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MALAYSIA SUSTAINABLE PALM OIL (MSPO) **PUBLIC SUMMARY REPORT**

DETAILS OF CERTIFICATION ASSESSMENT	
TYPE OF CERTIFICATION:	Surveillance Audit 4
SCOPE OF MSPO STANDARD:	Production of Sustainable Fresh Fruit Bunches (FFB) including oil palm operations (planting, manuring, spraying, weeding, harvesting) and management activities.
MSPO STANDARD:	MS2530-3-2:2022
BOUNDARY MAP	
	Geo-Coordinate (GPS) Latitude: 1.327738
	Geo-Coordinate (GPS) Longitude: 111.493569


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DETAILS OF THE MANAGEMENT UNIT			
COMPANY NAME:	Sepadu Jaya Plantation Sdn Bhd		
COMPANY REGISTRATION NO.:	815934-X		
MPOB LICENCE NO:	617411002000- Menjual dan Mengagih FFB bagi tempoh Satu (1) tahun, Validity: 31.05.2026		
CLIENT REF.NO:	052/05/2020		
CONTACT DETAILS	NAME:	Mr. James Goh	
	PHONE NO:	012-888 8805	
	FAX:	-	
	WEBSITE:	-	
	EMAIL	sepadujayasp@gmail.com	
	DESIGNATION:	Manager	
NO. OF MILL/PROCESSING FACILITIES/DEALER	-	NO. OF ESTATE(S):	1
MILLMILL/PROCESSING FACILITIES CAPACITY:	-	TOTAL CERTIFIED AREA:	893.00 Ha
TYPE OF CERTIFICATION:	Individual	TOTAL PLANTED AREA:	863.00 Ha
		MATURE AREA:	863.00 Ha (most of the area are abandoned - active 350 ha)
		IMMATURE AREA:	Nil
ADDRESS:	HEADQUARTERS:	Lot 2945, 3 1/2 Mile, Penrissen Road, 93250 Kuching, Sarawak.	
	ESTATE:	Lot 10, Block 3, Skrang Land District, 95000 Sri Aman, Sarawak	

Summary of total production in metric tonne (MT)

Part 3.1 Table 1: Estimated and actual tonnages of annual FFB production

Estate	FFB Production (Mt)	
	Year 2024 (Actual)	Year 2025 (Projection***)
Sepadu Jaya Plantation Sdn Bhd	2,118.35	3,600.00

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Part 4.1: Table 2: Estimated and actual tonnages of annual FFB processed, CPO & PK production

Mill	FFB Processed (Mt)		CPO Production (Mt)		PK Production (Mt)	
	Year 2023 (Actual)	Year 2024 (Projection)	Year 2023 (Actual)	Year 2024 (Projection)	Year 2023 (Actual)	Year 2024 (Projection)
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Part 4.2: Table 3: Estimated and actual tonnages of annual oil palm product received (input) OR processed and production (output)

Refinery Plant

CPO Received (MT)		PFAD Production (MT)		RBDPL Production (MT)		RBDPO Production (MT)		RBDPS Production (MT)	
Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{**})	Year XXX (Actual)	Year XXX (Projection ^{***})
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Palm Kernel Plant

PK Received (MT)		CPKO Production (MT)		CPKO Production (MT)		PKFAD Production (MT)		RBDPKO Production (MT)	
Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{**})	Year XXX (Actual)	Year XXX (Projection ^{**})	Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{***})
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Remarks:

CPO = Crude Palm Oil

PK = Palm Kernel

PFAD = Palm Fatty Acid Distillate

CPKO = Crude Palm Kernel Oil

PKFAD = Palm Kernel Fatty Acid Distillate

RBDPL = . Refined Refined Bleached Bleached & Deodorised Deodorised Palm Olein

RBDPO = Refined Bleached & Deodorised Palm Oil

RBDPS = Refined Bleached & Deodorised Palm Stearin

PKE = Palm Kernel Expeller

RBDPKO = Refined Bleached & Deodorised Palm Kernel Oil

Part 4.3: Table 4: Estimated and actual tonnages of annual FFB OR oil palm products received (input) and production (output)

Dealer	FFB Received (MT)		FFB Delivered (MT)	
	Year XXX (Actual)	Year XXX (Projection ^{***})	Year XXX (Actual)	Year XXX (Projection ^{***})
N/A	N/A	N/A	N/A	N/A


Date of certificate issuance and validity

CERTIFICATE NO:	DMC MSPO 0121		
DATE OF ISSUE:	07 th January 2021	DATE OF EXPIRY:	06 th January 2026

Other sustainability certifications held by the management unit

Currently are being certified to other certification schemes as below:

Current Certification (Please tick the certification you are currently certified)


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	ISO 9001		HACCP
	EMS 14001		RSPO
	OHSAS 18001/ISO 45001		ISCC
	ISO 22001		Others:
/	None		

ASSESSMENT PROCESS:

Audit team members:

Audit:	Date:	Audit Team	
Surveillance 4	07 th - 08 th January 2025	Lead Auditor	Martina Su ; Certified Lead Auditor QEHS (The Best Solution), Certified MSPO Lead Auditor (Nesus Certification), Certified Lead Auditor QMS (The Best Solution), Certified Lead Auditor SA8000, BSc (Hons) Finance (University Malaysia Sarawak); MSPO SCCS Auditor Training Course (SGS-MPOCC endorsed); 9 years working experience related to palm oil; Site, documentation audit and interview based on MS 2530-3-2:2022.
		Audit Member 1	Greg Gregory Anak Jimmy ; Certified Lead Auditor QEHS (The Best Solution), Certified MSPO Lead Auditor (Nesus Certification), Certified Lead Auditor QMS (The Best Solution), BSc (Hons) Plantation Technology and Management (UiTM Kota Samarahan), Diploma in Planting Industry Management (UiTM Kota Samarahan); 5 years working experience related to sustainability; Conduct site documentation and audit based on MS 2530-3-2:2022.

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Audit Plan:


APPENDIX A

Day 1 (07th January 2025)

TIME	ACTIVITIES	AUDITOR(S)	
	STANDARDS: MS2530:2022-3.2	LA	A1
0700 - 0800 hrs	Depart to Sepadu Jaya Plantation Sdn Bhd		
0800 - 0830 hrs	Opening Meeting: <ul style="list-style-type: none"> • Introduction of auditors • Audit Methodology • Confirmation of Scope of certification and Reporting • Audit Reporting • Facilities and Guide • Working & Reporting Standards Audit Language 		
0830 - 1200 hrs	<p>SEPADU JAYA PLANTATION SDN BHD (815934-X) to ensure top management, MR and related managers are available for this meeting. Short induction and introduction on the organization operations to be conducted by SEPADU JAYA PLANTATION SDN BHD (815934-X)</p> <p>Verify Estate Operation:</p> <ul style="list-style-type: none"> a. Interview session with stakeholders (Government Agencies, Local Community, Workers & etc.) b. Safety, Health, Social & Workers House c. Legal compliance with authorities d. Environmental, Chemical Storage, Waste Management & Landfill e. Buffer zones, Biodiversity & Boundary Stones (if any) f. Estate best practices g. Traceability h. MSPO Records verification etc. 		
1200 - 1300 hrs	Lunch Break		

Day 1 (07th January 2025) - continuation

TIME	ACTIVITIES	AUDITOR(S)	
	STANDARDS: MS2530:2022-3.2	LA	A1
1300 – 1600 hrs	3.1 Management commitment & responsibility		
	3.2 Transparency		
	3.3 Compliance with legal and other requirements		
	3.4 Responsibility to social, health, safety and employment conditions		
	3.5 Environment, natural resources, biodiversity and ecosystem services		
1600 – 1645 hrs	Verification of any outstanding issues and auditors' discussion		
1700 hrs	Closing Meeting		

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Day 2 (08th January 2025) - continuation


TIME	ACTIVITIES	AUDITOR(S)	
	STANDARDS: MS2530:2022-3.2	LA	A1
0700 - 0800 hrs	Depart to Sepadu Jaya Plantation Sdn Bhd		
0800 – 1200 hrs	3.1 Management commitment & responsibility		
	3.2 Transparency		
	3.3 Compliance with legal and other requirements		
1200 - 1300 hrs	Lunch Break		
1300 – 1600 hrs	3.3 Compliance with legal and other requirements (Continuation)		
	3.4 Responsibility to social, health, safety and employment conditions		
	3.5 Environment, natural resources, biodiversity and ecosystem services		
1600 – 1645 hrs	Verification of any outstanding issues and auditors' discussion		
	Auditor discussion, report preparation and acceptance of findings session with Management Representative.		
1700 hrs	Closing Meeting		

*Please note the times detailed above will need to be somewhat flexible, as activities may vary, depending on the situations the auditors uncover

*Lunch break approximately scheduled on 1300 – 1400 hrs.

5 Years Audit Programme: *please Tick (✓)*

Planned month & year	S1 Date: -	S2 Date: -	SA1 Date:	SA2 Date:	SA3 Date:	S4 Date: 07- 08/12/25	RA Date: Nov 26
Lead Auditor						Martina	
Auditor's						Greg	
Documents							
Internal audit						✓	
Stakeholder consultation / survey						✓	
Use of logo						✓	
Follow-up from previous audit finding						✓	
4.1 Management Commitment & Responsibility							
4.1.1 Malaysian Sustainable Palm Oil (MSPO) policy						✓	
4.1.2 New Planting						✓	
4.1.3 Existing site management						✓	
4.1.4 Replanting						✓	
4.1.5 Training and Competency						✓	
4.1.6 Economic and financial viability plan						✓	
4.1.7 Commitment to contribute to local sustainable development						✓	
4.1.8 Complaints and grievances handling						✓	

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4.1.9 Internal Audit						√	
4.1.10 Management Review						√	
4.2 Transparency							
4.2.1 Communication and Consultation						√	
4.2.2 Traceability						√	
4.2.3 Transparent and fair price dealing						√	
4.2.4 Ethical conduct						√	
4.3 Compliance with legal and other requirements							
4.3.1 Regulatory requirements						√	
4.3.2 Right to use land						√	
4.3.3 Native Customary rights						√	
4.4 Responsibility to social, health, safety and employment condition							
4.4.1 Social impact assessment (SIA)						√	
4.4.2 Employee's Safety and health						√	
4.4.3 Employment Conditions						√	
4.4.4 Living Conditions						√	
4.5 Environment. natural resources, biodiversity and ecosystem services							
4.5.1 Environmental management						√	
4.5.2 Efficiency of energy use and use of renewable energy						√	
4.5.3 Waste management and disposal						√	
4.5.4 GHG emissions						√	
4.5.5 Water Resources						√	
4.5.6 Environmental conservation and protection						√	
4.5.7 Zero burning practices						√	

Summary of Audit Results


Assessment Findings:

The specific processes, activities and functions reviewed are detailed in the **Audit Plan**. Details of collected evidence and audit trail of this audit are presented in the separate MSPO checklist. As outlined, objective evidence was obtained separately for each of the MSPO requirements (Indicators) for the estate. The results for each indicator from each of the operational areas were evaluated to provide an assessment of conformity. A statement is provided for each of the indicators in order to support the findings of the assessment team.

There are 2 Major NC; 11 Minor NC and 0 Observation/Opportunity for Improvement been raised on the MSPO checklist Part 3.1. Details for each **Audit Findings** are given in **Audit Finding Report**. Major NCs have been closed within the period of 90 days after the assessment. Minor Non-compliance and Observations/Opportunity for Improvement will be followed up during the next Recertification Audit which is scheduled to be conducted within the period of twelve months after the Report approval of Assessment. Corrective Action Plan (CAP) is required to be submitted for all finding within 30 days of the assessment. Details for each **Corrective Action Plan & Evidence** are given in **Corrective Action Plan & Evidence Form**.

Based on the audit, it was apparent that:

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.	/

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The management system documentation confirms with the requirements of the MSPO audit standard.	/
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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.	N/A

Comment on Compliance status, positive observation & Opportunities for improvement

Principle	Description	Comment	Compliance status
Principle 1	Management Commitment Responsibility &	<p><u>Criterion 1: Malaysian Sustainable Palm Oil (MSPO) Policy</u> Sepadu Jaya Plantation Sdn Bhd has established MSPO Policy on 08 October 2019. The estate has established action plan for continual improvement on social, safety and health and environmental impact of the company.</p> <p><u>Criterion 2: New Planting</u> Currently there is no new planting at Sepadu Jaya Plantation Sdn Bhd. Most of the area are abandoned. Estate management has planning to do rehabilitation to the abandoned area.</p> <p><u>Criterion 3: Existing site management</u> During site inspection, it was sighted that the estate was properly maintained the best practices such as: a) Vegetation maintain in inter-row to minimise soil erosion, improve soil physical properties and organic status. b) Frond stacking to prevent wash-off. c) Buffer zone was demarcated and retained d) Vegetation maintain in inter-row to minimise soil erosion, improve soil physical properties and organic status. e) Frond stacking to prevent wash-off. f) Pruning & sanitation</p> <p>However, upon request for the documented procedure, person in charge informed that the established and documented procedure was not made available at estate.</p> <p>Minor#4.1.3.1 During document assessment, it was sighted the procedure for estate activities</p>	Minor compliance has been raised. non has

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		<p>was not made available.</p> <p>The soil ground is protected by wide growth nephrolepis. Along the main roads in the estate the erosion management is protected by growth of grasses and planting of rows beneficial plants. Integrated Pest Management (IPM), Sepadu Jaya estate has adopted the planting of beneficial plant in the above management. This was observed during the field visit..</p> <p>Area is all peat with no other significant issues. The estate are 100% of Peat soil. The estate has maintained:</p> <ul style="list-style-type: none"> a) Vegetation maintain in inter-row to minimise soil erosion, improve soil physical properties and organic status. b) Frond stacking to prevent wash-off. c) Buffer zone was demarcated and retained d) Vegetation maintain in inter-row to minimise soil erosion, improve soil physical properties and organic status. e) Frond stacking to prevent wash-off. f) Pruning & sanitation g) Manuring h) Weeding i) Pest & disease j) Water management k) Peat management <p>Sighted from site visit to site, estate has planted beneficial plants such as Tunera.</p> <p>The block signage was indicated the Block Number, total area, year planted and planting material.</p> <p><u>Criterion 4: Replanting</u> The management are yet to conduct their replanting program as the palm was planted on 2014.</p> <p><u>Criterion 5: Training and Competency</u> It was verified that the estate has conducted training to their employees.</p> <p>Minor#4.1.5.1 However, training needs analysis was not made available.</p> <p>There was no contractor involved in estate operation.</p>	
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Criterion 6: Economic and financial viability plan

The budget allocations at estates, include activities for operating expenditure i.e. upkeep, cultivation, harvesting & evacuation, welfare, other than that, capital expenditure, MSPO compliance, etc. Attention was given to crop projection, cost of production, cost per ton and per hectare indicators to monitor the performance of each operating unit for 2024 was available.

Minor#4.1.6.1#

During document assessment, it was sighted no Business Plan for year 2025 was made available.

Criterion 7: Commitment to contribute to local sustainable development

It was found that the company has employed local communities to work with the company. Other than that, estate has consistently provide donation to local communities.

Criterion 8: Complaints and grievances handling

A Complaints & Grievances Procedure for Sepadu Jaya Plantation Sdn Bhd sighted as per Doc ref: SLOPSB-L03-SR01. A process flow chart is attached in the procedure with timeline to inform complainant on status.


Any disputes are resolved in an effectively, timely and appropriate manner that is accepted by all parties. Evidence of complaints and grievances procedures, resolved in timely and proper manner and to be kept as required.

Refer to established procedure, the complaint will be keep for at least 24 months.

Criterion 9: Internal Audit

The internal audit was conducted on 10th November 2024. As results there was 2 findings was indicated. All findings close accordingly. Internal Audit Procedure was established - Ref. No: SJPSB-L03-TM01.

The internal audit report was documented in file namely MSPO File: Internal Audit Report for Sepadu Jaya Plantation Sdn Bhd.

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		<p>Internal Audit Procedure has been established Ref No : SJPSB-L03-TM01. Report of root cause analysis on non conformity was documented together with full audit report. Prepared by Lead Internal auditor Mr James Goh (Internal) dated 10 November 2024.</p> <p>Minor#4.1.9.1 However, when refer to the internal audit report, the audit was conducted using MS2530:2013 instead of MS2530:2022 standard.</p> <p>Criterion 10: Management Review Management review was conducted 03 December 2024 Chaired by Director and attended by Top Management of Sepadu Jaya Plantation Sdn Bhd. Doc Ref: Management Review File.</p> <p>Among issues discussed is internal audit report following the audit conducted on 10 November 2024 pertaining to issues such as site management and environment component.</p> <p>Minor#4.1.10.1 However, when review the meeting agenda, the meeting does not discussed on the adequacy of resources, relevant communication with stakeholders, opportunities for improvement and MSPO Management plan.</p>	
Principle 2	Transparency	<p>Criterion 1: Communication and consultation The management has established its “Standard of Communication Procedure” from estate for information release that requested by the stakeholder. Ref : : SPPSB-L03-TM02</p> <p>List stakeholders was available and updated. Based on interviewed with estate in charge, the Stakeholders consultation was held on 12 Oct 2024.</p> <p>Minor#4.2.1.2 However, records was not properly maintained.</p> <p>The management has nominated the aforementioned representative that responsible for external stakeholder’s request. The appointment as per inform in the job description for the appointed person as person in charge for all estate</p>	Major and Minor non conformance has been raised.

operation within their area.

There was no restriction noted as to the documents made available to the public except those prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes. Access to these documents is made available upon request. Information relating to land titles, safety and health plans, pollution prevention plans was made available at all operating units. Procedure for complaints and grievances were available at notice boards.

Criterion 2: Traceability

The company has established, implemented and maintained their procedure for traceability. From the estate procedure "Standard of Procedure Traceability" Ref No: SJPSB- L03-TM04 which described the process flow of FFB delivery from estate to Kaizen Agromax Enterprise including the documents and records involved. Sighted Flowchart on the "Standard of Procedure Traceability" Ref No: SJPSB L03-TM04

All delivery notes, weighbridge ticket, check roll notes were available and updated. Information from the weighbridge ticket can link back to transporter, field lot and DO number.

FFB Delivery Note (DN) which has the information about name of the estate, block, year planted, estate ticket, number of bunches, Transportation Company, lorry registration number, date & time and DN number.


Minor#4.2.2.2

Estate management has kept the records of sales, delivery and transportation of Fresh Fruit Bunches (FFB). Upon verification on the estate delivery note, the said documents was not includes the information on MSPO certificate number and certificate validity.


Appointment letter for Traceability officer was made available.

Criterion 3: Transparent and fair price dealing


All arrangement of the pricing mechanism

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		<p>depending on mill pricing in accordance of MPOB guideline and pricing mechanism by the mill they supply the FFB to Kaizen Agromax Enterprise. Agreement sighted On 01st January 2025 and will be renew annually. Contract agreement with FFB Buyer was made available. No contractor engaged in estate operation. Sample of payment by the FFB Buyer was made available</p> <p><u>Criterion 4: Ethical Conduct</u> Major#4.2.4.1 During document assessment, it was sighted policy for ethical conduct and anti-bribery was not established, communicated and d implemented in all business operation and transaction.</p>	
Principle 3	Compliance to legal and requirements	<p><u>Criterion 1: Regulatory requirements</u> The estate is operating in compliance with the applicable local, state, national and ratified international laws and regulations. Sepadu Jaya Plantation Sdn Bhd; MPOB Licenses; Menjual dan Mengalih: 617411002000 (Valid until 31/08/2025); Area: 893.00 ha; - Lot 10, Block 3, Skrang Land District, 95000 Sri Aman, Sarawak. List all laws applicable to their operations in a legal requirements register was made available in Sepadu Jaya Plantation Sdn Bhd.</p> <p><u>Criterion 2: Rights to use land</u> The estate has been established since 2014. There is no evidence of the oil palm cultivation activities do not diminish the land use rights of other users. The estate</p> <p><u>Criterion 3: Native customary rights</u> There is no issue on legal acquisition of land title and fair compensation that have been or are being made to land owner in estate.</p> <p>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>	Complied

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Principle 4	Responsibility to social, health, safety and employment conditions	<p><u>Criterion 1: Social Impact Assessment (SIA)</u></p> <p>Social Impact Assessment (SIA) report is available dated September 2023 that contains the followings:</p> <ul style="list-style-type: none"> ✓ Introduction ✓ Objective ✓ Organisation Chart ✓ Demographics ✓ Estate Address and Contact Numbers ✓ Adherence to National Laws and Regulations ✓ Facilities/ Amenities ✓ Sexual harassment grievance procedure ✓ Roles and Responsibility of Social Liaison Officer ✓ Social Plan FY 2023 <p>The report showed that the social impact assessment has been conducted internally. The management plans to mitigate the negative impacts and promote the positive ones was highlighted in the SIA report.</p>	Minor and Major non compliance has been raised
		<p>Minor#4.4.1.1</p> <p>Social Impact Assessment was not yet done based on Scheme Owner Guidelines on Social Impact Assessment.</p> <p><u>Criterion 2: Employees safety and health</u></p> <p>Sepadu Jaya Plantation Sdn Bhd has established a Occupational Safety and Health Policy. The policy has been signed by Mr Goh Kok Kheng, Managing Director of Sepadu Jaya Plantation Sdn Bhd dated 08 October 2019</p> <p>The OSH Plan was available via OSH related training, risk assessment, safety & health committee and OSH ERP.</p> <p>Currently there is no officer was appointed as person to monitor safety and health at estate.</p> <p>There is no documented documents on risk assessment made available at estate.</p> <p>Standard Operation Procedure on Safety and health was made available. Sample:</p> <ol style="list-style-type: none"> i. Chemical Handling ii. Personal Protective Equipment iii. Emergency Preparedness & Response 	

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	<p>iv. Accident Investigation & Reporting</p> <p>v. Hazard Identification, Risk Assessment, Risk Control</p> <p>vi. General Safety & Health Procedure</p> <p>vii. etc</p> <p>Estate has conducted safety and health training in year 2023. As to date, no training was done based on the Hazard Identification and Risk Assessment.</p> <p>Last safety and health meeting conducted in November 2023. For year 2024 and to date, no safety and health meeting was conducted.</p> <p>Emergency respond team and their phone numbers are available and display at site office and labor quarters. Emergency layout was made available indicated the Assembly Point location.</p> <p>Based on the interviewed with the supervisor, he was trained with basic first aid. Total first aid kit available for Sepadu Jaya Plantation Sdn Bhd : 2 first aid kit Location : Manager House & Mobile. First Aider sighted : Ngui Siaw Fatt</p> <p>Major#4.4.2.1 Implementation of safety and health plan was found to be lacking.</p> <ol style="list-style-type: none"> 1. No person was appointed to monitor and responsible for worker's health and safety 2. Hazard Identification and Risk Assessment was not made available. 3. No safety and health meeting was conducted. 4. No training was done based on the Hazard Identification and Risk Assessment. <p><u>Criterion 3: Employment Conditions</u> Human Rights Policy, Sexual Harassment Policy and No child Labour Policy sighted and displayed at the notice board at the estate offices. All policies signed by Mr Goh Kek Kheng, Managing Director dated 08/10/2019.</p> <p>No evidence of forced and trafficked labour at estate. Upon interviewed with workers, there is no abuse of vulnerability, deception, lack of freedom of workers to resign and restriction of movement, isolation, physical and sexual violence,</p>	
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	<p>retention of identity documents or passports, withholding of wages, debt bondage, abusive working and living conditions, payment of statutory recruitment fees by workers, involuntary or excessive overtime, contract substitution; and penalty fir termination of employment.</p> <p>The top management of Sepadu Jaya Plantation Sdn Bhd is committed to implement the equal opportunity within their organization. Their commitment is clearly described with the statement indicated in the Human Rights Policy signed by Mr Goh Kok Kheng Managing Director of Sepadu Jaya Plantation Sdn Bhd dated 08/10/2019.</p> <p>There were no evidences of any form of discrimination based on race, national origin, religion, gender, union and political affiliation and is covered in the policy as well.</p> <p>The top management of Sepadu Jaya Plantation Sdn Bhd is committed to prevent harassment, violence, physical or verbal abuse or any form of intimidation, including retaliation against human rights defenders and whistle blowers within their organization. Their commitment is clearly described with the statement indicated in the Human Rights Policy signed by Mr Goh Kok Kheng Managing Director of Sepadu Jaya Plantation Sdn Bhd dated 08/10/2019.</p> <p>The payment voucher records of employees showed that all employees are paid with the basic salary in compliance with the latest minimum wages requirements. Within the employees pay record, there is no deduction sighted in the payslip. In the payment voucher it was sighted overtime pay, working day and total salary. Employment contract for workers was available. As to date, no contractor engaged in estate operation.</p> <p>Sepadu Jaya Plantation Sdn Bhd has established a No Child Labor Policy which its statement include "To Not Engage, Exploit and Employ Individual Below 16 Years Old". The policy has been signed by Mr Goh Kok Kheng managing Director of Sepadu Jaya Plantation Sdn Bhd Dated</p>	
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		<p>08/10/ 2019. Age Profile Sighted in the estate office. There is no child labor recorded working in this estate.</p> <p>Sepadu Jaya Plantation Sdn Bhd has established a Human Rights Policy which its statement include “Uphold the right of freedom of association”. The policy has been signed by Mr Goh Kok Kheng managing Director of Sepadu Jaya Plantation Sdn Bhd Dated 08/10/ 2019.</p> <p>Any issue raised will be channel thru complaint platform by the workers to the estate management.</p> <p>There in no triangular employment at Sepadu Jaya.</p> <p><u>Criterion 4: Living Condition</u> Employees are provided with proper living accommodation. wooden houses equipped with electricity and supplied with rainwater collected into blue PVC tanks. Housing is inspected periodically. Water is supplied as collected rainwater and are to be boiled before consumption.</p>	
Principle 5	Environment, natural resources, biodiversity and ecosystem services	<p><u>Criterion 1: Environmental management plan</u> It was observed the environmental and biodiversity policy was incorporated in one policy, which covered to achieve the goals through. The policy was communicated trough briefing, meetings and display on several location of estate notice boards. Ref No: SJPSB-POL- EBP01</p> <ol style="list-style-type: none"> 1. Compliance with all relevant statutory and regulatory requirements. 2. Company will protect and preserve flora and fauna through continual improvement. 3. Prevent and control air, water, and land pollution through management of waste in line with the legal regulations. 4. The policy was signed by Mr Goh kok Kheng, Managing Director of Sepadu Jaya Plantation Sdn Bhd, dated 08 October 2019. 5. Latest EMR Record July - December 2024 by Envinsar <p>The environmental management plan was cover an environmental policy with objectives list as below:</p>	Minor conformance has been raised. non

- a) Compliance with all relevant statutory and regulatory requirements.
- b) Company will protect and preserve flora and fauna through continual improvement.
- c) Prevent and control air, water, and land pollution through management of waste in line with the legal regulations.
- d) Ensure, training, information, instructions and restrictions on environment given to all stakeholders.

The internal Environmental management plan was developed from results of aspect and impact analysis, mitigation and monitoring plans and records of implementation and timelines. It can be obtain from Aspect and impact study on waste management, aspect and impact on operational work in estate.

It was observed the aspects and impacts analysis was covered several activities such as:

- a) Harvesting
- b) Manuring
- c) Weeding
- d) Traffic and transportation
- e) Workshop
- f) Scheduled waste store
- g) Workers quarters
- h) Mobile equipments
- i) Natural streams

EAEI document developed had also included the action plans and recommendations to mitigate the negative effects and to promote the positive ones applicable to the estate. Review of the EAEI is done every 2 years .

Training programme of environment in 2023. Among of the programme will conducted were:

- j) Water management
- k) Riparian zone/ natural river protection
- l) Briefing on environment policy
- m) Briefing on no open burning
- n) Briefing on chemical waste and domestic waste

Minor#4.5.1.4

As to date, no training programme on environmental was established.

Criterion 2: Efficiency of energy use and use of renewable energy

Usage of non-renewable energy is monitored monthly/yearly. Record on the usage of diesel is available for review however the estate had just implemented the recording system recently. Records available were verified and showed satisfactory monitoring of the resources from January 2023 - December 2023. The management estimated the non renewable energy would be in increase trend.

Minor#4.5.2.1

However, as to date records of non-renewable energy and efficiency was not made available.

Currently there is no contractor involve in estate operation. Currently no renewal energy such as solar lighting applied in the estate.

Criterion 3: Waste management and disposal

All was products and sources of pollution was identified and documented which available in " List of waste products and sources of pollution." Identification of waste product list as below:

- a)Scheduled waste
- b)Domestic waste
- c)Recycled waste

Scheduled Waste identified included empty fertilizer bags, spent hydraulic oil (SW 305), spent lubricant oil (SW 306), used filters (SW 410),used chemical containers (SW409) and used batteries (SW 102). Sources of pollution identified as following:

- i. Office
- ii. Fertilizer store
- iii. Chemical store
- iv. Labor quarters
- v. v.Genset room
- vi. Water pump station

Used chemical SOP is include in Chemicals Handling Procedure (Doc Ref: SJPSB-L03- EN01) available in Principle Record file : P4/ Chemical Handling Procedure. Procedures include Requesting of chemical, Chemical Storage, Chemical Transporting, Chemical Handling and Chemical Spillage. The disposal of used chemicals and containers were done in accordance with their schedule on waste management

as planned and according to the legal requirements. Records of usage were well recorded and documented in the estate.

The triple rinse SOP was available and apply for empty containers and store properly and to be recycled for chemical mixing.

The management has ensure proper and safe handling, storage an disposal of scheduled waste.

Rubbish was disposed at nearby municipal bin located at outside estate gate. No landfill at estate.

Criterion 4: GHG emission

Estate management has identified the GHG emission and established management plan for reduction. The GHG Emission source that are identified are such as Fertilizer, pesticide, energy, and transportation of the product. The GHG calculation was done but not using the GHG calculator established by the scheme owner.


Minor#4.5.4.2

During document assessment, it was sighted the estate management has identified the GHG emission and established management plan for reduction. The GHG calculation was done but not using the GHG calculator established by the scheme owner.

Criterion 5: Water Resources

All activities that can affected natural water quality were in a constant monitoring and pollution mitigation action are applied as in waste and pollution management plan.

- a) The source of water use in both estates are from rainwater harvesting, observed that they supply water tank to every house unit to collect rain water for daily use .Rainfall data was monitored as part of water management plan.
- b) Buffer zone are was demarcated to protect natural waterway from pollution of outgoing water. EMR Record - Water analysis sighted within Class IIB of the NWQS or comparable with their respective baseline reading. Latest

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		<p>EMR Record July - December 2024 - 3rd & 4th Quarter) by Envinsar Sdn Bhd</p> <p>c) In the estate they apply rain water harvesting practice in all their operation including for spraying activities.</p> <p>d) Upon observation Riparian buffer was demarcated and maintained , no spraying and manuring activities is allow, or strictly supervised by manager</p> <p>e) No bore well at estate.</p> <p>f) No bore well at estate.</p> <p><u>Criterion 6: Environmental conservation and protection</u></p> <p>Their continual improvement plan towards conservation and management of biodiversity includes conduct awareness program to staff and workers and constant communication with related government agencies regarding biodiversity and conservation. A consultant conducted the study, which was detailed in a report. All features of environmentally sensitive locations such as ponds, streams, buffer zones, and forest reserve boundaries were considered in the study. No RTE species was sighted and reported in the biodiversity assessment report, yet awareness program and posters of RTE species were suggested to be install. No hunting signage were also sighted at the estate.</p> <p><u>Criterion 7: Zero Burning Practices</u></p> <p>Zero Burning commitment was include in environment policy whereby they committed with zero burning practices in all their operational area. It was sighted signboard of 'no open burning ' at estates entrance. The estate management will not open burning in the operation unless with approval of regulatory body</p>	
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Non-Conformity Statement MS2530:2022 -3.2

N/C Classification	Major	N/C Number	1
Standard	MS2530:2022 -3.2	Clause Number	4.1.3.1

Statement of the Non-Conformity


Standard Operating procedure was not appropriately documented.

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<u>Objective evidence observed that supports the statement of non-conformity</u> During document assessment, it was sighted the procedure for estate activities was not made available.	
<u>Corrective Action Plan:</u>	We will revise all the SOP and present them at the site
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit. <input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan

N/C Classification	Minor	N/C Number	2
Standard	MS 2530:3.2:2022	Clause Number	4.1.5.1
<u>Statement of the Non-Conformity</u> All employees was not appropriately trained.			
<u>Objective evidence observed that supports the statement of non-conformity</u> During document assessment, it was sighted training need analysis was not made available.			
<u>Corrective Action Plan:</u>	Will provide training for on-site employees with proper documentation.		
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit. <input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan		

N/C Classification	Minor	N/C Number	3
Standard	MS 2530:3.2:2022	Clause Number	4.1.6.1
<u>Statement of the Non-Conformity</u> Documented business or management plan was not established.			
<u>Objective evidence observed that supports the statement of non-conformity</u> During document assessment, it was sighted no Business Plan for year 2025 was made available.			
<u>Corrective Action Plan:</u>	Will have a Business plan and budget		
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit. <input checked="" type="checkbox"/> Agree		


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	<input type="checkbox"/> Disagree with evidence of corrective action plan
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N/C Classification	Minor	N/C Number	4
Standard	MS 2530:3.2:2022	Clause Number	4.1.9.1
<u>Statement of the Non-Conformity</u> Internal audit done was not followed MS2530:2022 standard.			
<u>Objective evidence observed that supports the statement of non-conformity</u> During document assessment, it was sighted that estate has conducted internal audit using MS2530:2013 instead of MS2530:2022 standard.			
<u>Corrective Action Plan:</u>	Will prepare internal audit based on MS2530:2022 standard		
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit. <input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan		

N/C Classification	Minor	N/C Number	5
Standard	MS 2530:3.2:2022	Clause Number	4.1.10.1
<u>Statement of the Non-Conformity</u> Management review meeting agenda does not includes adequacy and effectiveness of estate MSPO.			
<u>Objective evidence observed that supports the statement of non-conformity</u> During document assessment, it was sighted that estate has conducted Management Review Meeting. However, when review the meeting agenda, the meeting does not discussed on the adequacy of resources, relevant communication with stakeholders, opportunities for improvement and MSPO Management plan.			
<u>Corrective Action Plan:</u>	Will prepare the management review meeting agenda after the internal audit based on MS2530:2022 standard.		
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit. <input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan		

N/C Classification	Minor	N/C Number	6
Standard	MS 2530:3.2:2022	Clause Number	4.2.1.2

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Statement of the Non-Conformity

Records of consultation, communication with stakeholder was not maintained.

Objective evidence observed that supports the statement of non-conformity

During document assessment, it was sighted that estate has communicated or consulted their stakeholder. However, records was not properly maintained.

<u>Corrective Action Plan:</u>	Will prepare the communication log between suppliers, buyers and local community
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.
	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan

N/C Classification	Minor	N/C Number	7
Standard	MS 2530:3.2:2022	Clause Number	4.2.2.2

Statement of the Non-Conformity

Records of sales, delivery and transportation of products was maintained but the information of the records does not includes MSPO certificate number and MSPO certificate validity.

Objective evidence observed that supports the statement of non-conformity

Estate management has kept the records of sales, delivery and transportation of Fresh Fruit Bunches (FFB). Upon verification on the estate delivery note, the said documents was not includes the information on MSPO certificate number and certificate validity.

<u>Corrective Action Plan:</u>	Will add the MSPO certificate number and its validity date on our current DO.
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.
	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan


N/C Classification	Major	N/C Number	8
Standard	MS 2530:3.2:2022	Clause Number	4.2.4.1

Statement of the Non-Conformity

A policy for ethical conduct and anti-bribery was not established.

Objective evidence observed that supports the statement of non-conformity

During document assessment, it was sighted policy for ethical conduct and anti-bribery was not established, communicated and d implemented in all business operation and transaction.

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<u>Corrective Action Plan:</u>	Will prepare and display at site
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.
	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan

N/C Classification	Minor	N/C Number	9
Standard	MS 2530:3.2:2022	Clause Number	4.4.1.1

Statement of the Non-Conformity

Social Impact Assessment was not followed the Scheme Owner Guidelines on Social Impact Assessment.

Objective evidence observed that supports the statement of non-conformity

Social Impact Assessment was not yet done based on Scheme Owner Guidelines on Social Impact Assessment.

<u>Corrective Action Plan:</u>	Will prepare the document and present it at the site.
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.
	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan

N/C Classification	Major	N/C Number	10
Standard	MS 2530:3.2:2022	Clause Number	4.4.2.1


Statement of the Non-Conformity

Implementation of safety and health plan was found to be lacking.

Objective evidence observed that supports the statement of non-conformity

1. No person was appointed to monitor and responsible for worker's health and safety
2. Hazard Identification and Risk Assessment was not made available.
3. No safety and health meeting was conducted.
4. No training was done based on the Hazard Identification and Risk Assessment.

<u>Corrective Action Plan:</u>	We will assign a worker to attend the OSH Coordinator Programme and appoint him/her to become the company OSH Coordinator. HIRAC will be made available at the site. We will conduct a safety and health meeting to let company staff understand the importance of it and provide training based on the HIRAC.
<u>Auditor Comments:</u>	This corrective action plan and evidence has been verified and accepted.

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<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan
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N/C Classification	Minor	N/C Number	11
Standard	MS 2530:3.2:2022	Clause Number	4.5.1.4

Statement of the Non-Conformity

Training programme on environment was not established.

Objective evidence observed that supports the statement of non-conformity

No training programme on environmental was established.

Corrective Action Plan:

Will have a training plan on environment with proper documentation.

Auditor Comments:

This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.

☒ Agree

☐ Disagree with evidence of corrective action plan

N/C Classification	Minor	N/C Number	12
Standard	MS 2530:3.2:2022	Clause Number	4.5.2.1

Statement of the Non-Conformity

The estate has not assess and monitor its energy consumption.

Objective evidence observed that supports the statement of non-conformity

Records of non-renewable energy and efficiency was not made available.

Corrective Action Plan:

Will monitor and record our consumption of Petrol and usage.


Auditor Comments:

This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.

☒ Agree

☐ Disagree with evidence of corrective action plan

N/C Classification	Minor	N/C Number	13
Standard	MS 2530:3.2:2022	Clause Number	4.5.4.1

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Statement of the Non-Conformity

The estate has not identified GHG emissions and monitor the GHG emissions using the GHG Calculator.

Objective evidence observed that supports the statement of non-conformity

During document assessment, it was sighted that estate has not identified the sources of GHG emissions. No records of GHG monitoring has been done by estate due to awaiting for the Greenhouse Gases (GHG) Calculator For The MSPO Standards (MS2530:2022) guidelines from Scheme Owner.

<u>Corrective Action Plan:</u>	Will monitor and record our consumption of Fertilizer, diesel and Weedicides usage.
<u>Auditor Comments:</u>	This corrective action plan has been verified and accepted. This action plan will be re-assess again during next audit.
	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree with evidence of corrective action plan

Non-conformities detailed here shall be addressed through the organization's corrective action process, in accordance with the relevant corrective action requirements of the audit standard, including actions to analyse the cause of the nonconformity and prevent recurrence, and complete records maintained.

General Observations & Opportunities for Improvement:

Positive Observation:	1. Facilities - continuously maintain the facilities 2. Operation area - continuously maintain the best practices.
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Audit Summary And Recommendation


The audit team concludes that the organization fulfill the requirements of the MS2530:2022 -3.2 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 certification be continued to **Sepadu Jaya Plantation Sdn Bhd**.

Stakeholders Consultation




Please see **Table below** for the list of stakeholders based on categories which was contacted during the commencement of this audit.

Stakeholders Categories	Stakeholder's Input / Comments	Clients Feedback / Response
Neighboring Estate Durafram	No issues	Continue to maintain good relationship
Supplier Hap Seng Fertilizers Sdn Bhd	No issue with the estate.	Continue to maintain good relationship
Worker Tius	No issues	Happy working with company

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Acknowledgement of Internal Responsibility and Formal Sign-off Assessment Findings

Dima Certification Sdn Bhd and client acknowledge and confirms acceptance of the Report contents and including the assessment findings. Dima Certification Sdn Bhd and client accept the responsibility for addressing the opportunities of improvement detailed in this report.

Signed on Behalf of Sepadu Jaya Plantation Sdn Bhd		Company Stamp:
		
.....		
Name: James Goh		
Position: Manager		
Date: 5/7/25		
Signed on Behalf of Dima Certification Sdn Bhd:		
		
.....		
Name: Martina Su		
Position: Lead Auditor		
Date: 26th June 2025		

- End of Report -