

**NESUS CERTIFICATION SDN BHD**



# **MSPO CERTIFICATION SUMMARY REPORT**

FOR

**AMFIELD PLANTATION SDN BHD** (908495-M)

Date: 25<sup>th</sup> April 2024


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**MSPO Certification Summary Report**

	Company Name:	Amfield Plantation Sdn Bhd (908495-M)
	Certifying Unit:	Amfield Plantation Sdn Bhd
	Client Number:	NSC-58-01-22/MSPO
	Audit Type:	Individual / Surveillance 3 Year 4 Audit

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**Abbreviations**

<b>CHRA</b>	Chemical Health Risk Assessment
<b>CPO</b>	Crude Palm Oil
<b>CSR</b>	Corporate Social Responsibility
<b>DOE</b>	Department of Environment
<b>EFB</b>	Empty Fruit Bunch
<b>EIA</b>	Environment Impact Assessment
<b>FFB</b>	Fresh Fruit Bunch
<b>GMP</b>	Good Milling Practices
<b>GPS</b>	Global Positioning System
<b>GAP</b>	Good Agriculture Practices
<b>ISO</b>	International Standard Organization
<b>MPOB</b>	Malaysian Palm Oil Board
<b>MPOCC</b>	Malaysia Palm Oil Certification Council
<b>MSPO</b>	Malaysia Sustainable Palm Oil
<b>NC</b>	Non Conformity
<b>OFI</b>	Opportunities For Improvement
<b>OSH</b>	Occupational Safety and Health
<b>P&amp;C</b>	Principle and Criteria
<b>PK</b>	Palm Kernel
<b>POME</b>	Palm Oil Mill Effluent
<b>PPE</b>	Personal Protective Equipment
<b>RTE</b>	Rare, Threatened and Endangered Species
<b>SDS</b>	Safety Data Sheet
<b>SIA</b>	Social Impact Assessment
<b>SOP</b>	Standard Operating Procedure



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## 1. INTRODUCTION

**Amfield Plantation Sdn Bhd** has commissioned Nesus Certification Sdn Bhd to conduct annual **Surveillance 3** audit for its oil palm plantations according to MS 2530-3:2013 Part 3 General Principles for Oil Palm Plantations and Organized Smallholders.

### 1.1. Objective

The objective of this **Surveillance 3** audit is to assess the oil palm plantations by an independent certification body with the aim for compliance of the standards.

### 1.2. Scope

Any changes in scope      Yes ☐      No ☒

The certification is based on the documentation established by **Amfield Plantation Sdn Bhd**. The supporting documents provided to the audit team as well as information received by means of interviews, background investigation and site assessment.

The documents and information are reviewed against the requirements and criteria based on MS 2530-3: 2013 Part 3 General Principles For Oil Palm Plantations And Organized Smallholders. Nesus Certification Sdn Bhd has employed a risk-based approach in the audit, focusing on the identification of significant risks and reliability of the assessment and reporting.

The following references are used as part of the assessment; the compliance of the requirements of the guidelines applied are checked.


1. Malaysian Sustainable Palm Oil Part 3: General Principles For Oil Palm Plantations And Organized Smallholders audit guidance;

### 1.3. Appointment and Qualification of team members

The audit team appointed consists of the team leader and team members. The team contributes to the review of documents, assessment of the project activity and preparation of this report.

Audit:	Date:	Audit Team	
<b>Surveillance 3 Year 4</b>	<b>25<sup>th</sup> March 2024</b>	<b>Lead Auditor</b>	<b>Jeffrey Denis Ridu;</b> Certified MSPO SCCS Auditor (SGS Malaysia), Certified Lead Auditor QEHS (SGS Malaysia), Certified MSPO Auditor (SGS Malaysia), MSc Plantation Management (UPM), BS Agbusiness (Iowa State University, USA), DPIM (ITM Perlis); 25 years working experience related to palm oil; Site & documentation audit and interview based on Principles 1 to 7 of MS 2530-3:2013.
		<b>Auditor 1</b>	<b>Jiram Sidu;</b> Certified Lead Auditor QEHS (SGS Malaysia), Certified MSPO Auditor (SGS Malaysia), MSc Science and Rural Resources and Environmental Policy (UK), BSc (Hons) Social Science (USM); More than 40 years experience in agriculture and environment management field; Site & documentation audit and interview based on Principles 1 to 7 of MS 2530-3:2013.

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		<b>Auditor 2</b>	<b>Dickens Mambu ;</b> Certified MSPO SCCS Auditor (SGS Malaysia), Certified Lead Auditor QEHS ( SGS Malaysia), Certified MSPO Lead Auditor (DQS Certification), MSc Sustainable Land Use (Unimas), BSc (Hons) Conservation Biology (UMS), Exec. Diploma in Plantation Management (UTM); 15 years working experience related to palm oil; site & documentation audit and interview based on Principles 1 to 7 of MS 2530-3:2013.
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<b>Clients Review:</b>	Mr Desmond Hii Hieng Ing	<b>Date:</b>	30 <sup>th</sup> April 2024
<b>Peer Reviewer 1:</b>	-	<b>Date:</b>	-
<b>Peer Reviewer 2:</b>	-	<b>Date:</b>	-
<b>Certification Decision Panel:</b>	Mdm Monica Mone Lubong	<b>Date:</b>	05 <sup>th</sup> May 2024
<b>Approved by CM:</b>	Mr. Dickens Mambu	<b>Date:</b>	05 <sup>th</sup> May 2024

**5 Years Audit Programme**

Planned month & year	S1 Date:	S2 Date:	SA1 Date: 10/05/22	SA2 Date: 10/05/23	SA3 Date: 10/05/24	S4 Date: 10/05/25	RA Date: 10/01/26
Internal audit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Stakeholder consultation / survey	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Use of logo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Follow-up from previous audit finding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.1 Management Commitment &amp; Responsibility</b>							
4.1.1 MSPO Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.2 Internal audit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.3 Management review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.4 Continual improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.2 Transparency</b>							
4.2.1 Transparency of information and documents relevant to MSPO requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.2.2 Transparent method of communication and consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.2.3 Traceability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.3 Compliance to legal requirements</b>							
4.3.1 Regulatory requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.3.2 Land use rights	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.3.3 Customary rights	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.4 Social responsibility, health, safety and employment condition</b>							
4.4.1 Social impact assessment (SIA)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.4.2 Complaints and grievances	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.4.3 Commitment to contribute to local sustainable development	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.4.4 Employees safety and health	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



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4.4.5 Employment conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.4.6 Training and competency	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.5 Environment. natural resources, biodiversity</b>							
4.5.1 Environmental management plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.2 Efficiency of energy use and use of renewable energy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.3 Waste management and disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.4 Reduction of pollution and emission	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.5 Natural water resources	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.6 Status of rare, threatened, or endangered species and high biodiversity value area	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.5.7 Zero burning practices	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.6 Best practices</b>							
4.6.1 Site management	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.6.2 Economic and financial viability plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4.7 Development of new planting (not applicable)</b>							
4.7.1 High biodiversity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.2 Peat land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.3 Social and Environmental Impact Assessment (SEIA)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.4 Soil and topographic information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.5 Planting on steep terrain, marginal and fragile soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.6 Customary land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Note:**

## Legend:

☒ - plan to cover & covered

S1 - Stage 1

SA - Surveillance assessment (not more than 12 months from certification decision date)

☐ - for uncover

S2 - Stage 2

RA - Reassessment (4 months before certificate expiry)

Audit Stage	S1	S2	SA1	SA2	SA3	SA4	RA
Year	1	1	2	3	4	5	6
Plan	-	-	10/05/22	10/05/23	10/05/24	10/05/25	10/01/26
Actual	-	-	04-05/04/22	05-06/04/22	25/03/24		
Team Leader	-	-	Dickens Mambu	Jeffrey Denis Ridu	Jeffrey Denis Ridu		
PR 1	-	-	George Akam	-	-		
PR 2	-	-	Rohanna Parilla	-	-		

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**2. METHODOLOGY**

The audit approach consists of the following steps:


- Contract review;
- Appointment of team members and technical reviewer;
- Contact client for relevant documentation according to the applicable MSPO standards;
- Audit planning;
- Background investigation, desk review of submitted documents;
- On-Site assessment, interviews with operational personnel, stakeholders and its contractors through phone call; review of documentation;
- On-site reporting
- Resolution of non-conformance (NC) (if any)
- Draft audit reporting
- Technical review
- Final audit reporting
- Peer review (if any)
- Address Peer Review Comments (if any)
- Certification Decision Panel (CDP)
- Final approval and issuance of certificate.

**Surveillance Audit:**

**Surveillance 3** audit was conducted on **25<sup>th</sup> March 2024** which covers the following activities but not limited to below:

- On-site inspection, observations and review plantation documents for compliance to relevant Principles & Criteria of the applied standard;
- Interview operation personnel for understanding for the work assigned;
- Reviewed revised and updated documentation established and implemented;
- Operating records;
- Training records;
- Reports established;
- Work plans established;
- Review and closed out of non-conformance raised during **Surveillance 2** audit;
- Assessment reporting;

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**On-site Assessment**

The audit of the plantation was conducted according to the MS 2530-3:2013 Part 3 General Principles For Oil Palm Plantations And Organized Smallholders.

The methodology for objective evidence collection was through documentation review, monitoring data and site assessment. The audit evidence obtained was based on a sample of the information; thereby introducing an element of uncertainty. Checklists and questionnaires were used to guide the collection of information. The comments made by external stakeholders were taken into account in the assessment.

**Non-conformance:**

On the basis of the desk review, evidences presented during the audits, non-conformance (NC) Major, Minor and Observation may be raised during the audit.

Major non-conformance shall be addressed and responded within 90 days from closing date of audit. For minor non-conformance, an action plan need to be submitted within 30 days from closing date of audit for review and acceptance. Implementation of Minor NC will be reviewed and verified during the next audit.

**Site Sampling****Sampling Methodology and Risk Determination**

Not applicable.



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### 3. ORGANIZATION INFORMATION

This report presents the results of the certification assessment at **Amfield Plantation Sdn Bhd** on **25<sup>th</sup> March 2024** by Nesus Certification Sdn Bhd. The purpose was to assess the operations of **Amfield Plantation Sdn Bhd** against the requirements of the Malaysian Sustainable Palm Oil (MSPO) certifications.

**Amfield Plantation Sdn Bhd** started planting in year **2019**. **Amfield Plantation Sdn Bhd** is an oil palm plantation with an area of **150.00 hectares**. **Amfield Plantation Sdn Bhd** will apply the certification of MS2530-3:2013 as the organization is committed to become a Sustainable Palm Oil producer.

Table 1: Information of Estate Being Audited

Name of Organization	Location	Coordinates	
		Lat.:	Log.:
Amfield Plantation Sdn Bhd	Lot 3297, Lambir Land District, 98000 Miri, Sarawak.	4.189559	113.947477


Table 2: Supply Base Area Statement

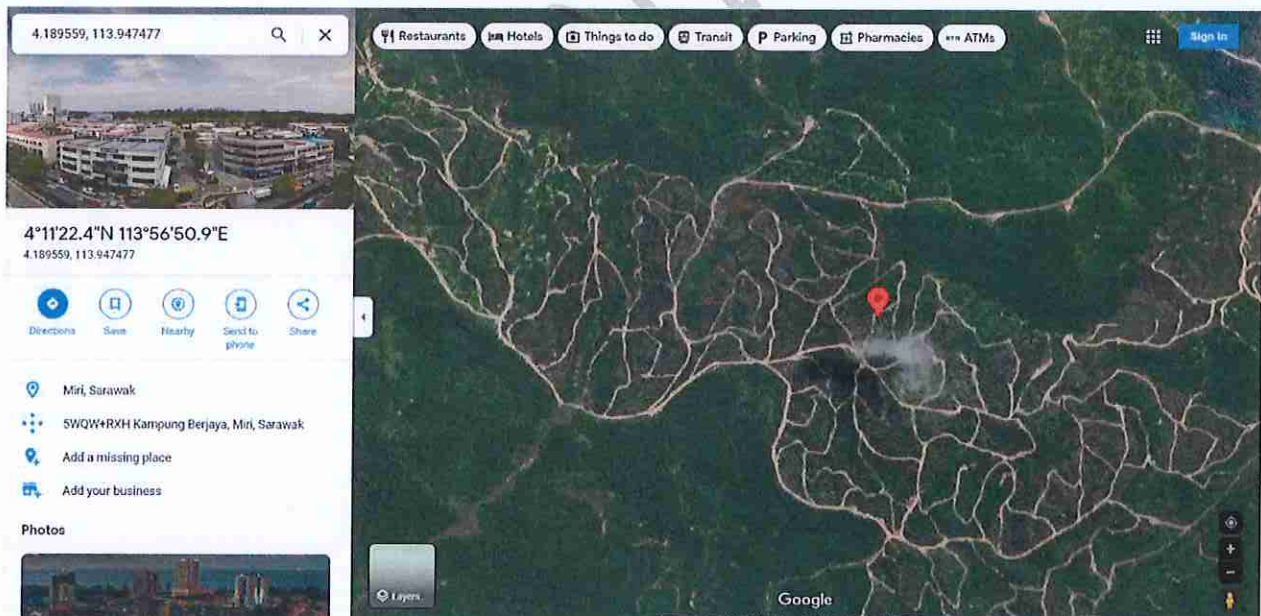
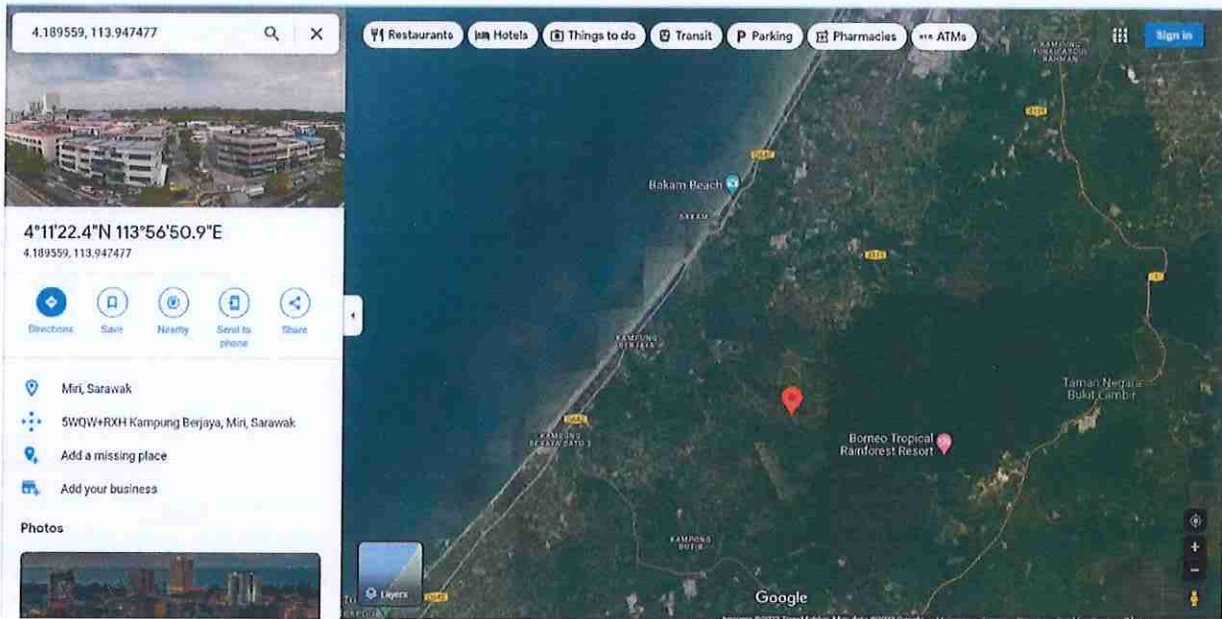
Area Statement (Ha)				
Estate	Titled & Certified Area (Ha)	Planted (Ha)	Conservation / HCV (Ha)	Others (Ha)
Amfield Plantation Sdn Bhd	150.00	150.00	0	0

Table 3: FFB Production

Estate	FFB Production (Mt)	
	Year 2023 (Actual)	Year 2024 (Projection***)
Amfield Plantation Sdn Bhd	918.11	1468.10

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**Location Map of the Production Unit****Amfield Plantation Sdn Bhd**



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## 4. AUDIT ASSESSMENT

### 4.1 Surveillance Audit

The objective of the audit is to assess the activities of the plantation are in compliance with MS 2530-3:2013 Part 3 General Principles For Oil Palm Plantations And Organized Smallholders.

#### 4.1.1 Surveillance 3

The **Surveillance 3** audit was conducted on **25<sup>th</sup> March 2024**.

During the **Surveillance 3** audit, there were **0 Major, 2 Minor and 1 OFI findings** being raised. The non-conformances raised during the audit were closed out by means of documents review that were established, revised and implemented appropriately and preventive actions taken by the estate.

During this audit, the minor non-compliance raised in the previous annual surveillance audit has been reviewed by the audit team by means of inspection of estate activities, conducted interviews, reviewed and verified documents that were established, corrected and implemented appropriately by the estate team. The corrective measures implemented were verified as appropriate.

For details of the assessment, refer to the summary of assessment for each indicator in section 4.4 of this report.

### 4.2 Stakeholders' Consultation


Nesus Certification Sdn Bhd, has notified the stakeholder as to accommodate stakeholder's consultation and communication for **Amfield Plantation Sdn Bhd** to provide comments. As at audit date on **25<sup>th</sup> March 2024**, there were no adverse comments received.

Table 5: Stakeholder Consultation for Amfield Plantation Sdn Bhd

Stakeholders Categories	Stakeholder's Input / Comments	Clients Feedback / Response
Supplier/Buyer: Baja Mewah Sdn Bhd	Have a good business relationship and committed with MSPO implementation. No issues arise.	Maintain the good business relationship.
Government Agency: MPOCC Miri	Estate has been committed in complying with the national guidelines of respective matters. No issues.	Communication for all parties are clear and followed as stated in procedure.
Worker Representative: Employee	Happy with workplace and remuneration.	Estate always focuses on employee welfare and well being management.
Local Community/ Neighbouring Villages: NRB	Have good relationship with the estate. There is a two-way communication where discussion on issues can be amicably done.	Maintain the good rapport with surrounding local communities.



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**4.3 SUMMARY OF FINDINGS****Principle and Criteria Assessment Summary**

The assessment team conducted a thorough assessment of each principle and criteria. Over the 5 years' period of the certificate cycle, there will be 4 annual surveillance audits where all criterion will be assessed. Evidences are sought for conformity with the MSPO 2530-3:2013. The summary of the assessment can be seen below, where the "Findings/Comments" column reflects the findings in accordance with each criteria and indicator or evidences and when non conformity is found. Summary of the non-conformity can be found below.

**4.4 COMMENT ON COMPLIANCE STATUS, POSITIVE OBSERVATION & OPPORTUNITIES FOR IMPROVEMENT**

Principle	Description	Conformity
<b>Principle 1</b>	<p><b>Management Commitment &amp; Responsibility</b></p> <p><b>Policy on Implementation of MSPO</b> The MSPO Policy for Amfield Plantation Sdn Bhd was signed by the Managing Director, on 3<sup>rd</sup> August 2020.</p> <p>The policy is communicated in various ways, including posting it on the main signboard at their worker's quarters. It is also communicated to the employees during muster call. The policy highlights their commitment thriving for continual improvement, their resources and technology to operate in sustainable manners.</p> <p>All policies are made in dual languages – English &amp; Bahasa Malaysia.</p> <p><b>Internal Audit</b> Amfield Plantation Sdn Bhd has already established its Internal Audit Procedure, APSB-P1-01. Internal audit for Amfield Plantation Sdn Bhd is conducted once a year. This requirement was clearly stated in the Internal Audit Procedure. The internal audit was conducted on 15/02/2024 by management &amp; its consultant. The Internal audit report was documented &amp; sighted.</p> <p><b>Management Review</b> Following the Internal audit, the Management Review meeting was conducted on 13/03/2024. It is scheduled to be conducted once a year after Internal Audit has been conducted.</p> <p><b>Continual Improvement</b> The company has prepared their Continual Improvement Plan Ref: APSB-FP1-27 dated 10<sup>th</sup> January 2024 which covers all principles. The progress of each identified improvement</p>	Complied.


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		<p>plan is being monitored closely by the management.</p> <p>No new techniques or new industry standards adopted so far as the estate is newly established.</p> <p>An action plan to provide the necessary resources and training in respect of new techniques or new industry standard or technology shall be made, whenever required and feasible.</p>	
<b>Principle 2</b>	Transparency	<p><b><u>Transparency of documents relevant to MSPO requirements</u></b></p> <p>Transparent Method Procedure, APSB-P2-03, has been established by the estate in which specify the method of communication with external stakeholders. Any information to be disclosed will be checked by management on its type before disclosing as per Transparent Method Procedure.</p> <p>The Complaint &amp; Grievance Procedure, APSB-P4-06 is also available. Complaint Box &amp; Form are available at the estate.</p> <p><b><u>Transparent method of communication and consultation</u></b></p> <p>It was observed the method of Communication and Consultation with stakeholders was incorporated in the Transparent Method Procedure, APSB-P2-03. The main mode of communication to the stakeholders will be through stakeholders meeting, complaints and grievance form, handphone, email, letters and social media.</p> <p>Mr. Fareez Daniyal Bin Wan Imang has been appointed as Environmental Officer, Legal Officer, Safety &amp; Health Officer, Social Liaison Officer and Traceability Officer by Managing Director on 1<sup>st</sup> August 2022. Social Liaison Officer was appointed to handle any stakeholders consultation and communication.</p> <p>List of stakeholders for Amfield Plantation Sdn Bhd, Ref: APSB-FP2-07, is available and updated on 05/04/2023.</p> <p><b><u>N/C No.1; MINOR (Principle 4.2.2.3)</u></b></p> <p>Stakeholders meeting was not held according to its procedure and MSPO requirement. For post-Covid, the estate should conduct its physical meeting with stakeholders at least once a year.</p>	Minor Non-Conformity has been raised.




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		<p><b>No Record of consultation &amp; communication with stakeholders regarding MSPO requirement available for review.</b></p> <p><b><u>Traceability</u></b> Traceability procedure has been incorporated in the Procedure – Traceability Method, APSB-P2-04, as a guide for the operating unit in order to ensure effectiveness of traceability system in the company. Inspections will be carried out regularly to ensure compliance with the system</p> <p>Amfield Plantation Sdn Bhd had appointed Mr. Fareez Daniyal Bin Wan Imang as Traceability Officer as per appointment letter signed by Managing Director on 01/08/2022. Traceability officer has been tasked to undertake regular inspection and monitoring of the FFBs harvested and delivered to the mill.</p> <p>Records of sales and delivery of FFBs maintained and available for review.</p>	
<b>Principle 3</b>	Compliance to legal requirements	<p><b><u>Regulatory requirements</u></b> The estate is run in accordance with local, state, national, and ratified international laws and regulations. The estate's appointed Legal Officer, in charge of monitoring compliance. If there are any changes, estates management will be notified so that appropriate adjustments can be made.</p> <p>MPOB License Reg. No.: 618901002000 Validity: 1<sup>st</sup> December 2023 - 30<sup>th</sup> November 2024</p> <p>Amfield Plantation Sdn Bhd has listed all laws applicable to their operations in a legal requirements register Ref: APSB-FP3-10 last updated 13<sup>th</sup> February 2024. The legal requirements register will be updated and when there are any new amendments or any new regulations coming into force. It was noted that new or existing regulations &amp; laws coming into effect has been added or replaced.</p> <p><b><u>Legal land use rights</u></b> Activities are carried out according to agreements with landowners and legal requirements. There is no issue on reducing land use rights as the operation is well known by all concerned parties. There is no evidence of the oil palm cultivation activities diminishing the land use rights of other users.</p>	Complied.




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		<p>There are no issues on legal acquisition of land title and fair compensation that have been or are being made to land owner in estate. If there any issue on land use and dispute by any party, the estate will respond according to the Complaints/Grievance Mechanism should any cases arise in future.</p> <p><b>Customary rights</b> There is no issue or encumbered by customary rights in the estate. The estate will respond according to the Complaints &amp; Grievance Mechanism should any cases arise in future.</p>	
<b>Principle 4</b>	Social responsibility, health, safety and employment condition	<p><b>Social Impact Assessment</b> An internal SIA was conducted in March 2023 to identify the implications for the community, both positive and negative. The estate management team documents and responds to all feedback. The assessment was carried out by management, and it included determining the social impact on estate workers and stakeholders.</p> <p><b>N/C No.2; MINOR (Principle 4.4.1.1)</b> Social impacts should be identified and management plans to mitigate the negative impacts while promoting the positive ones should be incorporated, but was not revised and updated as per requirement of the new standard. <b>There is lack of in-depth assessment of the social impacts especially on the surrounding local communities and nearby estates.</b></p> <p><b>Complaints and grievances</b> Complaint box and forms and record book was made available at the estate quarters.</p> <p>Among the agenda discussed in the notice given to the all stakeholders through email were stakeholder communication procedure, company policy on sustainability and complaint and grievances procedure.</p> <p>It was observed that no complaints and grievance made by the employees and surrounding community.</p> <p><b>Commitment to contribute to local sustainable developments</b> It was observed no record of CSR as the estate far from the nearby community and there is no nearby longhouse located near the estate.</p> <p>It was observed that no complaints and grievance made by the employees and</p>	<p>Opportunity For Improvement (OFI) and Minor Non-Conformity have been raised.</p>

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surrounding community.

#### **Employees safety and health**

Amfield Plantation Sdn Bhd has established an Occupational Safety and Health Policy signed by the managing director on 03<sup>rd</sup> August 2020. The policy is posted in the Estate Quarters.

All operation risk were assessed and documented in the HIRARC Form. The risk assessment has been updated on 10<sup>th</sup> March 2023 to include the risk of Covid-19 pandemic and to be reviewed on 10<sup>th</sup> March 2025.

Safety training for employees with introduction to MSPO and safety & health briefing on 13<sup>th</sup> February 2024.

According to the PPE issuance records, it was noted that workers were adequately outfitted with PPE. The management provided them with the necessary personal protective equipment (PPE), and replace broken or unfit PPE for free if the old or broken PPE is returned.

Amfield Plantation has a Safe Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to OSH (Classification Packaging and Labeling) Regulation 1997 and OSH (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000. The procedure Ref. No: APSB-P4-13 covers chemical storage, chemical handling and chemical spillage.

It was observed that Amfield Plantation's workers less than 40 and under Occupational Safety and Health (Safety and Health Committee) Reg. 1996, less than 40 workers is not compulsory to form the Safety and Health Committee. Nevertheless, there was a safety & health meeting dated 07<sup>th</sup> March 2024, Ref: APSB-FP6-27.

JKKP8 submission Ref: JKKP8/183048/2023 dated 07<sup>th</sup> March 2024 recorded no accidents happened at the estate.

#### **Employment conditions**

The Good Social Practices Policy Statement was established and signed by managing director on 03<sup>rd</sup> August 2020. The top management of Amfield Plantation Sdn Bhd is committed to implement the equal opportunity within their organization.

The statement states Prohibition of all forms



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of forced labor, child labor, discrimination in respect of employment and occupation, provides workers a balanced work recreational environment and provide freedom of association.

Based on observation and interview session, it was noted that there are no discriminatory practices in the estate.

The payroll and pay slip records of employees showed that all employees are paid with the basic salary are compliance with the local minimum wage's requirements. To date, there is no contractor involved in the operation at Amfield Plantation.

Among other social benefits that are provided by the employer to employees are bonus and free housing facilities with water tank for rain water and gen-set. Besides, on-site living quarters are provided to workers. Observed that the living quarters are habitable and have amenities such as water, electricity etc.

There is no indication of sexual harassment happening in the estate. Amfield Plantation Sdn Bhd has implemented a Sexual Harassment Policy and is committed to creating a work environment that is conducive, safe, and free of sexual harassment.

It was observed that the workers did not join any trade union although Amfield Plantation Sdn Bhd has a Policy - Human Rights Policy, where the management is committed to uphold the right of freedom of association.

As stated in the estate's Policy on No Child Labour, there are no underage workers employed by the estate.

#### **Training and competency**


Observed that all employees are appropriately trained and Annual Training Programme for the year 2024 was available which includes training on Safety & Health and Environment, Ref: APSB-FP4-20.

#### **OFI No.3; Opportunity For Improvement (Principle 4.4.6.1)**

It would be an improvement if the training plan can be more detailed and scheduled accordingly and not only in one month. Therefore, actual training should be done according to schedule instead of just one day for all aspects.




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		<p>Training needs of individual employees at Amfield Plantation has been established based on competency. Training Matrix APSB-FP4-21 sighted in Training File.</p>	
<b>Principle 5</b>	Environment, natural resources, biodiversity and ecosystem services	<p><b><u>Environmental management programme</u></b>  Amfield Plantation Sdn Bhd (908495-M) has established its MSPO policy where the management is committed towards sustainable palm oil production in line with MSPO principles &amp; standards requirement. The policy was signed by managing director on 03<sup>rd</sup> August 2020.</p> <p>The estate also has its Environmental Policy signed by managing director on 03<sup>rd</sup> August 2020 in which the estate is committed towards environmental protection.</p> <p>Amfield Plantation Sdn Bhd has its Environmental Management Plan (EMP) and mitigation measures are incorporated in the plantation Environmental Aspects &amp; Impacts – APSB-P5-18. The EMP was developed from results of aspect and impact analysis. The EMP consists of Water Management Plan, Energy Management Plan and Identification of Waste/Pollution and its impacts.</p> <p>The Continual Improvement Plan for Amfield Plantation Sdn Bhd has been developed and covers some aspects of environment.</p> <p>The estate has organised MSPO Awareness and Environmental briefing for its employees on 13/02/2024.</p> <p><b><u>Efficiency of energy use and use of renewal energy</u></b>  Based on its Procedure Energy Management, APSB-P5-25, the use of non-renewable energy shall be closely monitored through its Fuel log-sheet and Energy consumption spreadsheet.</p> <p>Solar energy already installed at the estate.</p> <p><b><u>Waste management and disposal</u></b>  No workshop at the estate as any repair work for its vehicles &amp; machinery will be outsourced.</p> <p>Estate has developed and implemented its Waste Management Plan as per Identification of waste/pollution and its impact, APSB-P5-18.</p> <p>A relevant Standard Operating Procedure for</p>	Complied.


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		<p>the Chemical Handling procedure, APSB-P4-13 has been developed on 24<sup>th</sup> July 2020. The SOP is in line with the regulation under Environment quality management. It include Triple rinse procedure for chemical containers.</p> <p>The estate has established a proper dumping pit for disposal of domestic wastes in the estate, although it has only few workers.</p> <p><b><u>Reduction of pollution and emission</u></b> Estate has developed and implemented its Waste Management Plan as per Identification of waste/pollution and its impact, APSB-P5-18. All polluting activities have been identified and measures taken in the continuous improvement on pollution prevention.</p> <p>Based on Environmental Management Plan, action plans to reduce identified significant pollutants has been established and being implemented in their operational activities.</p> <p><b><u>Natural water resources</u></b> APSB has its Water Management Plan, APSB-P5-25, which includes buffer zone management, rain water harvesting, sewage &amp; septic tanks and pre-mixing and triple rinsing.</p> <p>Rain water harvesting practice is applied in this estate. It is also the main source of clean water in the estate. Appropriate action to complement this water source was the provision of collection water tanks by the management.</p> <p>No construction of bunds, weirs and dams are seen during site visit to the estate.</p> <p><b><u>Status of rare, threatened or endangered species and high biodiversity value area</u></b> The estate has done its biodiversity assessment as per its Biodiversity Assessment Procedure, APSB-P5-25.</p> <p>No RTE species were sighted and reported in the estate and posters on protected species of wild life and plants species were displayed at the estate for awareness of its workers. It is also sighted that signage on prohibiting hunting and illegal fishing were installed at strategic locations in the estate and posters on protected wildlife displayed at estate office.</p>	
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		<p><b><u>Zero burning practices</u></b> As per its Zero Burning Policy, the estate prohibit any open burning in the estate, including burning of wastes.</p> <p>No Open Burning activities in the estate.</p>	
<b>Principle 6</b>	Best practices	<p><b><u>Implementation of standard best practices / Site management</u></b> Standard Operating Procedures (SOP) for Amfield Plantation Sdn Bhd are as follows: 1) Best Practices Procedures is documented Ref: APSB-P6-21 dated 24<sup>th</sup> July 2020. 2) Good Agriculture Practices Ref: APSB-P6-22 dated 24<sup>th</sup> July 2020. 3) A new procedure on Covid-19-Movement Control Order Ref: APSB-P6-23 dated 24<sup>th</sup> July 2020.</p> <p>The estate applies the method for soil organic matter preservation for the upkeep of mature oil palms available in List of SOP and Policies BMP.</p> <p><b><u>Economic and financial viability plan</u></b> Documented business or management plan is translated from the annual budget. The budget has the information about targeted yield &amp; profit and financial allocation for harvesting, upkeep&amp; maintenance and fertilizers. Attention was given to crop projection, cost of production, cost per ton and per hectare indicators to monitor the performance of each operating unit.</p> <p>No replanting yet as earliest planting was in 2017.</p> <p><b><u>Transparent and fair pricing dealing</u></b> FFB production for Amfield Plantation Sdn Bhd is still low. The production area is 110 Ha out of the planted area of 150 Ha.</p> <p>There is no contract agreement with Golden Palm Harvest Sdn Bhd. Contract is on monthly basis with issuance of monthly invoice</p> <p><b><u>Contractor</u></b> There is no contractor for Amfield Plantation Sdn Bhd.</p>	Complied.
<b>Principle 7</b>	Development of new plantings	<p>Not Applicable. Note: the whole Principle 7 is not applicable for this audit as new planting in the plantation areas is yet to be carried out.</p>	Not Applicable.

Based on the audit, it was apparent that:

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The internal audit program has been fully implemented and demonstrates effectiveness as a tool for maintaining and improving the management system	✓
The management review process is adequate and effective.	✓
The organization has met its objectives and targets and monitored progress towards their achievement.	✓
The management system documentation confirms with the requirements of the MSPO audit standard.	✓

**4.5 PREVIOUS AUDIT FINDINGS – IF APPLICABLE**

Nonconformity identified during previous audits has been corrected and the corrective action continues to be effective	✓
Not adequately addressed nonconformity identified during previous audit activities and the specific issue has been re-defined in the nonconformity section of this report.	Nil

**4.6 EXISTING CERTIFICATION**

Currently are being certified to other certification schemes as below

<b>Current Certification</b> <i>(Please tick the certification you are currently certified)</i>			
	ISO 9001		HACCP
	EMS 14001		RSPO
	OHSAS 18001/ISO 45001		ISCC
	ISO 22001	x	MSPO
	None		


**4.7 AUDIT SUMMARY AND RECOMMENDATION**

The audit team concludes that the organization fulfill the requirements of the MS 2530-3:2013 standard and demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the organization's policy and objectives.

The audit team recommends that, MSPO certificate to be maintained by submission and accept the corrective action plan and evidence of NCRs within the stipulated time frame to **Amfield Plantation Sdn Bhd.**



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**Signed for and on behalf of  
Nesus Certification Sdn Bhd**



.....  
**(Jeffrey Denis Ridu)**

**Lead Auditor**

**Date:** 25/04/2024



**ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY AND CONFIRMATION OF AUDIT FINDINGS**

This is to acknowledge and confirm the audit described in this report and the acceptance of the contents and findings in this audit report.

Signed for and on behalf of  
**Amfield Plantation Sdn Bhd**




.....  
**(Desmond Hii Hieng Ing)**

**Manager**

**Date:** 30/04/2024

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**APPENDIX A: AUDIT FINDINGS**

Refer to the Attachment (Appendix A)

**APPENDIX B: CORRECTIVE ACTION PLAN & EVIDENCE**

Refer to the Attachment (Appendix B)

**APPENDIX C: AUDIT PLAN**

Refer to the Attachment (Appendix C)

**End of Report**

NESUS CERTIFICATION



