Recommendation after suspension:

- ☐ Maintaining Certificate
- ☐ Re-certify

For \_\_\_\_\_ (Client's name) \_\_\_\_\_ certification unit.

**Acknowledged by:**

Name: ATIKA BINTI BAKAR

Position: CERTIFIER

Date: 01 AUGUST 2024



Signature

**-End of Report-**