

	<b>SGS QUALIPALM</b> (Associated Documents)	Number:	<b>Version-01</b>
		Version Date:	<b>19 April 2010</b>
		Page:	<b>1 of 34</b>

## SGS QUALIPALM

### RSPO CHECKLIST FOR ASSESSMENT OF DAABON (COLOMBIA)

This draft checklist presents the SGS standard for oil palm certification against the RSPO Principles and Criteria to be used in the assessment of Daabon, Colombia. This standard forms the basis for:

- Scoping assessment
- Certification assessment
- Surveillance assessment
- Information to stakeholders on the assessment criteria used by SGS Qualipalm

The draft is based on the English version of the Fedepalma's Colombia's National Interpretation of the Principles and Criteria for Sustainable Palm Oil. Categorization of major or minor compliance of the indicator follows those indicated in the RSPO guidance document as well as NIs prepared for other countries.

<b>PHYSICAL ADDRESS</b>		SGS QUALIPALM Unit 10-1, 10 <sup>th</sup> Floor Bangunan Malaysian Re Damansara Heights 40700 Kuala Lumpur
<b>CONTACT</b>	<b>Person:</b>	Salahudin Yaacob
	<b>Telephone:</b>	+03-2095 9200
	<b>Facsimile:</b>	+03-2093 8202
	<b>Email :</b>	<a href="mailto:Salahudin.yaacob@sgs.com">Salahudin.yaacob@sgs.com</a>

## ADAPTATION OF STANDARD TO MEET LOCAL REQUIREMENTS AND THRESHOLDS

### The objective of local adaptation of the SGS Qualipalm standard is to:

- i. identify any aspects of the standard that may be in conflict with legal requirements in the area in which the standard is to be used, and if such a conflict is identified shall evaluate it for the purposes of certification in discussion with the involved or affected parties. Conflict only occurs where a legal obligation *prevents the implementation of* some aspect of the generic standard. It is not considered a conflict if the requirements of the generic standard exceed the minimum requirements for legal compliance;
- ii. identify any aspects of its generic standard, which specify performance thresholds lower than the minimum legal requirement in the country concerned. If any such differences are identified the relevant thresholds shall be modified to ensure that they meet or exceed the minimum national requirements.
- iii. add specific indicators (with appropriate means of verification if required) and/or cross-references to the identified documentation to evaluate compliance with key requirements of the national and local forest laws, administrative requirements and multi-lateral environmental agreements related to the RSPO Principles 1 - 8.
- iv. take account of the national context with regards to forest management;
- v. take account of national environmental, social and economic perspectives;
- vi. ensure that the standard is applicable and practical in the country concerned;
- vii. ensure that the standard is applicable and practical to the size and intensity of management of the Forest Management Unit concerned;
- viii. address specific issues that are of general concern to any stakeholder group in the country concerned.

### **SGS QUALIPALM is not required to seek or develop a consensus with regard to the modification of our generic standard. SGS Qualipalm will however make meaningful accommodation of stakeholder concerns and will be guided in this by:**

- i. our knowledge of the indicators and means of verification that have been included in other, RSPO-accredited, regional, national or sub-national standards, with regard to the issues raised;
- ii. advice provided in writing by the RSPO National Initiative in the country concerned as to the likelihood that a proposed modification would have the support of the majority of the members of each chamber of an RSPO working group active in that country;
- iii. advice provided in writing by an RSPO Office covering the country concerned, as to the likelihood that a proposed modification would have the support for the majority of RSPO members of each chamber in the region.
- iv. the scale and intensity of forest management.

**SGS QUALIPALM should be able to demonstrate that the requirements of the locally adapted generic standard are broadly in line with the requirements of other RSPO-accredited national interpretation applicable to similar oil palm plantations in the region, and with any guidance received from an RSPO National Initiative in the country concerned.**

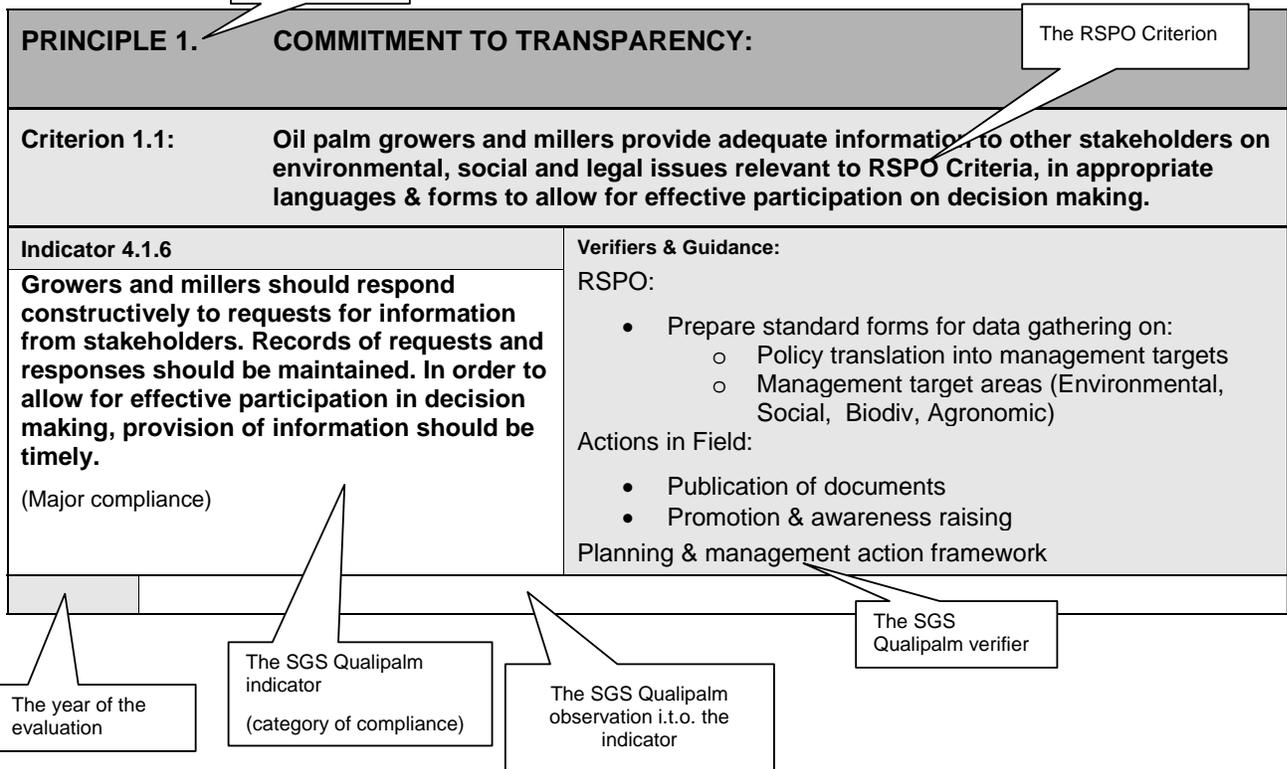
**SGS Qualipalm is not required to make further changes to the locally adapted standard used for an evaluation during the period of validity of the certificate except as necessary to bring it into compliance with any RSPO Policies, Standards, Guidance or Advice Notes subsequently approved by RSPO.**

## LAYOUT OF THE STANDARD:

The local checklist follows the English version of the Fedepalma's Colombia's National Interpretation of the Principles and Criteria for Sustainable Palm Oil. The Standard is divided into 8 sections, each corresponding to one of the RSPO principles with the criteria listed underneath each principle. Refer to the diagramme on the next page for further clarification.

Each page of the standard is divided into 3 columns. The standard also serves as the checklist that is used during an assessment and for every criterion the following is provided:

<b>The Qualipalm Requirement: Indicator</b>	This outlines the norm or indicators that Qualipalm requires for compliance with the specific RSPO criterion. A potential source of information or evidence that allows an auditor to evaluate compliance with an indicator.
<b>Verifiers</b>	<b>Verifiers</b> are examples of what the SGS assessor will look for to ascertain if the specific norm or indicator has been met. This list is not exhaustive and the assessor may use other means of verifying the relevant indicator.
<b>Guidance</b>	<b>Guidance</b> is written in <i>italics</i> and assists the assessor in understanding the requirement of the specific indicator.



PRINCIPLE 1 COMMITMENT TO TRANSPARENCY	
<b>Criterion 1.1 Oil palm growers and millers provide adequate information to other stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages &amp; forms to allow for effective participation on decision making.</b>	
<b>Indicator 1.1.1</b>	Verifiers & Guidance:
Records of requests for information made by third parties. (Major Compliance)	<p><b>Oil palm growers and millers should respond constructively and promptly to requests for relevant information on the RSPO Criteria from stakeholders.</b></p> <p><b>Oil palm millers should maintain relevant information on RSPO criteria for all of their suppliers.</b></p> <p><b>For small-scale producers, relevant information to RSPO Criteria should be collected by their associative organizations.</b></p> <p><b>There should be a protocol to the documents management system that includes delivery times and relevant information on the RSPO criteria.</b></p> <p><b>See criterion 1.2 for requirements relating to publicly available documentation.</b></p> <p><b>See criterion 6.2 relating to consultation.</b></p> <p><b>To take as a reference the guide on the balance of sustainability developed by the Global Report Initiative (GRI) (the guide is available for the development of Sustainability Reports: Version G3 in <a href="http://www.globalreporting.org/NR/rdonlyres/415F297B-5289-4160-8B6C-7CC034D5BE52/0/G3_GuidelinesESP.pdf">http://www.globalreporting.org/NR/rdonlyres/415F297B-5289-4160-8B6C-7CC034D5BE52/0/G3_GuidelinesESP.pdf</a> -Spanish version -)</b></p>
<b>Indicator 1.1.2</b>	Verifiers & Guidance:
Records of responses to the information requests.	<p><b><a href="#">Information relevant to RSPO Criteria not just information on the RSPO Criteria</a></b></p> <p><b><a href="#">Third parties include employees and contractors.</a></b></p> <p><b><a href="#">Record should be maintained at least for 5 years</a></b></p>
<b>Indicator 1.1.3</b>	Verifiers & Guidance:
Records of information for small -scale producers.	
<b>Criterion 1.2 Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</b>	
<b>Indicator 1.2.1</b>	Verifiers & Guidance:
The following documents should be available at least: <ul style="list-style-type: none"> <li>▪ Land titles / user rights (criterion 2.2)</li> <li>▪ Social and environmental management plans (5.1, 6.1, 7.1, 7.3)</li> </ul>	<p><b>Examples of commercially confidential information include financial data such as costs and income, and details relating to customers and/or suppliers.</b></p> <p><b>Examples of information where disclosure could result in</b></p>

<ul style="list-style-type: none"> <li>▪ Pollution prevention plan (5.6).</li> <li>▪ Industrial safety and occupational health plan (4.7).</li> <li>▪ Details of complaints and grievances (6.3).</li> <li>▪ Negotiation procedures (6.4).</li> <li>▪ Continuous improvement plan (8.1).</li> <li>▪ Company's Legal constitution documents.</li> <li>▪ Hiring manuals (6.5, 6.6, 6.7, 6.8, and 6.9).</li> <li>▪ Internal work requirements (6.6, 6.7, 6.8, 6.9).</li> <li>▪ Fruit pricing policies including the market commercial offer, information about work benefits (bonuses), fruit quality penalties, and procedures for issuance of fines (6.5, 6.10).</li> <li>▪ Certification process documentation.</li> <li>▪ Documents that establish the traceability of inputs and outputs (4.1).</li> </ul>	<p><b>potentially negative environmental or social outcomes include information on sites of rare species where disclosure could increase the risk of hunting or capture for trade, or sacred sites which a community wishes to maintain as private.</b></p> <p><b>Data that affects personal privacy should also be confidential.</b></p> <p><b>For small -scale producers, relevant information on RSPO Criteria should be available through associative organizations.</b></p> <p><b>Implement monitoring and controlling protocols for document systematization and dissemination.</b></p>
--	---

**PRINCIPLE 2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS**

**Criterion 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.**

<p><b>Indicator 2.1.1</b></p> <p>There is a system available for monitoring the compliance with all laws and regulations applicable to the company operation. (Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The compliance with current regulations is an important baseline for any actor of the value chain of the palm oil. Such legislation may include but not limited to:</b></p> <ul style="list-style-type: none"> <li>▪ Land-use rights.</li> <li>▪ Labour rights.</li> <li>▪ Agricultural and sanitary practices.</li> <li>▪ Environmental regulation.</li> <li>▪ Storage.</li> <li>▪ Transportation and processing practices.</li> <li>▪ Marketing.</li> <li>▪ Key international laws or conventions.</li> </ul> <p><b>The companies maintain legal register of applicable laws</b></p> <p><b>See Annex 1. Colombia's relevant regulations to the P&amp;C of the RSPO.</b></p>
--	--

<p><b>Indicator 2.1.2</b></p> <p>There is a documented system available that includes all the legal requirements to be met by the company. (Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>It is important that the various actors know, comply and promote the compliance with the regulations that apply to them.</b></p> <p><b>For small-scale producers the focus should be adequate knowledge of the main legal requirements and its implementing them.</b></p> <p><b>Regular internal audits to assess compliance with relevant regulations should be conducted.</b></p>
---	--

<b>Indicator 2.1.3</b>	Verifiers & Guidance:
There is a system available to identify any change in legislation. (Minor compliance)	<b>Regular internal audits to assess compliance with relevant regulations should be conducted.</b>  <b>Availability of an updated legal register.</b>
<b>Criterion 2.2 The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.</b>	
<b>Indicator 2.2.1</b>	Verifiers & Guidance:
Documents showing legal ownership or leasing, history of land tenure and the actual legal use of the land (Scriptures, tradition rights, written agreements, award from INCODER or other government agencies, leasing contracts)  (Major compliance)	<b>Title deeds of land leases (or otherwise), documents that recognize the right to use land for productive purposes.</b>  <b>For any conflict or dispute over the land, the extent of the disputed area should be mapped out in a legal participatory way and according to current regulations.</b>  <b>To ensure a mechanism to solve the conflict (Criteria 6.3 and 6.4).</b>  <b>Consultations under national regulations must be made in the case of indigenous or Afro-descendant communities, Plantations outside the legal boundaries of the acquired land can not be developed. Likewise, the respect requirements for reservation water bodies and conservation areas should be met (5.1, 5.2, 7.1, and 7.3).</b>  <b>To provide advice and support to small-scale land owners for the legalization and issuance within associative schemes.</b>  <b>Include clauses of good environmental management, social and economic development within the land's lease agreements, in line with P&amp;C of the RSPO.</b>  <b>The Land Management should be taken into account, to respect the criteria and measures on fragile ecosystems and Integrated Management Districts (IMD).</b>
<b>Indicator 2.2.2</b>	Verifiers & Guidance:
Evidence that legal boundaries are clearly demarcated and visibly maintained.  (Major compliance)	<b>Availability of maps and demarcation on the ground.</b>
<b>Indicator 2.2.3</b>	Verifiers & Guidance:
Absence of significant land conflict, unless requirements for acceptable conflict resolution processes (criteria 6.3 and 6.4) are implemented and accepted by the parties involved. (Minor compliance)	<b>Conflict resolution process and record of its implementation.</b>
<b>Criterion 2.3 Use of the land for oil palm does not diminish the legal rights, or customary rights, of other users, without their free, prior and informed consent.</b>	
<b>Indicator 2.3.1</b>	Verifiers & Guidance:

<p>Where customary rights applies, there should be evidence and / or compliance documentation of:</p> <ul style="list-style-type: none"> <li>▪ Recognized customary rights identification and scope (criteria 2.3, 7.5 and 7.6)</li> </ul> <p>(Major compliance)</p>	<p><b>Where lands are encumbered by legal or customary rights, the grower must demonstrate that these rights are accepted and are not being threatened or reduced.</b></p> <p><b>This criterion should be considered in conjunction with criteria 6.4, 7.5 and 7.6.</b></p> <p><b>Where customary rights areas are unclear these are best established through participatory mapping exercises involving affected and neighbouring communities.</b></p> <p><b>In the case of indigenous or Afro-descendant's territories it is recognized the special condition of the territory ("inalienable, indescriptible, inenajenable").</b></p> <p><b>For other communities where acquisition negotiations are submitted, it must be demonstrated that they were carried out in a free and non-coercive way.</b></p>
<p><b>Indicator 2.3.2</b></p> <p>Customary rights agreements between palm oil producers, extractors and communities (7.5, 7.6) (Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p>
<p><b>Indicator 2.3.3</b></p> <p>Copies of negotiated agreements detailing the consent process (2.3, 7.5 and 7.6). (Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p>
<p><b>Indicator 2.3.4</b></p> <p>Monitoring compliance of agreed parameters within the agreements generated. (Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p>
<p><b>PRINCIPLE 3 COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY</b></p>	
<p><b>Criterion 3.1 There is an implemented management plan that aims to achieve long-term economic and financial viability.</b></p>	
<p><b>Indicator 3.1.1</b></p> <p>The grower/ miller has:</p> <ul style="list-style-type: none"> <li>• A documented short-term business vision or management plan (minimum 5 years).</li> </ul> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The business or management plan may contain:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Product description.</b></li> <li>▪ <b>Market analysis.</b></li> <li>▪ <b>Company's information.</b></li> <li>▪ <b>Description of the production system, including planting materials quality, CPO production costs per tonne trends, yield trends and oil extraction rate.</b></li> <li>▪ <b>Statements and financial projections.</b></li> <li>▪ <b>Risks analysis.</b></li> <li>▪ <b>Environmental sustainability criteria</b></li> <li>▪ <b>Social sustainability criteria.</b></li> <li>▪ <b>Monitoring system.</b></li> </ul> <p><b>Business decision-making is based on economic, social and environmental updated information.</b></p> <p><b>Growers should have a system to improve practices in line with new information and techniques. For smallholder</b></p>

	<p>schemes, the scheme management will be expected to provide their members with information on significant improvements.</p> <p>This criterion is not applicable to individual smallholders, in any case it is recommended to have business plans to ensure the economic viability of production.</p>
<p><b>Indicator 3.1.2</b></p> <ul style="list-style-type: none"> <li>▪ Annual replanting programme, projected for a minimum of 5 years with yearly review.</li> </ul> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Availability of replanting plan showing areas to be planted and schedule of planting.</b></p>
<p><b>Indicator 3.1.3</b></p> <ul style="list-style-type: none"> <li>▪ Monitoring mechanism of the business plan's indicators.</li> </ul> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p>
<p><b>PRINCIPLE 4 USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS:</b></p>	
<p><b>Criterion 4.1 Operating procedures are appropriately documented and consistently implemented and monitored</b></p>	
<p><b>Indicator 4.1.1</b></p> <p>Standard Operating Procedures (protocols) for estates and mills are documented.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The company / producer must ensure the existence of a planning process, productive implementation and monitoring activities reflected in standard operating procedures, depending on its scale of production.</b></p> <p><b>It is important to ensure that the manuals and operating procedures must at least be equivalent to the guidelines of best practices adopted by industry</b></p> <p><b>There must be information to establish traceability, and with standard operating procedures on planting techniques, harvesting, post harvest, transport, marketing and sales.</b></p> <p><b>The standard operational procedures must be available through:</b></p> <ul style="list-style-type: none"> <li>▪ Handbook on agricultural production: nurseries, land preparation and suitability, planting, maintenance, harvesting and handling of pests and diseases.</li> <li>▪ Handbook on planning and process management.</li> <li>▪ Handbook on oil palm milling</li> <li>▪ Handbook on process transformation.</li> <li>▪ Handbook on transport.</li> <li>▪ Handbook on marketing.</li> </ul> <p><b>The operational plan should include field work (Fedepalma's Environmental Guide 2003 Pages 33 -43), work processing and refinement (Fedepalma's Environmental Guide 2003 Pages 43-48) and mechanisms for monitoring and auditing (Fedepalma's Environmental Guide 2003 Pages 55-62).</b></p> <p><b>For the Standard Operating Procedures, it is necessary to monitor its requirements, implementations, targets, standards and their effectiveness.</b></p> <p><b>To develop manpower training programmes in the knowledge and use of the procedures.</b></p>

	<b>For individual smallholders production practices should be consistent with documented procedures provided by customers or smallholder organizations.</b>
<b>Indicator 4.1.2</b>	Verifiers & Guidance:
A mechanism to check consistent implementation of procedures is in place. (Minor compliance)	<b>Results of internal audit.</b>
<b>Indicator 4.1.3</b>	Verifiers & Guidance:
Records of monitoring and the actions taken are maintained. (Minor compliance)	<b>Results of internal audit.</b>
<b>Indicator 4.1.4</b>	Verifiers & Guidance:
Operational plan with records of implementation and periodic assessment should be available. (Minor compliance)	<b>Results of internal audit.</b>
<b>Criterion 4.2 Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.</b>	
<b>Indicator 4.2.1</b>	Verifiers & Guidance:
The grower/miller quantitatively shows that the soil balance of nutrients (physical, chemical and microbiological soil), is ensuring the maintenance or the increase of the productive capacity of the soil. To meet this objective, the requirements are: <ol style="list-style-type: none"> <li>Information baseline on soil's quality and condition leaf analysis: initial state, suitability of land units, as well as the soil diversity information.</li> <li>Monitoring; defining minimum parameters, measuring timing and number of samples.</li> <li>Records of applied fertilizer inputs are maintained.</li> <li>A nutrient recycling strategy should be in place.</li> </ol> (Minor compliance)	<p><b>Long-term fertility depends on maintaining the structure, organic matter content, nutrient status and microbiological health of the soil.</b></p> <p><b>The soil's quality monitoring is vital. The analysis should be performed by certified laboratories. The monitoring must include at least:</b></p> <ul style="list-style-type: none"> <li>▪ Fertilizer dose per hectare.</li> <li>▪ Precipitation records.</li> <li>▪ Number of foliar and soil analysis per year.</li> <li>▪ Annual yield of fruit production per hectare.</li> <li>▪ Agri-business by-products used in the crop nutrition.</li> <li>▪ Fertilizer dose per hectare.</li> <li>▪ Annual yield of fruit production and oil production per hectare.</li> </ul> <p><b>Soil studies: (Fedepalma's Environmental Performance book of the Palm Oil Sector in Colombia, 2004. Pages 87-89), (Fedepalma's Environmental Guide 2003 Pages 33-34). Return of nutrients: strategies used for returning nutrients to the soil (use of spinal column, effluent sludge, logs, etc.) (Fedepalma's Environmental Guide 2003 Pages 86-87).</b></p> <p><b>The nutrient recycling strategy should include EFB, POME, palm residues and legume cover crops during replanting and any use of biomass for by-products or energy production.</b></p> <p><b>States must demonstrate the implementation of best agricultural practices in line with Cenipalma's recommendations (foliar and soil sampling, response of soil).</b></p> <p><b>The adoption of the agronomic management areas developed by Cenipalma is recommended in order to establish the nutritional requirements of each type of soil.</b></p>

	<b>Smallholders should be able to demonstrate that they have an understanding of the techniques required to maintain soil fertility and that these are under implementation.</b>
<b>Indicator 4.2.2</b>	Verifiers & Guidance:
Monitoring on soil quality is conducted. (Minor compliance)	<b>Evidence of soil quality monitoring.</b>
<b>Indicator 4.2.3</b>	Verifiers & Guidance:
Records of the amount of by-products from the extraction process returned to the crop. (Minor compliance)	<b>Records of land application of EFB and POME and replanting residues.</b>
<b>Criterion 4.3 Practices minimise and control erosion and degradation of soils.</b>	
<b>Indicator 4.3.1</b>	Verifiers & Guidance:
The grower / miller quantitatively demonstrates that: <ul style="list-style-type: none"> <li>▪ Soil is not affected by eolic or hydric erosion.</li> <li>▪ Soils do not suffer compaction processes.</li> <li>▪ Soil always has ground cover.</li> <li>▪ Maps of fragile soils available.</li> <li>▪ A management strategy for planting on slopes above a certain limit.</li> <li>▪ Programme of internal roads maintenance</li> <li>▪ A management strategy is set in place for other fragile soils.</li> </ul> (Minor compliance)	<b>Techniques that minimise soil erosion are well known and should be adopted, wherever appropriate. These may include practices such as:</b> <ul style="list-style-type: none"> <li>▪ Ground cover management including use of LCC</li> <li>▪ Biomass recycling.</li> <li>▪ Terracing.</li> <li>▪ Natural restoration and regeneration.</li> <li>▪ Good irrigation management system.</li> <li>▪ Minimize use of heavy machinery.</li> <li>▪ Degraded soil's identification and management.</li> <li>▪ Strict protection of riparian buffer zones compliance.</li> </ul> <b>The adoption of the agronomic management techniques developed by Cenipalma is recommended.</b> <p>Wherever it is possible no plantations are developed in terrains with slopes higher than 13%; if this happens terracing systems should be established.</p> <b>Availability of management prescription on slope limit for planting.</b> <p><b>Smallholders should be able to demonstrate that they have an understanding of required techniques to manage their soils and that they are under implementation.</b></p>
<b>Criterion 4.4 Practices maintain the quality and availability of surface and ground water</b>	
<b>Indicator 4.4.1</b>	Verifiers & Guidance:
The grower /miller quantitatively demonstrates that: <ul style="list-style-type: none"> <li>▪ Water availability and quality before and after plantation establishment, and the waste water treatment system are measured.</li> <li>▪ The quality and availability of disposal waters.</li> <li>▪ The water use efficiency (Law 373/2007) during the process, including social and ecological responsibility for water resources</li> </ul>	<b>Growers and millers should address the effects of use of water and the effects of their activities on local water resources.</b> <b>The Water Management Plan may include:</b> <ul style="list-style-type: none"> <li>▪ Taking account of the efficiency of use and renewal ability of sources.</li> <li>▪ Implementation and monitoring measures that ensure that the water use does not result in adverse impacts on other users of the resource.</li> <li>▪ Avoiding contamination of surface and ground water through run-off of soil, nutrients or chemicals, or as a</li> </ul>

(Major compliance)	<p><b>result of inadequate disposal of waste including POME.</b></p> <ul style="list-style-type: none"> <li>▪ <b>Appropriate treatment of mill effluent and regular monitoring of quality of discharge.</b></li> </ul>
<b>Indicator 4.4.2</b>	Verifiers & Guidance:
<p>Additionally there are:</p> <ul style="list-style-type: none"> <li>▪ An implemented water management plan.</li> <li>▪ Monitoring of effluent BOD.</li> <li>▪ Monitoring of plantation and mill water use per tonne of FFB.</li> <li>▪ Strategies of protection strategies for surface and deep water sources. (Wetlands respect must be included).</li> <li>▪ Water's use granting support document must be available.</li> <li>▪ Verifiable evidence proving that water supply for nurseries and irrigation is sustainable and effective.</li> </ul> <p>(Major compliance)</p>	<p><b>The water Management Plan should be in compliance with national regulations.</b></p> <p><b>According to the grower's ability, support will be given to the processes of their hydrological basins management plans (POMCA for its acronym in Spanish). Growers and millers should demonstrate their active participation improving and conservation of the hydric resource.</b></p> <p><b>Studies of short, medium and long-term water planting needs and the water intake sources (Fedepalma's Environmental Guide 2003 Pages 115-117). A Mill's water management, dumping and effluent management study is available (Fedepalma's Environmental Guide 2003 Pages 118-119 and 52-53). Water mill study (Fedepalma's Environmental Guide 2003 Page 118-122).</b></p>
<p><b>Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed through using appropriate Integrated Pest Management (IPM) techniques.</b></p>	
<b>Indicator 4.5.1</b>	Verifiers & Guidance:
<p>An IPM plan is documented and current, published and monitored.</p> <p>(Minor compliance)</p>	<p><b>Growers should apply recognized IPM techniques, incorporating cultural, biological, mechanical or physical methods to minimize use of chemicals.</b></p> <p><b>Native species should be used in biological control wherever possible to assess their effects on surrounding areas. In case of not using native species, the environmental authority must give the guarantee.</b></p> <p><b>It is recommended to apply the recognized Cenipalma's methodologies for pest management according to their documentation.</b></p> <p><b>In the case of small producers, technical assistance for the IPM will be provided through partnership schemes.</b></p> <p><b>For small holders, the technical MIP assistance will be provided through associative schemes..</b></p> <p><b>Promote awareness activities to enhance the importance of IPM through monitoring programmes on its effects on the surrounding areas.</b></p>
<b>Indicator 4.5.2</b>	Verifiers & Guidance:
<p>Monitoring of pesticide toxicity units evidence (Kg <b>a.i.</b> per tonne of FFB or per hectare).</p> <p>(Minor Compliance)</p>	<p><b>Monitoring records.</b></p>
<b>Indicator 4.5.3</b>	Verifiers & Guidance:

Records of new findings in pests, diseases (culture of responsibility of pests and diseases). (Minor compliance)	<b>Monitoring records on pest and diseases.</b>
<b>Indicator 4.5.4</b>	Verifiers & Guidance:
Implementation of zone monitoring sanitary plans that cover all the production units (Minor compliance)	<b>Monitoring records.</b>
<b>Indicator 4.5.5</b>	Verifiers & Guidance:
Qualification records of the sanitary technical assistants. (Minor compliance)	<b>Personal records</b>
<b>Indicator 4.5.6</b>	Verifiers & Guidance:
Characterization of crop associated plants populations and beneficial insect species present in the plantation. (Minor compliance)	<b>Implementation of integrated pest management using beneficial plants.</b>
<b>Indicator 4.5.7</b>	Verifiers & Guidance:
Records of implementation of strategies for biological pest control. (Minor compliance)	<b>Monitoring record on implementation of IPM.</b>
<b>Criterion 4.6</b>	<b>Agrochemicals are used in a way that does not endanger health or the environment. There is no prophylactic use of pesticides, except in specific situations identified in the National Best Practices guidelines; where agrochemicals are used that are categorised as World Health Organisation Type 1A or 1B, or are listed by the Stockholm or Rotterdam Conventions, growers are actively seeking to identify alternatives, and this is documented.</b>
<b>Indicator 4.6.1</b>	Verifiers & Guidance:
The Grower and Miller must demonstrate that: <ul style="list-style-type: none"> <li>▪ Justification of all agrochemical use.</li> <li>▪ Records of pesticide use (including active ingredients used, area treated, amount applied per hectare and number of applications).</li> <li>▪ Reduction or elimination of use of chemicals Type 1A or 1B.</li> <li>▪ No work with pesticides in the case of pregnant and breast-feeding women.</li> <li>▪ The use of authorized agrochemicals is made under criterion and in a localized manner.</li> <li>▪ Application of pesticides according to proven methods that minimize risk and impacts. Pesticides are applied aerially only where there is a documented justification.</li> <li>▪ Agrochemicals should only be applied by qualified persons who have received</li> </ul>	<p><b>The company knows and gives a clear illustration to people working on the storage, handling, use and disposal of pesticides and pesticides containers, as well as the necessary medical assistance in case of an accident.</b></p> <p><b>The consumption volumes of chemicals per unit area must be reduced, preventing pest's resistance development.</b></p> <p><b>The use of allowed agrochemicals must be gradually reduced and the use of MIP should be increased.</b></p> <p><b>The products should be kept preferably in the original containers or in a signboard (?). If they are mixtures of fertilizers, packaging label content. Do not make keep mixtures of pesticides.</b></p> <p><b>Technical guidance on storing, handling and packaging of agricultural chemicals guidance developed by ICA (Colombian Agricultural Institute), should be implemented.</b></p> <p><b>Properly ensure final disposal of agrochemical packaging according to its degree of toxicity, following ICA and OMS's regulation.</b></p>

<p>the necessary training and should always be applied in accordance to information provided in the product label. Appropriate safety equipment must be provided and used. All precautions attached to the products label should be properly observed, applied, and understood by workers. Also see criterion 4.7 on health and safety.</p> <ul style="list-style-type: none"> <li>▪ Use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species should be used where available.</li> <li>▪ Gradual reduction use of the permitted agrochemicals and increasing of MIP.</li> <li>▪ Agrochemicals should only be applied by qualified persons who have received the necessary training and should always be applied in accordance with information attached to the product label.</li> <li>▪ Storage, management, use and disposal of agrochemical and packaging plan. (4.7, 5.3).</li> <li>▪ Specific annual medical surveillance for pesticides operators, and documented actions to eliminate adverse effects.</li> </ul> <p><b>(Major compliance)</b></p>	<p><b>Training plan for handling chemicals is available. (Fedepalma's Environmental Guide 2003 Page 76-77). List of known products allowed under the OMS classification.</b></p> <p><b>Testing of cholinesterase related agrochemicals once per year during the annual medical check-up of all pesticide handling workers.</b></p> <p><b>Set management indicators in regards to the training plan.</b></p>
<p><b>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</b></p>	
<p><b>Indicator 4.7.1</b></p> <p>There is a health and safety plan that covers at least the following :</p> <ul style="list-style-type: none"> <li>• A health and safety policy, which is implemented and monitored; as well as a risk analysis where all the procedures and actions are documented and implemented to address the identified issues.</li> </ul> <p><b>(Major compliance)</b></p>	<p>Verifiers &amp; Guidance:</p> <p><b>Growers and millers should ensure that the workplaces, machinery, equipment and all the processes under their supervision are safe and minimize the risk to health and for injury where it is present</b></p> <p><b>Growers and millers should ensure that the chemical, physical and biological substances and agents under their control are without undue risk to health and appropriate measures -taken to ensure this.</b></p> <p><b>A safe and healthy working environment should be provided for all workers whether they are employees or contractors. Existence and use of appropriate protective equipment for hazardous operations such as applying pesticides, land preparation, harvesting, and so on.</b></p> <p><b>The health and security plan should also reflect guidance in ILO Convention 184.</b></p> <p><b>The worker's indirect control mechanism through cooperatives or other labour figures do not exonerate the Grower / miller of the responsibility for occupational health (liability extended).</b></p> <p><b>For individual smallholders, a more informal approach to documentation and record storage is acceptable, provided that working practices for all workers are safe.</b></p>

<b>Indicator 4.7.2</b>	Verifiers & Guidance:
All workers involved in the operations have been adequately trained in safe working practices (4.8). (Major compliance)	<b>Record of training and evidence of competence.</b>
<b>Indicator 4.7.3</b>	Verifiers & Guidance:
Adequate and appropriate protective equipment should be available. (Major compliance)	<b>Availability and usage of appropriate PPEs by workers.</b>
<b>Indicator 4.7.4</b>	Verifiers & Guidance:
Accident and emergency procedures should exist and instructions should be clearly understood by all workers. Assigned workers trained in First Aid should be present in both field and mill. First aid equipment should be available at worksites. (Major compliance)	<b>Availability of accident and emergency procedures.</b> <b>Availability of first aid kit and workers are trained to use first aid kit.</b>
<b>Indicator 4.7.5</b>	Verifiers & Guidance:
Records of regular meetings between the responsible person and workers where concerns of all parties about health, safety and welfare are discussed. Records detailing the occurrence and issues raised should be kept. (Major compliance)	<b>Establishment of occupational health committee (COPASOs).</b>
<b>Indicator 4.7.6</b>	Verifiers & Guidance:
Records and analysis should be kept of all accidents and hours of workers incapacity due to illness and occupational safety. Workers should be covered by accident insurance. (Major compliance)	<b>Accident records.</b> <b>Evidence of workers affiliation to the ARP (Professional Risk Insurer)</b>
	This indicator is unclear. Please adjust accordingly to the T
<b>Criterion 4.8 All staff, workers, smallholders and contractors are appropriately trained.</b>	
<b>Indicator 4.8.1</b>	Verifiers & Guidance:
There is a training programme that includes identification of training needs and documentation of the programme. (Major compliance)	<b>Training should be provided to all staff and workers by growers and millers to enable them to carry out their jobs and responsibilities in accordance with documented procedures, and in compliance with the requirements of these principles, criteria and guidance.</b>  <b>The training programme should be in accordance to the company's size.</b>  <b>To design indicators to measure the applied knowledge. Contractors should be selected for their ability to fulfil their jobs and responsibilities in accordance with documented procedures, and in compliance with the requirements of these principles, criteria and guidance.</b>  <b>Workers on small holder plots also need adequate training and skills, which must be ensured, through efforts carried out under associative schemes.</b>  <b>For smallholders training records should not be required but anyone working on the farm should be adequately trained for the</b>

	<p><b>job they are doing.</b></p> <p>A company policy should exist to establish the workers competence.</p> <p>To design and implement a certification plan about labour competences of the company's workers.</p>
<b>Indicator 4.8.2</b>	Verifiers & Guidance:
Records of training to each employee are kept.  (Major compliance)	<b>Availability of training record.</b>
<b>PRINCIPLE 5 ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY</b>	
<b>Criterion 5.1</b>	<b>Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement.</b>
<b>Indicator 5.1.1</b>	Verifiers & Guidance:
All plantations and mills must have documented the aspect and environmental impact assessment of all of their operations.  (Major compliance)	<p><b>Environmental impact assessment should cover the following activities, where they are undertaken:</b></p> <ul style="list-style-type: none"> <li>▪ Putting in drainage or irrigation systems.</li> <li>▪ Replanting or expansion of planting area.</li> <li>▪ Disposal of mill effluents and domestic waste (see criterion 4.4).</li> </ul> <p>If possible, to develop a detailed base line that includes comparable both biophysical and socio-economic aspects of the area under study and its immediate surroundings in order to have a situation to compare before and after impact. Environmental impact assessment may be reported on a non-restrictive format e.g. ISO 14001 EMS and/or EIA report incorporating elements spelt out in this criterion and raised through stakeholder consultation.</p> <p>Take as a reference the Environmental Guide, in regards to the impacts, handling sheets and measures chapter. (Page 57-99) Identification, assessment and mitigation of environmental impacts is recommended to use the Palm Oil Sector Environmental Guidance. Additionally, it is suggested to work coordinated with other environmental institutions, and support the strengthening of an environmental information system.</p> <p>For smallholder schemes, the scheme management has the responsibility to undertake impact assessment and to plan and operate in accordance with the results. Individual smallholders would not be expected to undertake formal impact assessments (unless there is a legal requirement) but should have a good understanding of the potential negative impacts of their activities and appropriate mitigation techniques.</p>
<b>Indicator 5.1.2</b>	Verifiers & Guidance:

<p>Where the identification of aspects and environmental impacts requires changes in current practices, in order to mitigate negative effects and promote the positive ones, a timetable for change should be developed.</p> <p>(Major compliance)</p>	<p><b>Documented management action plans addressing issues raised from the above impact assessment, which is monitored annually. The potential impacts to be assessed include:</b></p> <ul style="list-style-type: none"> <li>▪ Environmental impacts on soil and water resources, air quality (see criterion 5.6), species and ecosystems, as well as socio-cultural impacts may be identified (see criterion 6.1 for social impacts), both on and off-site.</li> <li>▪ Stakeholders consultation plays a key role in identifying environmental impacts. The inclusion of the consultation carried out should result in improved processes in order to identify impacts and to develop any required mitigation measures.</li> <li>▪ It is important that in case of activities, techniques or operations which change over time, identifications of impacts, and any required mitigation are updated as necessary.</li> <li>▪ Studies and regional projects, in the identification and assessment of impacts.</li> <li>▪ Identification of the agro-ecological potentialities and limitations</li> </ul>
<p><b>Indicator 5.1.3</b></p> <p>Records of the monitoring and the mitigation plan outcomes.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Monitoring records and implementation of mitigation plan.</b></p>
<p><b>Criterion 5.2      The status of rare, threatened or endangered species and high conservation value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and their conservation taken into account in management plans and operations.</b></p>	
<p><b>Indicator 5.2.1</b></p> <p>Assessment of fauna, flora and ecosystem of the planted area in and around; this information should identify:</p> <ul style="list-style-type: none"> <li>▪ Presence of protected areas that could be significantly affected by the grower or miller.</li> <li>▪ Conservation status (e.g. IUCN status), legal protection, population status and habitat requirements of rare, threatened or endangered rare species that could be significantly affected by the grower or miller.</li> <li>▪ Identification of high conservation value habitats, such as rare and vulnerable or threatened ecosystems, that could be significantly affected by the grower or miller.</li> <li>▪ Identification of connectivity opportunities between natural forests.</li> </ul> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>This information gathering process should include checking available biological records and consultation to relevant government departments, research institutes and interested NGOs if appropriate. Depending on the biodiversity values that are present, and the level of available information, some additional field survey work may be required.</b></p> <p><b>For individual small holders, a basic comprehension of any applicable species or habitats, together with their conservation needs, will be sufficient.</b></p> <p><b>The establishment and conservation of biological corridors in oil palm agro-ecosystems and its surrounding areas, and the integration of conservation areas in plantations with the systems municipal and regional areas should be encouraged.</b></p>
<p><b>Indicator 5.2.2</b></p> <p>If rare, threatened or endangered rare species, or high conservation value habitats, are present, appropriate measures for management planning and operations will include:</p> <ul style="list-style-type: none"> <li>▪ Ensuring that any legal requirements</li> </ul>	<p>Verifiers &amp; Guidance:</p> <p><b>The "Red Books" and other studies on vulnerable or endangered species issued by the Research Institute Alexander von Humboldt is recommended as an identification guidance of vulnerable species. Additionally it's important to look for collaboration with the universities and regional environmental authorities. (<a href="http://www.humboldt.org.co/">http://www.humboldt.org.co/</a> focal species program).</b></p>

<p>relating to the protection of species or habitats are met.</p> <ul style="list-style-type: none"> <li>▪ Avoiding damage and deterioration of habitats and HCV.</li> <li>▪ Controlling any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts (e.g. hunting deer, monkeys or other sources of "bush meat").</li> </ul> <p>(Major compliance)</p>	<p><b>The process of assessing the areas of HCV requires appropriate training and expertise, and must include consultation with local communities, particularly identification of social HCV. For definitions of areas of High Conservation Value, see the page <a href="http://www.hcvnetwork.org/">http://www.hcvnetwork.org/</a></b></p>
<p><b>Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</b></p>	
<p><b>Indicator 5.3.1</b></p> <p>Documented identification of all waste products and sources of pollution.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The waste management and disposal plan should include measures for:</b></p> <ul style="list-style-type: none"> <li>▪ Identifying and monitoring sources of waste and pollution.</li> <li>▪ Improving the efficiency of resource utilization and recycling potential wastes as nutrients or converting them into value-added products (e.g. through animal feeding programmes).</li> <li>▪ Appropriate disposal of hazardous chemicals and their containers. Surplus chemical containers should be disposed of or cleaned in an environmentally and socially responsible way (e.g. to return them to the vendor or to clean them using a triple rinse method), such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be attached to.</li> </ul> <p><b>Small holders should adopt appropriate measures to dispose of hazardous chemicals and their containers, as well as to achieve a proper by-products management, in this respect, they should articulate / be involved through some productive partnerships scheme.</b></p>
<p><b>Indicator 5.3.2</b></p> <p>To typify and quantify recyclable and organics waste, sewage and the reuse percentage of these materials on the plantations.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>It should be clear that the by-products (empty bunch, fiber, shells, leaf pruning, and so on) are used in other productive activities, thus are not considered as waste. It is acceptable that while identification of all waste streams is a must the quantification of some will be approximate. For smallholders it is sufficient that they be aware of the different wastes and their reuse potential.</b></p>
<p><b>Indicator 5.3.3</b></p> <p>Having identified wastes, a waste management and disposal plan must be developed and implemented according to their typology, to avoid or reduce pollution.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Documentation and implementation of waste management plan.</b></p>

<b>Indicator 5.3.4</b>	Verifiers & Guidance:
If necessary, there should be strategies for minimizing toxic and dangerous waste. (Minor compliance)	
<b>Indicator 5.3.5</b>	Verifiers & Guidance:
Safe disposal of agrochemicals containers. (Major compliance)	<b>Empty chemical containers are disposed according to legal requirement.</b>
<b>Indicator 5.3.6</b>	Verifiers & Guidance:
Compliance support with the related environmental regulations. (Major compliance)	
<b>Indicator 5.3.7</b>	Verifiers & Guidance:
Records for the staff's qualification process and training. (Minor compliance)	<b>Personal records</b>
<b>Criterion 5.4 Efficiency of energy use and use of renewable energy is maximised.</b>	
<b>Indicator 5.4.1</b>	Verifiers & Guidance:
Monitoring of renewable energy use per tonne of CPO or palm product in the mill. (Minor compliance)	<p><b>Growers and mills should assess the direct energy use of their operations, including fuel and electricity, and energy efficiency of their operations. This should include estimation of fuel use by contractors, including all transport and machinery operations. The feasibility of collecting and using biogas should be studied if possible.</b></p> <p><b>To ensure the efficient use of energy the following information should be provided:</b></p> <ul style="list-style-type: none"> <li>▪ Balances of mass and energy (preferably linked to a life-cycle analysis including transport logistics, management and fertilizer products and waste).</li> <li>▪ Cogeneration potential.</li> <li>▪ Equipment and machinery technological renewal (to keep into account the Cenipalma's regional studies).</li> </ul> <p><b>Measures to optimize processes in order to reduce the outcome content of fiber oil from the extraction process (thus avoiding waste and burning of the oil in the boiler) should be included.</b></p> <p><b>Energy efficiency parameters should be included in the use, leasing or transport rent and a dissemination mechanism on use and benefit should be available.</b></p>
<b>Indicator 5.4.2</b>	Verifiers & Guidance:
Monitoring of direct fossil fuel use per ton of CPO (or FFB where the grower has no mill). (Minor compliance)	<b>Monitoring records of fuel used.</b>
<b>Indicator 5.4.3</b>	Verifiers & Guidance:

To develop an energy efficiency program to quantify the use of renewable energy with respect to the total use of energy. (Minor compliance)	<b>Availability of energy efficiency program and record of renewable energy used.</b>
<b>Criterion 5.5 Use of fire for waste disposal and for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b>	
<b>Indicator 5.5.1</b>	Verifiers & Guidance:
Zero fire use, excluding critical situations, in such a case it might be approved by the respective environmental authority. (Major compliance)	<b>The ASEAN guideline for zero burnings can be taken as an implementation guidance (the document can be downloaded in the website: <a href="http://haze.asean.org/docs/1095828605/Zero+Burning">http://haze.asean.org/docs/1095828605/Zero+Burning</a>)</b> <b>No evidence of open burning</b>
<b>Indicator 5.5.2</b>	Verifiers & Guidance:
When fire is used there might be available: <ul style="list-style-type: none"> <li>▪ Documented assessment in case fire has been used for preparing land for replanting</li> <li>▪ Controlled burnt evidence approved by the environmental authority.</li> <li>▪ Quantification of the emission generated by the use of fire.</li> </ul> (Minor compliance)	<b>Fire should be used only where an assessment has demonstrated that it is the most effective and least environmentally damaging option for minimizing the risk of severe pest and disease outbreaks, and with evidence that fire-use is carefully controlled.</b>  <b>Extension/training programmes for smallholders may be necessary.</b>
<b>Criterion 5.6 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</b>	
<b>Indicator 5.6.1</b>	Verifiers & Guidance:
An assessment of all polluting activities must be conducted, including gaseous emissions, particulate/soot emissions and effluent (see also criterion 4.4). (Major compliance)	<b>Pollution prevention/reduction plan</b> <b>CDM projects will be developed and implemented if possible.</b>
<b>Indicator 5.6.2</b>	Verifiers & Guidance:
Significant pollutants and emissions must be identified and plans to reduce them implemented. (Major compliance)	<b>Pollution prevention/reduction plan</b> <b>Special air quality monitoring emphasis should be made in the mills surroundings</b>
<b>Indicator 5.6.3</b>	Verifiers & Guidance:
A monitoring system must be in place for those significant pollutants which goes beyond national compliance. (Minor compliance)	<b>Where GHG pollution may occur, it will be mitigated.</b> <b>Assessment of related to GHG emissions related to fertilizers impact.</b>
<b>Indicator 5.6.4</b>	Verifiers & Guidance:
The methodology for POME treatment is recorded. (Major compliance)	<b>To use the effluents generated in the mill's waste water treatment in irrigation, as well as the sludge in the fertilize process wherever feasible.</b>

	<p>To take as a reference the Fedepalma’s Environmental Guide, in the impacts, handling sheets and measures chapter. (Pages, 76-78, 90-91, 101-104) and advance in the objective of zero emission (Fedepalma’s Environmental performance book of the Palm Oil Sector in Colombia, 2004 Pages 136-138) of the)</p> <p>Note: RSPO needs to address all issues relating to Greenhouse Gas emissions, for that reason it is recommended a joint work with the Climate Change Mitigation Group from the Ministry of Environmental, Housing and Territory Development – MAVDT for its Spanish acronym.</p>
<p><b>PRINCIPLE 6 RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLS</b></p>	
<p><b>Criterion 6.1 Aspects of plantation and mill management that have social impacts are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement.</b></p>	
<p><b>Indicator 6.1.1</b></p> <p>A documented social impact assessment including records of meetings is available.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Identification of social impacts should be carried out by the grower with the participation of affected parties, including women and migrant workers as appropriate to the situation. The involvement of independent experts should be sought where it is necessary to ensure that all impacts (both positive and negative) are identified.</b></p> <p><b>Potential social impacts may result from activities such as: building new roads, processing mills or other infrastructure; replanting with different crops or expansion of planting area; disposal of mill effluents; clearing of remaining natural vegetation; changes in employee numbers or employment terms.</b></p> <p><b>Plantation and mill management may have social impacts (positive or negative) on factors such as:</b></p> <ul style="list-style-type: none"> <li>▪ Access and use rights.</li> <li>▪ Economic livelihoods (e.g. paid employment) and working conditions.</li> <li>▪ Subsistence activities.</li> <li>▪ Cultural and religious values.</li> <li>▪ Health and education facilities.</li> <li>▪ Other community values, resulting from changes such as improvements in transport, communications of arrivals of considerable temporary or migrant workforce.</li> </ul> <p><b>Individual smallholders shall not be required to conduct formal social impact assessments. As social impacts are particularly dependent on local social conditions, it is recommended to use the sustainability balance with the GRI methodology. This should include adequate consideration of the impacts on the customary or traditional rights of local communities and indigenous people, where these exist (see also criteria 2.3 and 6.4).</b></p> <p><b>The participation of all actors in the implementation, development and feedback of productive activity must be permanent and it will be focused on the following points:</b></p> <ul style="list-style-type: none"> <li>▪ Instruments of local and regional planning.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Risk and impact analysis.</li> <li>▪ Plans to mitigate negative impacts.</li> <li>▪ Opportunities and positive impacts.</li> <li>▪ Plans of business partner development.</li> <li>▪ Industrial safety programmes</li> <li>▪ Continuous Improvement Plan (Initial Report, annual follow-ups)</li> <li>▪ Food security evaluation.</li> </ul> <p><b>Should be done:</b></p> <ul style="list-style-type: none"> <li>▪ To verify whether the call was made to the process actors.</li> <li>▪ To keep records of dates, discussed themes and conclusions of stakeholder consultations.</li> <li>▪ Evidence on the implementation of those recommendations.</li> <li>▪ In the case of Afro-descendant communities a consensus support and a community's plans consultation under the Act 70 should be made.</li> </ul> <p>In order to identify the company's risks it is recommended to apply the RIO methodology (risks, impacts and opportunities) in the business or in its vicinity, this methodology should be monitored regularly.</p> <p>The participation of the associated work co-operative - CTA, in the management of THE plantations is important in order to generate a "win-win" situation between workers and the companies, where the companies are not left unprotected and labour and workers do not have to migrate to other parts in pursuit of work. However, such mechanisms should have more independent observers to ensure equity in its implementation.</p> <p>Finally, the food security issue involved in the development of new plantations in the expansion of the settled ones must be taken into account to ensure that the permanence of the staple crops is not affected and the costs of maintenance of local communities would not be affected either. If any of these points occurs, effectively addressed mechanisms to ensure that the people's need from the specific region should be put in place.</p>
--	---

--	--

<b>Indicator 6.1.2</b>	Verifiers & Guidance:
Evidence that the assessment has been made with the participation of affected parties. Participation in this context means that affected parties are able to express their views through their own representative institutions, or freely chosen speaker persons, during the identification of impacts, reviewing findings and plans for mitigation, and monitoring the success of implemented plans.  (Minor compliance)	<b>Records of consultation.</b>

--	--

<b>Indicator 6.1.3</b>	Verifiers & Guidance:
A timetable with responsibilities for mitigation and monitoring, reviewed and updated as necessary, in those cases where the assessment has	<b>Mitigation plan and implementation records</b>

<p>concluded that changes should be made to current practices.</p> <p>(Minor compliance)</p>	
<p><b>Indicator 6.1.4</b></p> <p>Particular attention paid to the impacts of out grower schemes (where the plantation includes such a scheme).</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Impact evaluation includes outgrowers.</b></p>
<p><b>Indicator 6.1.5</b></p> <p>Establish whether the interest groups are involved in the identification and development of measures to control the impacts on local and regional level.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Records of consultation</b></p>
<p><b>Criterion 6.2      There are open and transparent methods for communication and consultation between growers and/or mills, local communities and other affected or interested parties.</b></p>	
<p><b>Indicator 6.2.1</b></p> <p>Agreements on communication channel to be used between the various actors in the chain exist and they are recorded:</p> <ul style="list-style-type: none"> <li>▪ Communication frequency.</li> <li>▪ Information availability.</li> <li>▪ Procedures application.</li> <li>▪ Communication track.</li> <li>▪ Participation levels.</li> <li>▪ Communication channels (pamphlets, radio programmes, posters, etc.).</li> </ul> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The decisions that growers or mills are planning to make should be made clear, so that local communities and other interested parties understand the purpose of the communication and/or consultation.</b></p> <p><b>Communication and consultation mechanisms should be designed in collaboration with local communities and other affected or interested parties. Aiming at generate a sense of belonging to the palm activity and a mechanism for disclosure of all benefits to workers</b></p> <p><b>The workers are an effective communication channel to reach the community, therefore it is recommended to provide training that can be spread out by workers to their acquaintances.</b></p> <p><b>It it's important to pay attention to the existence / formation of a multi-stakeholder forum. The communications must take into account the differential access to information of village leaders in comparison with workers, and new community groups versus established.</b></p> <p><b>Consideration should be given to involving third parties, such as uninterested community groups, NGOs, or government (or a combination of these), to facilitate smallholder schemes and communities, and others as appropriate, in these communications.</b></p> <p><b>For individual small holders, this criterion does not apply.</b></p>
<p><b>Criterion 6.3      There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.</b></p>	
<p><b>Indicator 6.3.1</b></p> <p>A management complaints system should</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Dispute resolution mechanisms should be established through</b></p>

<p>exist and it might include:</p> <ul style="list-style-type: none"> <li>▪ Rights and duties clarification.</li> <li>▪ Time of response.</li> <li>▪ Managements protocols for the mailbox handling complaints.</li> <li>▪ Processes and tools to resolve complaints.</li> <li>▪ Recognitions should be included, not just complaints.</li> <li>▪ Effectiveness resolving complaints.</li> </ul> <p>(Major compliance)</p>	<p><b>open and consensual agreements with relevant affected parties.</b></p> <p><b>Complaints may be dealt with by mechanisms such as Joint Consultative Committees. Complaints could be internal (employees) and external.</b></p> <p><b>For smallholder schemes, the company or associations will be responsible for the management of claims and complaints mechanism. Individual smallholders should not be expected to have a documented system, but they must be able to show that they respond constructively to any issue or complaint.</b></p> <p><b>The appraiser should be independent and external to the company and the group of workers.</b></p> <p><b>Based on the Total Quality Standard ISO 9000, statistical information and management indicators that show the satisfaction's degree, effectiveness and monitoring of the items listed in Criterion 6.3 should be developed.</b></p>
<p><b>Indicator 6.3.2</b></p> <p>The system is open to any affected parties.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Evidence of consultation</b></p>
<p><b>Criterion 6.4 Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b></p>	
<p><b>Indicator 6.4.1</b></p> <p>Establishment of a procedure for identifying legal and customary rights and a procedure for identifying people entitled to compensation.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Documented system and its application protocol, which contains:</b></p> <ul style="list-style-type: none"> <li>▪ Right to property titles.</li> <li>▪ Ethnographic and sociological features.</li> <li>▪ Identification procedures.</li> <li>▪ Concertation scenarios.</li> <li>▪ Agreed compensations.</li> <li>▪ Conflict resolution.</li> <li>▪ Administrative state regulations that determine controls and amounts.</li> <li>▪ Replacement procedures.</li> <li>▪ Updated databases.</li> </ul> <p>There should be a support of all the issues related to procedures and compensation agreements with communities, titles and conflict resolution.</p> <p>Additionally, a tracking tool to verify compliance with the negotiations should be created.</p> <p>This criterion should be considered in conjunction with Criterion 2.3 and the associated guidance.</p>
<p><b>Indicator 6.4.2</b></p> <p>A procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented.</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Documented procedure for compensation and records of its implementation.</b></p>

(Minor compliance)	
<b>Indicator 6.4.3</b>	Verifiers & Guidance:
The process and outcome of any negotiated agreement and claims of compensation is documented and it is made public. (Minor compliance)	<b>Results of negotiation and agreement achieved are made public.</b>
<b>Criterion 6.5</b>	<b>Payment and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</b>
<b>Indicator 6.5.1</b>	Verifiers & Guidance:
Documentation of payments and conditions. (Major compliance)	<p><b>Contracting with Associated Working Cooperatives (AWC), should avoid intermediary labour. <del>If this occurs, a</del> conducted periodic review of AWC's contracts must be made to ensure the inclusion of appropriate standards of payment and hiring. A labour policy should be implemented which specifies non-discriminatory practices, the non-replacement of contracts, guidance program after the arrival to focus on the proper treatment, safety, labour laws, cultural practices, decent conditions of life provided, and so on.</b></p> <p><b>Forced labour <del>is</del> should not be used under any circumstance. (See the 29th and 105th conventions of the International Labour Organization, Annex 1).</b></p> <p><b>To measure the staff satisfaction through a <b>independent</b> third party are conducted:</b></p> <ul style="list-style-type: none"> <li>▪ Satisfaction surveys of workers and cooperative members of Working Associated Cooperatives.</li> <li>▪ Organizational climate measure.</li> </ul> <p><b>Arrangements in order to democratize the company's ownership will be encouraged if possible. (Strategic alliances, stock systems, cooperatives etc.), and new business alternatives will be supported to improve the workers incomes.</b></p> <p><b>Additionally, the compliance with minimum legal standards will be demonstrated with the existence of the next supports:</b></p> <ul style="list-style-type: none"> <li>▪ Payment schedules and payment receipts signed by the beneficiary</li> <li>▪ Hiring type.</li> <li>▪ Quantified records</li> <li>▪ Relation Industrial safety equipment.</li> <li>▪ High-risk areas delimited.</li> <li>▪ Covenants and contracts adjusted to the right (?).</li> </ul> <p><b>Job-training workshops covering items such as the rights and duties of employees and employers.</b></p>
<b>Indicator 6.5.2</b>	Verifiers & Guidance:
Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions,	<b>Employment contracts are in language understood by the workers.</b>

<p>overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc) are available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>(Minor compliance).</p>	<p><b>Documented policy on employment.</b></p>
<p><b>Indicator 6.5.3</b></p> <p>Growers and millers provide adequate housing, water supplies, medical, educational and welfare amenities according to national standard or above, where such public facilities are not available or accessible.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Housing facilities meets basic minimum requirement as spelt out by legislation or industry best practice..</b></p>
<p><b>Indicator 6.5.4</b></p> <p>Companies must submit their management social sustainability balances</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Evidence of social contribution</b></p>
<p><b>Criterion 6.6      The employer respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</b></p>	
<p><b>Indicator 6.6.1</b></p> <p>A documented policy recognizing freedom of association should be issued.</p> <p>It should embrace:</p> <ul style="list-style-type: none"> <li>▪ Internal work rules published.</li> <li>▪ Right to honest information</li> <li>▪ Records of meetings between actors.</li> <li>▪ Documented records of meetings with key unions or employee representatives.</li> <li>▪ Community participation scenarios.</li> </ul> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The mechanisms which guarantee workers to set up unions, enjoy freedom of expression and to defend their interests should be respected.</b></p> <p><b>Labour laws and union agreements or in their absence, direct contracts of employment detailing payments and other conditions are available in the terms understood by the workers or explained carefully to them by a management official.</b></p>
<p><b>Criterion 6.7      Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision, and when not interfering with education programmes.</b></p>	
<p><b>Indicator 6.7.1</b></p> <p>Company's documentary evidence that minimum age requirement is met.</p> <p>(Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>The minimum age for workers will not be inferior to 18 years in compliance with the national regulation.</b></p> <p><b>Child labour on plantations is only allowed on the basis of educational practices by educational institutions accredited and recognized.</b></p> <p><b>These requirements must be mandatory to suppliers of fresh fruit bunches, FFB.</b></p> <p><b>For smallholders and FFB suppliers family labour should not be at the expense of children's right or opportunity for education.</b></p>

<b>Indicator 6.7.2</b>	Verifiers & Guidance:
This guideline should be reflected in the corporate policies and internal rules in the workplace. (Minor compliance)	<b>Policy, guidelines and implementation on minimum employment age.</b>
<b>Criterion 6.8</b>	<b>Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</b>
<b>Indicator 6.8.1</b>	Verifiers & Guidance:
Equal opportunities Public policy including identification of relevant/affected groups in the local environment is available. (Major compliance)	<b>Availability of policy statement.</b> <b>The cooperative must meet the requirements and be directly involved in the process.</b> <b>The job allocation must be in accordance with the results of the occupational and/ or skills examinations.</b>
<b>Indicator 6.8.2</b>	Verifiers & Guidance:
Evidence that employees and groups including migrant workers have not been discriminated against. (Minor compliance)	<b>Positive discrimination to provide employment and benefits to specific communities is acceptable as part of negotiated agreements.</b>
<b>Indicator 6.8.3</b>	Verifiers & Guidance:
Records and trends in regards to gender, age census and other demographic characteristics of workers. (Minor compliance)	<b>Women's participation in the activities of palm oil activities must be facilitated according to their abilities.</b>
<b>Criterion 6.9</b>	<b>A policy to prevent sexual harassment and all other forms of violence against women and to protect their reproductive rights is developed and applied.</b>
<b>Indicator 6.9.1</b>	Verifiers & Guidance:
Growers /mil s should have: <ul style="list-style-type: none"> <li>▪ A documented policy on women's rights respect which should be reflected in the work procedures rules.</li> <li>▪ A policy on sexual harassment, violence, and records of implementation.</li> <li>▪ Support for maternity leave and nursing hours.</li> <li>▪ An</li> <li>▪ Regular interviews in order to establish the level of performance and satisfaction of the internal policies of labour and social welfare.</li> </ul> When it is identified as necessary, training	<b>To consider the control and eradication of Workplace Harassment, which includes sexual and other offensive behaviour, among and between employees and from employers and their representatives</b> <b>There should be a clear policy developed in consultation with employees, contractors and other relevant stakeholders, and it should be publicly available. Progress in implementing the policy should be regularly monitored, and the results of monitoring activities should be recorded.</b> <b>A gender committee specifically to address areas of concern to women <del>may be requested</del> to comply with the criteria. This committee, which includes representatives from all areas of work, will consider matters such as training courses on women's rights, counselling for women affected by violence, child care facilities to be provided by the growers and millers, women to be allowed to breastfeed up to nine</b>

workshops should be developed to address sexism and harassment at work. (Major compliance)	<b>months before resuming chemical spraying or usage tasks, and women to be given specific break times to enable effective breastfeeding</b>
<b>Criterion 6.10 Growers and mills deal fairly and transparently with smallholders and other local businesses.</b>	
<b>Indicator 6.10.1</b>	Verifiers & Guidance:
Negotiated current and past prices paid for FFB and future prices; information shall be publicly available depending on the fruit quality .  (Major compliance)	<p><b>Transactions with smallholders should consider issues such as the role of middlemen, transport and storage of FFB, quality and grading. Pricing mechanisms must be fair and transparent. The need to recycle the nutrients in FFB (under 4.2) should also be considered; where ever it is not practicable to recycle wastes to smallholders, compensation for the value of the nutrients exported might be made via the FFB price.</b></p> <p><b>Smallholders must have access to the grievance procedure under criterion 6.3, if they consider that they are not receiving a fair price for FFB, whether or not middle men are involved.</b></p> <p><b>A mechanism for training and information to small producers and others about the process of approval of the price for buying and selling of the fruit.</b></p> <p><b>Policies must be generated from healthy competition among mills (including cycles of harvest producers, peace and security, incentives tables and punishments).</b></p> <p><b>In case mills require smallholders to shift practices to meet the RSPO criteria, consideration must be given to the costs of such shifts, and the possibility of advance payments for FFB or suitable crop pricing should be considered.</b></p> <p><b>Training and advice workshops to small producers should be done for the documents or records legalization within the legal framework of the business, which includes among others the National Palm Register.</b></p>
<b>Indicator 6.10.2</b>	Verifiers & Guidance:
Pricing mechanisms for FFB and inputs/services shall be documented and available to suppliers.  (Minor compliance)	<b>The need for a fair and transparent pricing mechanism is particularly important for outgrowers, who are contractually obliged to sell all FFB to a particular mill.</b>
<b>Indicator 6.10.3</b>	Verifiers & Guidance:
Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.  (Minor compliance)	<b>Interviews with involved parties showing their understanding on the contract which is fair and transparent.</b>
<b>Indicator 6.10.4</b>	Verifiers & Guidance:
Agreed payments shall be made in a timely manner.  (Minor compliance)	<b>The suppliers are paid on timely manner.</b>

<b>Criterion 6.11 Growers and millers contribute to local sustainable development wherever appropriate.</b>	
<b>Indicator 6.11.1</b>	<b>Verifiers &amp; Guidance:</b>
In order to demonstrate contributions, the companies should have the Social Responsibility Balance (based on the GRI methodology. See criterion 1.1)  (Minor compliance)	<p><b>According to its capacity, companies and the productive palm oil clusters should provide for the development of social impact and community projects in their influenced areas; among the points to keep in mind the next aspects are considered:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Employment.</b></li> <li>▪ <b>Infrastructure.</b></li> <li>▪ <b>Life's quality.</b></li> <li>▪ <b>Health.</b></li> <li>▪ <b>Housing.</b></li> <li>▪ <b>Education.</b></li> <li>▪ <b>Citizen oversight of public and / or social investment projects.</b></li> </ul> <p>Companies are not required to replace the state obligations, but they may support the development of local communities through its social responsibility policies.</p> <p>Contributions to local development should be based on the results of consultation with local communities (See also criterion 6.2). Such consultation should be based on the principles of transparency, openness and participation, and should encourage communities to identify their own priorities and needs, including the different needs of men and women.</p> <p>Where ever candidates for employment are of equal merit, preference should always be given to members of local communities.</p>
<b>PRINCIPLE 7 RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS:</b>	
<b>Criterion 7.1 A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.</b>	
<b>Indicator 7.1.1</b>	<b>Verifiers &amp; Guidance:</b>
Independent impact assessment, undertaken through a participatory methodology including external stakeholder groups.  (Major compliance)	<p><b>See also criteria 5.1 and 6.1.</b></p> <p><b>The impact assessment should be carried out by independent experts and accredited in order to ensure an objective process.</b></p> <p><b>A participatory methodology including external stakeholder groups is essential to the identification of impacts, particularly social ones. Stakeholders such as local communities, government departments and NGO's should be involved, through the application of interviews and meetings, and by reviewing findings and plans for mitigation.</b></p> <p><b>The potential impacts of all major proposed activities should be assessed prior to development. The assessment should include, in no order of preference, as a minimum:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Consistency with current land and environmental regulations.</b></li> <li>▪ <b>Assessment of the impacts of al major planned activities, including planting, mill operations, roads and other infrastructure.</b></li> <li>▪ <b>Assessment, including stakeholder consultation, of High Conservation Values (see criterion 7.3) that could be negatively affected.</b></li> <li>▪ <b>Assessment of potential effects on adjacent natural ecosystems of planned developments, including</b></li> </ul>

	<p>whether development or expansion will increase pressure on nearby natural ecosystems.</p> <ul style="list-style-type: none"> <li>▪ Identification of watercourses and assessment of potential effects of new plantings on hydrology. Measures should be planned and implemented to maintain the quantity and quality of water resources.</li> <li>▪ Baseline soil surveys and topographic information, including the identification of marginal and fragile soils, areas prone to erosion and slopes unsuitable for planting.</li> <li>▪ Analysis of soil conditions and type of land to be used</li> <li>▪ Analysis of land ownership and user rights</li> <li>▪ Support regional studies on supply and demand of the hydric resource in the new plantation's area to improve its integrated management.</li> <li>▪ Assessment of potential social impact on surrounding communities of a plantation, including an analysis of differential effect on women versus men, ethnic communities, migrant versus long-term residents, impact on regional identity, local and regional food security, etc</li> </ul> <p>In case the assessment results show that environmental or social impacts are greater than the potential benefits, the new planting should not be developed; the following are, among the negative social impacts which are considered unacceptable, it's considered among others, forced displacement and loss of food security of local people, etc.</p> <p>For small holders, the impacts assessment should be performed under associative schemes.</p>
<p><b>Indicator 7.1.2</b></p> <p>Appropriate management planning and operational procedures that respond to the integral assessment results.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Availability of management plans and relevant procedures incorporating impact assessment..</b></p>
<p><b>Indicator 7.1.3</b></p> <p>Participating, monitoring and evaluation mechanisms and their respective documentation should be available.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Availability of relevant monitoring documents.</b></p>
<p><b>Indicator 7.1.4</b></p> <p>Support of compliance with the suppliers of fresh fruit bunches of the views expressed in this Criterion.</p> <p>(Minor compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Records of meeting</b></p> <p><b>Documentation evidence of support</b></p>

<b>Criterion 7.2</b>		<b>Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</b>
<b>Indicator 7.2.1</b>	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation should be available.  (Major compliance)	Verifiers & Guidance: <b>These activities may be linked to the impact assessment proposed in the criterion 7.1., and may be advanced by independent experts or directly by the company's technicians. In any case, it must be articulated with the outcomes of the work on identification of suitable growing palm oil areas. Soil suitability maps or soil surveys should be appropriate to the scale of operation and should include information on soil types, topography, rooting depth, moisture availability, stoniness, fertility and long-term soil sustainability. Soils unsuitable for planting or those requiring special treatment should be identified. This information should be used to plan planting programmes, etc.</b>
<b>Indicator 7.2.2</b>	Topographic information are adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure should be available.  (Minor compliance)	Verifiers & Guidance: <b>The topographic slopes should be adequate to establish the long-term suitability of land for the cultivation of oil palm.</b>
<b>Indicator 7.2.3</b>	Additionally there should be protocols and the application records of: <ul style="list-style-type: none"> <li>▪ Soils analysis and assessment to determine if the land is suitable; it includes topographic information, climate, soil type, soil fertility, water table, others.</li> <li>▪ Soil quality tracking and monitoring plan according to the results.</li> <li>▪ Geo-referencing and zoning of the new plantations.</li> <li>▪ Implementation of the agronomic Management</li> <li>▪ Unit's tools developed by Cenipalma.</li> <li>▪ Risk and vulnerability assessment.</li> </ul> (Minor compliance)	Verifiers & Guidance: <b>Measures should be planned to minimize erosion through appropriate use of heavy machinery, terracing on slopes, appropriate road construction, rapid establishment of cover, protection of riverbanks, etc.</b>  <b>Assessing soil suitability is also important for small-scale producers, particularly where there are significant numbers of them operating in a particular location. Information may be collected and provided by a smallholder organization or mill which purchases FFB from individual smallholders.</b>
<b>Criterion 7.3</b>		<b>New plantings since November 2005 have not replaced primary forest or any area containing one or more High Conservation Values.</b>
<b>Indicator 7.3.1</b>	A HCV identification in relation to the conversion area where no replacement of them is demonstrated.  (Major compliance)	Verifiers & Guidance: <b>This activity could be integrated in the impact study required by 7.1. This criterion applies to ecosystems that contain HCV.</b>  <b>The requirement applies irrespective of any changes in land ownership or farm management that have taken place after this date (any change can't be done by a third).</b>  <b>The HCV assessment process requires appropriate training and expertise, and must include consultation with local</b>

	<p>communities, particularly for identifying social HCVs.</p> <p>Plantation development should not put indirect pressure on forests through the use of all available agricultural land in an area.</p> <p>The planning of the new plantations should include previous efforts to identify areas with high conservation values.</p> <p>For definitions of areas of High Conservation Values, see the page: <a href="http://www.hcvnetwork.org/">http://www.hcvnetwork.org/</a></p>
<b>Indicator 7.3.2</b>	Verifiers & Guidance:
Concept of the environmental authority certifying that the HCV is not being affected.  (Major compliance)	<b>Confirmation from authorities that the development will not provide negative impacts to the high conservation values.</b>
<b>Indicator 7.3.3</b>	Verifiers & Guidance:
Management and conservation strategies for the HCV areas identified should be available.  (Major compliance)	<b>Management and conservation plans for the HCVs are available.</b>
<b>Indicator 7.3.4</b>	Verifiers & Guidance:
Dates of land preparation and commencement are recorded.  (Major compliance)	<b>Record of activities.</b>
<b>Indicator 7.3.5</b>	Verifiers & Guidance:
Evidence of socialization and training to employees in rare, threatened or endangered species proper in the area and its management plan within the plantation.  (Minor compliance)	<b>Record of awareness and training on conservation to the employee.</b>
<b>Criterion 7.4</b>	<b>Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b>
<b>Indicator 7.4.1</b>	Verifiers & Guidance:
Maps identifying marginal and fragile soils, including excessive slopes, as well as the distance between the water bodies should be available.  (Major compliance)	<p><b>This activity may be integrated with the impact study required by Criterion 7.1.</b></p> <p><b>Planting on extensive fragile soil areas should be avoided (see also Criterion 4.3).</b></p> <p><b>To verify within the Land Use Plan (POT) and other land-use planning proposals which are marginal and fragile soils at the regional level Do not develop plantations on land where the slope exceeds 13% of inclination, if this is done, terraces systems should be set up.</b></p> <p><b>A riparian reserve of 30 meters from the water bodies banks or in accordance with the POT, should always be kept.</b></p>
<b>Indicator 7.4.2</b>	Verifiers & Guidance:
Where limited planting on fragile and marginal soils	<b>Adverse impacts that should be mitigated may include</b>

<p>is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts. (Minor compliance)</p>	<p><b>hydrological risks, soil's stability and fertility or significantly increased risks in areas outside the plantation. (Criterion 5.5).</b></p> <p><b>The technical soil and ground precision agriculture requirements developed by Cenipalma should be taken into account.</b></p>
<p><b>Criterion 7.5 No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b></p>	
<p><b>Indicator 7.5.1</b></p> <p>Growers and millers should maintain be records of:</p> <ul style="list-style-type: none"> <li>▪ Documents that include social and environmental impacts analysis, both positive and negative with the participation of communities.</li> <li>▪ Compliance with the POT's guidelines, especially with respect to Indigenous land and ancestral lands of Afro-Colombians.</li> <li>▪ Socialization process prior to the establishment of new plantations.</li> </ul> <p>Refer to criteria 2.2, 2.3, 6.2, 6.4 and 7.6 for indicators and guidance on compliance. (Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>This activity should be integrated with the SEIA required by 7.1.</b></p> <p><b>Agreements with indigenous peoples, local communities and other stakeholders should be made without coercion or other undue influence (see guidance for 2.3) and taking into account the livelihood plans or the land use plans of local populations.</b></p> <p><b>Where new plantings are considered to be acceptable, management plans and operations should maintain sacred sites.</b></p> <p><b>The proper use of the consultation mechanisms defined by the current regulations in the event that projects affect collective territories should be demonstrated.</b></p> <p><b>Those stakeholders of the project, those who are affected or are concerned by new plantings should be included.</b></p>
<p><b>Criterion 7.6 Local people are compensated for any agreed land acquisitions, relinquishment of rights, subject to their free, prior, and informed consent and negotiated agreements.</b></p>	
<p><b>Indicator 7.6.1</b></p> <p>Documented identification and assessment of legal and customary rights.  (Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Refer also to 2.2, 2.3 and 6.4 and associated guidance.</b></p> <p><b>In no event a process of forced displacement as a result of the expansion of palm plantations will be generated.</b></p> <p><b>This Criterion does not apply to Afro-descendants, indigenous islanders, but it does apply to peasant communities</b></p> <p><b><i>[Additional comment: Then exist a national disagreement in regards to this Criterion since there can be no compensation to ethnic minorities due to the special characteristics ("inalienable, imprescriptible, inajenable")]</i></b></p>
<p><b>Indicator 7.6.2</b></p> <p>Establishment of a system for identifying people entitled to compensation.  (Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Availability of a system for compensation.</b></p>
<p><b>Indicator 7.6.3</b></p> <p>Establishment of a system for calculating and distributing fair compensation (monetary or otherwise).  (Major compliance)</p>	<p>Verifiers &amp; Guidance:</p> <p><b>Documentation of system for calculation and distribution of compensation.</b></p>

<b>Indicator 7.6.4</b>		Verifiers & Guidance:
Communities that have lost access and rights to land due to plantation expansion are given opportunities to benefit from plantation development.  (Minor compliance)		<b>Fair treatment to the affected communities.</b>
<b>Indicator 7.6.5</b>		Verifiers & Guidance:
The process and outcome of any compensation claims should be documented and made publicly available  (Minor compliance)		<b>Public availability of the results of compensation process.</b>
<b>Indicator 7.6.6</b>		Verifiers & Guidance:
This activity should be integrated with the SEIA required by 7.1.  (Major compliance)		<b>Incorporation of the compensation plan and implementation into SEIA.</b>
<b>Criterion 7.7 Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b>		
<b>Indicator 7.7.1</b>		Verifiers & Guidance:
Zero use of fire, except in critical situations, which must be endorsed by the respective environmental authority  (Major compliance)		<b>Fire would not be used for preparing land for new plantings.</b>
<b>Indicator 7.7.2</b>		Verifiers & Guidance:
Evidence of no land preparation by burning.  (Major compliance)		<b>No evidence of use of fire during planting.</b>
<b>PRINCIPLE 8 COMMITMENT TO CONTINUOUS IMPROVEMENT IN KEY AREAS OF ACTIVITY</b>		
<b>Criterion 8.1 Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</b>		
<b>Indicator 8.1.1</b>		Verifiers & Guidance:
The grower and miller have: <ul style="list-style-type: none"> <li>▪ The action plan for continual improvement based on a consideration of the main social and environmental impacts and opportunities of the grower/miller.</li> <li>▪ Good quality and quantitative type of information.</li> <li>▪ To define the improvement plans based on the government indicators and resources, production rates and efficiency's quality.</li> <li>▪ To perform internal audits to identify</li> </ul>		<b>Growers should have a system to improve their productive practices in line <del>online</del> with new information and techniques, and a dissemination mechanism of this information within their work force.</b>  <b>The continual improvement plan should, at least, be based on the improvement of:</b> <ul style="list-style-type: none"> <li>▪ Reduction in use of certain chemicals (criterion 4.6).</li> <li>▪ Environmental impacts reduction (criterion 5.1).</li> <li>▪ Waste reduction (criterion 5.3).</li> <li>▪ Pollution and emissions reduction (criterion 5.6).</li> </ul>

<p>weaknesses and strengths. This process should include verification Indicators.</p> <p>(Major compliance)</p>	<ul style="list-style-type: none"> <li>▪ <b>Negative Social impacts reduction (6.1).</b></li> <li>▪ <b>Returns in productivity per hectare (4.1)</b></li> <li>▪ <b>Efficient water use (5.4)</b></li> </ul> <p><b>Continuous improvement is supported in the research, development and transfer of new technologies.</b></p> <p><b>Monitoring and follow-assess to the processes management should be done.</b></p> <p><b>To establish control indicators of this improvement not only in the production processes but also in administration.</b></p> <p><b>For small holders, there should be systematic guidance and training for continuous improvement.</b></p> <p><b>Link in the continuous improvement plan other actors of the oil palm chain.</b></p>

**END OF CHECKLIST**