

TRANS CERTIFICATION & INSPECTION SDN. BHD.



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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 SELANCAR**

STANDARD: MS 2530-3:2013

RECERTIFICATION ASSESSMENT

DATE: 06 – 08 FEBRUARY 2024

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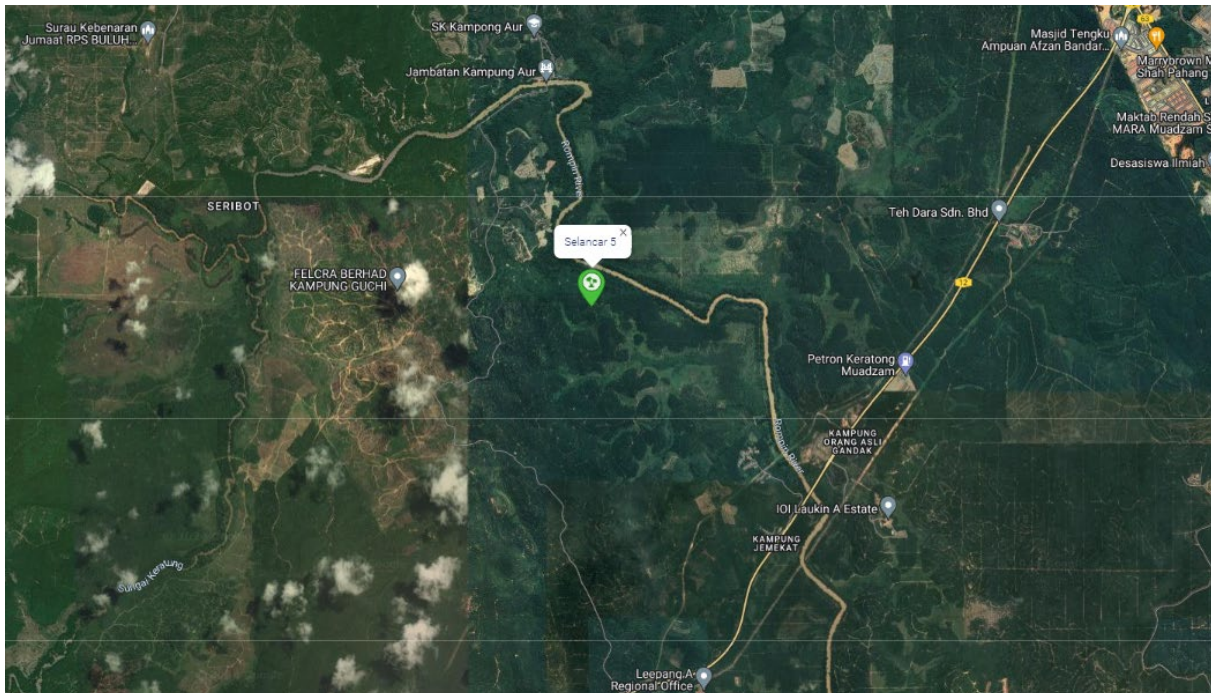
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1. DETAIL OF CERTIFICATION ASSESSMENT

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

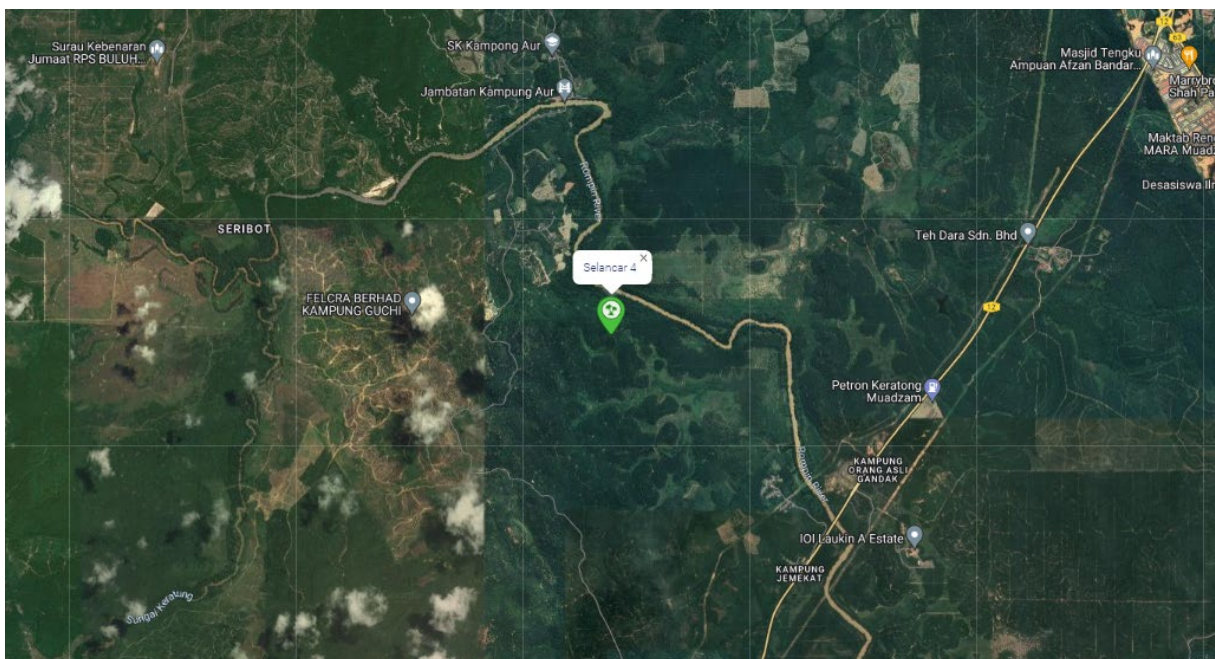
Map with geographical coordinate

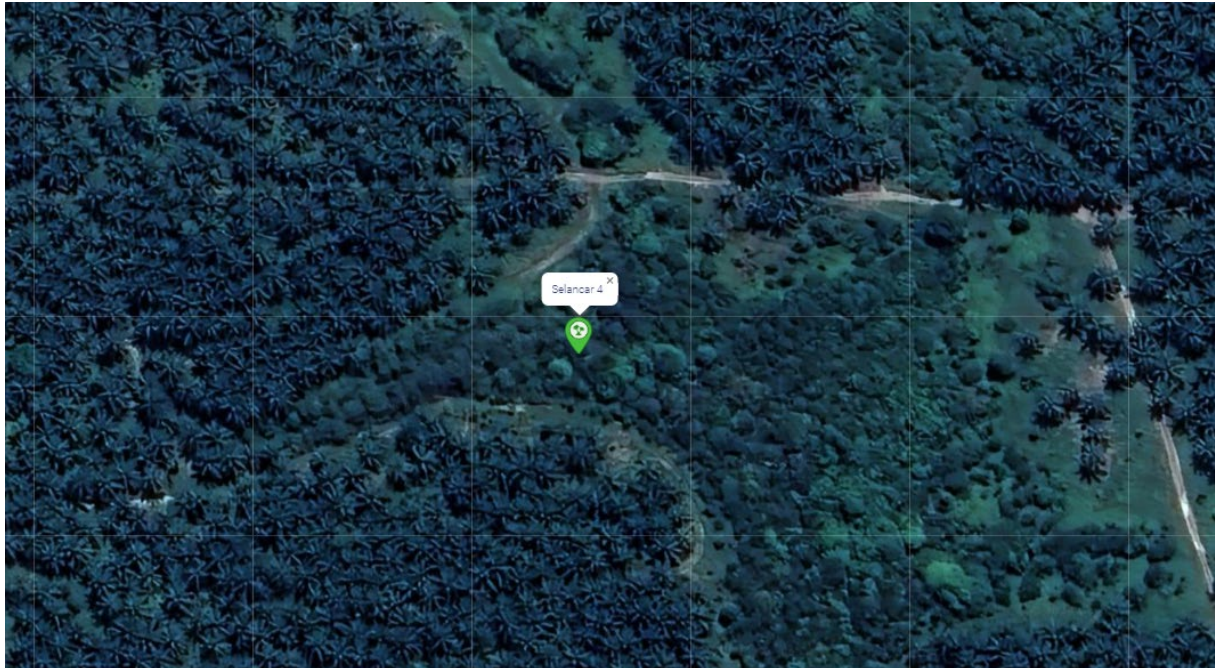
Rancangan FELDA Selancar 4/5



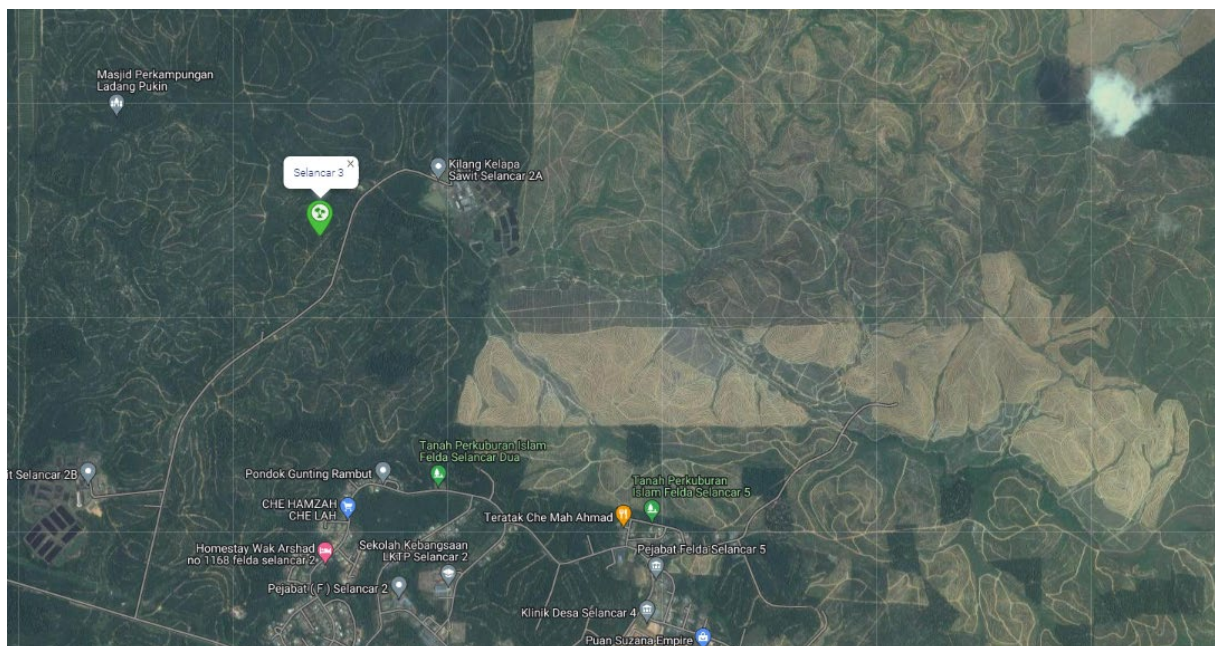


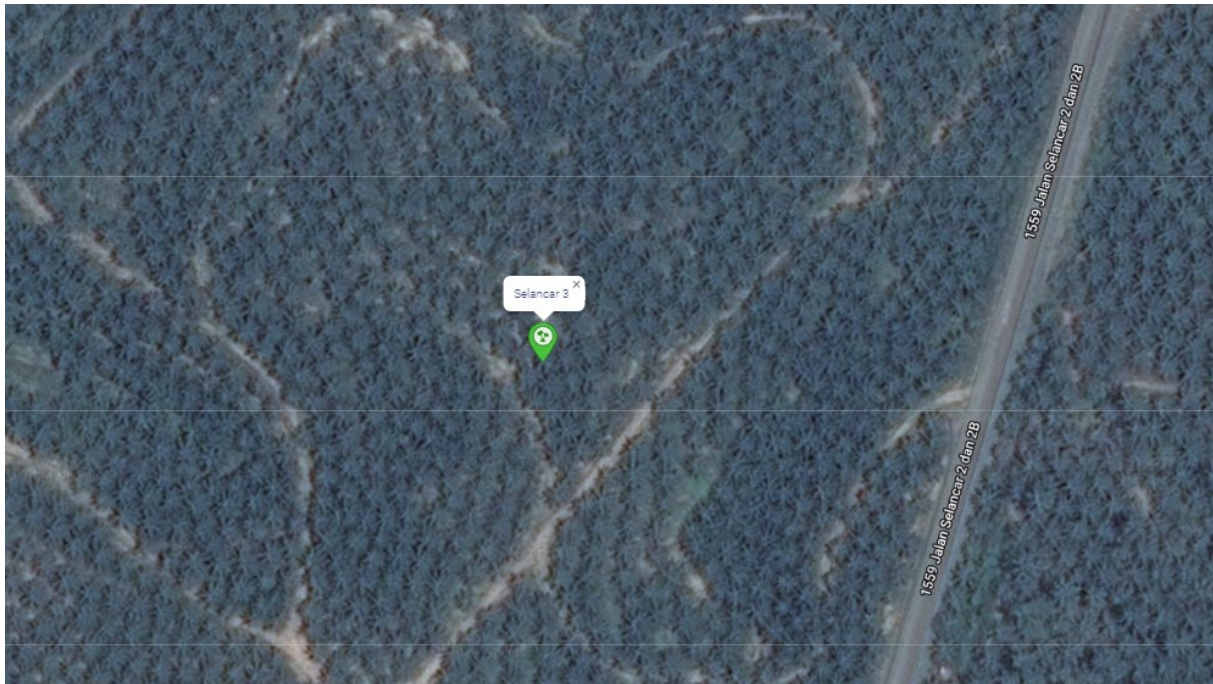
Rancangan FELDA Selancar 4



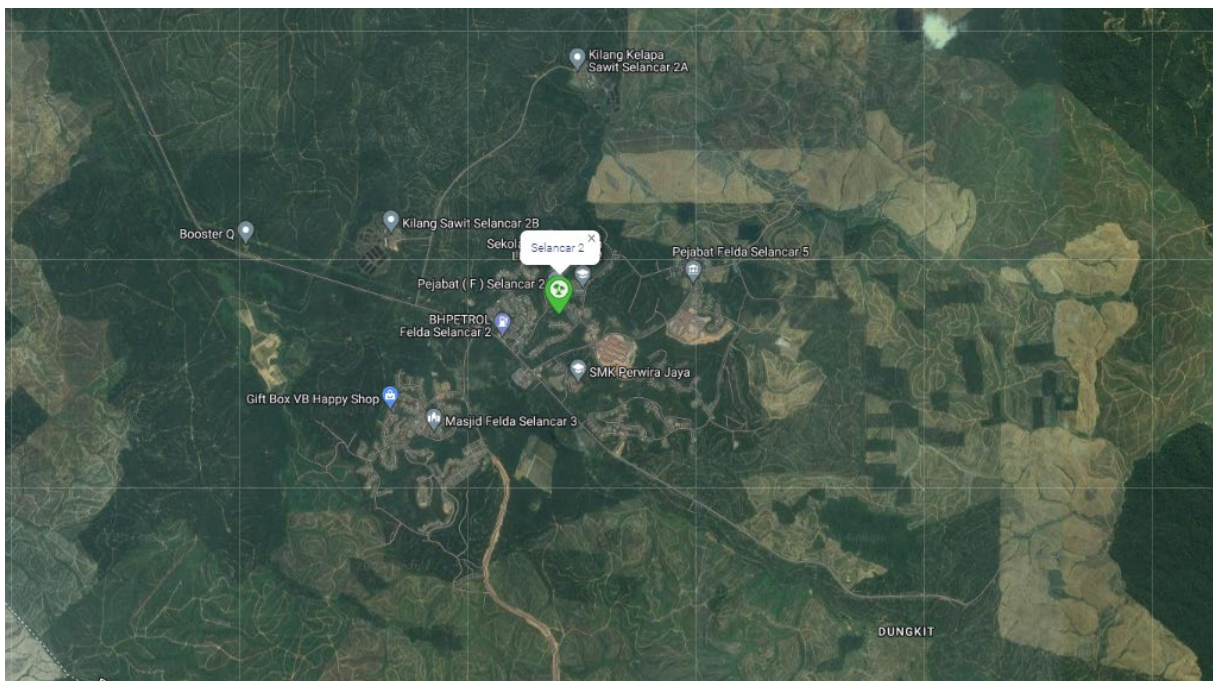


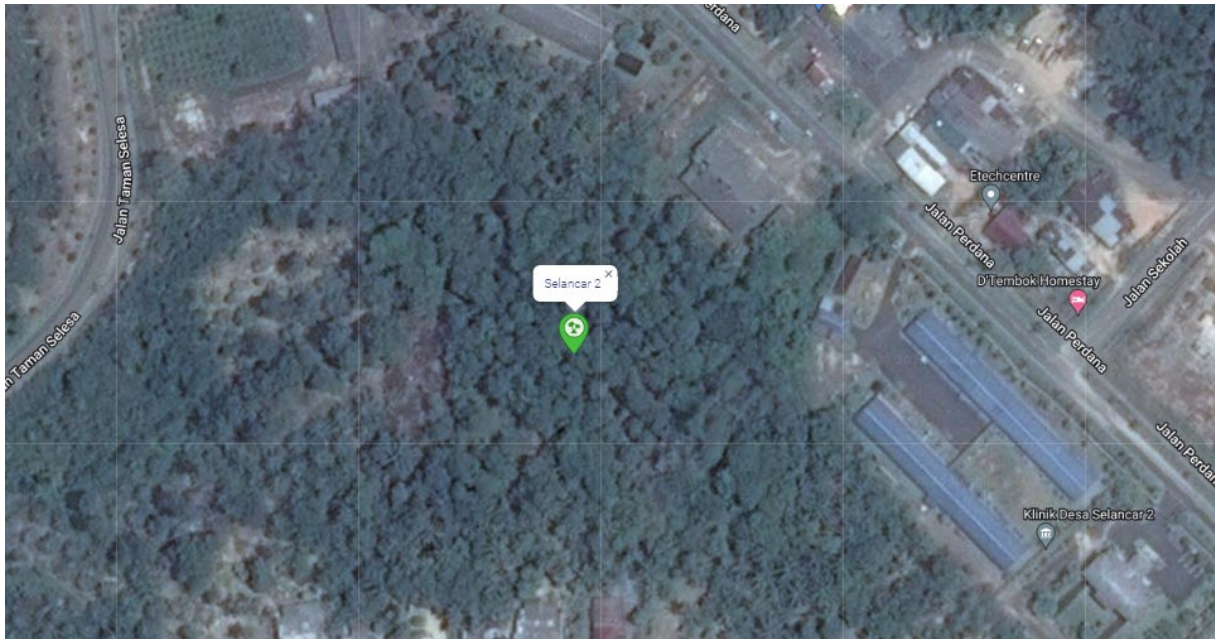
Rancangan FELDA Selancar 3



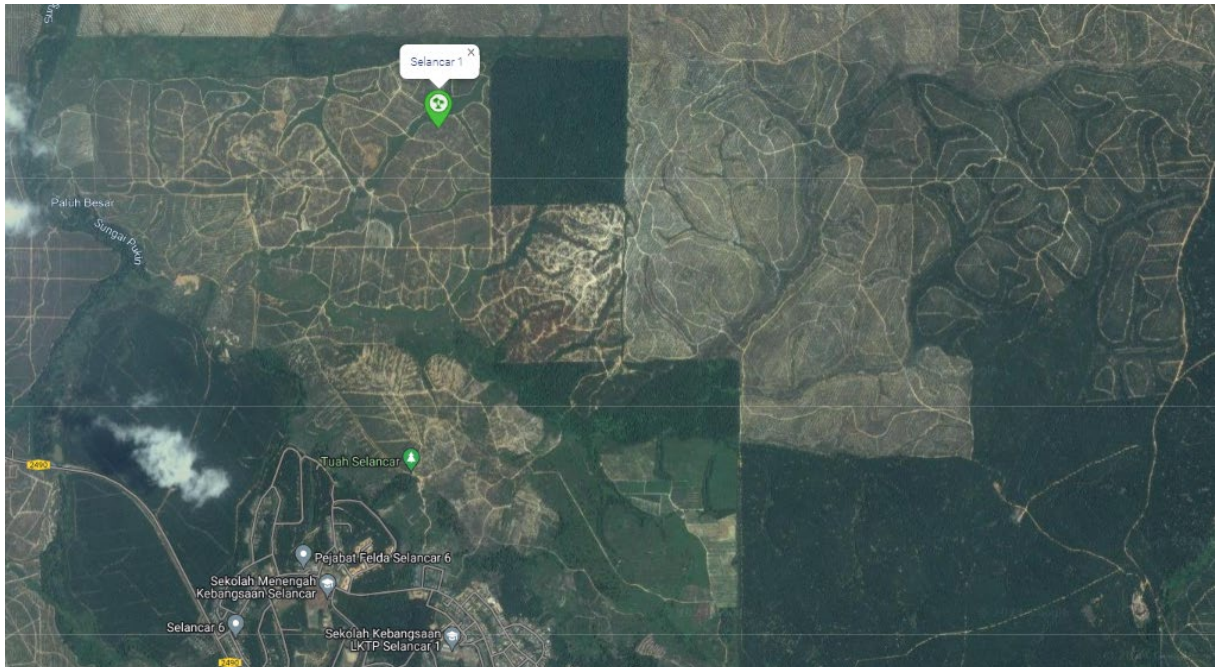


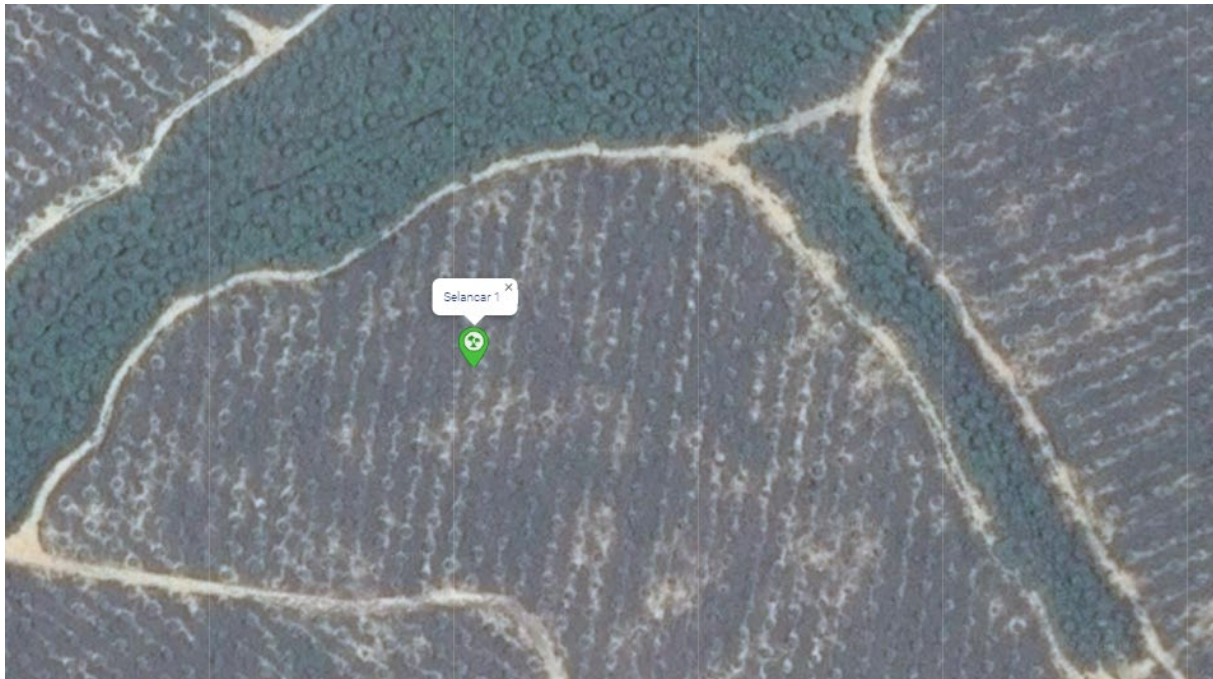
Rancangan Felda Selancar 2



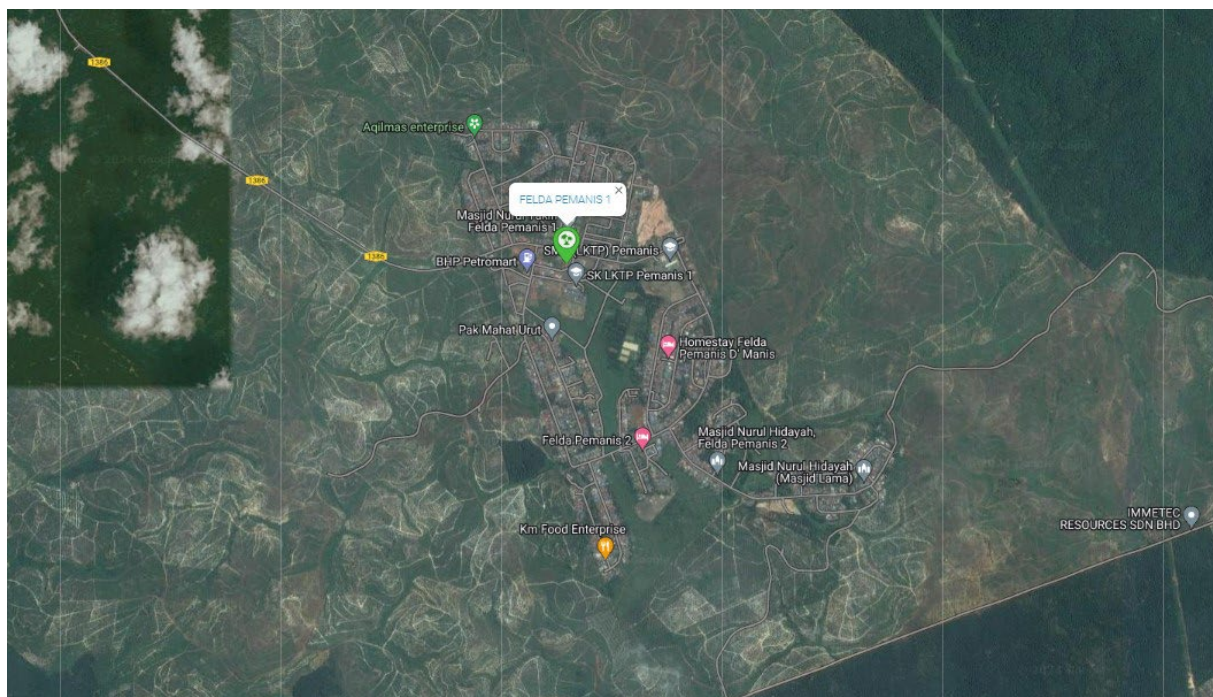


Rancangan FELDA Selancar 1



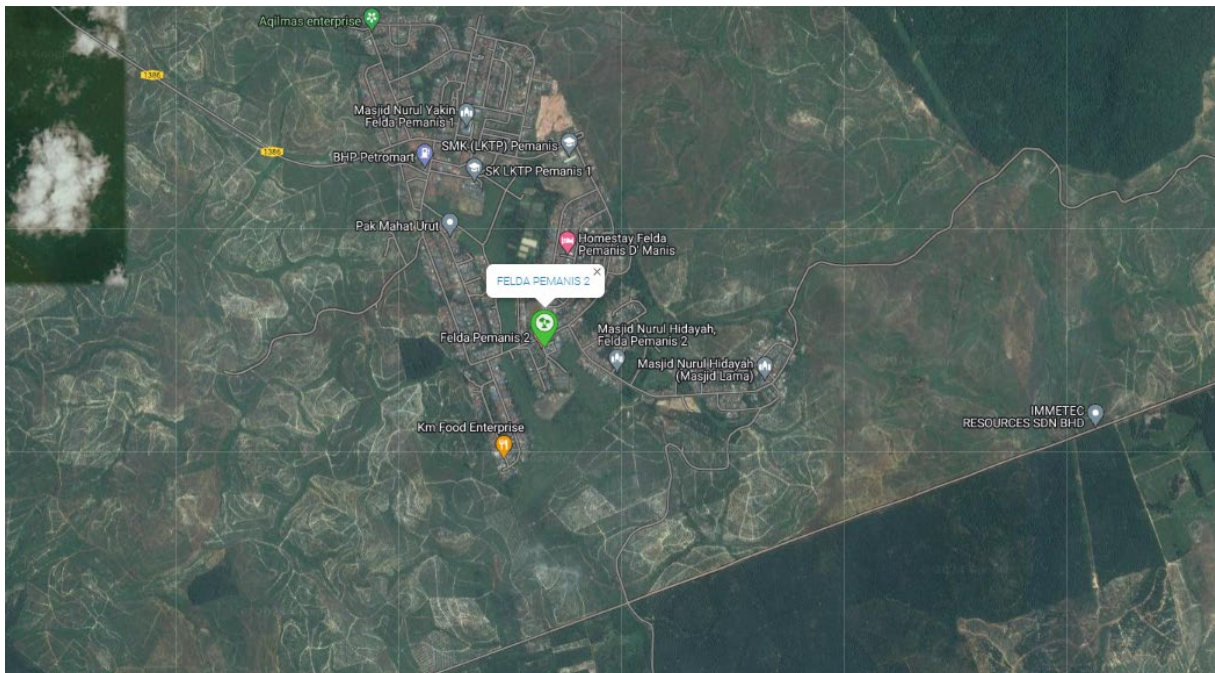


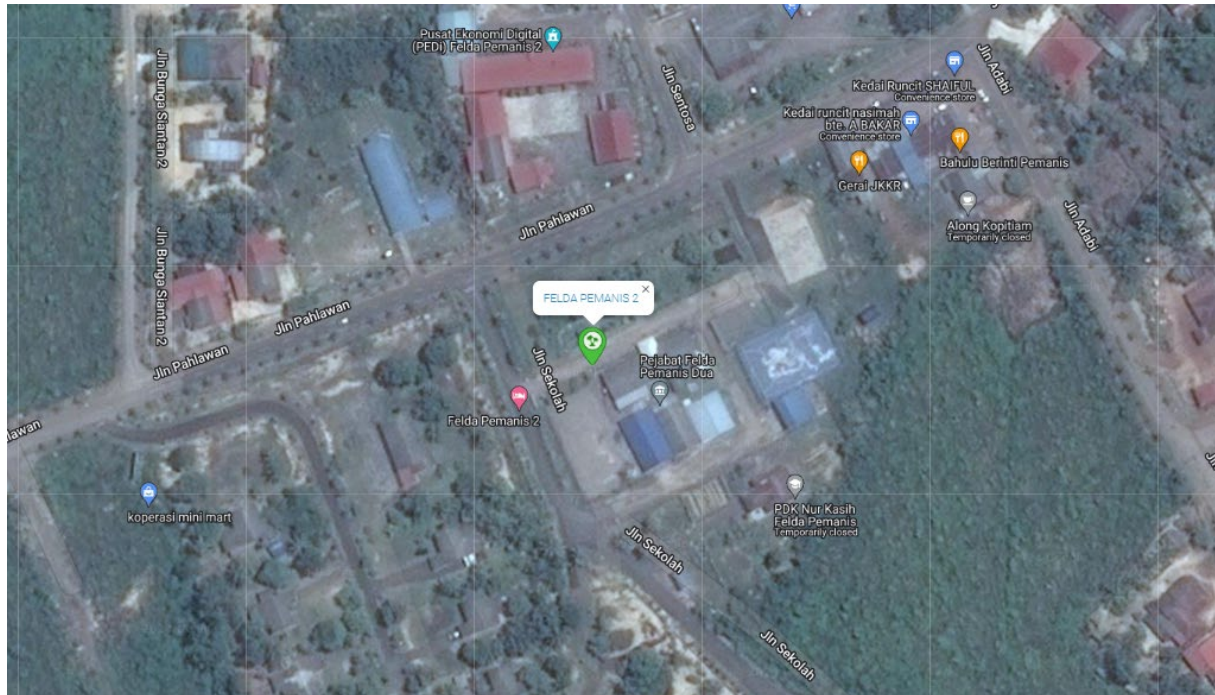
Rancangan FELDA Pemanis 1





Rancangan FELDA Pemanis 2





2. DETAILS OF THE CERTIFIED ENTITY

Name of Certified Entity		FEDERAL LAND DEVELOPMENT AUTHORITY (FELDA) GUGUSAN SELANCAR		
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:	Mr. Mohamad Zulhilmi Bin Azmi		
	Phone Number:	-		
	Fax Number:	-		
	Email Address:	-		
MPOB License	MPOB License's No.: Expiry date:	Rancangan Felda Selancar 01	500879702000	31.03.2024
	MPOB License's No.: Expiry date:	Rancangan Felda Selancar 02	500880102000	31.03.2025
	MPOB License's No.: Expiry date:	Rancangan Felda Selancar 03	500881902000	31.03.2025
	MPOB License's No.: Expiry date:	Rancangan Felda Selancar 04/05	500976902000	31.03.2025
	MPOB License's No.: Expiry date:	Rancangan Felda Redong	500898302000	31.03.2025
	MPOB License's No.: Expiry date:	Rancangan Felda Pemanis 1	501051102000	31.03.2025
	MPOB License's No.: Expiry date:	Rancangan Felda Pemanis 2	501052002000	31.03.2025
Estimated Tonnages of Annual FFB Production		-		
Scope of Activity		Production of Sustainable Fresh Fruit Bunch (FFB)		
Date of certificate issued and validity		30 July 2023 until 29 July 2028		
Other sustainability certifications		N/A		

Certified Area		
Estates	Total Planted Area (Ha)	Total Area (Ha)
Rancangan FELDA Selancar 01	1283.55	1288.88
Rancangan FELDA Selancar 02	1473.13	1477.75
Rancangan FELDA Selancar 03	1482.71	1482.71
Rancangan FELDA Selancar 4/5	1141.25	1141.25
Rancangan FELDA Redong	2803.98	2803.98
Rancangan FELDA Pemanis 1	2180.19	2180.19
Rancangan FELDA Pemanis 2	1993.79	1993.79

3. ASSESSMENT PROCESS

3.1 Certification Bodies

No	Audit Team Members	Role & Principles Audited	Qualifications
1	ERMADASILA BIN MOHAMAD [EBM]	Lead Auditor Principle: 3 & 6	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.
2	AZMI BIN ADNAN [AA]	Auditor Principle: 2 & 4	Graduate 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	MOHD RIZAL BIN MD KASSIM [MRK]	Auditor Principle: 1 & 5	Graduated 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 programme such as RSPO, ISCC, MSPO and etc. Able to speak and understand Bahasa Malaysia and English.

4	MOHD JOHARI BIN MD KASSIM [MJK]	Auditor Principle: 2 & 4	Graduated qualification in Biology with 12 years working experience in palm oil and sales industry. Involved in MSPO auditing since Oct 2017. Fully trained in similar agriculture certification programmes such as RSPO SCCS, ISCC, INS. Member of TCI audit team since 2017. Involved in audits conducted in Malaysia, Completed ISO 9001:2015 lead auditor course in January 2016.
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3.2 Audit Plan

AUDIT AGENDA

DATE	TIME	SUBJECT	AUDITOR
6 th February 2024 (Tuesday)	09:00 – 09:30	Centralize Opening Meeting at FELDA Selancar 03: <ul style="list-style-type: none"> Presentation by the manager/coordinator Presentation by Lead Auditor. <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	FELDA Selancar 03 <p>➤ Site inspection:</p> <p>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.</p> <p>➤ Non-conformity Verification for Previous Year Audit</p> <p>➤ Verify any outstanding issues, auditor discussion.</p>	AA
	9:30 – 12:00	FELDA Selancar 03 <p>➤ Document Audit:</p> <ul style="list-style-type: none"> Documents review P1 – P3 (part 3), <p>P1: Management commitment and responsibility,</p> <p>P2: Transparency,</p> <p>P3: Compliance to legal requirement,</p>	P1: MRK P2: AA & MJK P3: EBM
	13:00 – 14:00	Lunch	

	14:00 – 16:30	FELDA Selancar 03 <ul style="list-style-type: none"> ➤ 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 	P4: AA & MJK P5: MRK P6: EBM
	16:30 – 17:30	Interim Closing Meeting at FELDA Selancar 03: <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 Day 1	ALL

DATE	TIME	SUBJECT	AUDITOR
7 th February 2024 Wednesday	09:00 – 09:30	Pre-Opening Meeting at FELDA Selancar 4/5: <ul style="list-style-type: none"> Presentation by the manager/coordinator Presentation by Lead Auditor. <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	FELDA Selancar 4/5 <p>➤ Site inspection:</p> <p>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.</p> <p>➤ Non-conformity Verification for Previous Year Audit</p> <p>➤ Verify any outstanding issues, auditor discussion.</p>	AA
	9:30 – 12:00	FELDA Selancar 4/5 <p>➤ Document Audit:</p> <ul style="list-style-type: none"> Documents review P1 – P3 (part 3), <p>P1: Management commitment and responsibility,</p> <p>P2: Transparency,</p> <p>P3: Compliance to legal requirement,</p> <p>➤ Stakeholder Consultation</p> <p>Centralize stakeholder consultation for all sites including internal and external stakeholder</p>	P1: MRK P2: AA & MJK P3: EBM Stakeholder Consultation: EBM
	13:00 – 14:00	Lunch	

	14:00 – 16:30	FELDA Selancar 4/5 <ul style="list-style-type: none"> ➤ 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 	P4: AA & MJK P5: MRK P6: EBM
	16:30 – 17:30	Interim Closing Meeting at FELDA Selancar 4/5: <ul style="list-style-type: none"> ➤ Chaired by the audit Lead Auditor ➤ Welcome and introduction by the Lead Auditor ➤ Presentation of findings by the audit team ➤ Questions & answers and Final summary by Lead Auditor End of Day 2	ALL

DATE	TIME	SUBJECT	AUDITOR
8 th February 2024 Thursday	09:00 – 09:30	Pre-Opening Meeting at FELDA Redong: <ul style="list-style-type: none"> Presentation by the manager/coordinator Presentation by Lead Auditor. <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	FELDA Redong <p>➤ Site inspection:</p> <p>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.</p> <p>➤ Non-conformity Verification for Previous Year Audit</p> <p>➤ Verify any outstanding issues, auditor discussion.</p>	AA
	9:30 – 12:00	FELDA Redong <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, 	P1: MRK P2: AA & MJK P3: EBM
	13:00 – 14:00	Lunch	
	14:00 – 16:30	FELDA Redong <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, 	P4: AA & MJK P5: MRK P6: EBM

		Biodiversity and Ecosystem Service. P6: Best Practices	
	16:30 – 17:30	Centralize Closing Meeting at FELDA Redong: <ul style="list-style-type: none"> ➤ Chaired by the audit Lead Auditor ➤ 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	ALL

3.3 Proposed Date of Next Surveillance Audit

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

3.4 Audit 5 Year Audit Programme for (FELDA) Gugusan Selancar

Estates	1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year
Rancangan Felda Selancar 01		✓		✓	
Rancangan Felda Selancar 02		✓			✓
Rancangan Felda Selancar 03	✓		✓		
Rancangan Felda Selancar 4/5	✓		✓		✓
Rancangan Felda Redong	✓			✓	
Rancangan Felda Pemanis 1		✓			✓
Rancangan Felda Pemanis 2			✓	✓	

4. SUMMARY OF AUDIT RESULTS

4.1 Lead Auditor's Summary and Recommendation for Certification

This on-site assessment was conducted from the **06 – 08 Feb 2024**. The audit program is included on the Audit Agenda. The approach to the audit was to treat the **FELDA Gugusan Selancar** as an MSPO Certification Unit. A range of environmental and social factors was covered. This includes consideration of photography, palm age, proximity to areas with HBV, declared conservation areas, and local communities.

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. 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.

During the audit, several non-conformities were raised. There are 1 major, 2 minor non conformities and 4 opportunities for improvement were raised during the audit. Since there are major and minor non-conformities **FELDA Gugusan Selancar** representatives have addressed a proper action plan to close the major and minor non-conformities to ensure their certification can be continued.

The audit team conducts the audit based on the sampling process of the available information 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 Stage 2 audit for FELDA Selancar 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 MSPO.

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

Audit Outcome	
Major NC	1
Minor NC	2
Opportunity For Improvement (OFI)	4

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 discussions 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
1) Balai Polis Cendrawasih There are issues with drug addiction in the FELDA area.	The police, together with FELDA management and settlers, are conducting regular patrols to monitor drug addiction issues in the FELDA project area.
2) Sekolah Kebangsaan Selancar 2 Issues regarding child labor and child education were discussed with the headmaster of Sekolah Kebangsaan Selancar 2.	No issues of child labor have been observed in the field. Nearly all children are receiving a good education at the nearby government school.

<p>3) Health Clinic Selancar 1</p> <p>There are no serious issues concerning foreign workers appointed by the FELDA management. However, some Bangladeshi workers frequently request medical certificates, often pressuring the clinic to issue them.</p>	<p>FELDA and the Health Clinic maintain a good relationship, with no issues between FELDA settlers and the clinic. FELDA management will verify the medical certificate requests made by the Bangladeshi workers.</p>
<p>4) FELDA settler and GPW committees</p> <p>Poor road conditions in the estate area are affecting their daily work activities, particularly the transportation of fresh fruit bunches (FFB).</p>	<p>The FELDA management is aware of the poor road conditions, which are due to the rainy season. The roads will be repaired as soon as possible.</p>

** (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:

b. Changes to the Certified Product

Please tick (if any):

<input checked="" 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 type="checkbox"/>	Not applicable as there is no changes since previous audit

Justification for above changes:

Additional 2 estates Rancangan Felda Pemanis 1 & 2.

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 verify 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 **FELDA GUGUSAN SELANCAR** Certification Unit

Acknowledged by:

Name: ERMADASILA BIN MOHAMAD

Position: LEAD AUDITOR

Date: 28 JUNE 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.

Acknowledged by:

Name: MOHAMAD ZULHILMI AZMI

Position: PENOLONG PENGARAH

Date: 19 AUGUST 2024


MOHAMAD ZULHILMI AZMI
Penolong Pengarah
Jabatan Kelestarian
FELDA

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 **FELDA GUGUSAN SELANCAR** 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: PUTRI HANI NABILAH BT MEGAT ABD AZIZ

Position: CERTIFIER

Date: 21 AUGUST 2024



Signature

-End of Report-