



# IOI Group Sustainability Implementation Plan

## INTRODUCTION

This **Sustainability Implementation Plan (SIP)** serves as a practical working document that puts into practice the aspiration and commitments stated in our IOI Group Sustainability Palm Oil Policy (SPOP). The SIP contains **clear activities, milestones and timelines** for each subject area outlined in the SPOP.

The SIP will be regularly updated over time to reflect stakeholder input and implementation on the ground. We will report on our progress every quarter, beginning in Q4 2016.

**Dato' Lee Yeow Chor**  
Group Chief Executive Officer

**Dr. Surina Ismail**  
Group Head of Sustainability

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## EXISTING PLANTATIONS

ACTIVITY/MILESTONE	STATUS PER SEPTEMBER 2017	2017						2018						2019				2020							
		Q3			Q4			Q1			Q2			Q3		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAC	APR	MAY	JUN	JUL	AUG	SEP									
RSPO Next																									
POLICY COMMITMENT:																									
<ul style="list-style-type: none"><li>Committing to implement RSPO NEXT in our Malaysian plantations, commencing end of 2016..</li></ul>																									
Ladang Sabah Mill (RSPO Next)																									
Pukin Mill (RSPO Next)	The first estate to undergo RSPO NEXT audit is Ladang Sabah Mill in Q4 2017. The rescheduling is due to consolidation of all required documents.																								
Syarimo Mill (RSPO Next)																									
Leepang Mill (RSPO Next)																									
RSPO Certification																									
POLICY COMMITMENT:																									
<ul style="list-style-type: none"><li>Certifying the outstanding management units, in Sarawak and Indonesia, in accordance with the published time-bound</li></ul>																									
Unico Desa Mill (RSPO)	Unico Desa Mill will undergo RSPO certification audit in December 2017. Identified certification body has been engaged for the assessment.																								
Unico Mill (RSPO)	Unico Mill's audit is scheduled in Q1 2018.																								
Sugut Estate (RSPO)	Sugut Estate under Pamol Group was included as an additional supply base through the scope of certification extension in September 2017 during RSPO ASA-01.																								
MSPO Certification																									
POLICY COMMITMENT:																									
<ul style="list-style-type: none"><li>To comply with all applicable legislation and codes of practice.</li></ul>																									
Certifying all management units for MSPO Certification by 2018	Morisem Group has undergone MSPO Audit. Expected three more group will undergo MSPO audit by end of 2017 and completed by Q4 2018.																								
	MSPO Standard Awareness Training Course was conducted throughout Malaysia.																								



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Labour Rights Monitoring System																																					
POLICY COMMITMENT:																																					
<ul style="list-style-type: none"><li>Implementing a labour rights monitoring system, with the involvement of an external partner to verify labour conditions, compliance with labour policy requirements and improve welfare and working conditions. We will take necessary corrective action to address any identified non-compliances.</li><li>Eliminate all forms of illegal, forced, bonded, compulsory or child labour and in particular, follow responsible recruitment practice.</li></ul>																																					
Develop internal monitoring system and commence internal audits	The internal monitoring system such as a foreign workers’ recruitment guideline and procedure include no-recruitment fee policy, minimum wage policy and freedom of association policy is expected to be implemented in Q4 2017. The passport safekeeping project has started its pilot implementation in Sagil estate, Johor in August 2017. The workers can access their passports freely and have them kept in a centralised locker provided by the Operating Centre. A trial run of no-recruitment fee policy was conducted in September 2017 for a group of 338 new Indonesian workers. They have been sent to IOI’s estates in Pahang and Johor. More new workers will benefit once the draft Recruitment Guideline is finalized.																																				
Alert all recruitment agencies used by IOI Group of their obligations to comply with IOI Group's requirements for responsible recruitment practice. Set out corrective actions where necessary.	The foreign workers’ recruitment guidelines and procedure is expected to be implemented in Q4 2017 after taking into consideration of all feedback from NGOs.																																				
Appoint external partner to support with standardisation and improvement of Labour Rights processes and systems.	A training and workshop session will be conducted by BSR in October 2017. The session will enable the participants from the estate management to better understand issues on the ground and be provided recommendations to rectify ongoing issues.																																				
Implement corrective actions including improved SOPs.	BSR’s report on labour practices in our Sabah estate is available on our website <a href="http://www.ioigroup.com/Content/S/PDF/BSR%20Summary%20Report.pdf">http://www.ioigroup.com/Content/S/PDF/BSR%20Summary%20Report.pdf</a>																																				



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Human Rights and Workplace																															
POLICY COMMITMENT:																															
<ul style="list-style-type: none"><li>Uphold the right to freedom of association and recognize the right to collective bargaining and allow trade unions to have access to our workers.</li><li>No retention of workers’ passports/identity documents or withholding of workers’ wages other than that prescribed by law.</li><li>Pay all workers the statutory monthly minimum wage and overtime compensation, in accordance with the current labour regulations.</li><li>Provide fair and equal employment opportunities for all employees, regardless of race, nationality, religion or gender.</li><li>Promote a safe and healthy working environment that is free of sexual harassment.</li><li>Provide adequate equipment and training on the implementation of health and safety policies.</li><li>Provide training and development to employees to ensure achievement of their full potential.</li></ul>																															
Elimination of withholding workers’ passport practice.	Centralize lockers will be placed in all estates gradually.																														
	Latest estate to return workers’ passport was Sagil Estate. Representatives from the workers Union and NGOs were present during the ceremony. In Sabah, handing over of worker’s passport had started in June and completed this September.																														
Translations of Policies in various languages of the workers	Policies in Bahasa Malaysia, English & Bahasa Indonesia are available. Policies in Bangaldeshi & Tagalog are in the process to be translated.																														
Training and development of employee	To ensure all translator be competent, IOI plantation plans to conduct internal “Train the Trainer (TTT)” program to the translator. The training will be conducted to selected senior workers																														



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GHG Emissions																															
POLICY COMMITMENT:																															
<ul style="list-style-type: none"><li>Implementation of programmes to progressively reduce GHG emissions, recycle/reuse palm biomass and generate renewable energy by methane capturing.</li></ul>																															
Develop transparent GHG reduction strategy for IOI Group; including clear saving targets.	GHG reduction plan has been drafted by Sustainability Coordinator and being reviewed internally. Expected to be published by early Q4 2017. The plan will be implemented and monitored by the respective Regional Sustainability Palm Oil (SPO) Team.																														
Study and analysis of methane reduction.	Ongoing research by IOI Research personnel with various analysis on methane reduction procedure tested in various IOI's POMs in Peninsular Malaysia.																														
Monitor and Report GHG emissions of IOI Group.	In the process of developing an IOI Group-wide reporting format. Currently the data is being monitored and available at individual operating unit. The baseline target for GHG emissions is based on the ISCC-EU requirement which is confirmed by certification body continuously on ISCC audit yearly.																														
Reduce GHG at all IOI mills through the installation of Biogas capturing systems by 2020 (subject to new technologies).	IOI has successfully commissioned two biogas plants, with capturing systems, in two palm oil mills in 2014 and 2015 respectively. Currently, IOI is constructing two additional biogas capturing plants in two other mills which targets to be completed by 2020. All mills are planned to be equipped with methane capture equipment in stages in tandem with available proven technology.																														
Peatland																															
POLICY COMMITMENT:																															
For existing plantations on peat, appropriate management using Best Management Practices, as defined in the RSPO P&C and the RSPO manual on Best Management Practices for existing oil palm cultivation on peat. Where areas are identified as unsuitable for oil palm replanting, based on drainability assessments or other reasons, plans will be developed for the appropriate management of such areas, which could include rehabilitation.																															
Assessment of management peatlands in existing IOI plantations.	Verification of Soil Analysis within existing oil palm cultivation in Malaysia by Param Agricultural Soils Surveys (M) Sdn Bhd was completed in April 2017																														



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Implementation of enhanced management practices (where required).	Implementation of GEC recommendations for Peat Management plan on PT BSS is continuously being carried out with currently 80 canal blocks have been installed at 35 locations in PT BSS. Watergates have been installed to maintain the water levels in the peat areas.  Based on GEC suggestions and recommendations, all Standard Operating Procedures (SOPs) and Integrated Management Plan (IMPs) have completed revision in September and in the stage of finalizing documents.																								
Guidance to suppliers on management requirements for existing plantations on peat. Review and engage with large suppliers on their practices with respect to peatlands on their plantations.	IOI has prioritized peatland landscapes in the supply base including third party suppliers. The supplier engagement and training on best practices for existing planting on peat training initiative has been started. More workshops to follow (also reported via IOI Palm Oil Dashboard). The summary on the supplier engagement workshop can be found at: <a href="http://www.ioigroup.com/Content/S/PDF/Supplier%20Technical%20Workshop.pdf">http://www.ioigroup.com/Content/S/PDF/Supplier%20Technical%20Workshop.pdf</a>  Peat restoration/conservation projects being prepared within 2 landscapes in P. Malaysia																								
Assessments of peatland prior to any proposed replanting and modified management of peatland if not replanted (one year prior to scheduled replanting).	Completion of Drainability assessment. The report is currently being reviewed.																								

## Fire

## POLICY COMMITMENT:

- Enforcement of IOI Group's no-burning policy.

Review of fire prevention and control capacity in IOI Group.	Fire Prevention and monitoring procedures reviewed IOI has fire prevention programs in place. The fire prevention document guidance has been shared with Natural Resources Conservation Agency (BKSDA) of Indonesia and BOMBA Malaysia for peer review. IOI has joined the Fire Free Alliance. The news can be found at: <a href="http://jakartaglobe.id/business/fire-free-alliance-welcomes-malaysian-palm-oil-giants/">http://jakartaglobe.id/business/fire-free-alliance-welcomes-malaysian-palm-oil-giants/</a>										
	A draft of Fire Methodology is being produced.										
Upgrading internal capacity and training (annually).	For this quarter, the ongoing training on site for fire prevention techniques and safety guidelines were conducted in Ketapang (Air Hitam Hulu Village, Air Hitam Besar Village, Natal Kuini Village & Pembedilan Village)										



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Guidance to suppliers on requirements for zero burning, fire prevention and control, and monitoring tools including GFW.	Coordinated workshops conducted by collaboration within IOI Group to the suppliers.																							
Review of supplier practice on zero burning, fire prevention and control.	Coordinated workshops conducted by collaboration within IOI Group to the suppliers.																							
	IOI is monitoring high fire risk areas with near real-time monitoring satellite service provider on a fortnightly basis.																							

## Conservation

### POLICY COMMITMENT:

#### Identification and protection of High Conservation Value (HCV) areas, no deforestation and protection of HCS areas.

Integration and remapping of HCV, HCS and Peat areas where possible; followed by Review and enhancement of management and monitoring plans for all HCV and HCS areas under IOI group (ensuring active rather than passive management).

For SNA group, training on HCV monitoring and SMART (Spatial Monitoring and Reporting Tool) patrolling methodology and reporting was conducted by Fauna and Flora International (FFI) together with GEC. The training was conducted both in classroom and on field. Software and equipment for SMART patrolling have been purchased by SNA group in order to provide comprehensive data.

Rehabilitation of degraded HCV areas.

The rehabilitation of degraded HCV areas is on-going.

Area in Sg. Buluh, Muara Kendawangan and degraded buffer (forest/river) will be mapped and identified. Some areas were already identified and survey drone have been dispatched The map is completed. The rehabilitation programme will incorporate this area and will be done in stages due to the complexity of topographic area and wide area to covers.

Review supplier practice for HCV and HCS areas to ensure adherence to IOI Policy.

Supplier assessment and supplier workshop are on-going and reported on IOI Palm Oil Dashboard.

Develop guidelines for suppliers on requirements for HCV and HCS areas.

IOI HCV / HCS internal documents which will be shared during the workshop.

IOI is co-funding a HCV assessment for a supplier. Scoping assessment already completed in August-Full assessment in Jan 2018.

## Agrochemicals (IMPLEMENTATION COMPLETED - end 2011)

### POLICY COMMITMENT:

- No use of Paraquat and pesticides that are categorised as World Health Organisation Class 1A or 1B.





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ADDITIONAL COMMITMENT FOR NEW PLANTINGS																															
Peatland																															
POLICY COMMITMENT:																															
<ul style="list-style-type: none"><li>No development of peatlands regardless of depth, and protection of peat lands through water management and fire prevention.</li></ul>																															
Prepare new Peatland Protection Policy for IOI Group to include peatlands in existing concessions, new concessions, landscapes around concessions and supplier practices.	The Peatland Protection Policy has been reviewed by GEC and presently been circulated internally to be finalised. The policy covers peatland management in existing IOI plantations, new concessions, landscapes around concession and supplier practices. Groundwork expected to be carried out by GEC in end of July 2017. The purposes of this ground work are to discuss further on the work plan implementation and to upgrade the internal capacity on Peat Management and Biodiversity Conservation Management.																														
Implementation of peatland protection policy across IOI Group.	Currently, the peatland protection policy is being reviewed by external stakeholders to ensure that industry's best practices like RSPO BMP on peat are adhered to.																														
Provide guidance to suppliers on peatland protection requirements.	Supplier assessment and supplier workshop are ongoing and reported on IOI Palm Oil Dashboard. <a href="http://www.ioigroup.com/content/s/s_dashboard">http://www.ioigroup.com/content/s/s_dashboard</a>  Peat restoration/conservation projects being prepared within 2 landscapes in P. Malaysia																														
Mapping of peatlands in concession and adjacent areas using LiDAR technology.	The LiDAR maps are currently being digitized by the consultant and first draft of the report is expected to be received in Q4 2017																														



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Ketapang Peatland Landscape																															
POLICY COMMITMENT:																															
We will develop a plan for peatland management and protection for the landscape in and around our four Ketapang concessions in West Kalimantan, in partnership with the affected stakeholders, in order to ensure optimum outcomes. This will involve mapping all peat lands in our Ketapang concessions and developing and implementing a plan for peatland protection, and the restoration of peatland degraded by clearance or drainage or, where not possible, compensating an area of land equivalent to what has been degraded.																															
Peatland landscape plan initiated with guidance from GEC and involvement of stakeholders.	GEC has provided the Ketapang Peatland Landscape Plan to IOI. Currently, SPO team in Indonesia and HQ has drafted a concept note for implementation. Some works in the peatland landscape have already started. These are engagement with government on rehabilitation of 500 m boundary of Cagar Alam, in collaboration with stakeholder on LIDAR mapping and continuous engagement with local communities on CSR works. The document has also been shared with external stakeholders for peer review. Training for following areas has been done to estate staff and SNA top management. The training cover topics as follows; 1. Sustainable peatland management, including peat measurements, monitoring and protection. 2. Management of HCV areas and buffer zones 3. Water management 4. Fauna and flora monitoring 5. Fire Prevention and Control  The training has been conducted by GEC and FFI in July 2017 at PT SKS																														
IOI will engage stakeholders in the immediate vicinity of the SNA Group subsidiaries to jointly develop and implement landscape approaches that contribute to effective fire prevention and mitigation and peat and biodiversity conservation.	Continuous engagement initiatives with the local communities and local government agencies have been done in this quarter. Indonesian Sustainability team are also continuously collaborating with BKSDA in conducting joint efforts in buffer boundaries patrolling (Cagar Alam Kuala Kendawang). The joint patrolling is a collaboration between BKSDA, communities and plantations to monitor illegal logging, illegal hunting and fire patrol. Presently the joint patrolling is done once a week during dry season and twice a month during wet season. IOI also monitor the Ketapang area via fire optical and radar satellites. Active monitoring is still being carried out by Fire Patrol Team (Fire Monitoring) and by Environment Team (Boundary Buffer Monitoring) using drone in PT SKS estates.																														



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		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP								
Mapping of peatlands in concession and adjacent areas, including LiDAR mapping in collaboration with APP and Deltares.	The LiDAR maps are currently being digitized by the consultant and first draft of the report is expected to be received in Q4 2017																							
Mapping the current peat distribution, peat types and peat properties in PT BSS, PT SKS and PT BNS to ensure compliance with recent laws and regulations	External consultant has been engaged to revise and update all the maps (type, distribution, properties). In September, peat mapping and verification has been conducted in PT SKS.																							
Assessment of management issues and challenges.	A Sustainability Capacity Audit was undertaken by GEC in September 2017 at PT SNA. The audit reviewed a broad range of issue related to plantation and conservation area management and sustainability. Report is being drafted.																							
Stakeholder consultation on plan development.	Multi-stakeholders meetings involving NGOs, concessions, communities will be held to further discuss the framework and synergy of approach for sustainable land management.																							
Peatland landscape plan adopted and implemented.	Framework in developing stage.																							

## KPAM

### POLICY COMMITMENT:

- We commit to using the HCS Approach for our last wholly unplanted concession, KPAM.**

Initial review against policy commitments on HCV/HCS and Peat (Proforest).	The HCV assessment report for PT KPAM is currently being reviewed before submission to HCVRN for final approval.																			
Undertake HCS assessment, utilising the latest HCSA converged methodology, by approved HCSA practitioner. This will contribute to the programme of field trials for HCSA.	The HCS assessment using latest HCSA converged methodology is in final process and it will be reviewed by peer reviewer as recommended by HCSA panel. The review by reviewer is within the early second quarter of 2017 and after the document finalised, programme for HCS area management will be planned and implemented. The HCSA KPAM has been published on HCVRN website. The updates about NPP will be submitted to RSPO once being reviewed by HCVRN																			
Peer review by stakeholders.	Our assessor has revised the HCV report and sent to HCVRN for second peer review. Expected to be completed by Q4 2017.																			
Final report.	Final report to completed and made available once peer review is completed.																			



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Peatland Rehabilitation																															
POLICY COMMITMENT:																															
<ul style="list-style-type: none"><li>We confirm our commitment to developing and implementing best practice on peatland remediation, restoration and where necessary, compensation measures, in our Ketapang development in West Kalimantan.</li></ul>																															
Revised 3-year plan (2016-18) for rehabilitation of peatland in NE portion of BSS. Specific rehabilitation measures at BSS will be integrated within the overall Ketapang peatland management plan.	Rehabilitation program for a portion of area in PT BSS and PT SKS is ongoing.																														
Continuous monitoring of progress in Ketapang Peatland rehabilitation	Continuous monitoring on the implementation through Integrated Management Plan monthly reporting on the rehabilitation progress. Mortality of the trees is recorded and transplant is being done in supply areas. Besides that, monitoring on the growth and increase ground cover are well monitored using internal drone.																														
Implement and complete rehabilitation plan for BSS.	The Integrated Management Plan for rehabilitation in PT BSS are already implemented and being continuously monitored by the sustainability team.																														
Prepare plan for remediation of shallow peatlands in western BSS.	Completed with continuous monitoring	Completed																													
BSS shallow peatland plan implemented and completed.	The shallow peatland in PT BSS has been rehabilitated and turned into conservation area. This has been reported in GEC report (fourth report). The plan consists of rehabilitation and conservation management of the area and is monitored by our SPO team in Indonesia																														
Plan prepared for restoration of peatlands in SKS/BNS.	Integrated Management Plan for PT BNS and PT SKS is already in place by IOI Sustainability Team in Indonesia.	Completed																													
Plan for SKS/BNS to start to be implemented.	The implementation works are in progress. A minimum of 200 ha of peat is being rehabilitated with native tree species and biodiversity enrichment.																														
Plan prepared for the rehabilitation of peatlands in adjacent landscape (part of landscape plan).	Integrated Management Plan, 'Rencana Pengelolaan dan Pemantauan Konservasi Terintegrasi (KKT) for PT BSS, SKS and BNS' is being developed and reviewed.																														



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Rehabilitation to be initiated.	A collaboration effort with BKSDA to restore and rehabilitate 500 m buffer area boundary of PT SKS and Hutan Lindung Cagar Alam has started with about 400 trees have been planted in first quarter of 2017 for biodiversity enrichment in the buffer area. Besides that, joint patrolling for illegal wildlife hunting and illegal logging are also continuously conducted with BKSDA.																								
Sustainability initiatives through Community Empowerment by Ecotourism Activities	To conserve the environment and preserve the livelihood of the local communities, few ecotourism activities plan to be carried out in IOI Ketapang (Birding, Dayak Community Festival and Culture, Safari and etc)																								

## Fire prevention

### POLICY COMMITMENT:

- We will develop and implement a fire prevention and rapid response programme, consisting of active measures to prevent fires in IOI's new developments and adjacent lands, and to respond rapidly to any fires if necessary. The peat land management plan will be an important factor in mitigating fire risk.**

Develop enhanced fire prevention and mitigation programmes within (including conservation areas) and around concessions.	IOI Internal Fire Prevention Document is currently sent for peer review by BKSDA and BOMBA. To enhance collaboration with external stakeholders, IOI has become a member in Free Fire Alliance (FFA)																								
Engage local communities and other neighbouring estates and Government Agencies towards a partnership in fire prevention outside concessions boundaries by raising awareness and training.	Besides collaboration with BKSDA, Manggala Agni forest firefighters and nearby concessions in fire prevention, IOI also engaged with the local communities to spread awareness and conduct forest fire prevention programmes. Training on Fire Awareness with local communities of was conducted by licensed Safety, Health & Fire SNA Staff in July 2017  Simulation and Socialization program on Fire Prevention was held in August 2017. This event involved IOI Plantation, Manggala Agni, local communities, police and army.																								
Signing of MoU with Balai Konservasi Sumber Daya Alam (BKSDA) as partner to work on action plan on fire prevention.	A MoU was signed in August 2016 and currently joint patrolling between BKSDA and estate personnel has been continuously conducted for fire prevention. Continuous engagement initiatives with BKSDA ongoing. Another MoU on fire prevention was signed in September 2017 between IOI Group, PT BMJ of Sinar Mas Group, PT HKI of Sampoerna Group, Manggala Agni, police, and local community.																								



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TRACEABLE SUPPLY CHAINS																									
Traceability																									
POLICY COMMITMENT:																									
<ul style="list-style-type: none"><li>Our goal is to ensure that all volumes of palm oil and palm oil fractions will be 100% traceable to mills by the end of 2016 while palm kernel oil volumes will be traceable to crushers by end 2016 and to the mills by end 2018; this will be extended towards 100% traceable to plantation by the end of 2020.</li></ul>																									
Traceability target PO to Mill (100%)	Traceability data is reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																								
Traceability target PK to Crusher (100%)	Traceability data is reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																								
Traceability target PK to Mill (100%)	Traceability data is reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																								
Traceability target PO to Plantation (100%)	Traceability data is reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																								
Traceability target PK to Plantation (100%)	Traceability data is reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																								
Supplier Engagement																									
POLICY COMMITMENT:																									
<ul style="list-style-type: none"><li>We will actively promote and support the transformation of the palm oil supply chain through a process of supplier engagement. We will continue to engage with key suppliers to promote our policy commitments and build capacity of mills and supplier companies to ensure compliance.</li></ul>																									
Webinar/training on new policy requirements to all direct suppliers.	Capacity building workshops are ongoing (with Proforest).																								
Review of all direct suppliers' sustainability commitments against IOI policy requirements.	Ongoing																								
Group level risk review of upstream companies in IOI supply base.	Internal and external capacity is being added to execute group level risk assessments. Collaboration with external service providers started																								
Continuous Supplier Engagement in order to collaborate on prioritisation of interventions such as verification. Prepare guideline for "Sustainable Practices in the Supply Chain" for suppliers.	Intelligence reports on several high risk suppliers (group level) are available and required action has been taken / will be taken																								
	Agenda for supplier engagement activities will be published via the newly launched IOI Palm Oil Dashboard. Assessments and workshops ongoing																								



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<ul style="list-style-type: none"><li>We will risk assess all palm oil supplier mills using tools such as the spatial data and remote sensing information made available by the World Resource Institute's (WRI) Global Forest Watch (GFW) platform, together with stakeholder alerts, in order to facilitate monitoring of the palm oil supply chain to establish priorities for conducting mill-level verification assessments.</li></ul>																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
Minimum 10 new mill assessments a year with implementation partner.	Reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a> . Suppliers workshops addressing key findings of earlier supplier assessments are becoming more and more important in ensuring supplier compliance with our policy																						
Actively participate in industry initiatives to fastforward the development of an platform/way to share results from the mill assessments.	IOI's concession map can be viewed via respective website of World Research Institute (WRI) and Global Forest Watch (GFW)																						
Time Bound Action Plan covering all suppliers that has been assessed from the engagement process.	Reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																						
Suppliers to demonstrate progress of implementation from gaps found during the mill assessment.	Reported via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																						
Yearly follow up visit to supplier's mill and supply base.	Ongoing.																						





ACTIVITY/MILESTONE	STATUS PER SEPTEMBER 2017																2017								2018								2019				2020																											
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TRANSPARENCY AND WIDER ENGAGEMENT																																																																
Plantation and Concession Maps																																																																
(IMPLEMENTATION COMPLETED – Q1 2017)																																																																
POLICY COMMITMENT:																																																																
<ul style="list-style-type: none"><li>Making maps of all IOI plantations publicly available, subject to any legal restrictions.</li></ul>																																																																
Grievance mechanism (IMPLEMENTATION COMPLETED – Q4 2016)																																																																
POLICY COMMITMENT:																																																																
<ul style="list-style-type: none"><li>Improving IOI Group’s complaints handling capacity and procedures, and implementing a comprehensive grievance procedure covering our palm oil production and sourcing.</li></ul>																																																																
IOI - Pelita Sarawak																																																																
POLICY COMMITMENT:																																																																
<ul style="list-style-type: none"><li>An open and transparent approach to resolving outstanding grievances with the involvement of affected stakeholders, including successfully concluding the mediation process with the affected longhouse communities in Sarawak, to the satisfaction of all parties.</li></ul>																																																																
Conduct meetings with affected communities in the presence of Residen of Miri to discuss land /land use offers to settle dispute.	Grassroots and IOI sent joint letter to RSPO to which RSPO responded (see RSPO website). A joint field visit (IOI, Grassroots and RSPO) took place from 3-7 July. There was a follow-up meeting on 18 July 2017. The development of action plan on the conflict resolution for IOI Pelita is currently being reviewed internally and by external stakeholders.																																																															
	Meeting with affected communities in PELITA conducted on weekly basis by IOI’s Community Communication Officer to update on the resolution progress.																																																															
	Development of compensation mechanism based on the current documented claims remained to the community.																																																															
Progress updates on the resolution to be published regularly via the Grievance mechanism to ensure transparency in resolving this issue.	Updated Grievance list: <a href="http://www.ioigroup.com/Content/S/PDF/Grievance List.pdf">http://www.ioigroup.com/Content/S/PDF/Grievance List.pdf</a> or via the IOI Palm Oil Dashboard at <a href="http://www.ioigroup.com/Content/S/S_Dashboard">http://www.ioigroup.com/Content/S/S_Dashboard</a>																																																															



ACTIVITY/MILESTONE	STATUS PER SEPTEMBER 2017	2017						2018								2019				2020			
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		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP							
Setting stage for engagement and negotiation of dispute resolution	Works with relevant stakeholders such as NGO and local authorities to develop a platform of communications with the communities.																						
	Drafting of Area Development Committee (ADC) Term of Reference (ToR) focusing the local communities engagement.																						
	Ongoing CSR activities to be conducted with the respective villages.																						

## Sustainability Advisory Panel

## POLICY COMMITMENT:

- Follow a multi-stakeholder approach as the right way forward to transform the palm oil sector. We will work with various stakeholders including our suppliers, customers, non-governmental organisations (NGOs), governments and independent verification bodies to implement our Policy.

Proposal to form a Sustainability Advisory Panel (SAP) to monitor the SIP.	Completed and accepted.	Completed																			
Develop Term of Reference (ToR) completed end of October 2016. Invitation extended to various stakeholders to sit on the panel is in progress.	Term of Reference for the SAP was completed and published on Aug 18, 2017.	Completed																			
SAP formed and to meet and monitor the SIP.	Second SAP meeting was held on 16 June 2017 in London followed by a telcon on September 20. The next face to face meeting is scheduled to be on November 27, 2017																				

## HCS Convergence (IMPLEMENTATION COMPLETED – Q2 2017)

## POLICY COMMITMENT:

- Follow a multi-stakeholder approach as the right way forward to transform the palm oil sector.

## Dashboard (IMPLEMENTATION COMPLETED – Q4 2016)

## POLICY COMMITMENT:

- Launching a public reporting system (company dashboard) to communicate traceability information, progress on resolution of outstanding complaints and updates on supplier engagement and verification.

25 OCTOBER 2017