




TEMPLATE 3: RSPO NPP INTEGRATED MANAGEMENT PLAN SUMMARY

New Planting Procedure – Summary of Integrated Management Plans		
		
NPP Reference Number:	SCS-RSPONPP-000561	
Country of submission of the NPP:	Republic of Guatemala	
RSPO Membership Number:	2-0809-17-000-00	
Reference to the management plan of the management unit	Agroindustria Palmera San Román S.A.	
Name(s) of the states covered by this management plan:	Coronel Vergara 1 and Coronel Vergara 2	
<p>Below are the Management Plans or Management Recommendations, extracted from the studies prepared to meet RSPO requirements for the New Planting Procedure (NPP). It should be noted that the schedules were designed for an annual period consisting of 12 months, but they do NOT follow the calendar order of these time periods (January as month 1, February as month 2, etc.). Month 1 is expected to begin upon RSPO approval of the NPP. Finally, since some activities will be carried out only once (they are not repeated year after year), these schedules must be reviewed and adjusted as deemed necessary at least once a year, after the 12-month period has ended.</p> <p>The Palmas del Ixcán certification unit, in whose name this management plan was prepared, had all its operations legally acquired by another company in the same Braden Group, under a legal entity called "merger by absorption", by the legal entity in the name of Agroindustria Palmera San Román SA, being a single legal entity, the properties evaluated remain the same.</p>		

1	ESIA	Name Management Plan	Aim	Actions and execution schedule												Indicators																																																										
		ABIOTIC OR PHYSICAL ENVIRONMENTAL MANAGEMENT PLANS																																																																								
		Plan for the formation of the environmental and social management group	Ensure compliance and effective development of the actions proposed in the environmental management plan (EMP).	<table border="1"> <thead> <tr> <th rowspan="2">ACTIONS</th> <th rowspan="2">RESPONSIBLE</th> <th colspan="12">MONTH</th> </tr> <tr> <th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>9</th><th>10</th><th>11</th><th>12</th> </tr> </thead> <tbody> <tr> <td>Formation of the environmental, S&SO and social management group</td> <td>Community Relations Manager / Environmental Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Monitoring compliance with policy and guidelines.</td> <td>Community Relations Manager / Environmental Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Reporting</td> <td>Community Relations Manager / Environmental Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table> <p>These actions include:</p> <ul style="list-style-type: none"> – Contribute to the development, implementation and monitoring of the Environmental Management Plan (EMP) . – Verify the proper use of the budget allocated to the implementation and development of the PMA. – Develop the necessary induction and training for workers for proper environmental management. – Carry out the necessary steps to identify and obtain the necessary permits for project execution from the authorities, from the stage prior to the start of project execution. – Address the needs of workers, the community, and environmental authorities associated with palm plantations, in relation to environmental and social aspects. – Ensure that all community complaints, concerns, and/or claims are responded to, providing the appropriate solution. – Ensure that signage, demarcation, and general safety are maintained at the project fronts. – Submit reports or minutes verifying compliance with EMP programs. – Respond to the audit regarding the application and compliance of the EMP. 	ACTIONS	RESPONSIBLE	MONTH												1	2	3	4	5	6	7	8	9	10	11	12	Formation of the environmental, S&SO and social management group	Community Relations Manager / Environmental Manager														Monitoring compliance with policy and guidelines.	Community Relations Manager / Environmental Manager														Reporting	Community Relations Manager / Environmental Manager												
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		<p>awareness plan for the organization's staff.</p>	<p>technical, environmental management, safety, occupational health, and social responsibility issues, according to the needs identified in each of the components to be addressed.</p>	<table border="1"> <tr> <td>schedule</td> <td>Manager / Environmental Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Execution of training</td> <td>Community Relations Manager / Environmental Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	schedule	Manager / Environmental Manager																	Execution of training	Community Relations Manager / Environmental Manager																	<p>(# of trained workers / total # of workers linked to the project) *100 (# of social responsibility training sessions delivered / # of social responsibility sessions scheduled) *100</p>																																																															
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	<p>Mobile source management plan</p>	<p>Maintain vehicles and machinery in good operating condition to reduce GHG emissions through the implementation of good practices.</p>	<p>The minimum training to be carried out will be:</p> <table border="1"> <thead> <tr> <th>THEME</th> <th>SCOPE</th> <th>ADDRESSED TO</th> <th>RESPONSIBLE</th> </tr> </thead> <tbody> <tr> <td>TECHNIQUE</td> <td>Technical scope of the project</td> <td>Project professionals</td> <td>Project Director</td> </tr> <tr> <td>ENVIRONMENTAL</td> <td>Liquid waste management. Solid waste management. Safe handling of agrochemicals, fuels and other hazardous substances. Biotic component management. Current Environmental Regulations.</td> <td>All staff</td> <td>Environmental Professional</td> </tr> <tr> <td>INDUSTRIAL SAFETY</td> <td>Signaling and traffic management. Use of PPE. Risks associated with the activities. Handling of chemical substances. Contingency Plan.</td> <td>All staff</td> <td>SSO Professional</td> </tr> <tr> <td>SOCIAL</td> <td>Community relations.</td> <td>All staff</td> <td>Social Professional</td> </tr> </tbody> </table>	THEME	SCOPE	ADDRESSED TO	RESPONSIBLE	TECHNIQUE	Technical scope of the project	Project professionals	Project Director	ENVIRONMENTAL	Liquid waste management. Solid waste management. Safe handling of agrochemicals, fuels and other hazardous substances. Biotic component management. Current Environmental Regulations.	All staff	Environmental Professional	INDUSTRIAL SAFETY	Signaling and traffic management. Use of PPE. Risks associated with the activities. Handling of chemical substances. Contingency Plan.	All staff	SSO Professional	SOCIAL	Community relations.	All staff	Social Professional	<table border="1"> <thead> <tr> <th rowspan="2">ACTIONS</th> <th rowspan="2">RESPONSIBLE</th> <th colspan="12">MONTH</th> </tr> <tr> <th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>9</th><th>10</th><th>11</th><th>12</th> </tr> </thead> <tbody> <tr> <td>Track maintenance</td> <td rowspan="4">Engineering Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Calibration of dispatch pumps</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Tire calibration</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Fuel supply control</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table> <p>It is recommended that a preliminary registration be made of the vehicle fleet that will operate in the areas designated for planting, which must meet the following parameters:</p> <ul style="list-style-type: none"> • Carry out thorough inspection and maintenance of vehicles; these can be grouped by characteristics (trucks, tractors, etc.) • Set consumption and capacity parameters. • Vehicles with similar characteristics are grouped together, defining performance, fuel consumption, units of measurement, operating personnel, among others. 	ACTIONS	RESPONSIBLE	MONTH												1	2	3	4	5	6	7	8	9	10	11	12	Track maintenance	Engineering Manager													Calibration of dispatch pumps													Tire calibration													Fuel supply control													$CN = \frac{\# AC}{\# FVC} * 100$ <p>CN: Tire calibration AC: Calibrated Cars FVC: Vehicle fleet by category</p> $MV = \frac{\# MVR}{\# VT} * 100$ <p>MV: Track Maintenance MVR: Track maintenance performed VT: Total routes</p> $CCA = \frac{\# CSV}{\# CSA} * 100$ <p>CCA: Fuel control by area or</p>
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																		farm CSA: Fuel supplied by area or by farm CSV: Fuel supplied to vehicles
Safe handling plan for agrochemical products	Establish measures for the storage, transportation, handling, and application of the various agrochemicals used in the planting area, so as to prevent workplace accidents, occupational diseases, and damage to the natural environment.	ACTIONS	RESPONSIBLE	MONTHS												<ul style="list-style-type: none"> $HS \frac{\#PAU}{\#HSD} * 100$ HS: Safety Data Sheets PAU: Agrochemical products used HSD: Safety data sheets available in the warehouse <ul style="list-style-type: none"> $EA \frac{\#EAT}{\#EAG} * 100$ EA Agrochemical containers EAT: Triple-washed agrochemical containers EAG: Generated agrochemical containers <ul style="list-style-type: none"> Delivery of all used containers to the environmental department responsible for managing the collection point. <ul style="list-style-type: none"> $TC = \frac{\#TC}{\#TM} * 100$ TC: Certified Workers TM: Workers who handle agrochemicals		
		Awareness-raising and training of project staff on comprehensive agrochemical management (see details below).	Weed control supervisor/integrated pest management supervisor	1	2	3	4	5	6	7	8	9	10	11	12			
		Installation of signage	Occupational Health and Safety Supervisor															
		Collection of safety data sheets	Occupational Health and Safety Supervisor															
		Triple wash to containers	Weed control supervisor/integrated pest management supervisor															
		Delivery of containers to the collection point	Weed control supervisor/integrated pest management supervisor															
		Preparation of environmental management reports	Weed control supervisor/integrated pest management supervisor															
		<p>All personnel handling or in contact with agrochemicals are required to follow the PPE usage and handling instructions according to the specifications for each product, as well as to be properly trained. To this end, the following are recommended:</p> <ul style="list-style-type: none"> Train staff on the handling of agrochemicals, focusing on the importance of using PPE to avoid potential contamination. Staff must be certified. Establish the PPE requirements for each product; these requirements are included in the safety data sheets for each agrochemical. Maintenance or replacement when PPE deteriorates or reaches the end of its useful life. 																
Phytosanitary treatment system plan	Treat wastewater generated during the application and preparation	ACTIONS	RESPONSIBLE	MONTH												<ul style="list-style-type: none"> $\frac{\#MP}{MR} * 100$ MP: Scheduled		
				1	2	3	4	5	6	7	8	9	10	11	12			

		processes of phytosanitary control inputs.		Area signage, plan identification with the implemented system	Weed control supervisor/integrated pest management supervisor																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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- Training employees on the importance of its use and the correct way in which the Spill Kit should be used is of vital importance for the success of the program's execution, because once they have all the required information (correct handling of substances, use of the corresponding PPE, health and environmental risks to which they are exposed, actions to be taken in case of accidents, etc.) and understand the purpose of the program, the development of all the activities that comprise it will be much more efficient.

Comprehensive solid waste management plan

- Properly manage ordinary and special solid waste, identifying each stage of its generation, in order to formulate minimization and environmental management measures that are implemented, monitored, and evaluated.
- Quantify the solid waste generated in order to characterize it in terms of quantity and composition.
- Properly carry out the delivery and/or final disposal of the solid waste generated.

ACTIONS	RESPONSIBLE	MONTH											
		1	2	3	4	5	6	7	8	9	10	11	12
Awareness raising and training of project staff on comprehensive solid waste management	Environmental Manager	█		█		█		█		█		█	
Waste reduction and classification at source	Environmental Manager	█	█	█	█	█	█	█	█	█	█	█	█
Implementation of a recycling area	Environmental Manager	█	█	█	█	█	█	█	█	█	█	█	█
Transportation and final disposal	Environmental Manager	█	█	█	█	█	█	█	█	█	█	█	█
Delivery of personal protective equipment to the technical team according to the type of solid waste to be handled.	Occupational Health and Safety Supervisor	█	█	█	█	█	█	█	█	█	█	█	█
The technical team will have their medical evaluation and health card when handling solid waste.	Occupational Health and Safety Supervisor	█	█	█	█	█	█	█	█	█	█	█	█
Training on solid waste strategy and handling for technical staff	Occupational Health and Safety Supervisor				█			█					
Specific areas will be designated for the temporary and permanent storage of solid waste according to its origin	Environmental Manager	█	█										
The final disposal of solid waste will be carried out by a	Environmental technician	█	█	█	█	█	█	█	█	█	█	█	█

- $$\frac{\text{Puntos ecológicos}}{\#PEI} = \frac{PEI}{PE} * 100$$

PEI: Eco-points implemented and adjusted to the new color code
PE: Ecological points
- $$RS = \frac{(kg)RSF}{(kg)RG} * 100$$

RS: Separated waste
RSF: waste separated at source (kg)
RG: waste generated (kg)
- $$RsE = \frac{(kg) RsG}{(kg) RsEG} * 100$$

CSR: Solid waste delivered
RsG: Kilograms of solid waste generated
RsEG: Kilograms of solid waste delivered to the final manager

nationally certified and accredited entity.

Riparian Strip Management Plan

Establish riparian zones to implement actions aimed at restoring the natural environment by implementing vegetation status criteria assessments and identifying natural and human-caused threats.

ACTIONS	RESPONSIBLE	MONTH											
		1	2	3	4	5	6	7	8	9	10	11	12
Identification of riparian strip	Environmental Manager												
Assessment of vegetation status and threats	Environmental Manager												
Actions implemented for the proper management of the area.	Environmental Manager												
Area maintenance and reforestation with native species	Environmental Manager												
Awareness-raising and training for staff on riparian areas and their care	Environmental technician												
The protection zone will be demarcated, and no pesticides or inorganic fertilizers will be applied.	Environmental technician												

- $$FRS = \frac{ZFRs}{ZFRi} * 100$$

FRs: Signposted riparian strip
 ZFRs: Signposted riparian fringe zones
 ZFRi: Identified riparian fringe zones
- $$EC = \frac{\#ECe}{\#ZFRi} * 100$$

EC: Vegetation status criteria assessments
 ECe: Vegetation status criteria assessments carried out
 ZFRi: Identified riparian fringe zones
- $$AR = \frac{\#ARi}{\#ARt} * 100$$

AR: Restoration actions identification
 ARi: Restoration actions implemented
 ARt: Total restoration actions
- $$MFR = \frac{\#MFRr}{\#ZFRi} * 100$$

MV: Maintenance of riparian strip
 MFRr: Riparian strip maintenance carried out
 ZFRi: Identified riparian fringe zones



These actions include: delimitation of the watershed; management of the watershed (identification of threats and restoration of degraded areas); and water monitoring.

ACTIONS	RESPONSIBLE	MONTH																
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Identify needs for improvement in soil conservation	Agricultural manager	█	█	█	█	█	█											
Preparation of the plan(s) where the strategies to be implemented are identified	Agricultural manager							█	█	█	█							
Adaptation of areas or zones (application of biomass and/or fertilization).	Agricultural manager												█	█	█	█	█	█

- Soil analysis and reduction in fertilizer application.

SOCIOECONOMIC ENVIRONMENT MANAGEMENT PLANS

ACTIONS	RESPONSIBLE	MONTH											
		1	2	3	4	5	6	7	8	9	10	11	12
Mapping survey	GIS Technician	█	█	█									

- Percentage of compliance with objectives established in the Traffic Regulation

		<p>identify mobility routes, traffic schedules (peak periods), and critical accident risk zones.</p> <ul style="list-style-type: none"> Implement the necessary preventive and corrective measures to avoid and mitigate the impact on existing infrastructure and service networks. Verify the condition of the vehicles and the contractor's load capacity, perform a technical and mechanical inspection, and check the physical health of the driving personnel in order to minimize the impact on the area of influence. 	<table border="1"> <tr> <td>Creation of a Traffic Management Plan</td> <td>Engineering Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Meetings to disseminate the Management Plan and its monitoring</td> <td>Engineering Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Traffic Management Plan Evaluation</td> <td>Engineering Manager / Community Relations Manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> <p>Implementation and monitoring include:</p> <ul style="list-style-type: none"> Develop a training program for heavy machinery operators and other road workers within the company, where they learn how to properly carry out their work in accordance with existing safety standards. Keep areas where construction or adjustments are being carried out permanently marked and delimited. Avoid the presence of outsiders in project development areas (nurseries and plantations) to avoid the risk of accidents and/or harm to people. Take all safety measures in the operation and maneuvering of equipment and machinery Monitor the movement of vehicles or machinery, especially in locations where social infrastructure and service networks are located. 	Creation of a Traffic Management Plan	Engineering Manager																Meetings to disseminate the Management Plan and its monitoring	Engineering Manager																Traffic Management Plan Evaluation	Engineering Manager / Community Relations Manager																<p>Plan.</p> <ul style="list-style-type: none"> Percentage of road incidents or accidents per year. Number of training sessions provided / Number of training sessions established *100
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		<p>skilled labor residing within the project's direct area of influence during all activities on the new oil palm plantations.</p> <ul style="list-style-type: none"> • Generate employment opportunities for women in line with the requirements of the palm plantation, through strategies such as evaluating optimal jobs for women and strategic communication for hiring women in the positions evaluated. 	<table border="1"> <tr> <td></td> <td></td> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td> </tr> <tr> <td>Creation of contracting guidelines</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Dissemination of hiring guidelines and labor needs.</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Construction and implementation of the training plan for new workforce.</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Conducting training on contracting guidelines and activities</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Evaluation of optimal jobs for women</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>			1	2	3	4	5	6	7	8	9	10	11	12	Creation of contracting guidelines	Human resources manager													Dissemination of hiring guidelines and labor needs.	Human resources manager													Construction and implementation of the training plan for new workforce.	Human resources manager													Conducting training on contracting guidelines and activities	Human resources manager													Evaluation of optimal jobs for women	Human resources manager													<p>in the area of influence / total staff.</p> <ul style="list-style-type: none"> • Number of external community outreach events on palm cultivation / Number of scheduled outreach events*100 • Monthly staff turnover percentage.
		1	2	3	4	5	6	7	8	9	10	11	12																																																																											
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	Food security promotion plan	<ul style="list-style-type: none"> • Contribute to food production at the community level by contributing to productive projects (home gardens, production of minor species). 	<table border="1"> <tr> <td rowspan="2">ACTIONS</td> <td rowspan="2">RESPONSIBLE</td> <td colspan="12">MONTH</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td> </tr> <tr> <td>Design of Food Security projects</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Implementation of Food Security projects</td> <td>Head of Occupational Health and Safety / Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Participatory evaluation of food security projects</td> <td>Human resources manager</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	ACTIONS	RESPONSIBLE	MONTH												1	2	3	4	5	6	7	8	9	10	11	12	Design of Food Security projects	Human resources manager													Implementation of Food Security projects	Head of Occupational Health and Safety / Human resources manager													Participatory evaluation of food security projects	Human resources manager													<ul style="list-style-type: none"> • Percentage of compliance with the actions proposed in the food security plan. • Percentage of beneficiaries of the Food Security plan 																
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		<p>Community relations plan</p>	<ul style="list-style-type: none"> • Provide spaces for community participation in areas of influence (COCODES, community organizations, representatives of public entities, etc.), where deliberation and decision-making in favor of community development are encouraged. • Provide timely, clear, and transparent information to communities regarding the company's actions and all issues of community interest and relevance. • Respond to complaints or claims, suggestions, and requests for information submitted by the community or citizens, providing timely and appropriate attention. 	<table border="1"> <thead> <tr> <th rowspan="2">ACTIONS</th> <th rowspan="2">RESPONSIBLE</th> <th colspan="12">MONTH</th> </tr> <tr> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> <th>7</th> <th>8</th> <th>9</th> <th>10</th> <th>11</th> <th>12</th> </tr> </thead> <tbody> <tr> <td>Initial approach to social actors</td> <td>Community Relations Manager</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Community Work Strategy and Agenda / Construction and Implementation</td> <td>Community Relations Manager</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Strengthening and implementing the Complaints and Claims System</td> <td>Head of Sustainability and Communications</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Monitoring and evaluation scheme</td> <td>Community Relations Manager</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Documentation System</td> <td>Community Relations Manager</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>For activities involving surrounding communities, it is recommended to hold informational meetings prior to the start of the activities and during the growing and harvesting process. This can be the beginning of building a joint work agenda and establishing clear, timely, and respectful communication. Some of the following topics are suggested as possible areas of work:</p> <ul style="list-style-type: none"> – Carry out (Strengthen) a participatory environmental education program for the community. – Plans or measures to avoid impacts from project-related activities, such as planting, e.g., spraying, pollution, and the capture of water sources, etc. – Comprehensive company policies: No hunting, No fishing, No logging, No burning, Human rights and social responsibility. 	ACTIONS	RESPONSIBLE	MONTH												1	2	3	4	5	6	7	8	9	10	11	12	Initial approach to social actors	Community Relations Manager													Community Work Strategy and Agenda / Construction and Implementation	Community Relations Manager													Strengthening and implementing the Complaints and Claims System	Head of Sustainability and Communications													Monitoring and evaluation scheme	Community Relations Manager													Documentation System	Community Relations Manager													<ul style="list-style-type: none"> • Percentage of compliance with the actions proposed in the community relations plan. • Percentage of complaints and claims generated by communities closed during the year
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BIOTIC ENVIRONMENT MANAGEMENT PLANS

Programs for the management of rare, threatened or endangered species – Wildlife RAP	Establish management measures to prevent and mitigate the impacts that may arise from agro-industrial activities (oil palm) on natural areas and RAP fauna species (rare, threatened and/or endangered, migratory and endemic) present in the management units.	ACTIONS	RESPONSIBLE	MONTH												Number of species registered or lists obtained.	
				1	2	3	4	5	6	7	8	9	10	11	12		
		RAP species monitoring	Environmental Manager														Number of hours spent per person on sighting days.
		RAP species monitoring	Environmental technician	It is carried out every two years and is recommended to be carried out together with the update of the EISA.												Number of transects carried out or total distance traveled.	
		Threat identification and monitoring	Environmental Manager														Number of plots made.
		Mitigation of identified threats with specific strategies according to timber extraction.	Environmental Manager														Number of attendees/numbers of those summoned) x 100
		Implementation of strategies for the prevention and mitigation of threats (such as livestock trampling within the forest)	Environmental Manager														(Number of training sessions conducted/number of training sessions proposed in the year) x 100
		Review and optimization of implemented strategies	Environmental Manager														
		Comprehensive Management Report	Environmental Manager														
Forest management plan	Establish forest monitoring management measures that allow for the evaluation, identification, prevention, and control of environmental	ACTIONS	RESPONSIBLE	MONTH												<ul style="list-style-type: none"> Vegetation monitoring and tracking (active management) through the establishment of evaluation units (permanent plots) for species identification, recorded in field forms (Forest Forms). 	
		Threat identification and monitoring	Environmental Manager														
		Definition of areas with high conservation	Environmental Manager														

	<p>In addition to the buffer strip, it is recommended to delimit a 10 m differentiated management strip only when the oil palm crop is adjacent to the buffer strip, in order to generate a transition zone between the east and the HCV and HCVMA areas.</p> <p>All oil palm cultivation activities may be carried out in the differentiated management zone. However, it is recommended that management in this area be cultural, reducing the use of agrochemicals and/or fertilizers and opting for the use of organic products, so as not to disturb the AMAVC or the HCV areas.</p>	<p>Environmental Manager / Agricultural Manager</p>																					<p>actions when necessary.</p> <p>3. Design a format in which to record the management measures that will be carried out within it.</p>
	<p>Monitoring and Control of the Use of Agrochemicals in Areas Near Forests and HCV Areas</p>	<p>Pest and disease supervisor / Weed control supervisor</p>																					<p>1. Application log: Keep a detailed record of dates, types and quantities of agrochemicals applied.</p>
		<p>Pest and disease supervisor / Weed control supervisor</p>																					<p>2. Staff Training: Ensure that operators are trained in good agricultural practices and in the safe handling of agrochemicals.</p>
		<p>Environmental Manager / Agricultural Manager</p>																					<p>3. Identification and delimitation of buffer strips: Mark a protection area around the forest where the use of agrochemicals will be restricted or controlled.</p>
		<p>Pest and disease supervisor / Weed control supervisor</p>																					<p>4. Application Equipment Inspections: Periodically verify the correct operation of spraying equipment to avoid leaks or irregular applications.</p>
		<p>Environmental technician</p>																					<p>5. Environmental monitoring: Conduct periodic reviews to verify compliance with regulations and best practices in the use of agrochemicals.</p>
		<p>Pest and disease supervisor / Weed control supervisor</p>																					<p>6. Use of Authorized Products: Ensure that the agrochemicals used are permitted for application in areas near sensitive ecosystems.</p>

Active implementation of the Sustainability Policy, application of internal regulations and Environmental Awareness promoting NO deforestation, NO hunting, NO fishing and NO burning	Environmental Manager / Environmental technician												1. Design and implement environmental awareness and education strategies: *Design environmental education programs: Include talks, workshops, and campaigns aimed at workers and communities. *Implement accessible educational materials: Create posters, brochures, and explanatory videos in local languages. *Involve community leaders: Strengthen the transmission of knowledge through trusted individuals in the community.
	Environmental technician												2. Signage installation and maintenance: *Place signage in strategic areas: Inform about the prohibition at entrances, paths, and sensitive areas. *Use durable and visible materials: Ensure that signage is durable and easy to understand. *Periodically review the condition of signage: Replace or repair damaged or vandalized signs.
	Environmental technician												3. Monitoring and surveillance for compliance with internal regulations: *Establish a community patrol system: Include Forest rangers or environmental monitors to report violations. *Create anonymous reporting mechanisms: Facilitate reporting of illegal activities without fear of retaliation. *Monitor high-risk areas: Use camera traps or inspections to detect prohibited activities.
	Environmental Manager / Environmental technician												4. Implementation of sustainable alternatives: *promote ecological restoration programs: Encourage reforestation in degraded areas.
	Environmental Manager / Environmental technician												5. Dissemination of internal regulations: *Communicate rules and sanctions clearly.
	Environmental Manager / Agricultural Manager												6. Sanctions and enforcement mechanisms for internal regulations: *Define clear and proportional sanctions: Apply corrective measures based on the severity of the violation. *Ensure transparency in the application of sanctions: Document and communicate the actions taken.

	Ensure that the construction of infrastructure, roads, pathways, irrigation or drainage lines does not promote the fragmentation of HCV 1/HCV 3 areas or their management areas.	GIS Technician																				Design a map-plan of all infrastructure to be built in the MUs so that their distance from the HCV areas or their management areas is evident.
	Design and implementation of a fauna and flora monitoring program, confirming or ruling out the presence of rare, threatened, or endangered species (RAP) and generating key information for conservation.	Environmental Manager / Environmental technician																				1. Integrate monitoring into workers' daily activities: *Train employees in RAP fauna and flora identification: Provide basic training in key species recognition. *Assign responsibilities based on existing roles: Leverage supervisors and field workers for data collection. *Use simple record-keeping forms: Implement easy-to-fill checklists on mobile devices or paper.
		Environmental Manager / Environmental technician																				2. Use of simple technology for data recording: *such as camera traps and use of GPS to record the location of species RAP: Use devices such as mobile phones.”
		Environmental technician																				3. Carry out fauna and flora monitoring every two years, with the participation of professionals specialized in the subject, in accordance with the EISA update.
HCV 4 and HCV 5:																						
	Management Recommendation / Activity	RESPONSIBLE	MONTH												Monitoring recommendations							
	According to the proposed measures for the management of HCV 4 areas (HCVMA), a 10-meter water barrier is proposed around ephemeral streams and a 50-meter buffer zone around the San Román River. This activity must be carried out before any land clearing or preparation for oil palm plantation begins, in accordance with RSPO provisions. Stakes or paint can be used to mark water barriers, and information about their demarcation must be mapped using GPS and other GIS tools.	Environmental Manager / Environmental technician	1	2	3	4	5	6	7	8	9	10	11	12	<ul style="list-style-type: none"> • Design a format to record the number of plants to be planted in the water protection round (HCV 4), accompanied by the corresponding photographic record that serves as support for the actions carried out. • Monitor the development of established plants annually to verify their survival and determine the need to implement replanting actions when necessary. * Once the oil palm seedlings have been planted and throughout their useful life, conduct periodic visits to verify that there are no spontaneous palms within the riparian zone. 							

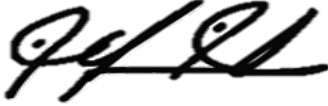
	<p>The boundaries of riparian reserves should also be marked with signs to inform oil palm plantation workers and other local residents that these conservation areas have been set aside for the protection of wildlife and water quality.</p>	<p>Environmental technician</p>																<p>* Frequently check that signs for HCV 4 and HVCMAC 4 areas are installed at key points.</p>
	<p>Install signage in high-traffic areas to identify HCV 4 areas. Signage can be accompanied by information panels containing relevant information about what an HCV 4 is, its importance, and why it is necessary to protect areas considered to be of High Conservation Value. These panels can be accompanied by photographs of the water bodies and riparian zones within the Management Unit. Install signage prohibiting logging, fishing, and burning in areas with high traffic and where there is a risk of vulnerability to HCV 4 areas.</p>	<p>Environmental technician</p>																<ul style="list-style-type: none"> • Number of "Area HCV 4" signs installed. • # "HCV Area 4" information panels installed. • # of "logging prohibited" signs installed. • # of "no fishing" signs installed. • # of "no burning" signs installed.
	<p>Clearly demarcate and delimit HCV 5 areas and their respective management areas (AMAVC), for example, with a well-laid stone path around these areas (especially riparian areas) or through linear reforestation with native species.</p>	<p>Community Relations Manager</p>																<p>Establish meetings with communities (COCODES) to develop guidelines for protecting the protection patrol, taking into account the uses generated by the population, such as firewood extraction, as well as sanctions for non-compliance.</p> <ul style="list-style-type: none"> • Letters of invitation to socializations. • (# of socializations of the AVC 5 areas carried out to the communities / # of socializations scheduled to be carried out) *100. • Number of recorded incidents or situations affecting the AVC 5/Year. <p>Provide opportunities for communities to develop reforestation activities for these water sources and thus conserve the riparian strip of these water bodies.</p> <p>(# of projects or activities launched / # of projects or activities agreed upon) *100.</p>

	<p>Characterize the vegetation present in this 10-m riparian strip within all MUs, in order to identify the types of cover present there and the management to be implemented accordingly. If the identified cover is natural forest, it should be preserved, allowing it to continue recovering naturally.</p>	<p>Environmental technician</p>																<p>* Verify the vegetation present in all riparian zones, identifying the cover types present within 10 meters of water bodies. *In sites where forest cover is present and natural regeneration is preferred, this should be monitored regularly to assess whether tree seedlings are growing adequately in riparian reserves. If riparian reserve recovery does not begin within one year of attempting natural restoration, active planting of native seedlings should begin.</p>
	<p>In areas with non-forest cover (pastures, bare land, other subsistence crops, etc.), reforestation (active restoration) should be carried out with native vegetation planted within the riparian zone, implementing a differentiated management zone extending 10 meters from the end of the riparian vegetation cover. Native species or those nearly extinct in the region can be used to increase biodiversity in HCV 4 areas. It is also advisable to consider planting firebreaks in sites considered most prone to fire spread, using native, non-flammable species.</p>	<p>Environmental technician</p>																<p>* Check the vegetation present in all riparian areas, identifying the types of cover present within 10 meters of the water bodies.* Select the native species with which reforestation will be carried out and identify the nursery from which they will be obtained.* Schedule the planting of seedlings and the replacement of those that die during the first year.* Frequently monitor the condition of the planted seedlings, in order to identify possible pests, diseases or environmental conditions that may cause their death.</p>
	<p>To prevent soil erosion along the banks of water bodies, it is recommended to encourage the growth of dense, low vegetation along the banks of rivers or watercourses, and to prohibit activities that excessively disturb the banks, such as accessing the water system for vehicle washing or occupying the channel for vehicle traffic. The latter should be managed by creating suitable vehicle crossings such as bridges, box culverts, and others that adapt to the needs of these crossings.</p>	<p>Environmental technician / GIS technician</p>																<p>* Identify and map points along waterways where vehicle crossings are needed to prevent impacts on the waterbed.* Frequently review the status of newly installed infrastructure, evaluating its functionality and operation.</p>

	Inform employees, communities, neighbors, and other stakeholders about the HCV 4 demarcation and signage process that will be carried out, informing them of the SOP for new plantings, handling of agrochemicals, and other relevant measures.	Environmental Manager / Environmental technician																													* Update the SOPs as appropriate to ensure they include all necessary information related to new plantings, integrated pest and disease management, proper handling of agrochemicals, protection of HCV, HCS or primary forest areas, etc.* Schedule meetings with stakeholders based on the company's "Annual Training Plan" to disseminate actions related to new plantings and efforts to protect HCV 4 water rounds and the water quality of water bodies in or around the MUs.
	Actively implement the Sustainability Policy to promote NO deforestation, NO fishing, NO burning, and NO hunting within MUs, and especially within HCV areas. This should be done through internal and external environmental awareness activities, participatory dialogue, and the creation of agreements to prevent these actions from continuing.	Environmental Manager / Environmental technician																												* Update the SOPs as appropriate to ensure they include all necessary information related to new plantings, integrated pest and disease management, proper handling of agrochemicals, protection of HCV, HCS or primary forest areas, etc.* Schedule meetings with stakeholders based on the company's "Annual Training Plan" to disseminate actions related to new plantings and efforts to protect HCV 4 water rounds and the water quality of water bodies in or around the MUs.	
	<p>Cross-cutting recommendations represent actions directed at the organization's management to address multiple threats to one or more HCVs and maintain the social and environmental values identified at the landscape level. In this regard, the following is proposed:</p> <ul style="list-style-type: none"> - Generate social and environmental awareness-raising processes for communities present in IIAs regarding the protection of HCVs identified as present within the broader landscape. These awareness-raising activities should be carried out in coordination with COCODE representatives, and their implementation should be tailored to the participants' needs (simple and easy-to-understand language, educational materials, participation, etc.). - Strengthen communication mechanisms with communities to identify situations that threaten the HCVs considered present. 																														
3	Participation of stakeholders and local populations (FPIC Process)	<p>Following the meeting with the communities and the definition of the plans to be developed to mitigate impacts and manage HCV-HCS areas, the company must, before beginning project development, establish the following written agreements with the communities of influence:</p> <ul style="list-style-type: none"> • Inform surrounding communities and other stakeholders about the activities to be carried out during the crop establishment stage, as well as the protection and conservation measures consistent with the HCSA-HCV results. 2. • Implement the management and monitoring recommendations set forth in the HCSA-HCV report as well as the action plans set forth in the EISA document. • Dissemination of skilled and unskilled job offers in communities, as well as the inclusion of female labor. • Develop social responsibility actions that contribute to community development. <p>FPIC does not end with the signing of an agreement by the community. The agreement must be put into practice. To ensure this, it is recommended to follow up on these agreements through participatory monitoring, which verifies the results against the commitments.</p> <table border="1" data-bbox="479 1374 1975 1414"> <tr> <td data-bbox="479 1374 792 1414">ACTIVITIES</td> <td data-bbox="792 1374 1010 1414">RESPONSIBLE</td> <td data-bbox="1010 1374 1093 1414">1</td> <td data-bbox="1093 1374 1164 1414">2</td> <td data-bbox="1164 1374 1236 1414">3</td> <td data-bbox="1236 1374 1308 1414">4</td> <td data-bbox="1308 1374 1379 1414">5</td> <td data-bbox="1379 1374 1451 1414">6</td> <td data-bbox="1451 1374 1523 1414">7</td> <td data-bbox="1523 1374 1594 1414">8</td> <td data-bbox="1594 1374 1666 1414">9</td> <td data-bbox="1666 1374 1738 1414">10</td> <td data-bbox="1738 1374 1809 1414">11</td> <td data-bbox="1809 1374 1881 1414">12</td> </tr> </table>	ACTIVITIES	RESPONSIBLE	1	2	3	4	5	6	7	8	9	10	11	12															
ACTIVITIES	RESPONSIBLE	1	2	3	4	5	6	7	8	9	10	11	12																		

		Inform the surrounding communities and other interested parties of the activities to be carried out during the crop establishment stage	Community Relations Manager																
		Establishment of agreements with surrounding communities	Community Relations Manager																
		Implementation of social and environmental agreements and action plans	Community Relations Manager																
		Participatory monitoring and/or follow-up	Community Relations Manager																

4	Soil and Topography	Name Management Plan																	Indicators				
		Aim																					
		Actions and execution schedule																					
		Marginal soil management plan	Improve the quality of marginal soils by implementing good agricultural practices that optimize crop production.	ACTIONS	RESPONSIBLE	MONTH																	<ul style="list-style-type: none"> • Soil analysis and reduction in fertilizer application • (Meters of established drainage / Crop area)
				Identify needs for improvement in soil conservation	Agricultural manager	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
				Development of the drainage system	Agricultural manager																		

6	Acceptance of management plans	Name of the person responsible	Luis Fernando Oliva
		Designation	Administrative and Sustainability Manager
		Signature	
		Date	8-10-2025