

09<sup>th</sup> August 2019

Dear Sir/Madam,

**STAKEHOLDER CONSULTATION INVITATION TO COMMENT ON MALAYSIAN SUSTAINABLE PALM OIL (MSPO) MAIN ASSESSMENT**

We are pleased to invite you to attend and provide comments in the stakeholder consultation meeting.

**S.H.A Hup Aik Plantation Sdn Bhd** has applied to Global Gateway Certifications Sdn Bhd to carryout certification activities in accordance with the Malaysian Sustainable Palm Oil (MSPO) standards.

The standards that shall be applied in the assessment are as below;

- MS 2530-3: MSPO, Part 3: General Principles for Oil Palm Plantations and Organized Smallholders

As planned, the auditing will be conducted on **10<sup>th</sup> September 2019 – 12<sup>th</sup> September 2019**. Date and time for consultation of interested parties are as follows:

Date : 11<sup>th</sup> September 2019  
Time : 10:30 am to 12:30 pm  
Location : S.H.A Hup Aik Plantation Sdn Bhd,  
Lot 34, Jalan Dataran BU4,  
1<sup>st</sup> Floor, Utama Zone 3 Commercial,  
90000 Sandakan,  
Sabah, Malaysia.

Note \*: If you are unable to attend the meeting you are most welcome to meet our audit team and convey your comments during any of the audit days.

<b>Applicant</b>	S.H.A Hup Aik Plantation Sdn Bhd
<b>Contact details</b>	<b>Mr. Ir. K.H Tan</b> S.H.A Hup Aik Plantation Sdn Bhd, Lot 935 & 927, Jalan Sellathevan, Batu 4, Kg. Jawa, 40460 Shah Alam, Selangor, Malaysia. +6089-215209 Sha.plantation@yahoo.com
<b>Brief business information of applicant</b>	S.H.A Hup Aik Plantation Sdn Bhd (Estates) is located at Sandakan, Sabah. The company's headquarters is located in Selangor. The company mainly produces Fresh Fruit Bunches (FFB) for the consumption of the Malaysian market.



**PALM OIL MILL (POM) FOR THIS ASSESSMENT**

Name of Palm Oil Mill	Mill Capacity	Location	GPS reference		Forecasted Annual output (MT)	
(POM)	MT/Hr	Address	Longitude	Latitude	CPO	Palm Kernel
NIL	NIL	NIL	NIL	NIL	NIL	NIL

**ASSOCIATED SUPPLY BASE OF FFB TO THE ABOVE POM TO BE INCLUDED IN THIS ASSESSMENT**

Owned Oil Palm Plantation / Association	GPS reference		Area Summary (Ha)
	Longitude	Latitude	Total
PJSB KWNN	E 117° 09' 41.3"	N 6° 21' 30.1"	803.33
SPLT MELU	E 117° 10' 43.2"	N 5° 44' 18.4"	277.37
SPLT PTAN	E 117° 22' 20.7"	N 6° 23' 58.1"	194.01
SPLT SSGT	E 117° 12' 50.3"	N 6° 06' 46.1"	148.63
<b>Total</b>			<b>1,423.34</b>

Stakeholder consultation is one of the most important parts in certification process; during which relevant national, regional as well as local stakeholders are asked to give their views and opinions as to whether the applicant's certification units comply with the requirements of the MSPO's requirements.

We invite all stakeholders to take part in this consultation process as you can make a positive contribution to the certification decision. We invite you to raise any issues, both positive and negative, by sending a written response by mail, fax or by e-mail to our Global Gateway Certifications Sdn Bhd .

For your guidance, you may consider the following points:

- Environmental protection.
- Biodiversity conservation.
- Opportunities for employment.
- Provision of housing, sanitation, amenities and educational support.
- Company approach to community development.
- Participation in decision making.
- Any other issue, both positive and negative that you consider may be of relevance to the assessment.



Please direct your comments to:

**Global Gateway Certifications Sdn Bhd**  
**Scheme Manager - MSPO,**  
**Global Gateway Certifications Sdn Bhd,**  
No.10 Jalan Rasmi 7,  
Taman Rasmi Jaya,  
68000 Ampang,  
Selangor Darul Ehsan,  
Malaysia.  
Tel: +603 4256 2689  
Fax: +603 4256 2687,  
E-Mail: admin @ggc.my

Details on the audit team:

**Ismadi bin Hj Ismail (Lead Auditor)**

He holds Diploma in Planting Industry Management from MARA Institute of Technology, Kuantan Pahang. 24 years of working experiences with various plantation companies and skills in Best Agriculture Practices (GAP) for plantation. Fully trained in CoP, MSPO and OSHAS. Qualified as Lead Auditor/Auditor for MSPO and CoP. Involved in MSPO assessment since 2017. Completed and certified MSPO Auditor course in 2017 held by SGS (M) Sdn Bhd and ISO 9001:2015 lead auditor course by TOMC. Member of GGC MSPO audit team. Able to speak and understand Bahasa Malaysia and English.

**Mohd Azmi Samynathan bin Abdullah (Auditor)**

He holds Master's in Business Administration. More than 20 years working experience several industries mostly on HR Management. Have experience in second- and third-party auditing system. Fully trained in ISO9001:2008 (Quality Management System) Lead Auditor Course and successfully completed Malaysian Sustainable Palm Oil (MSPO) Auditor Training course (MPOCC endorsed). Able to write and speak in Bahasa Malaysia and English. Member of GGC MSPO audit team. Able to speak and understand Bahasa Malaysia and English.

**Mohd Razin bin Bakal (Auditor)**

Graduate in Degree of Accountancy with University Putra Malaysia. Having 16 years of working experience in various field in Malaysia, Africa and Indonesia. Have enough knowledge and experiences in oil palm estate operation inclusive of estate administrative, budget preparation, jungle clearing, new planting, nursery establishment and management, harvesting, field upkeep and maintenance, safety and health, vehicle running and skills in Good Agricultural Practices (GAP) including Integrated Pest Management (IPM). Involved in MSPO auditing since 2018. Qualified as Lead Auditor/Auditor for MSPO 2530:2013, ISO 14001:2015 and ISO 9001:2015 from Sirim Berhad. Member of GGC MSPO audit team. Able to speak and understand Bahasa Malaysia and English.



Comments received within 30 days from the date of this letter will be considered in this Assessment. Please include the following information should we need to contact you for clarification on any issues raised:

Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
E-Mail : \_\_\_\_\_  
Phone Number : \_\_\_\_\_  
Summary of Issue : \_\_\_\_\_

If you wish your comments to be treated confidentially or remain anonymous, please mark your reply "CONFIDENTIAL".

We thank you for the participation and feedback.

Yours Sincerely,



**Muhd Jamalul Arif bin Hamid**  
Scheme Manager - MSPO,  
Global Gateway Certifications Sdn Bhd



09<sup>hb</sup> Ogos 2019

Kepada Badan atau Orang Perseorangan yang Berkepentingan,

**JEMPUTAN UNTUK MEMBUAT ULASAN BERKENAAN DENGAN PENILAIAN UTAMA  
PENSIJILAN PIAWAIAN KELESTARIAN MINYAK SAWIT MALAYSIA (MSPO)**

Dengan sukacita kami menjemput pihak Tuan / Puan untuk menghadiri dan memberi komen di sesi rundingan seperti di atas.

**S.H.A Hup Aik Plantation Sdn Bhd** telah memohon kepada Global Gateway Certifications Sdn Bhd untuk melaksanakan penilaian pensijilan Piawaian Kelestarian Minyak Sawit Malaysia (MSPO).

Keperluan piawaian yang akan digunapakai semasa proses pensijilan adalah:

- MS 2530-3: MSPO, “Bahagian 3: Prinsip-Prinsip Umum Untuk Ladang Sawit dan Pekebun-Pekebun Teratur”

Seperti yang dijadualkan, penilaian pensijilan tersebut akan bermula pada **10<sup>hb</sup> September 2019 - 12<sup>hb</sup> September 2019**. Tarikh dan masa bagi perundingan pihak berkepentingan adalah seperti berikut:

Date : 11<sup>hb</sup> September 2019  
Time : 10:30 pagi to 12:30 petang  
Location : S.H.A Hup Aik Plantation Sdn Bhd,  
Lot 34, Jalan Dataran BU4,  
1<sup>st</sup> Floor, Utama Zone 3 Commercial,  
90000 Sandakan,  
Sabah, Malaysia.

Nota\*: Sekiranya pihak Tuan /Puan tidak dapat menghadiri mesyuarat penilaian, pihak Tuan/Puan disarankan untuk bertemu Juruaudit dan memaklumkan sebarang ulasan ketika sesi audit berkenaan berlangsung.

<b>Syarikat Pemohon</b>	S.H.A Hup Aik Plantation Sdn Bhd
<b>Butiran Pemohon</b>	<b>Mr. Ir. K.H Tan</b> S.H.A Hup Aik Plantation Sdn Bhd, Lot 935 & 927, Jalan Sellathevan, Batu 4, Kg. Jawa, 40460 Shah Alam, Selangor, Malaysia. +6089-215209 Sha.plantation@yahoo.com
<b>Maklumat ringkas perniagaan pemohon</b>	S.H.A Hup Aik Plantation Sdn Bhd (Ladang) terletak di Sandakan, Sabah. Ibu pejabat syarikat ini terletak di Selangor. Syarikat ini menghasilkan Buah Tandan Segar (BTS) untuk kegunaan pasaran Malaysia.



**MAKLUMAT KILANG KELAPA SAWIT YANG TERLIBAT DALAM SKOP PENSIJILAN INI.**

Nama kilang sawit (KKS)	Kapasiti Kilang MT/Jam	Lokasi Alamat	Rujukan GPS		Anggaran Pengeluaran Tahunan (MT)	
			Longitude	Latitude	CPO	Palm Kernel
TIADA	TIADA	TIADA	TIADA	TIADA	TIADA	TIADA

**RANTAIAN BEKALAN BTS YANG TERLIBAT DALAM SKOP PENSIJILAN INI**

Nama Ladang / Pertubuhan	Rujukan GPS		Jumlah kawasan (Ha)
	Longitude	Latitude	Jumlah
PJSB KWNN	E 117° 09' 41.3"	N 6° 21' 30.1"	803.33
SPLT MELU	E 117° 10' 43.2"	N 5° 44' 18.4"	277.37
SPLT PTAN	E 117° 22' 20.7"	N 6° 23' 58.1"	194.01
SPLT SSGT	E 117° 12' 50.3"	N 6° 06' 46.1"	148.63
<b>Jumlah</b>			<b>1,423.34</b>

Perundingan dari pihak berkepentingan adalah salah satu aktiviti dalam utama dalam proses pensijilan, di mana semua pihak berkepentingan diminta untuk memberi pandangan yang boleh mempengaruhi keputusan samada keperluan MSPO dipatuhi.

Kami meminta anda mengemukakan sebarang isu, baik positif mahupun negatif melalui surat, fax atau e-mel kepada Global Gateway Certifications Sdn Bhd. Tuan/ Puan boleh menghadiri sesi bersama pihak berkepentingan semasa audit. Sebagai rujukan, anda boleh mempertimbangkan isu-isu seperti berikut;

- Perlindungan alam sekitar
- Pemulihan kepelbagaian biologi
- Pengwujudan peluang pekerjaan
- Penyediaan perumahan, sanitasi, dan pendidikan sokongan
- Pendekatan syarikat dalam perkembangan masyarakat
- Mengambil bahagian dalam membuat keputusan
- Isu-isu yang lain baik positif atau negatif yang anda fikir relevan kepada penilaian

Sila hantar pandangan / komen anda kepada:

**Global Gateway Certifications Sdn Bhd**

**Pengurus Skim - MSPO,**  
**Global Gateway Certifications Sdn Bhd,**  
No.10, Jalan Rasmi 7,  
Taman Rasmi Jaya,  
68000 Ampang,  
Selangor Darul Ehsan,  
Malaysia.  
Tel: +603 4256 2689  
Fax: +603 4256 2687  
Email: admin@ggc.my

Maklumat terperinci anggota Juruaudit:

**Ismadi bin Hj Ismail (Ketua Juruaudit)**

Beliau memiliki Diploma Pengurusan Perladangan dari Institut Teknologi MARA, Kuantan, Pahang. 24 tahun pengalaman dengan syarikat-syarikat perladangan dan mempunyai kemahiran bekerja dalam Amalan Pertanian Terbaik (GAP) untuk perladangan. Sepenuhnya dilatih dalam CoP, MSPO dan OSHAS. Layak sebagai Ketua Juruaudit / Juruaudit untuk MSPO dan CoP. Terlibat dalam penilaian MSPO sejak 2017. Menghadiri kursus juruaudit MSPO pada tahun 2017 yang dikendalikan oleh SGS (M) Sdn Bhd. dan ISO 9001:2015 yang di kendalikan oleh TOMC. Ahli pasukan MSPO audit GGC. Boleh bertutur dan memahami Bahasa Malaysia dan Bahasa Inggeris.

**Mohd Azmi Samynathan bin Abdullah (Juruaudit Sokongan)**

Beliau berkelulusan Sarjana Pentadbiran Perniagaan. Mempunyai lebih daripada 20 tahun pengalaman bekerja di dalam beberapa industri kebanyakannya Pengurusan Sumber Manusia. Mempunyai pengalaman dalam sistem pengauditan pihak kedua dan ketiga. Sepenuhnya dilatih dalam ISO9001: 2008 (Sistem Pengurusan Kualiti) – Ketua Juruaudit dan berjaya menamatkan Kursus Latihan Skim Pensijilan Minyak Sawit Mampan Malaysia (MSPO) (disahkan oleh MPOCC). Ahli pasukan MSPO audit GGC. Boleh menulis dan bertutur dalam Bahasa Malaysia dan Bahasa Inggeris.

**Mohd Razin bin Bakal (Juruaudit Sokongan)**

Siswazah dalam Ijazah Perakaunan daripada Universiti Putra Malaysia. Mempunyai 16 tahun pengalaman bekerja dalam pelbagai bidang di Malaysia, Afrika dan Indonesia. Mempunyai pengetahuan dan pengalaman yang cukup dalam operasi ladang kelapa sawit termasuk pentadbiran ladang, penyediaan bajet, pembukaan kawasan hutan, tanaman baru, penubuhan tapak semaian, pengurusan, penuaian dan penyelenggaraan ladang, keselamatan dan kesihatan, perjalanan kenderaan dan kemahiran dalam Amalan Pertanian Baik (GAP ) termasuk Pengurusan Perosak Bersepadu (IPM). Terlibat dalam pengauditan MSPO sejak 2018. Berkelayakan sebagai Ketua Juruaudit / Juruaudit untuk MSPO 2530: 2013, ISO 14001: 2015 dan ISO 9001: 2015 daripada Sirim Berhad. Ahli pasukan MSPO audit GGC. Boleh bertutur dan memahami Bahasa Malaysia dan Bahasa Inggeris.



Komen yang diterima dalam tempoh 30 hari daripada tarikh surat ini akan dipertimbangkan. Sila sertakan maklumat bertulis dalam format berikut untuk kami menghubungi anda (jika perlu) untuk mendapat penjelasan terperinci mengenai isu-isu yang dibangkitkan.

Nama : \_\_\_\_\_  
Alamat : \_\_\_\_\_  
E-mel : \_\_\_\_\_  
Nombor Telefon : \_\_\_\_\_  
Ringkasan Isu : \_\_\_\_\_

Jika komen anda ingin dirahsiakan, sila tanda perkataan "SULIT" di penjuru atas borang tersebut.

Sekian, terima kasih.

Yang benar,



**Muhd Jamalul Arif bin Hamid**  
Pengurus Skim - MSPO,  
Global Gateway Certifications Sdn Bhd