

# Agripalma

## Sustainability report

### 2022



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## I. Introduction

### 1. Message from the General Manager

Despite its relatively small size, with 2 100 hectares planted, Agripalma has set its goal to produce high quality organic and sustainable palm oil.

Set in an environment of lush tropical vegetation and a pristine oceanfront attracting constant flows of tourists, Agripalma, as the largest company in the country, is bound to show the example in developing a responsible and sustainable tropical agriculture in close relationship with its neighboring communities.

Agripalma is currently partially RSPO<sup>1</sup> certified since 2021 and aims to achieve a full certification in 2023. Combining the RSPO and organic certifications is very challenging but all ensures that Agripalma offers an outstanding sustainable palm oil quality that contributes to the development of São Tomé's economic and social wellbeing.

Agripalma is in regular contact with its stakeholders, neighboring communities, authorities, staff representatives and NGOs to identify needs, opportunities and/or areas of improvement.

Achieving high standards in organic and sustainable palm oil production is not just an objective; it is a journey, requiring continuous efforts from all plantation staff, from the field employees to the plantation management.

In order to optimize the use of our resources, identify improvement opportunities and generally engage all staff in the sustainability process of Agripalma, the Sustainability Department has expanded and strengthened its workforce to help bring Agripalma to a higher level of excellence.

Agripalma's road ahead looks promising, however it will not be an easy one and no efforts will be spared to achieve the plantation's challenging goals, while celebrating the unique environment of São Tomé and its population.



*Figure 1: Landscape on the Agripalma plantation*



*Figure 2: Landscape on the Agripalma plantation*



*Figure 3: Village at Porto Alegre*

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<sup>1</sup> Roundtable on Sustainable Palm Oil

## 2. Commitment to environmental, social, societal and transparency aspects

Aspects related to HSE (Health, Safety and Environment) and education are covered by the National Bill nº14/2007. This bill incorporates measures that guarantee adequate working conditions for employees in the agri-business sector. The Company ensures the implementation of measures covered by the above bill by employing experts in H&S (Health and Safety) and environmental aspects.

In line with the Socfin Group responsible management policy, one of Agripalma's priorities is its environmental and social responsibility. This responsibility translates into protective actions of the environment and improving workers and communities living conditions.

Agripalma strives to put in place rules of prevention to every form of risk:

- Preservation of biodiversity in the concession;
- Sustainable use of natural resources;
- Creation of nurseries for reforestation projects;
- Improving health services of workers;
- Engaging all the surrounding communities with the project.

## 3. General profile

São Tomé and Príncipe is an archipelago consisting of two main islands in the Gulf of Guinea.

The total area of the country is 1 001 km<sup>2</sup>, the island of São Tomé covers 859 km<sup>2</sup>, and the island of Príncipe 142 km<sup>2</sup>.

Both are volcanic islands with a rugged geography.

Cocoa, coffee and pepper production are important contributors to the country's agriculture and exports; cocoa remains the main economic foreign currency source of the country, however in terms of volume palm oil accounts for more than 50% of the country's exports.

São Tomé and Príncipe's heavy dependence on the agricultural sector, which provides 70% of the country's jobs and 80% of its exports, has encouraged the development of the sector in the archipelago.

Agripalma is located in the south of the island of São Tomé, Caué District, where unemployment was particularly high, with a concession of 2 400 hectares. Today, Agripalma has 2 100 hectares of oil palms and the last planting extension was finished in 2014.

The project started with STP Invest in 2009 entering into an agreement with the government to rehabilitate and extend and old government palm plantation Emolve. The works started in 2010. In October 2013, Socfinaf purchased STP Invest, and with this purchase, 88% of the shares of Agripalma.

Today, Agripalma is a major economic player on the island, and it has become the largest private employer in São Tomé and Príncipe. It brought development and progress to the poorest and most deserted district of São Tomé, doing a sustainable and modern agriculture, affecting in a positive way people's living conditions.

#### 4. Geographical presence in the country

Agripalma is located in Caué District, Democratic Republic of São Tomé and Príncipe. Divided in three different areas:

- Ribeira Peixe - Main Plantation;

- D. Eugénia - Northern side plantation near IÔ Grande River;
- And Alto Douro, Gumbela, Vainha and Cachoeira - Southern side near Malanza village.

All these areas are in the Caué District.

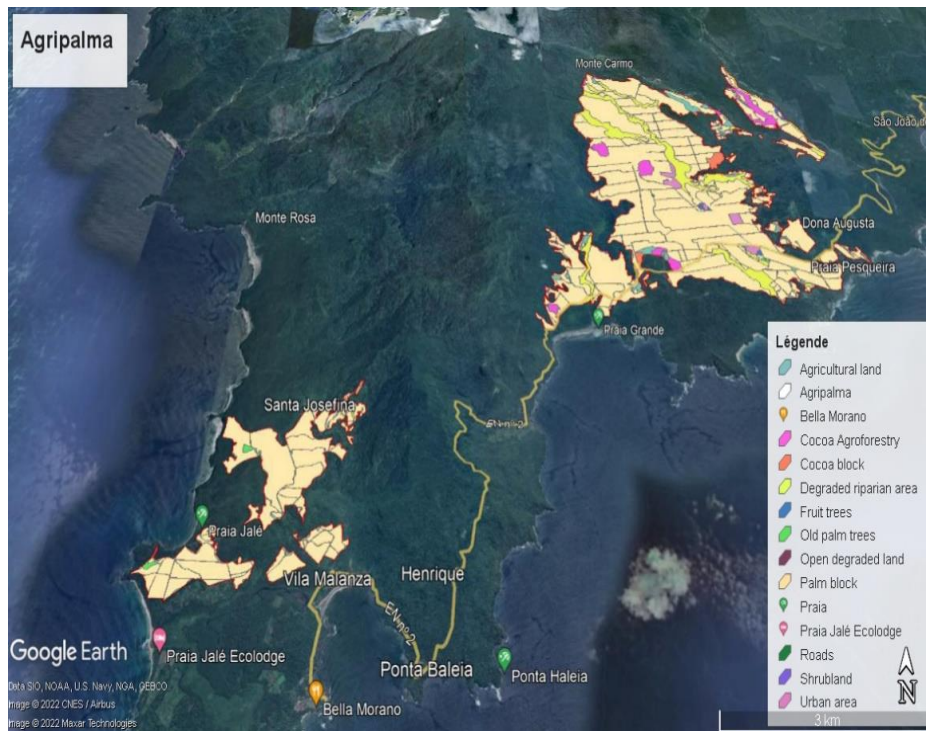


Figure 4: Map of the Agripalma plantation



## 5. Hierarchical organization chart of the plantation

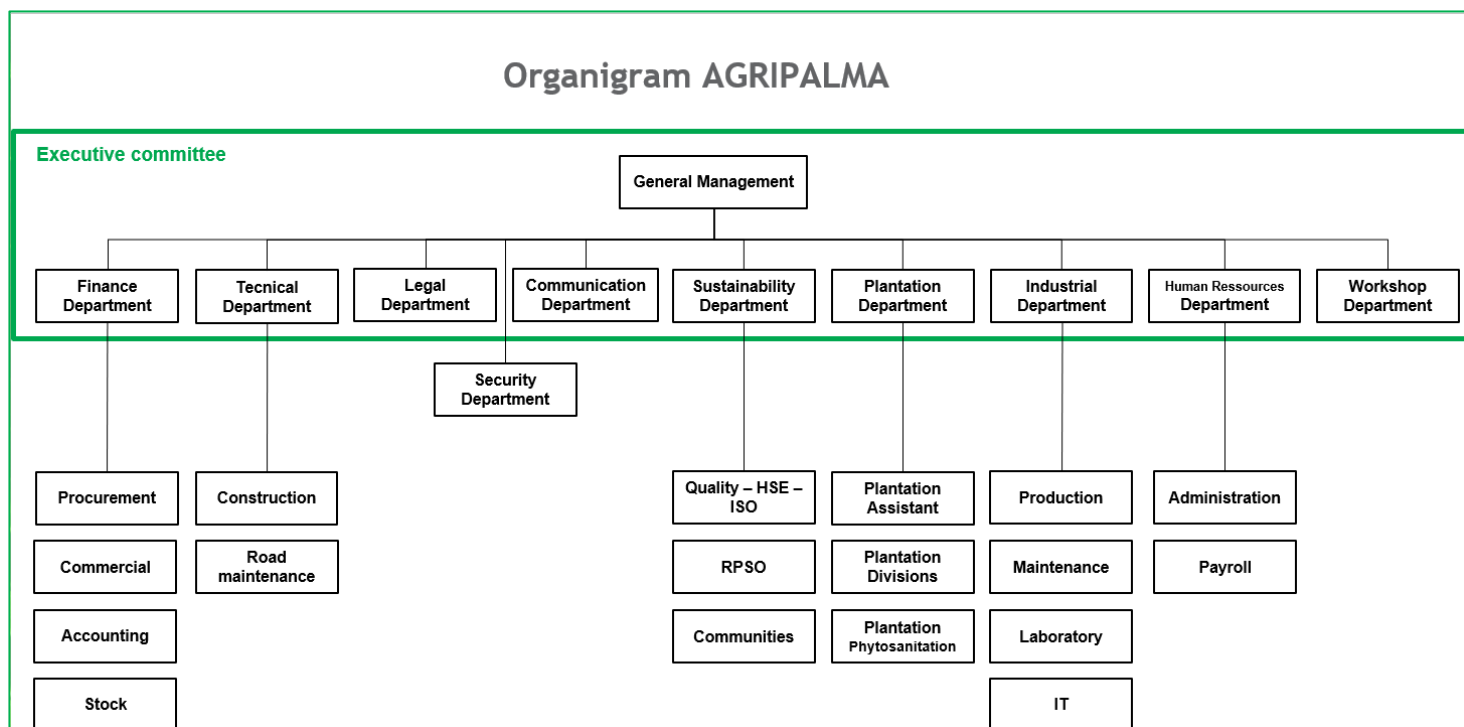


Figure 5: Agripalma's organization chart

## 6. Capital structure (Shareholding)

The capital structure is as follows:

- Socfin Group: 88%;
- Government of São Tomé: 12%.

## 7. Key dates

**2009:** MoU<sup>2</sup> signed between Agripalma and São Tomé Government for a concession.

**2011:** First planting of oil palms.

**2013:** Socfin Group acquired STP Invest and by consequence 88% of the shares of Agripalma.

**2014:** Last planting extension.

**2017:** Organic Standard and Global Gap certifications.

**2018:** Palm oil mill construction.

**2019:** Palm oil mill commissioning and starting process, starting of exports end of the years.

Partnership with the Real Madrid Foundation to build passion for sports while driving education.

**2020:** First whole year of production and exportation.

**2021:** Mass balance RPSO certification.



Figure 6: Palm oil loading area after processing

<sup>2</sup> Memorandum of Understanding



Figure 7: Agripalma's fruit loading truck



Figure 8: Agripalma's palm oil mill



Figure 9: Bird's eye view of oil palms fields

## II. Economic performance in figures

### 1. Turnover and planted area by type of crop

Agripalma's plantation is now fully mature plantation areas distribution:

Plantation areas (2022) (ha)				
Planting areas	Ribeira Peixe	D. Eugénia	Alto Douro	Total
Matures	1 700	100	300	2 100
Immatures	0	0	0	0
<b>Total</b>	<b>1 700</b>	<b>100</b>	<b>300</b>	<b>2 100</b>

Table 1: Plantation areas

2 100 ha planting divided between four planting years, since 2011.



Figure 10: Industrial area

### 2. Palm oil, palm kernel and palm kernel oil productions

Agripalma's plantation is now a fully mature plantation and harvest and processing started in September 2019.

Agripalma's plantation applies best practice agronomic standards. The conditions of soil and climate should theoretically enable high yields while being a fully organic standard plantation.

Both our products, palm oil and kernel, are fully certified according with EU organic standards.

Due to the small market in São Tomé, local sales represented only 330 T in 2022.

Palm oil, palm kernel and palm kernel oil productions (2022)	
Productions	Total (tons)
Crude palm oil (Organic certified)	6 429
Crude palm oil (RSPO certified)	2 339
Palm kernel (Organic certified)	1 395

Table 2: Palm oil and palm kernel oil productions

### 3. Research and development projects

Agripalma is working with the Agric Scientific Center of São Tomé and the Research Department of Socfinco (Socfin Group) to develop organic palm oil and cocoa plantations, help developing and improving varieties suitable to the climate and soils in Agripalma's concession. Agripalma also cooperates with the University of Gent (in Belgium) and with the Agronomy Department of the University of São Tomé.

The knowledge and incorporation of innovating technologies done by Agripalma and the Socfin Group make the development sustainable in all ways. Thanks to the Socfin Group standard procedures, Agripalma reached its goal: becoming 100% organic since 2017.

### 4. Impacts of climate change on operations

São Tomé and Príncipe, as an island country, is potentially subject to environmental risks, in particular to the effects of climate change. This situation reinforces the importance of pointing out the situations of risk and vulnerability that climate change can bring to the production. Main risks are those related to the rainfall pattern and

quantities and the potential increased prevalence of storms with resulting erosion and landslides.

### 5. Objectives and perspectives

Agripalma’s target for 2023 is to continue export its organic palm oil, to obtain a full RSPO certification for the entire plantation, continue working to reach full sustainability and help the country to become increasingly self-sufficient.

Part of the plantation, specifically the 665 ha former Emolve plantation or title 409, has been RSPO certified at the end of 2021.

The remainder of the plantation, the 1 735 ha of title 410 is undergoing close-out audit

actions in order to achieve full certification by certifying title 410 as well.



Figure 11: Landscape on the Agripalma plantation

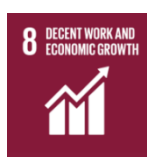
### III. Responsible governance

“To achieve a better and more sustainable future for all”.

Part of an internal Group, we wish to contribute to the achievement of these goals developed by the United Nations, the SDGs<sup>3</sup>.

Our responsible management policy seeks to contribute to 12 SDGs.

#### 1. Governance structure and management approach



Agripalma focuses its activities on the scrupulous respect of fundamental human rights, the SDGs, legislation, ethical codes, internal policies to guide its actions in favor of the Company's employees, as well as the involvement of local communities and environmental protection.



For our local and rural development



For our local employees and communities



For our environment

#### 2. Policies, charters and code of conduct

The commitments based on the Socfin Group's responsible management policy are reflected at Agripalma level in the following policies:

- Sexual Harassment and all and violence on work site policy;
- Reproductive rights policy;
- Freedom of association and collective bargaining policy;
- Freedom of formation of a committee of gender policy;
- Human rights, and protection of human rights defenders policy;
- Gender equality, child labor children, bribery and corruption policy;
- Labor work policy;
- Health safety and environment policy.

In addition to these policies, Agripalma applies the Socfin Group's codes of ethics.

These codes address themes such as: integrity, transparency, absence of conflict of interest, compliance with laws and regulations in force in Agripalma, etc. The codes of ethics are made available to Agripalma's employees and partners: customers, suppliers, subcontractors, so that they can commit to respecting the principles and putting them into practice in their collaboration with Agripalma.

#### 3. Compliance with legal requirement

##### a. National environmental and social laws

The Company complies with all legal requirements of the Democratic Republic of São Tomé and Príncipe (law of environment nº 10/1999). On a yearly basis, the Company obtains its registration and various certifications and permits from the relevant government agencies as required by the government of São Tomé and Príncipe.

<sup>3</sup> The Sustainable Development Goals (SDG), as adopted by the UN in 2015, define the global sustainability priorities, by emphasizing our planet's biggest social and environmental challenges.

They comprise 17 goals to achieve by 2030 and show “the way forward to achieve a better and more sustainable future for all”.

### b. Fight against child labor

Agripalma applies a zero-tolerance approach to child labor, and all necessary measures are in place within the company to help prevent this scourge.

No person, man or woman, less than eighteen years old can be hired or contracted, directly or indirectly, or allowed to develop a professional activity in Agripalma.



No person, man or woman, can work in Agripalma without a legal ID card. It is the only way to make sure that no non-adult will be engaged in Agripalma.

### c. Fight against forced or compulsory labor

The Universal Declaration of Human Rights, which stipulates that all forms of forced or compulsory labor must be eliminated, is scrupulously respected at Agripalma. What's more, São Tomé laws (labor code and collective agreement) make it compulsory for any commitment to work of any kind to be agreed and formalized by an employment contract. In line with the Socfin Group responsible management policy and its codes of ethics, there is no employee at Agripalma who works either compulsorily or forcibly.

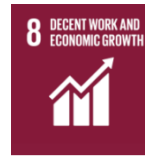
### d. Fight against corruption



One of Agripalma's policies is to combat corruption in all its forms, including bribery and misappropriation, but also influence peddling. For that, Agripalma has an internal code of conduct and an internal regulation

that are approved by the general inspection of labor.

### e. Anti-competitive behavior



Agripalma is committed to fight against anti-competitive behavior, in all of its operations but also in the supply chain (subcontractors).

We ensure the Socfin's codes of ethics is communicated to suppliers as well as provide training and awareness sessions to employees and suppliers and contractors.

The code of ethic is an integral part of all Agripalma's contracts.

### f. Social contributions (pensions, occupational accidents, associations, unions)

The Company is strictly in compliance with the provisions of the Labor Laws of São Tomé, and the National Social Security & Welfare Corporation Pension Scheme.

Following the law, the Company pays 6% of the salary and the worker pays 4% to the National Social Security, thereby ensuring access for all employees to a retirement pension in the future.

Suppliers agree, in the contract to make available for audit to confirm or ensure compliance to Labor law.

### g. Compliance with labor laws (associations, unions)

Agripalma is actively reviewing compliance to Labor law and immediately addressing any identified non-conformance.

There is one union legally founded in São Tomé today, Organização Nacional dos Trabalhadores de São Tomé E Príncipe (ONTSTP). Agripalma has 44% of workers unionized.

Social legislation recognizes workers' right to create or freely join the union.

**4. Voluntary compliance with other standards**

Agripalma has undergone a RSPO audit in 2021 for the part of the concession previously planted by Emolve and obtained a MB RSPO certification at the end of 2021.

Agripalma plans to obtain ISO 9001 certification by the end of 2023.

**a. RSPO**

Following the Socfin Group's commitment to have all its African subsidiaries RSPO certified, Agripalma has launched its RSPO (Roundtable on Sustainable Palm Oil) certification process in 2021.

In 2023, Agripalma will continue its efforts to maintain the renewal of its RSPO P&C and RSPO SCC certifications.

**b. High Carbon Stock approach (HCS) and High Conservation Value (HCV)**



Figure 12: Landscape on the Agripalma plantation

Agripalma adheres to the Socfin Group's commitment to identify, maintain and protect High Carbon Stock (HCS) and High Conservation Value (HCV) areas.

This approach requires the application of several principles, such as carrying out an HCS study on new expansion projects,

determining the HCS areas to be conserved and enabling the implementation of action plans to protect these areas.



Figure 13: Landscape on the Agripalma plantation

The study will identify riparian zones, protected areas or areas with rare ecosystems, as well as areas of cultural or economic importance to local communities and indigenous peoples, so that appropriate measures can be proposed to protect them.

Furthermore, this approach is designed to be used alongside existing actions and integrated with other land-use planning and conservation protocols, such as Free, Prior and Informed Consent (FPIC) and the identification of HCV zones.

The HCV study (High Conservation Value) was completed and report issued in November 2020.



Figure 14: Landscape on the Agripalma plantation



Figure 15: Endemic bird species in São Tomé



Figure 16: Endemic bird species in São Tomé

**c. Free, Prior and informed Consent (FPIC)**

The Socfin Group follows the “FAO Manual on Free, Prior and Informed Consent”.

Agripalma adheres to the principles of the Socfin Group responsible management policy, including its commitment to: “Respect the right of indigenous peoples and local communities to give or withhold their Free, Prior and Informed Consent (FPIC) to any operations affecting lands or resources over which they have legal, community or customary rights”.

This commitment was reaffirmed in its responsible management policy, which is publicly available on [www.socfin.com](http://www.socfin.com).

**d. Others**

Agripalma started the certification of its operations according to the “organic farming” requirements. For several years now, Agripalma has not used any chemical fertilizers or biocides in its plantation.

Agripalma obtained EU Organic Standard Production and Global Gap certification of its palm fruit and palm oil production in December 2017 and the IPAC Agricert Organic Standard Vs0407/2019.

**5. Supply chain and traceability**

**a. Identification**

Agripalma sources its production from its own plantation, no external purchase of raw material is currently planned.

**b. Transparency and fair procurement**



Agripalma is committed to transparency, following the RSPO Principle nº 1 and all its criteria.

Supply chain rules and guidelines are clearly communicated to suppliers through Agripalma’s Supplier Manuel and code of ethics.

**c. Taking into account environmental and social aspects in the supply chain**

The whole supply originates from Agripalma’s own plantations.



## **6. Clients' standards**

Currently Agripalma's clients are based in Europe and Western Africa. Agripalma adheres to the requests and standards of its clients.

Our current clients require from us organic and RSPO certifications.

## **7. Third Party Evaluations**

All production and export are controlled by scientific Agronomic center of São Tomé and an independent control company (SGS). Unions are also working closely with the Company, the general inspection of labor of São Tomé and the general management of environment.

## **8. Complaints and grievance**

Agripalma has received a total of 5 grievances for 2022, 2 of which have been resolved and 3 are in progress.

Our grievances procedure is currently being revised to address clarifications and improvements suggested by the communities and stakeholders; new version to be released and communicated to interested parties in the first quarter of 2023.

## **9. Objectives and perspectives**

Agripalma is currently the main private employer in the country contributing to the decrease of unemployment in the country. Agripalma works jointly with training institutions of São Tomé to offer practical experience and training opportunities for students in science, construction and mechanics.

## IV. Strong social commitment

This chapter is dedicated to the Agripalma's social commitment to its employees. Please see chapter 7 for engagement with local communities.

### 1. Company's social commitment

Striving to be a responsible employer, Agripalma's commitment towards its employees is outlined in its code of ethics, the RSPO manual of policies and procedure and internal policies and procedures.

Agripalma is committed to provide a safe and quality environment for its employees both to work and to live in with their families.

### 2. Overall assessment of key social indicators

#### a. Staff

At the end of 2022, Agripalma had a total of 753 employees.

#### i. Workforce distribution by department

	Number of employees	Ratio
General Management	7	3%
Human Resources (+ teachers & others...)	32	13%
Health center/Hospital/Clinic	0	0%
Agronomy	104	42%
Industrial	78	32%
Finance and administration	3	1%
Sustainable Development	7	3%
Audits and agricultural technics	13	5%
Purchase/sales	1	0.5%
Security	1	0.5%
<b>Total</b>	<b>246</b>	<b>100%</b>

Table 3: Workforce distribution by department (only direct employees)

#### ii. Workforce distribution by category and gender

	Male	Female	Total	Ratio
General Management	6	1	7	3%
Human Resources (+ teachers & others...)	19	13	32	13%
Health center/Hospital/Clinic	0	0	0	0%
Agronomy	93	11	104	42%
Industrial	74	4	78	32%
Finance and administration	1	2	3	1%
Sustainable Development	7	0	7	3%
Audits and agricultural technics	13	0	13	5%
Purchase/sales	1	0	1	0.5%
Security	1	0	1	0.5%
<b>Total</b>	<b>215</b>	<b>31</b>	<b>246</b>	<b>100%</b>

Table 4: Workforce distribution by department, by category and gender (only direct employees)

#### iii. Presentation of the different kind of employee's status and global distribution

	Number of employees	Ratio
Employees	246	33%
Daily workers	461	61%
Temporary workers	46	6%
Contractors	0	0%
<b>Total</b>	<b>753</b>	<b>100%</b>

Table 5: Distribution by direct and indirect employees

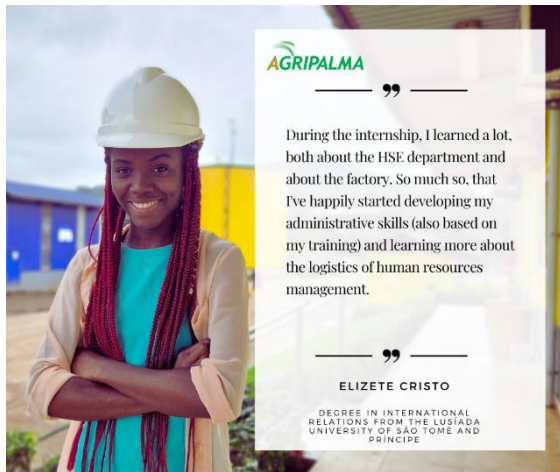
#### iv. Integration of young people into the working world

Agripalma is committed to helping young people enter the world of work.

With its wide range of activities, Agripalma is a source of opportunity for young pupils

and students leaving school to validate their internships or diplomas.

The Company also opens up employment opportunities for unskilled young people, for the various tasks carried out in the fields.



#### v. Minimum wage

Agripalma complies to Law and does not pay salaries below the minimum wage established by the Government of São Tomé.

In São Tomé, the minimum salary is different according to the size of the company (number of workers). Agripalma is in the higher rank (>30 workers) for which the minimum salary by law is STD 1 600. Agripalma's lowest wages are more than twice the minimum legal.

#### b. Protection of employees

Agripalma is strongly committed to the protection of employees against violence and harassment in the workplace.

This is reinforced by communication to employees and service providers of Agripalma's code of ethics and the following policies:

- Sexual Harassment and all and violence on work site policy;
- Human rights, and protection of human rights defenders policy.

Regular training and sensitization are provided to employees and contractors during the hiring process and HSE training.

Workers, contractors are empowered to speak up against violence and harassment as well as report situations that violate our policies through the Company's internal complaints process and mechanisms thoroughly communicate to all relevant and interested parties.

Also, Agripalma has a Gender Committee created to promote gender equality in the workplace. The Gender Committee is still very immature and more events and workshops are being planned for activities equal gender opportunities and development of the workforce with more emphasis on female empowerment in the workplace.

#### c. Internal complaints management

Agripalma has a well-documented and implemented Internal complaints procedures.

The Company keeps an updated log of all internal complaints and this managed by Humans resources to assure a timely and adequate response to all of the complaints.

All internal complaints for 2022 have been addressed and close-out with understanding of the complainers.

The HR and Sustainability Departments work very closely to guarantee the adequacy and efficiency of this process. The Company also recognizes the relevance of this process in identify areas in need of improvement in the Company's management system, by giving voice to employees to formally express dissatisfaction or areas of concern with the Company's General Management.

#### d. Meeting the financial needs of employees

Agripalma provides the possibility to open bank accounts for all staff. Thus, everybody may have access to bank loans and credits,

although this option may be disregarded by some employees. For this, Agripalma has installed, together with BGF Bank, an ATM machine in the plantation.

Agripalma allows employees to acquire salary advances monthly, on the second week of every month.

**e. Human resources key figures**

Employees at 01.01.2022		268
Recruitments		162
Separations	Resignations	40
	Discharges	113
	Other departures	31
Employees at 31.12.2022		246
Turnover		71.60%

Table 6: Employees turnover rate

Generally speaking, in São Tomé, and particularly in the agricultural sector, the labor force is unstable. There are several reasons for this:

- São Tomé has a very young population, and this new generation is moving towards more skilled trades as literacy levels rise;
- The agriculture professions are mainly those that require physical strength, so the labor force only remains in the short term.

	Male	Female	Total
Employees eligible for maternity/paternity leave	0	6	6
Employees on maternity/paternity leave	0	6	6
Employees expected to return to work after a maternity/paternity	9	14	23
Employees who have returned to work after a maternity/paternity leave	9	14	23
<b>Return to work rate</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Table 7: Number of maternity and paternity leaves

**f. Training opportunity: employee’s capacity building**

Agripalma, in collaboration with Bird Life, has provided training to employees to raise awareness about São Tomé’s unique biodiversity and the importance of its conservation.

A monthly training program has also been implemented to provide training on Company procedures and policies to all departments.

Weekly HSE topics cover various topics from the HSE policy, reporting of accidents and emergency procedures.

**g. Membership and freedom of association of employees**

Social legislation recognizes workers' right to create or freely join the union. A part of the Agripalma’s workers is affiliated with the Organization of Workers of São Tomé and Príncipe (ONTSTP).

**3. Availability of infrastructure for employees**

**a. In the villages**

In the plantation there are 2 villages for employees in which reside also non-employees or former employees.

Each village has a Community Leader who collaborates closely with the Company to address needs of residents of each village.

The former government palm oil company Emolve built most houses and infrastructure. Since the transfer of the plantations’ management, Agripalma has added electric wiring to the facilities. Agripalma participates to the maintenance of the infrastructure for two public schools and to the maintenance of the road to access to the government health center.

#### i. Employees' personal utilities

The 2 villages in the plantation have both in total a total of 141 houses that belong to the Company and are mainly occupied by Agripalma's workers and their dependents.

Agripalma supplies free water and electricity for the Company housing and the 2 schools near its offices.

#### ii. Leisure facilities

Each village has a soccer field to official dimensions.

Construction of a library and recreational center has started at the end of 2022, and is expected to be completed in the first quarter of 2023.

The villages possess 13 shops/economates that also serve as a meeting and recreational space.

#### b. Investments in infrastructure

In 2022, Agripalma devoted a budget of STD 1 860 306 to improving and building infrastructure in its villages.

#### c. Mobility

The workers coming from outside the concession come and go in trucks adapted to people transport and a bus provided by the Company. The workers inside the concession use field transport to the division nearby their housing.

### 4. Security of people and property

Agripalma has various security checkpoints within the plantation to secure Company facilities, villages and workers, and to prevent illegal logging and petty theft. The whole Security Department is managed by an external professional security company.

### 5. Health: a driving force for development

#### a. Health policy

Agripalma's health policy is to provide safe quality health services to the workforce, their dependents and surrounding communities.

Agripalma has insurance for all labor force and a partnership with the Regional Health Department. Agripalma cooperates with the general inspection of labor to make sure that all legal working conditions are covered. This cooperation includes training for Agripalma's HSE (Health, Safety and Environment) team and workers in general.

#### b. Staff and health infrastructure

Health infrastructures are public.

Health infrastructures and staff (2022)			
	Ribeira Peixe	Porto Alegre	Total
Health Centers	1	1	2
Medics	1	1	2
Nurses	4	5	5
Assistants	1	1	2

Table 8: Location of health centers near the plantation

The health staff are under the responsibility of the Regional Health Department.

In addition to the health costs covered by the insurance, every year, Agripalma spends around STD 391 975 on health care for its workers and their families.

#### c. Prevention, detection and treatment of diseases

The detection and treatment of diseases are under public service. Nevertheless, Agripalma supports workers and relatives with transport, medicines and with financial assistance when, in case of severe illness.

Agripalma also keeps a close and strong relationship with the direction of health on alert for diseases breakouts in the island, information and awareness. For instances, during a hype of dengue, the Health Department informed the Company who shared awareness of symptoms, promoted control tests and share information on emergency contacts and measures to take in case of suspicion of dengue infection.

**d. Family planning**

Family planning services are managed by the regional health direction and this service is available in all Health institutions.

**e. Data collection**

All the information gathered by the Company is coming from the relevant departments of the government.

**f. Preparedness for emergency situations**

The Company has SOPs in place in case of emergency and all workers are trained to these SOPs according to RSPO standard.

Agripalma has its internal emergency procedure and process. The emergency and evacuation plan for the mill has been approved by the National Service of Civil protection and Firefighters.

Training of the emergency response and evacuation team is scheduled for the 1<sup>st</sup> quarter of 2023.

**6. Supporting education and training**

**a. Education policy**

Agripalma is dedicated to improving the availability and quality of the public schools in the area where it operates.

Agripalma has supported the schools in the concession and neighboring communities with desk and chairs for the students,

transportation as well as attending others necessities upon request.

**b. Infrastructure and staff**

The school infrastructure is Government property.

Agripalma helps to pay the salaries of 4 teachers, an initiative that helps improving the quality of teaching.

In addition, Agripalma assists with maintenance in the buildings such as school’s civil construction, maintenance, electrification and supply of electronic assets (computer, TV, DVD) for education purposes.

In 2022, Agripalma’s investment in school infrastructure amounted to STD 450 418.

School categories	Number of schools
Crèches	4
Nursery schools	2
Primary schools	3
Secondary schools	2
<b>Total</b>	<b>11</b>

Table 9: Number of schools

School management	Number of schools
State	9
Plantation	1
Private	1
<b>Total</b>	<b>11</b>

Table 10: School management

**c. Financial support and donations**

**i. Student loans**

Agripalma pays the salaries of 4 employees, an initiative that helps improve the quality of teaching.

In addition, Agripalma supports the monthly schools’ fees for all of its workers (inside the concession) and provides food for their daily lunch. The crèche has recently renovated its infrastructures in order to improve the safety and well-being of the children and employees.

## ii. School transport

The Ministry of Education and the Regional Education Department have buses for school transport.

## 7. Micro-projects

Agripalma continues its social project together with the Real Madrid foundation to associate sport and education and to participate in the development of children. That partnership includes a soccer school for 100 children of workers, supplementary classes for children with school difficulties and periodical medical exams for the children. The Real Madrid Foundation is also bringing coaches to give formation to seven members of the staff so they can give training to the children. The training started at the end of 2019: students received jerseys from the foundation and are training twice a week in seven different groups.

Agripalma has also collaborated with the NGO Filhos de São Tomé to provide training on “Resume Building and Entrepreneurship” to the youth of the plantation villages. As a result, members of the plantation community were invited to present their projects and participate at an entrepreneurship contest in the Island and the 1<sup>st</sup> prize was awarded to a member of the plantation community.

### About the Real Madrid Foundation

The Real Madrid Foundation is the instrument by which Real Madrid is present in society and develops its social and cultural awareness programs.

### Objective

Its main objective is to promote, both in Spain as well as abroad, the values inherent in sport, and the latter’s role as an educational tool capable of contributing to the comprehensive development of the personality of those who practice it. In addition, as a means of social integration of those who find themselves suffering from

any form of marginalization, as well as to promote and disseminate all the cultural aspects linked to sport.

More news on this project:

- [www.realmadrid.com/en/news/2020/08/12/more-than-10000-children-benefit-from-the-foundation-in-africa](http://www.realmadrid.com/en/news/2020/08/12/more-than-10000-children-benefit-from-the-foundation-in-africa)
- [www.filhosstp.org/project-in-caue-with-frm](http://www.filhosstp.org/project-in-caue-with-frm)



Figure 17: Children integrated to the Real Madrid Foundation team

## 8. Perspectives and performance

Until now, in the south of the country there are only two schools, providing classes up to the 12<sup>th</sup> grade.

After that, children have to go to the capital city to college, but most of the time, they give up studying. Some families have no finance resource to send them to the capital or they do not have family there to accommodate them.

Agripalma will continue its efforts in the coming years to improve access to education and health services in a rural area.



"In order to promote the socio-educational development of Agripalma's children, we hope that the introduction of sports activity, in this case soccer, can develop values such as discipline, social inclusion, respect for rules, self-esteem and many others, which are tools for the development of human dignity".

*Joao Carlos, Coach, Real Madrid Foundation project, Agripalma, Sao Tomé-and-Príncipe*



Figure 18: Soccer training



## V. Ensuring employee safety



Figure 19: Signage for wearing PPE in the mechanical workshop area.

### 1. Safety management system

To ensure that all employees work under the required safety procedures, the management has engaged one HSE staff that works together with the community liaison officer and communication officer.

The safety management system has been developed according to the RSPO criteria and principles.

### 2. Occupational health and safety policy

Agripalma complies with the Socfin Group employee and corporate codes of ethics, which includes a section about safety in the workplace.

### 3. Occupational health and safety committees

Every division, department and community have a spokesperson. They are the ones who liaise with the HSE Department or the General Manager if necessary.

### 4. Risk analysis (realized this year or updated).

Operational risks maps were re-evaluated and updated in December 2022.

The main risks identified were related to transportation of employees, work at height, confined space work and manual load lifting.

The distribution of Personal Protective Equipment (PPE), new and updated operational procedures have been implemented to improved risk control and mitigation.

### 5. Programs and plans (existing and developed this year)

Health and safety is managed on a daily basis by the HSE Department.

Weekly safety topics and training are provided to all employees from all sectors of the Company.

An emergency response procedure and evacuation plan has been established for the Company and an emergency response team has been set-up due to receive training in the 1<sup>st</sup> quarter of 2023.

Road safety has also been made a priority this year with the implementation of a road safety procedure, focused training for the drivers and vehicles inspection sheets.

An extensive program of safety inspections has been implemented and well document to ensure compliance to safety procedures and requirements to meet Group's KPIs.

All operations in all the departments have a written procedure that includes safety prevention procedures.

A waste management center has been built and, although it is still in its development stage, re-utilization and recycling of materials has already proven to be significant for materials such as wood, metal and rubber (mainly tires).

### 6. Achievements

Employees are fully aware of the management safety policy through trainings. The Company HSE policy has been communicated and visually displayed for all employees.

The Company created 16 new procedures in 2022.

The Sustainability Manager completed the RSPO supply chain certification lead auditor course and the introduction to environmental management systems ISO 14001:2015.

Agripalma has developed and approved an evacuation plan and installed a firefighting system for the mill.

**7. Training and sensitization**

Weekly trainings are provided on diverse HSE topics to increase awareness and engagement of employees with health and safety processes and procedures.

Over 510 training sessions provided on operational procedures over 52 HSE minutes sessions provided to all employees.

HSE training also addressed environmental training such as preservation of riparian areas, sustainable use energy and water, illegal logging (law requirements and consequences).

Training on Group’s code of ethic, human right policies and safety Inductions started being provided to subcontractors in 2022. Security subcontractor and food services at the mill canteen as two examples of subcontractors trained this year.

Complete employee induction training was also implemented for hiring process as part of implemented recruitment procedure. This covers main policies and key operational procedures.

**8. Medical check-up**

Medical check-ups are done by the government Regional Health Department.

**9. Monitoring**

The HSE Department, together with the HR Department, does all the follow-up of all workers in all operations. On top of that, the Company follows all the workers in case of medical leave for accident or disease.

Work related accidents and injuries are registered in a database and from December 2021, a monthly report has been established for review to understand the trends and statistics of the different type of accidents reported in the plantation.

The Company also monitors the number of internal and external audit performed, management of non-conformances (percentage closed within established timeframe), n° of performed HSE inspections, n° of safety observations reported and n° of actions addressed/closed.

**10. Number of accidents (loss greater than one day)**

Employee type	N° of work accidents resulting in DART
Permanent workers	13
Temporary workers	1
Daily workers	50
Contractors	0
<b>Total</b>	<b>64</b>

*Table 11: Distribution of the number of accidents at work by type of employees*

**11. Accident rate per 200 000 hours of work**

Accident rates per 200 000 working hours by type of employee are distributed as below, in 2022:

- Permanent employees: 9.71;
- Temporary employees: 47;
- Daily employees: 96.97.

## 12. The safety of people in the supply chain (training, audits)

The whole supply originates from Agripalma's own plantation.

Agripalma has at least one worker trained for first aid interventions for each 50 workers of the Company. These trained workers have access to a first aid kit.

Safety Inductions are provided to all visitors and subcontractors entering the concession or providing work somewhere else on behalf of Agripalma.

Employee have also been empowered to stop any work, including subcontractors, that do not adhere to safety rules and regulations.

## 13. Evolution over time

Overall employees are more safety conscious being much more participative in reporting unsafe conditions and behaviors, replacing damaged or worn our PPE as well as damaged equipment and tools.

Employees feel more empowered to report situations that compromise safety without the risk of retaliation.

The number of occupational injuries for permanent employees reported increased by 5% from 2021 to 2022 but this increase is majorly reflected by the increased reporting; employee in previous year omitted many accidents happening in the field.

## 14. Objective for the next year

In a vision of continuous improvement of its activities, Agripalma will continue to develop all SOPs and safety policies and put them into practice.

Agripalma main objective is to renew its Mass Balance (MB) RSPO certification and

prepare for Identity Preserved (IP) RSPO certification for the plantation.

We aim to obtain ISO 9001 certification by the end of 2023. To achieve that Agripalma will be hiring a Quality Coordinator to help in achieving this in a speedily manner.

Improving and enhancing relationships with stakeholders is crucial for the organization and assignment of a Community Liaison Officer is a top priority for the 1<sup>st</sup> quarter of 2023.

Another key objective is to improve the skills of the workforce and Agripalma will be working on a robust training program for 2023.

Reducing work accidents, improving accident investigation and risk mitigation controls remains a critical KPI for the organization and this will demand a higher responsibility and accountability from all departments.

Agripalma will be creating in 2023 an HSE Committee and Emergency Committee to promote feedback and engagement from the work force is addressing safety issues.

Agripalma's social responsibility is its contribution to sustainable development. The experience and results of the actions developed in 2022 allowed us to define and reinforce strategic lines of intervention, for example:

- Maintain and strengthen the partnership with our main development partners;
- Ensure the safety and trust of employees;
- Improvement of internal infrastructures;
- Reduce health and environmental risks as much as possible with a risk management policy;
- Optimize production with the application of good organic agricultural practices;

- Continue to support community projects;
- Respect and follow the procedures, policies and principles of the Socfin Group to promote a responsible tropical agriculture;
- Renew all the certifications already achieved;
- Obtain full RSPO certification;
- Maintain good relations with government, NGOs, communities and other stakeholders;
- Being 100% transparent in all activities.



*Table 13: PPE training*



*Table 12: Warning signs for each work area in the factory*



*Table 14: Landscape in the plantation*

## VI. Management of natural resources

### 1. Environmental management system

Agripalma is working closely with the Obô Natural Park and experts in the field to improve capability of the organization for implementing a robust management plan for protection of the HCV areas.

Ecoguards have been recently hired to support the management of our HCV areas, improvement reporting and help implement mitigation measures.

Agripalma will conduct monitoring of biodiversity and fauna with collaboration from CBGG.



Figure 20: Training Ecoguards with Obô park experts

### 2. Status of certifications in progress

Agripalma is currently renewing the following certifications:

- Agricert organic certification;
- RSPO partial (MB) certification.

### 3. Policies

Agripalma has the following policies implemented:

- Sexual harassment and all and violence on work site policy;
- Reproductive rights policy;
- Freedom of association and collective bargaining policy;
- Freedom of formation of a committee of gender policy;
- Human rights, and protection of human rights defenders policy;
- Gender equality, child labor children, bribery and corruption policy;
- Labor work policy;
- Health safety and environment policy.

#### a. Water

Agripalma supplies water and energy for free to the workers living in the Company's infrastructures.

The organization maintains a yearly plan of maintenance of the water conduits and deposits in the concession.

Water analysis of the quality of water in the communities are performed yearly to determine the quality of water at the water collection points.

Awareness sessions on sustainable use of water are part of the training program for HSE to all employees.

For operation of the mill 37 051 m<sup>3</sup> of water has been used in total in 2022.

#### b. Soil protection

All chemicals are adequately stored in secured locations with retention bays.

Agripalma maintains a yearly program for road maintenance to ensure adequate intervention to minimize soil erosion.

Riparian areas are also maintaining as per RSPO Guidelines to protect soil structure and prevent erosion.

In addition, Agripalma has soil analyses carried out to verify soil condition and fertility.

### c. Waste management



Figure 21: “Recycling center” area sign

Agripalma created a waste management center to ensure adequate management: reuse, recycling, recovery and disposal.

All metal and wood are kept for re-use for the palm oil mill and infrastructures.

A program has been implemented for recycle of tires. The first project has the use of 30 tires to build a recreational park for the community crèche inside the concession. Tires can also be re-used building furniture, horticulture and building animal fences. Training awareness pamphlets are shared with the requestors to inform about sustainable ways to use tires.

All effluent water from the mill production is disposed in the lagoons. Agripalma does not yet have overflow from the first lagoon.

Agripalma collected waste and classify it depending to their categories in the waste management center.

### d. Protection and enhancement of biodiversity

High Conservation Value (HCV) areas inside the concession are being demarcated by Agripalma and the Department of Forestry of São Tomé.

Agripalma is also acting as a buffer and protection zone for the Obô Natural Park

mostly to prevent illegal hunting and logging.

Agripalma hired Ecoguards to perform monitoring of HCV areas, initial attention having been given to riparian areas, report illegal logging and monitor human intervention from locals on concession borders.

Agripalma has team-up once again with Birdlife NGO to provide training on the São Tomé’s biodiversity and fauna and identify threats.

A training program in collaboration with CBGG will be established in the first quarter of 2023 to establish clear monitoring parameters for the HCV areas in the concession.

### e. Air emissions and ambient air

Agripalma has installed a turbine in its mill that could be powered by the POM steam boiler. The turbine could in principle provide the electric needs of the mill and neighboring communities thereby reducing the need for fossil fuel operated generators.

However, due to current needs to optimize the operations of the mill and ensure consistent feed of the boiler, the use of the turbine is not yet possible.

Agripalma is also evaluating the possibility of using nearby waterways to establish small hydroelectric power generation.

Management of Company’s fleet and optimization of fuel usage (vehicles, machines, gensets) has been one of Company key means to reduce emissions.

### f. Materials used

Alternatives to substitute diesel or gasoline by vehicles are very limited in the context of São Tomé and Príncipe.

The priority is to replace aging, fuel-intensive vehicles with newer, more fuel-efficient vehicles.

Management of Company's fleet and optimization of fuel usage (vehicles, machines, gensets) has been one of Company key means to reduce emissions.

The use of renewable energy sources (biomass) has been integrated into the design of the plant since its inception. Steam production for the machinery is entirely generated by using the by-products (fibers) of the palm oil mill.

The factory is also equipped with a turbine, which can also supply electricity to the neighboring communities. However, the start-up of the turbine is dependent on the installation of a more powerful boiler, which may be considered until 2027, depending on the evolution of the plantation's production.

An important element of the sustainable and conscious use of water and energy resources is the awareness of the workers and residents of the communities.

#### **g. Energy**

Agripalma's plantation offices, mill and neighboring communities are all powered by the Company gensets. Energy consumption has been currently managed through the hours the gensets operate for both operations and the communities.

This year, the National Energy company started the installation of electrical cables for energy provision by the state. However, this is no date provided for when this installation can be expected to be complete.

#### **h. Impacts on climate change**

Agripalma continues to work very closely with the Obô Natural Park for the protection of neighboring forest to maintain their pattern in the concession.

Agripalma has been making efforts to develop actions to reduce Greenhouse Gas (GHG) emissions, as well as avoiding deforestation in its area of intervention. It is planned to introduce some renewable energy sources as a way to reduce GHG emissions responsible for global warming.

#### **i. Preservation of High Conservation Values and High Carbon Stock Forests**

Agripalma continues to work very closely with the Obô Natural Park for the protection of neighboring forest.

### **4. Environmental impact assessments**

Agripalma underwent an updated environmental impact study in December 2021, which was concluded in early 2022.

### **5. High Conservation Value Studies and High Carbon Stock Approaches (HCV-HCSA)**

HCV study was completed in November 2020. Agripalma recruited in December 2022 6 Ecoguards who are to receive specialized training for monitoring of the HVC areas.

The training program will be developed in collaboration with Birdlife.

Monitoring activities in 2022 revolved primarily around the preservation of Riparian areas: proper demarcation and signalization of this areas.

We expect in 2023 to be able to perform adequate monitoring of all our HCVs areas, with trained personnel with clear monitoring parameters and indicators and we make the necessary resources available.

Significant improvement is required in this area and it is our priority to make it more effective and efficient in 2023.

## 6. Environmental non-compliances

In 2022, the company received no non-conformities for the activity and continues to request government guidance to improve and comply with the country's various regulations and laws.

In 2023, our plan is to increase our engagement with this so important stakeholder.

## 7. Achievements

In 2022, Agripalma constructed a waste management center with large storage capacity. As a result of this process, we have achieved better control of generated waste as well of re-use or recycling: such as tires and metal.

The Company also developed its first emergency and evacuation plan; training for the emergency response team is planned for January 2023.

## 8. Trainings

Agripalma introduced in the second quarter of 2022 a full induction process and training for new employees. Previously only HSE inductions were provided and solely to the mill employees.

HSE and complete Company inductions are now provided to all new employees. The Company has completed in 2022 a total of 122 HSE inductions.

Continuous safety and RSPO training remain a priority for Agripalma, with training being provided by the Sustainability Department every week to all employees, including subcontractors.

This year the Company also provided humans rights and Agripalma code of ethics trainings to our subcontractors.

The following training topics were introduced and covered in 2022:

- Road safety (new procedure implemented);
- Waste management (new procedure implemented);
- Storage of hazardous products - compatibility of chemicals;
- Pest control (new procedure implemented);
- Emergency training (industrial laboratory, new procedure).

Agripalma also conducted 40 training sessions on review or recap of SOPs.

The Company completed in 2022 a total of 510 training sessions, having 68 476 employees trained.

## 9. Monitoring

The Company performed in 2022 water analysis to main river (Mioba) supplying water to the concession, the spring supplying water to the offices as well the water collection points in the concession.

Water analysis are also performed daily to the water supplied to the palm oil mill.

Agripalma has recycled 1 436 086 kg of waste in 2022. This number is bound to increase significantly in 2023 as we optimized the control and management of the waste management center.

## 10. Number of environmental accidents (details)

Agripalma has no environmental accident to report for 2022.



## 11. Fire monitoring

	January	February	March	April	May	June	July	August	September	October	November	December
Number of fires	0	0	0	0	0	0	0	0	0	0	0	0

Figure 22: Number of forest fires on the plantation

The south is rarely exposed to fires due to its rainy climate. However, in the rare cases where fires do occur, they are caused by domestic fires.

To prevent the risks, Agripalma runs fire awareness campaigns in the communities.

In 2022, there were 0 fire.

## 12. Relations with Government/administrations

Agripalma has not received visits for the Ministry of Environment.

## 13. Environmental aspects in the supply chain (training, audits, etc.)

Plantation SOPs stipulate clear rules and guidelines on zero deforestation.

Agripalma has provided various sensitization sessions on environmental topics, such as (not limited to these):

- Preservation of riparian areas;
- Sustainable water and energy consumption;
- Environmental spill;
- Illegal logging and deforestation.

Employees living in the community have become much more aware of the environmental implications and impact of

non-preservations of the existing water courses and illegal cutting of trees.

Improvement in engagement with the communities will be one of Agripalma focus in 2023.

## 14. Objective for the next year

Agripalma is deeply committed in maintaining sustainable operations and creating additional positive environmental and socio-economic impacts in São Tomé.

In order to achieve this, it is imperative the renewal of our RSPO certification and aiming for IP certification in 2023.

Our keys objectives are to straighten and develop mutually beneficial relationships with our stakeholder: Government institutions, neighboring communities and NGOs.

We aim to increase customer satisfaction, retain and obtain more clients through the provision of high-quality products and service.

In order to achieve that, Agripalma plans to apply for ISO 9001 certification in 2023.

Improving safety performance i.e., decrease the number of accidents and improving overall Group's safety KPIs, the Company intends to develop a robust training program with focus on risk assessment, incident reporting and preventive safety measure in all aspects of its operations

## VII. Contribution to local development

### 1. Local partners

#### a. Subcontractors

Agripalma supports the small businesses in the concession by providing water and electricity free of charge.

The Company has also subcontracted the cafeteria services for the palm oil mill to a small business owner in the community.

In 2022, the Company also made available contracts with small business owners to create resell points for palm oil; 20 contracts haven successfully celebrated last year.

The Company aims at exploring additional subcontracting services for the plantation and industrial sectors in 2023.

#### b. Stakeholders' engagement plan

Agripalma's stakeholders list comprises of 6 neighboring communities, relevant Government Institutions for the District of Caué (where our operations reside), Employees Union, Environmental Government institutions and NGOs acting in the District.

In 2022 Agripalma held meetings with all communities.

In order to increase and improve Stakeholders engagement in 2023, the Company will appoint a Community Liaison Officer for a more dedication focus on the relationship with stakeholders.

### 2. Community development plan

Agripalma built a laundry in the community of Emolve in 2022. In the same community is also undergoing, in cooperation with NGO Filhos of São Tomé the construction of a library and recreational center for the youth

which is expected to be completed in the 1<sup>st</sup> quarter of 2023.

As part of our recycling and environmentally friendly campaign the Company built in December 2022 a recreational park at the Emolve. crèche using tires and reclaimed metal from the waste management center.

Also, cooperation with the NGO Filhos of São Tomé, training was provided to the youth of the concession villages at Agripalma's facilities on entrepreneurship and resume building.

### 3. Neighbourly relations with local communities

Agripalma has room for improvement when it's comes to improving relationships with neighboring communities.

Our main tools have been engagement through community meetings, let by the Community Leaders and Sustainability Department.

Agripalma has also worked avidly in promoting trust in the process of external complaints, that being reinforced in conversations with the communities and it's leaders.

Communication is also maintained through notice boards available in the different communities.

#### a. Access to health and education for communities

Neighboring population have access to public schools and public health posts and hospital.

#### b. Energy and water supply

Agripalma supports the health center in Ribeira Peixe with power, water and some medical supplies and transportation.

Agripalma also supports the rehabilitation of the crèche and public schools and supports various students' needs.



Figure 23: Water well construction in Emolve

#### c. Opening and maintenance of roads

Agripalma regularly rehabilitates roads within its concession, including those used by communities.

#### d. Donations

As mentioned above, Agripalma provides free of charge water and electricity to communities within its concession.

Also, Agripalma also supports the rehabilitation of the crèche and public schools and supports various students' needs.

### 4. Partners in local development projects

#### a. With communities

Since 2019, Agripalma has begun a lasting partnership with the Filhos de São Tomé Foundation (Partner of the Real Madrid Foundation), which combines sport and education to contribute to the well-being of

children. This collaboration has also made it possible to raise other important issues, such as dental hygiene.

In 2022, Filhos de São Tomé raised awareness among children at Vila José elementary school in the community of Emolve about good dental hygiene practices, with a practical demonstration of how to brush one's teeth, and the distribution of new toothbrushes and toothpaste to the schoolchildren. The initiative was well received and appreciated by all.

In 2023, Agripalma and the NGO Filhos de São Tomé planned to build a library equipped with computers for the young people of the concession's villages, to support research and academic development.



Figure 24: Water well in Riviera Peixe

## VIII. Internal and external communication

### 1. Strengthening internal communication

In 2023, we'll be adding more bulletin boards throughout the Company to boost internal communication.

And in the second half of 2023, Agripalma will launch its first in-house newsletter. This initiative will provide employees with further visibility of the Company's activities.

### 2. Strengthening external communication

Agripalma has a number of external communication channels:

- Our Facebook page, but this process is still very immature, and the Company hopes to use this platform more effectively and proactively in 2023;

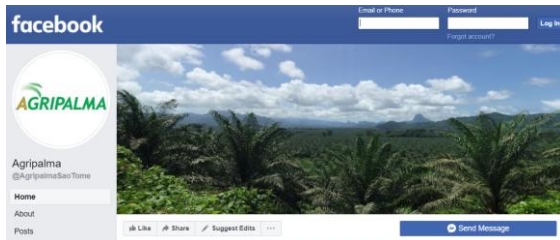


Figure 25: Facebook Agripalma page

- Our LinkedIn page, whose status is currently the same as that of our Facebook page. This channel will improve recruitment and give our Company greater visibility among our stakeholders.

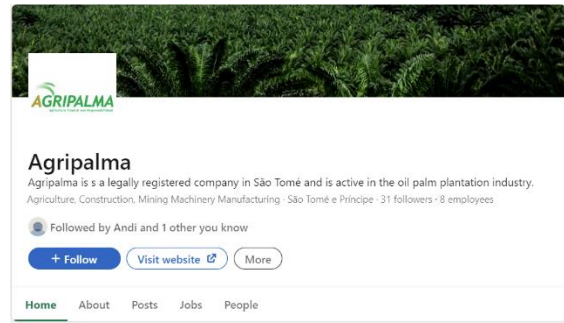


Figure 26: LinkedIn Agripalma page

### 3. Participation in events and/or sponsorship

In 2022, Agripalma had the honor to attend to the United Nations Program for the Environment in order to launch the PNA (Nacional Adaption Plans) for São Tomé, an integral part of Paris agreement on climate 2015.

In this event Agripalma had an opportunity to have an overview of the efforts being done to protect the São Tomé Island from the negative impacts of climate change.



Figure 27: Example of a publication on Agripalma Facebook's page

## IX. Objectives and perspectives 2023-2024-2025

Agripalma's social responsibility is its contribution to sustainable development. The experience and results of the actions developed in 2022 allowed us to define and reinforce strategic lines of intervention, for example:

- Maintain and strengthen the partnership with our main development partners;
- Ensure the safety and trust of employees;
- Improvement of internal infrastructures;
- Reduce health and environmental risks as much as possible with a risk management policy;
- Optimize production with the application of good organic agricultural practices;

- Continue to support community projects;
- Respect and follow the procedures, policies and principles of the Socfin Group to promote a responsible tropical agriculture;
- Renew all the certifications already achieved;
- Obtain RSPO IP certification;
- Maintain good relations with government, NGOs, communities and other stakeholders.

Agripalma also intends to continue working to improve the living conditions of all its employees and the communities living in and around its plantation, by encouraging responsible tropical agriculture and continuing the dialogue that has been established.

## X. Glossary

Abbreviation	Meaning
ATM	Automated Teller Machine
BGFI	<i>Banque Gabonaise et Française Internationale</i> Gabonese and French International Bank
CBGG	Gulf of Guinea Biodiversity Center
DART	Days Away, Restricted, or Transferred
EU	European Union
FAO	Food and Agriculture Organization
FFB	Fresh Fruit Bunches
FPIC	Free, Prior and Informed Consent
GHG	Greenhouse Gas
H&S	Health and Safety
HCS	High Carbon Stock
HCV	High Conservation Value
HR	Human Resources
HSE	Health, Safety and Environment
ID card	Identity card
IP (RSPO)	Identity Preserved regarding RSPO
IPAC	Instituto português de Acreditação Certificado
KPI	Key Performance Indicator
MB (RSPO)	Mass Balance regarding RSPO
MoU	Memorandum of Understanding
NGO	Non-Governmental Organization
ONTSTP	<i>Organização Nacional dos Trabalhadores de São Tomé E Príncipe</i> Organization of Workers of São Tomé and Príncipe
P&C (RSPO)	Principles and Criteria regarding RSPO
PNA	Nacional Adaption Plans
POM	Palm Oil Mill
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
SCC (RSPO)	Supply Chain Certificate regarding RSPO
SDG	Sustainable Development Goals
SGS	Société Générale de Surveillance
SOP	Standard Operational Procedure
STD	<i>Sao Tome e Principe Dobra</i> Local currency

## XI. Key figures


	Unit	Goals	Agripalma
<b>Financial data (expenditures)</b>			
General infrastructure	EUR/STD		75 931/1 860 306
Health	EUR/STD		0/0
Education	EUR/STD		18 384/450 418
Environment	EUR/STD		57 318/1 404 279
Occupational health and safety	EUR/STD		55 124/1 350 547
Trainings	EUR/STD		1 209/29 616
Framework	EUR/STD		0/0
Donations	EUR/STD		87 034/2 132 326
Other specific projects	EUR/STD		0/0
<b>Total investments</b>	<b>EUR/STD</b>		<b>295 000/7 227 492</b>
Loans	EUR/STD		0
<b>Financial data (turnover)</b>			
Palm	EUR/STD		7 781 775/190 653 488
<b>Workforce</b>			
Permanent employees	nb		246
<i>of which are female</i>	<i>nb</i>		<i>31</i>
Daily workers	nb		461
<i>of which are female</i>	<i>nb</i>		<i>123</i>
Temporary employees	nb		46
<i>of which are female</i>	<i>nb</i>		<i>1</i>
Contractors	nb		0
<i>of which are female</i>	<i>nb</i>		<i>0</i>
<b>Total workforce</b>	<b>nb</b>		<b>753</b>
<i>of which are female</i>	<i>nb</i>		<i>155</i>
Staff turnover rate	%		71.60%
Employees eligible for maternity leave	nb		6
Employees on maternity leave	nb		6
Employees supposed to return to work	nb		14
Employees who have returned to work	nb		14
Maternity leave return to work rate	%		100%
Employees eligible for paternity leave	nb		0
Employees on paternity leave	nb		0
Employees supposed to return to work	nb		9
Employees who have returned to work	nb		9
Paternity leave return to work rate	%		100%
Male/female salary ratio	%		100%
<b>Area</b>			
Concession size	hectares		4 917
Oil palm planted area	hectares		2 100
<b>General infrastructure</b>			
Palm oil mills	nb		1
<b>Production</b>			
Crude palm oil	T		6 430
Of which RSPO certified palm oil	T		2 339
<b>Traceability and transparency</b>			
<b>Traceability</b>			
Palm oil - Level 1	%		100%
Palm oil - Level 2	%		100%
Palm oil - Level 3	%		100%

<b>Health and Safety</b>			
<b>Working accidents - Only for permanent and temporary workers</b>			
Total hours worked	nb		795 702
Work-related fatalities	nb		0
Work-related injuries	nb		41
Injury rate per 200 000 hours	nb/200 000 h		10.31
Occupational injuries or illness resulting in DART	nb		14
DART incidence rate per 200 000 hours	nb/200 000 h		3.52
Lost days	nb		134
Lost day rate per 200 000 hours	nb/200 000 h		33.68
<b>Training</b>			
Training and sensitization	nb		510
Training hours	h		334
Workers that attended training	nb		68 476
<b>Environment</b>			
HCV areas	ha		354
Peatland planted areas (planted before 2017)	ha		0
Accidental fires due to internal causes	nb		0
Area burned as a result of accidental fires started by internal causes	ha		0
Accidental fires started by external causes	nb		0
Area burned as a result of accidental fires started by external causes	ha		0
<b>Consumption indicators</b>			
<b>Factories</b>			
Fuel use per processed ton of FFB	L/T FFB		0.23
Water use per processed ton of FFB	m <sup>3</sup> /T FFB		1.36
Electricity use per processed ton of FFB	kWh/T FFB		19.43
<b>Workshops and garage</b>			
Average fuel consumption - light vehicles	l/100 km	< 14.5	10.59
Average fuel consumption - trucks	l/100 km	< 55	43.18
Average fuel consumption - tractors	l/h	< 4.0	4.21
Average fuel consumption - gensets	l/kWh	<1.8	0.31
<b>Renewable energy production</b>			
Steam turbines fed by biomass	kWh		0
Turbine power produced/ton FFB processed	kWh/T FFB		0.00
Turbine use POM	%		0%
<b>Quality indicators</b>			
<b>Management of non-hazardous industrial waste</b>			
Waste disposed of in a municipal landfill	kg		33 280
	m <sup>3</sup>		127
Waste recovered (energy recovery)	kg		1 439 086
	m <sup>3</sup>		3 266
Waste recovered (organic recycling/composting)	kg		1 540 083
	m <sup>3</sup>		7 434
Liquid waste disposed of in the lagoons	m <sup>3</sup>		26 819
<b>Agricultural data</b>			
<b>Toxic products used</b>			
Use of Aldicarb	kg		0
Use of Paraquat	kg		0
	l		0
Use of Carbofuran	kg		0
Others OMS 1a / 1b	kg		0
<b>Organic fertilizer used</b>			
Empty fruit bunches	T		6 197
Purchase of organic fertilizer	T		1 112




Educational data			
Day-care centers	nb		4
Nursery schools	nb		2
Primary schools	nb		3
Secondary schools	nb		2
<b>Total</b>	<b>nb</b>		<b>11</b>
Of which are plantation schools	nb		1
Teachers	nb		87
Of which are supported by the plantations	nb		4
Other staff	%		5%
Students	nb		1 416
Ratio students/ teacher	nb		15.70
Villages data (only for estate villages)			
Estate villages	nb		2
Population - Housed employees	nb		103
Population - Dependents	nb		288
Population - Illegal occupants	nb		0
Population - Number of other occupants	nb		0
<b>Total - Population</b>	<b>nb</b>		<b>391</b>
Housing	nb		141
New housing	nb		0
Renovated housing	nb		0
Kitchens	nb		18
New kitchens	nb		0
Renovated kitchens	nb		0
Latrines	nb		13
News Latrines	nb		0
Renovated latrines	nb		0
Showers	nb		14
News showers	nb		0
Renovated showers	nb		0
Water points	nb		1
Sport fields	nb		2
Shops	nb		13
Clubs	nb		0
Market places	nb		0
Gathering places	nb		0

## XII. Appendix



**CERTIFICATE**  
Certificado



AGC240Rev06

**GGN: 4059883335682**

Registration number of producer / producer group (from CB): OC031 Announced/Anunciada   
 Número de Registo do produtor/grupo de produtores do OC Unannounced/Não Anunciada

# GLOBALG.A.P.<sup>®</sup>

**According to GLOBALG.A.P.<sup>®</sup> General Regulations**  
 Em conformidade com o Regulamento Geral do GLOBALG.A.P.<sup>®</sup> Version 5.2  Version 5.3 - GFS

Option 1 - Individual Producer     Option 1 - Individual Multisite Producer  
 Option 1 - Individual Multisite Producer With QMS     Option 2 Producer Group

Issued to Company (name, address) Emitido para a Empresa (Nome, morada)	Country of production País de Produção
AGRIPALMA, LDA – Ribeira Peixe, 953 , Cané	Sao Tome/Príncipe

The annex contains details of the producers and production sites / product handling units included in the scope of this certificate. O anexo contém dados dos produtores e locais de produção/unidades de manipulação dos produtos incluídos no âmbito deste certificado.

The Certification Body AGRICERT – Certificação de Produtos Alimentares Lda, declares that the production of the products mentioned on this certificate has been found to be compliant in accordance with the standard:  
 O organismo de Certificação AGRICERT – Certificação de Produtos Alimentares Lda, declara que a produção dos produtos mencionados neste certificado está em cumprimento com o referencial:

**Standard Control Points and Compliance Criteria**  
 Referencial Pontos de Controlo e Critérios de Cumprimento


Product Produto	GLOBALG.A.P. Product Certificate Number Número de Certificado GLOBALG.A.P. do produto	Area (ha)	Harvest Colheita (Y/N)	Handling Manipulação (Facility/Field /Facility and Field/No)	Number of producers/ production sites Número de produtores/locais de produção	Parallel production Produção paralela (Y/N)	Parallel ownership Propriedad e paralela (Y/N)
Oil Palm Kernels and Fruits	00103-TLFVL-0002	2100,00	Y	Facility	1	N	N

**Date of issue:** 29/12/2021  
Data de emissão

**Valid from:** 29/12/2021  
Válido de

**Valid to:** 28/12/2022  
Válido até

**Authorized by:**  
Autorizado por



**Date of certification decision:** 29/12/2021  
Data da decisão de certificação

www.agricert.pt  
 Alfredo Miranda, nº116, Rua  
 do 270 - 7350-913 Enxina  
 telephone: 00351 268 625 026  
 fax: 00351 268 626 546  
 email: agricert@agricert.pt

The current status of this certificate is always displayed at (o status deste certificado está sempre visível em):  
<http://www.globalgap.org/search>

Esquema de certificação do tipo 6 conforme estabelecido pela ISO/IEC 17067  
 Agricert LDA TEL: +351 268 625026 FAX: +351 268 624 546 EMAIL: agricert@agricert.pt WEBSITE: http://www.agricert.pt  
 Contact person (Pessoa de contacto): Maria João Valentim Página 1 de 2



## CERTIFICATE Certificado



**ANNEX for GGN:** 4059883335682  
ANEXO para o GGN

Date of issue (data de emissão): 29/12/2021

**Producer Group Members (Option 2)**  
Membros do Grupo de Produtores

GGN or GLN	Producer name and address Nome e endereço do produtor	Product(s) Produto(s)	Product handling Manipulação de Produtos	Parallel production Produção paralela	Parallel ownership Propriedade paralela
-----	-----	-----	-----	-----	-----

**Production Sites (Option 1)**  
Locais de Produção

Site name and address Nome e endereço do local	Product(s) Produto(s)	Parallel production Produção paralela (Y/N)
AGRIPALMA, LDA – Ribeira Peixe, 953 , Cané	Oil Palm Kernels and Fruits	N

**Product Handling Units (PHUs)**  
Unidades de Manipulação dos Produtos

GGN or GLN	PHU name and address Nome e endereço da PHU	Product(s) Produto(s)	Parallel ownership Propriedade paralela
4059883335682	AGRIPALMA, LDA – Ribeira Peixe, 953 , Cané	Oil Palm Kernels and Fruits	N

The current status of this certificate is always displayed at (o status deste certificado está sempre visível em):  
<http://www.globalgap.org/search>

Esquema de certificação do tipo 6 conforme estabelecido pela ISO/IEC 17067

Agricert LDA TEL: +351 268 625026 FAX: +351 268 624 546 EMAIL: [agricert@agricert.pt](mailto:agricert@agricert.pt) WEBSITE: <http://www.agricert.pt>

Contact person (Pessoa de contacto): Maria João Valentim

Página 2 de 2



CERTIFICATE

# CERTIFICATE

No. **KBCS- AGRIPALMA-RSPO-00025**

Based on an audit according to the requirements stated in the RSPO Principles & Criteria for the Production of Sustainable Palm Oil, November 2018 and a signed contract, BCS ÖKO Garantie Colombia S.A.S. herewith certifies that the site(s) listed below are found to be in compliance with the RSPO Certification Systems for Principles & Criteria, November 2020 and the RSPO Principles & Criteria for the Production of Sustainable Palm Oil, November 2018.

## AGRIPALMA TITLE 409

APT 953 CAUÉ, SAO TOMÉ E PRINCIPE  
RIBEIRA, PEIXE  
RSPO number: 1-0269-19-000-00

Other sites certified (see Annex): YES

Scope of Certification: Palm oil and Palm Kernel Production- MB

Supply Chain model	MB
Certificate Start date	26-10-2021
Certificate Expiration date	25-10-2026
Date of first certification	26-10-2021

**Authorised signature**  
Luis Alejandro Franco Pastrana  
**Authorised signatory name**

**Issued by**  
BCS ÖKO GARANTIE COLOMBIA S.A.S.  
Zipaquirá, Colombia, on 27-01-2022

BCS ÖKO GARANTIE COLOMBIA S.A.S. was accredited to provide RSPO Principles & Criteria and Supply Chain Certification on 25 March 2018 (ASI-ACC-084).

This certificate remains property of BCS ÖKO GARANTIE COLOMBIA S.A.S. and can be withdrawn in case of terminations as mentioned in the contract or in case of changes or deviations of the above-mentioned data. The licensee is obliged to inform BCS ÖKO GARANTIE COLOMBIA S.A.S. immediately of any changes in the above-mentioned data. Only an original and signed certificate is valid.

BCS ÖKO GARANTIE  
COLOMBIA S.A.S.  
Carrera 15 N° 38-71  
Zipaquirá, Cundinamarca  
Colombia.  
Teléfonos (57-1) 8815963  
(57-1) 8815964  
E: Colombia@kiwa.lat  
Www.bcscolombia.com.co  
Facebook y Twitter:  
@KiwaLatAm



ASI-ACC-084



RSPO 8-0200-17-100-00

## Annex to Certificate

No. KBCS-AGRIPALMA-RSPO-00025

Mill name	Address	Expected Annual Production (MT)		Supply chain Model
		CPO	PK	
AGRIPALMA TITLE 409	South Side, Ribeira, Piexe, Caué SAO TOME E PRINCIPE	2.150,4 MT	750	MB

### Supply base

Name	Address	GPS Reference		Oil Palm area (Ha.)	Total area (Ha.)	Expected Annual Production (MT)
		Longitude	Latitude			FFB
AGRIPALMA TITLE 409	South Side, Ribeira, Piexe, Caué SAO TOME E PRINCIPE	6°36'11"E	0°6'27"N	661,59	665	9600

BCS ÖKO GARANTIE COLOMBIA S.A.S. was accredited to provide RSPO Principles & Criteria and Supply Chain Certification on 25 March 2018 (ASI-ACC-084).

This certificate remains property of BCS ÖKO GARANTIE COLOMBIA S.A.S. and can be withdrawn in case of terminations as mentioned in the contract or in case of changes or deviations of the above-mentioned data. The licensee is obliged to inform BCS ÖKO GARANTIE COLOMBIA S.A.S. immediately of any changes in the above-mentioned data. Only an original and signed certificate is valid.



ASI-ACC-084



RSPO 8-0200-17-100-00