

OPERATIONAL HEALTH AND SAFETY 2023 REPORT



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INTRODUCTION

As part of PT BIA's Commitment to implementing NDPE Policy as well as meeting the criteria set by the RSPO, maintaining high safety standards in the workplace is integral to sustainable operations. Being a palm oil company, there are many dangers surrounding workers whether they are stationed in the core plantations, plasma plantations, mills, HCV, or general offices. The Company is obliged to provide for safe workplace of its workers as dictated by National Regulations such as Law No. 1 of 1970. To regulate these standards, PT Bio Inti Agrindo created the Occupational Health and Safety Committee (P2K3) to maintain order and oversee the progress of its NDPE implementation.

We recognize the importance of involving key stakeholder in ensuring that our employees are working under the safest and most secure environments and it is due this fact that the Company cooperates with government-aligned stakeholders such as the Ministry of Manpower and Transmigration.

The purpose of this report is to inform the stakeholders regarding the total number of PT BIA's Employees, OHS performance through activities and programs, and the targets we have reached for 2023.



EMPLOYEES

As of June 2023, PT Bio Inti Agrindo has a total of 3,526 employees (including 14 employees of foreign origin) spread across its head and branch offices, field estates, and plasma plantations and come from a diverse range of backgrounds and origins from all across the country. With a Recruitment SOP (Standard Operational Procedure), the Company has always conducted its due diligence when recruiting individuals such as proper psych evaluations, background checks and ID verifications, and training. Thus, PT BIA Held a workers' socialization to inform the workers about their rights and entitlements including right to join workers' associations, salaries calculation, maternity leave for women, rights to paid leave, right to quit the company, insurance, etc.

As per the regulations of the Indonesian Government, all employees have been provided with BPJS insurance concerning employment and healthcare. Our employees are fully insured should any sort of accident befall them and the Company will be taking full responsibility. In addition to the above, our employees have also been provided with standard lodging on site.



OPERATIONAL HEALTH AND SAFETY COMMITTEE

As one of the efforts to increase the supervision of occupational safety and health as well as the welfare of the workforce in the company area, based on Ministry of Manpower and Transmigration Regulation No. 4 of 1987 concerning P2K3, namely Article 2 paragraphs 1 and 2 which reads:

01

Every workplace with certain criteria for employers or management is required to form an OHS Committee.

02

The workplace referred to in paragraph 1 is:

- a. The workplace where the employer employs more than 100 people
- b. The workplace where the businessman or management employs less than 100 people, but use materials, processes and Installation that has a large risk of occurs explosions, fire, poisoning, and radiation.

As a form of compliance with PT Bio Inti Agrindo in implementing applicable regulations in Indonesia, the OHS Committee is formed which is an assistant body in the workplace and a forum for cooperation between employers and workers to develop mutual understanding and participation in the application of occupational safety and health.

To develop cooperation, mutual understanding and effective participation between PT Bio Inti Agrindo and the Ministry of Manpower and Transmigration, a report on the Occupational Safety and Health Trustees (P2K3) report which is reported every 3 months (quarterly) to the local Manpower and Transmigration Office. The report compiled was a quarterly report in the beginning of 2022 in the January -March period, the Committee for the Trustees of Safety and

Occupational Health of PT Bio Inti Agrindo in the Ulilin District, Merauke Regency.

Based on Law No. 1 of 1970 concerning Work Safety Article 1 explains that the workplace is each room or field, closed or open, moving or permanent, where the workforce works, or which is often entered by the workforce for the needs of a business and where there are sources or sources danger. In this law also explained that each workforce is entitled to receive work safety protection from employers, PT Bio Inti Agrindo is committed to protecting the workforce and people around the workplace by forming the Occupational Safety and Health Committee (P2K3) which aims to keep in order can oversee the progress of the law No.1 of 1970.

SAFETY IN THE WORKPLACE

To reduce the risk of work accidents and improve the welfare of employees in the work area, PT Bio Inti Agrindo carries out several activities related to OHS and carries out gradual development in the company area.

OHS activities involve several trainings for employees in order to develop their expertise. Training programs that have been carried out include General OHS Expert Training, Electrical OHS, OHS for lifting and transport aircraft, Welding and Boiler Operators who all have Ministry of Manpower and Transmigration certification as well as Hyperhealth for Company Doctors and Medical Personnel and others.

FIRE SAFETY

As a company engaged in oil palm plantations, PT BIA operates in accordance No. 5 of 2018 Article 25 concerning Wildfire Control Facilities and Infrastructure. Our firefighting department has been in service since the early days of the Company's inception and since then, PT Bio Inti Agrindo has made significant improvements with regard to fire safety. Pertaining to early fire prevention, the following activities and equipment acquisition have been carried out:

- ▶ **APAR (Light Fire Extinguisher) Powder Type** – Installation of powder type fire extinguishers in employee barracks, offices, canteens and other building facilities.
- ▶ **APAR (Light Fire Extinguisher) CO2 Type** – In the Genset House, installation of a Light Fire Extinguisher (APAR) with 2 types, namely Powder 6 kg and CO2 2 kg.
- ▶ **Fire Hydrants** – The fire hydrants have been installed in Palm Oil Mills 1, 2, and 3 as well as PT BIA's Harbor
- ▶ **Fire Monitoring Towers** – The towers are used as an early detection systems should hotspots appear in the plantation area. All three of our estates and the plasma plantations areas have monitoring towers installed.
- ▶ **Fire Engines/Fire Trucks** – Stationed at all three of our estates are fire trucks operated by personnel who are ready to move at a moment's notice.
- ▶ **Firefighters** – Personnel who have been properly trained on the methods of extinguishing fires.



- ▶ **Wildfire Prevention Equipment** – We have also provided various equipment for our firefighting personnel such as Head flashlight, Goggles, Respirator Masks, Whistles, Fire axes, Dual-function axes, Sharp rakes, Hoe rakes, Shovels, Binoculars, Helios flashlights, Light sticks, Speakers (TOA), Back Pumps, 1.5" Canvas Hoses, Rubber Hoses 1.5", Hydrant Nozzles 2", Carry Pumps, and Fire Resistant Blankets.
- ▶ **Firefighting Warehouses** – The Company has built warehouses where the firefighting equipment can be properly stored
- ▶ **Fire Hazard Index Board** – Six total boards showing the many levels of fire hazards have been installed across all estates to inform and educate residents, regular employees, and firefighters of the danger levels of particular fires.



We realize that entrusting early fire prevention in the hands of our internal team alone is insufficient. Therefore it is due this that PT BIA has made it a priority to inform and educate the families of its employees as well as the local residents on the importance of fire prevention. To achieve this, we held socializations where experts explained simple in-home measures that residents can enact to prevent fires, how to escape areas that have caught fire, and simulations where residents take part in extinguishing fires using materials found around their houses such as wet fabrics and fire extinguishers.

To ensure that activities and facilities are functioning as intended, our Fire Management Department carries out periodic monitoring activities and checkups for the both the powder and CO2 type APARs. Trained workers are in charge of the monitoring and checkup process. APAR unites being monitored are not eligible for operational use throughout the auditing process.

FIRE MITIGATION

In line with our NDPE Policy, the prevention of fires is one of the keys to maintaining “No Deforestation” across our operations. When operating in a tropical country with only two seasons (dry and rainy), there are only two causes of fires: a rise in temperature due to the heat of the dry season and fires that are manmade. We also carry out fire monitoring towards our supply chain to ensure that our suppliers conduct best management practices without fires.

Our fire monitoring system is divided into 4 categories namely Prevention, Preparation, Early Detection, and Rapid Response System all of which are explained further below.

In order for fire monitoring to be commensurate with risk, the intensity of fire monitoring will vary depending on the weather that promotes the spread of wild fires. A consistent approach developed by the Indonesian Meteorological, Climatological and Geophysical Agency (BMKG) that can indicate this changing level of risk and can trigger a change in monitoring intensiveness is the FWI - Fire Weather Index.

This index is based on a combination of rainfall and rain accumulation, temperature, humidity, and wind strength data and includes potential for ground level or below ground fires. In the normal of blue low level, the fire mitigation teams will conduct their patrols as usual. However, should alerts indicate changes at

the moderate and high levels, teams will be prepared to carry out more intensive patrols. In addition, monitoring can also be done through the monitoring towers spread throughout the plantations as well as satellite detection (for hotspots and fire spots).

In order to prevent people from using fires to clear land for plantings and/or other purposes, the Sustainability Team has held socializations and dissemination sessions to educate and inform the local communities on the dangers of fires. The prevention of fire is not only conducted by the Company itself but also involves the contributions of the surrounding communities. Fortunately, the communities have always shown their willingness to collaborate with us. We are targeting 2023 as the year in which we launch our Integrated Local Fire Fighting Community Groups (MPA).

In addition to this, we have also educated and socialized the basics of combating fires to the local schools in our concession including children and teachers and to the housewives as well on how to handle fires in the kitchen and other parts of the house. In case of emergency situations, the Company has prepared a 24 hour hotline (a certified and well equipped Emergency Response Team) that is ready to respond at a moment's notice.



Prevention

- Plans and the allocation of budget are available that can cover plantation areas and surrounding areas.
- Procedures for an Integrated Local Fire fighting Community (MPA) will be carried out in 2023.

Early Detection

- Monitoring towers are spread throughout the plantation.
- Hotspot and fire spot detection (Satellite monitoring).
- Detection research (FWI and NOAA) and alert system has been in place.



Preparation

- The fire mitigation policy and SOP are readily available.
- Fire fighting teams are given a series training modules.
- Our teams are fully equipped with the latest equipment.

Rapid Responses

- Emergency response and command comprising of (operations, strategy, and logistics).
- Making use of excavators and aircraft to combat fires.
- Dispatching the healthcare team for evacuation and recovery.

OTHER FACILITIES AND INFRASTRUCTURE

The development of facilities and infrastructure continues to be carried out gradually PT BIA's operational areas for the benefit of the company as well as the welfare of employees and the community. In 2020, several improvements have been built and made to the facilities and employee welfare to further improve the welfare of employees and the company and these improvements have been carried further into 2022. Some of the facilities that have been built and improved upon include:

- ▶ **Material storage warehouse** – Our operations often require our employees to make use of sensitive and sometimes often dangerous equipment. Such equipment requires proper storage and so PT BIA has built warehouses specifically for the storing of operational equipment where only authorized personnel are allowed access.
- ▶ **Solar Storage Tank** – The Company makes use of storing portable water in Solar Thermal Tanks up to 82 Degrees Celcius.
- ▶ **CPO storage tanks at Palm Oil Mill** – Once the CPO has been processed they are then carefully stored in storage tanks designed to contain CPO.
- ▶ **CPO storage tanks at Specialized Terminals** – These specialized terminals are used for storage tanks containing CPO being prepared for delivery and sale. These terminals consist of ports and ships.

One of the major ways to increase and maintain welfare is the establishment and provision of education facilities as mentioned in the paragraph above, residents and employees have children who are in need of education from an early age Thus, PT BIA has been established Daycare (Tempat Penitipan Anak/TPA) in every Estate and Division for employee's children, especially children in the range age 1-5 years old. The Company. Moreover, PT Bio Inti Agrindo has been built 3 State Kindergarten Schools (TK), 3 State Elementary Schools (SD), and 2 State Junior High Schools (SMP). The schools that have been gradually built at PT Bio Inti Agrindo's concessions are as follows:

- TK Negeri Loo BIA
- TK Negeri Issau BIA
- TK Negeri Kukumit
- SD Negeri Loo BIA
- SD Negeri Issau BIA
- SD Negeri Kukumit BIA

WELFARE FACILITIES (EDUCATION)

The provision of welfare comes in many forms and methods. PT BIA recognizes that the local communities and the employees have families who must be looked after and so many facilities were developed for the purpose of building their welfare and maintaining it.

We have also provided school buses for students' transportation to the schools. These school buses have been stationed at every estate and follow set routes crossing across many housing settlements. Our schools are attended by a mix of both local resident students and the children of trans-migrant employees.

SIGNS/POSTERS EXPLAINING OHS

Signs/Posters are used as socialization media and appeals to the workforce/employees who work in places or engage types of work that categorized high risks. Aside from being an appeal, it is also used as a means of guidance to employees in the event of an emergency such as evacuation routes and gathering points.

In addition, these signs and posters not only can be functioned as caution for the employees, but also used to warn and inform the local communities and employees' families of the dangers pertaining to hazardous waste, mill machinery, and Health such as HIV/AIDS.

- **K3 Signboard** – Located at several points
- **B3 and LB3 Symbols** – Hazardous and Toxic Materials (B3) and Hazardous and Toxic Waste (LB3) must have symbols/labels to increase the awareness of employees/workforce working with/or around the B3 to prevent work accidents such as poisoning, fires, explosions etc. The B3 and LB3 symbols used refer to Permen LH No. 14 of 2013.
- **OHS Banner** – Banners informing our employees on the importance of maintaining safety for themselves and those around them have been placed around PT BIA's operational areas.
- **PPE (Personal Protective Equipment) usage banner** – In order to instill a culture valuing the personal safety, we have installed banners reminding our employees on the usage of personal protective equipment
- **Fire Hazard Signboard** – These signboards have been posted for the purpose of informing employees and residents of certain actions, materials, or conditions that have the potential of increasing the size and/or severity of a fire or that might trigger a fire to start.
- **Banner of Cooperation between PT Bio Inti Agrindo and Yasanto on HIV/AIDS Response in Merauke** – In less developed areas, awareness and understanding towards HIV/AIDS is quite lacking and it is because of this that PT BIA has been adamant in informing residents on the necessary steps required to prevent the contraction and spreading of HIV/AIDS.

OPERATIONAL HEALTH AND SAFETY TRAINING

Operational Safety and First Aid Kit Training

First Training Session

For any oil palm company, the risk of work accidents is always looming. In practice, the sources of these accidents exist in every part of the work area for every occupation and it is due to this fact that all work accidents require initial handling or initial aid in order to reduce the risk of serious injuries.



To achieve maintain our target of “zero accidents”, PT BIA conducted certified training from 28-25 March 2023 in collaboration with the Indonesian Ministry of Labor for First Aid Officers on how to prevent and handle accidents. This training was provided for 16 first aid officers all of whom are stationed at specific places across the Company’s operational area with the aim of providing them with first aid certification by the Ministry. Our is to increase awareness towards potential dangers in the operational area that may lead to accidents, improve first aid response, as well as fulfilling the requirements of applicable laws and regulations. The training materials and practices received by the participants consisted of:

- Policy on First Aid Officers in the workplace
- First Aid in the Workplace
- Wounds and Hemorrhage
- Burns
- Impaired Consciousness
- Circulation Disorders
- Confined Space
- Bandaging
- CPR (Cardiopulmonary Resuscitation (CPR))
- Victim Evacuation

Second Training Session

The first aid kit is one of the most important health facilities for any company and/or organization and must be made readily available in the majority of places, whether in the homes of residents, offices, schools, or other spaces where a significant number of people gather. First aid functions as an immediate answer to people with illnesses, injury, and victims of accident which all require basic medical first aid, and although the tools contained within the actual box are simple and easy-to-administer equipment and medicine, first aid kits provides enormous benefits.

For this second training session, the main purpose was the furthering of knowledge and application of first aid medication. The second training session was also held from 29-30 March 2023 . The training materials and practices received by participants consist of:

- The Study of Human Anatomy and Physiology
- Use of first aid in response tp seizures, exposure to ambient temperatures, and chemicals
- Preventing the transmission of Covid-19
- Use of first aid for specific work-related accidents
- CPR, general disorders, and seizures
- Emergency response and evaluations towards local disturbances
- Impact of Occupational Risks



REDUCTION OF WORK-RELATED ACCIDENTS

OHS Policy: The Management of PT Bio Inti Agrindo issued several management policies related to efforts to protect workers in the company both in terms of labor rights and occupational safety and health.

- Policy on non-discrimination in the workplace
- Policy on employee participation in the Insurance Program and BPJS Kesehatan (for health Insurance)
- Policy of not employing minors
- Policy on maternity leave or miscarriage of pregnancy
- Policy not to employ pregnant/breastfeeding women for Chemical Spray Activities
- Policy on menstrual period permission for female workers
- OHS policy of the Board of Directors
- Mill/Factory OHS Policy

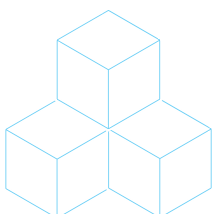
Not only issuing policies to ensure the safety of our employees, we also conduct socialization and dissemination efforts for the purpose of informing our workers on why these policies are in place and how they work. These policies also point out the rights that our workers have during the recruitment process, the privileges of pregnant female workers, and their rights in the event of an operational accident and the responsibilities that the Company has towards their lives.

OPERATIONAL HEALTH AND SAFETY AWARDS

In recognition of the Company's performance in implementing proper Operational Health and Safety practices for 2022, PT BIA has been two significant awards as a result of its Zero Accidents achievement by local government bodies. In the grand scheme of its NDPE Policy, constantly recording zero accidents across its operations is an important benchmark that PT BIA seeks to maintain as of now and for the years to come. Below are two awards that PT BIA has received in recognition of its performance and contributions to the implementation of Operational Health and Safety.

On 12 March 2022, the Makassar OHS Center presented an award to PT Bio Inti Agrindo in recognition for its contributions and continuity in OHS auditing, testing, and

inspections. This award event was attended by PT BIA's Merauke Management, members of the Customer Meeting Center, and multiple heads of government bodies. On 4 April 2022, in the city of Jayapura, the Jayapura UPTD (Regional Technical Implementation Unit) Labor Supervisory Center presented the OHS Zero Accidents Award to PT Bio Inti Agrindo for its exemplary record in Operational Health and Safety. The ceremony was attended by the Head of the Office of Industry and Trade, the Local Cooperative, Small and Medium-sized Enterprises and Workforce, the Head of the Regional Technical Implementation Unit of the Labor Inspection Center, and Management from PT BIA's Merauke Office.





HEAD OFFICE

Pacific Century Place Building Level 17, SCBD lot 10
Jln Jend Sudirman Kav 52-53 Jakarta 12190, Indonesia
Phone: +62 21 8086 4070

REPRESENTATIVE OFFICE

Jl. Irian Seringgu RT.003 RW.001 (Beside Niaga Semesta 1 Area)
Kel. Seringgu Jaya, Merauke - Papua, Indonesia
Phone: +62 971 326370, +62 971 326373