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Practical Guide on EUDR Prepatory Measures for Indonesia Smallholder Farmers

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DISCLAIMER

This publication is jointly funded by the European Union and German Federal Ministry for Economic Cooperation and Development (BMZ) and conducted by Koltiva. The content of this publication is Koltiva's sole responsibility and does not necessarily reflect the views of the EU or BMZ. The information in this study, or on which this research is based, has been obtained from sources that the authors believe are reliable and accurate.

This document has been developed based on the analysis of a variety of relevant sources, including but not limited to the legal text on the EUDR, EUDR Guidance, EUDR FAQ, as well as the results of previously conducted focus group discussions (FGDs) and other events organized by the EUDR Engagement project and other stakeholders EU-funded projects (e.g., KAMI, SAFE). It also refers to other knowledge products that are publicly available and relevant. This document reflects the most current information at the time of writing, which does not yet include the European Commission's proposal of 21 October 2025 for targeted simplification measures, which are being negotiated between the European Parliament and the Council of the European Union.

The purpose of this document is to provide stakeholders with practical steps to prepare for EU Deforestation Regulation (EUDR) implementation. It is intended to be a one-time resource and does not include provisions for future updates.

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Introduction

Purpose of the Practical Guide

This Practical Guide is here to help you understand and get ready for the European Union Regulation on Deforestation-free Products (EUDR).

The EUDR is designed to cut down the global impact of deforestation linked to key commodities, many of which are produced by smallholders like you. Meeting these requirements is essential to ensure deforestation-free production. It can also open new doors for your deforestation-free products and help you boost productivity through more sustainable practices.

By working through this guide, you will learn exactly what the EUDR requires, how to prepare, and where to and support. The aim is simple: to help you succeed in a market that values legality, sustainability, and traceability.

How to Use the Practical Guide

This guide is your step-by-step companion to meeting the EUDR requirements. You will move through each section in order, building your knowledge as you go, from mapping your farm boundaries to keeping proper records and making sure your products can be traced.

Along the way, you will find practical tips and real-life examples from other farmers. Use them as inspiration to adapt the recommendations to your own farm. The goal is to break preparatory steps for EUDR application into simple, manageable actions that boost your productivity, improve traceability, and keep your farm sustainable.







Understanding EUDR and Its Impact on Farmers



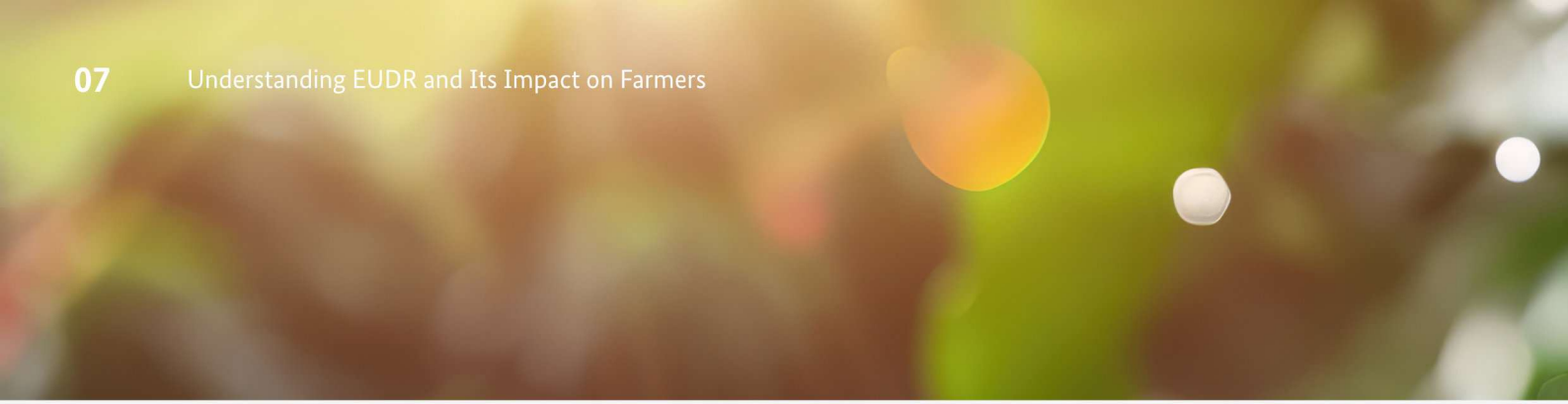
What is the EUDR?

EUDR Key Definition

Why EUDR Matters for Smallholders Farmers

Benefits of compliance

What Buyers Need to Know About Your Farm



What is the EUDR?

The EUDR is an EU regulation aimed at helping to minimize deforestation worldwide. It ensures that products entering the EU, i.e. coffee, cocoa, palm oil, rubber, soy, cattle and timber are produced in a manner that does not harm forests. The goal is to support sustainable farming, protect the environment, and make supply chains more transparent, allowing people to trace the origin of products and their production process.

This regulation officially came into force on 29 June 2023 and is set to become fully applicable from 30 December 2025 (or 30 June 2026 for Small and Medium Enterprises/ SMEs).

EUDR Key Definition

01. Deforestation-free

Products must not come from land that was cleared of forests after December 31, 2020.

02. Operator

Any person or company who sells products to the EU market or exports them.

03. Legality

The product must be produced in line with the laws of the country where it was grown.

04. Sustainability

Farming methods must care for the environment and protect natural resources for the future.

05. Polygon

Digital boundary of a farm or plot of land, usually represented as a geospatial file.

Why EUDR Matters for Smallholders Farmers

The EUDR brings new opportunities for smallholder farmers in Indonesia who grow palm oil, rubber, coffee, soy, timber, cattle, and cocoa.

Buyers now look for proof that these products come from legal and deforestation-free farms. You can build stronger trust with buyers, open doors to new markets, increase your reputation, increase your unique selling proposition, enhance the resilience for your community, and benefit from new market options.





Benefits of compliance

EUDR compliance brings some opportunities. When you follow the regulations, you can access the EU markets that favor sustainable products and may receive support programs and training to Improve farming practices on their farms. EUDR compliance also offers further benefits, namely fairer prices, substantiated concerns addressed, stronger and independent position in value chain. EUDR is interesting for farmers who are not yet certified. Ultimately, aligning with EUDR can help you build sustainable livelihoods while protecting Indonesia's forests.

If you cannot meet the EUDR rules, you may lose access to the EU markets, which could reduce your income.

What Buyers Need to Know About Your Farm (EUDR Criteria)

Legality

You may be asked to show that your land use complies with Indonesian laws. This can include having appropriate land ownership or land use documentation, and ensuring farming practices follow national regulations related to:

Land legality	Environmental protection
Forest-related rule	Third-party rights and indigenous peoples
Human and labor rights	Tax

EUDR also expects that land used to grow crops deforested (or degraded in the case of wood) after 31 December 2020. You are encouraged to avoid clearing new forest areas and keep supporting evidence such as photos, satellite images, or letters from village leaders, showing that the land was already used before that date.



Traceability

To meet EUDR-related expectation, your buyers may asked you to provide geolocation data of plots of production, i.e. geolocation point for plots <4 ha or polygon for plots >4ha. This geolocation data may also be collected from STDB (Surat Tanda Daftar Budidaya) mapping process.

This information helps buyers demonstrate that the product comes from land that is deforestation-free and legally managed.



Step-by-Step Guide to EUDR Compliance for Farmers

Deforestation-free production

Traceability

Legal production

01
Deforestation-free Production

02
Traceability

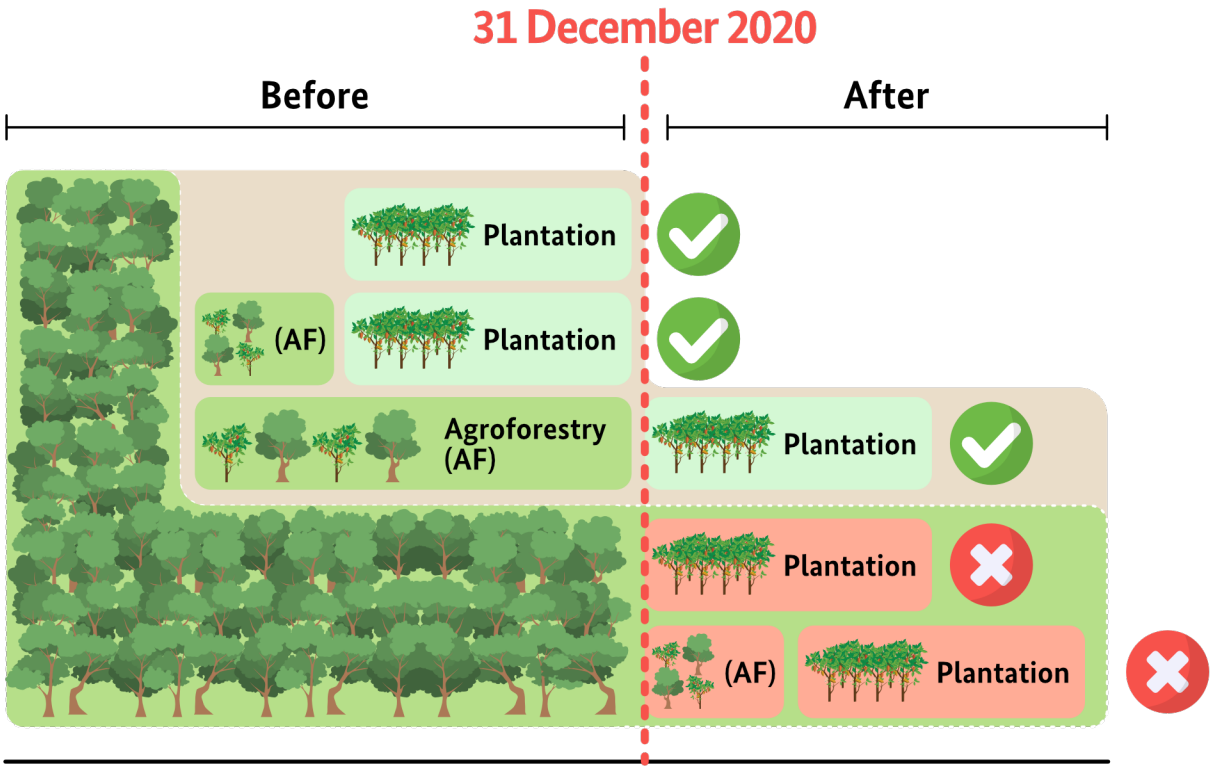
03
Legal Production

01. Deforestation-Free Production

Agricultural plantation' means land with tree stands in agricultural production systems, such as fruit tree plantations, oil palm plantations.

Agroforestry systems where crops are grown under tree cover; it includes all plantations of relevant commodities other than wood, including agrisilvicultural, silvopastoral and agrosilvopastoral systems.

Agricultural plantations including agroforestry are excluded from the definition of 'forest' in the EUDR context.



Deforestation means the conversion of forest to agricultural use, whether human-induced or not.

The EUDR requires that no relevant product (such as from rubber, coffee, cocoa, and palm oil) is produced on land that was deforested after 31 December 2020.



Land clearing for establish or expand the farm



Limited access to sustainable farming methods or land intensification technologies



Lack of awareness about protected forest zones or local land-use regulations



Unclear land boundaries that overlap with forest areas

What farmer can do to prevent the deforestation?



Avoid Illegal Clearing: If you need more production, improve yields on existing land rather than expanding into protected or forested areas



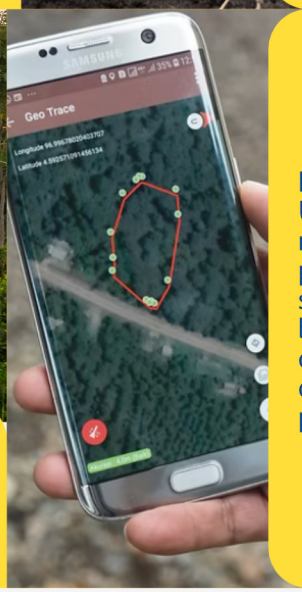
Keep Evidence: Save copies of your land documents, maps, and photos of your farm to demonstrate that your land was cleared before 31 December 2020.



Check Your Location: Find out if your farm is located near forest reserves, conservation areas, or biodiversity hotspots. Seek local government or cooperative support if unsure.

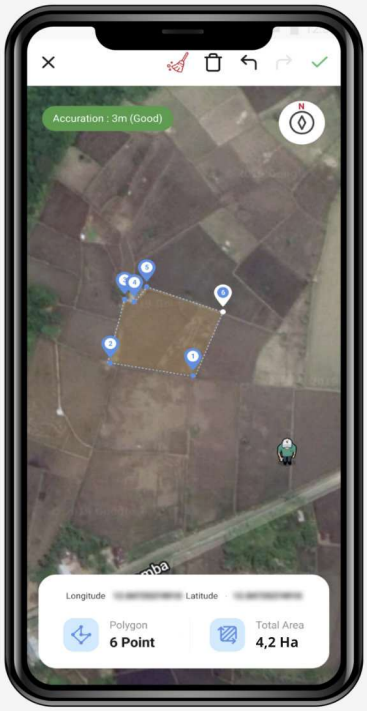


Agroforestry System: The application of land use that combines forestry crops (trees) with agricultural crops (food) and/or livestock simultaneously or alternately in one land management unit. The aim is to achieve better ecological, economic and social benefits, and increase land productivity in a sustainable manner.



Map Your Plot: Use basic mapping (GPS points or village surveys) so boundaries are clear and do not overlap with protected areas.

02. Traceability



Farm data recording and documentation help farmers record basic information about their farms and activities to support traceability and legal compliance.

How to Record Farm Location

1. Use a GPS App on your smartphone.
2. Stand at the center or corner of your plot, open the app, and save the GPS point.
3. Write down or screenshot the coordinates and attach them to your farm record.
4. For farms >4 ha, walk the edges to create a polygon map using tools like or with the help of an extension worker, field staff, or development partner.

a. Farmers can also obtain geolocation data through other processes such as STDB registration, land tenure documentation, or certification schemes.
b. Geolocation data for EUDR only needs to be collected once, as long as the cultivation area does not change.

Keeping Transaction Records



Required:
Sales and transaction records (buyer, quantity, price, date), harvest dates and quantity, crop type and planting year.



Good to have but not mandatory for EUDR:
Input use (fertilizer, pesticides), farm labor, payment method.

Record data during or immediately after farm activity.

Review records weekly with a family member or peer farmer.

Submit to cooperative monthly or when requested by buyer.

This weekly review helps ensure that records are complete and accurate. For example, a farmer may forget to record a small sale or input purchase, but a family member might remember and help fill in the missing details. Peer farmers can also provide feedback on how to improve record-keeping practices.



03. Legal Production

Land legality is important for compliance with EUDR regulations. Land legality is a legal status that shows that the use and ownership of the land is in accordance with applicable regulations.

Having land legality meaning that you have the right to produce the commodities on the plot of production and also to prevent land grabbing.

There are many types of land legality circulating in Indonesia, here is a brief explanation of the types of land legality types

Where is your farm located, and what land documents are required?

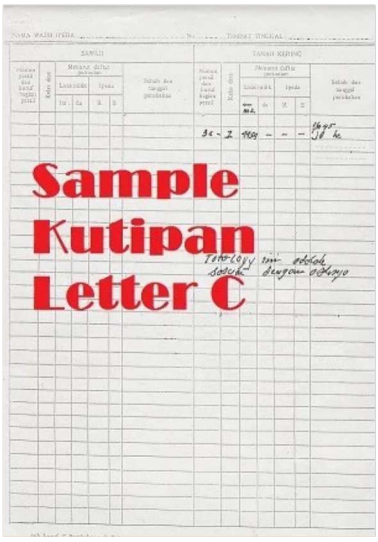
Location	Document Type
Other Usage Area	• Sertifikat Hak Milik (SHM) • Surat Keterangan Tanah (SKT) • Letter C • Girik • Akta Jual Beli (AJB)
State Forest Areas/ Conversion Forests	• Izin Perhutanan Sosial • Izin Pinjam Pakai Kawasan Hutan (IPPKH) • Partnership Agreement / Memorandum of Cooperation • Tanah Objek Reforma Agraria (TORA)
Production Forest	• Perizinan Berusaha Pemanfaatan Hutan (PBPH) • Nota Kesapahaman / Nota Kesepakatan Kerjasama



Sertifikat Hak Milik (SHM)



Hak Pakai (HP)



Letter C



MENTERI LINGKUNGAN HIDUP DAN KEHUTANAN
REPUBLIK INDONESIA

KEPUTUSAN MENTERI LINGKUNGAN HIDUP DAN KEHUTANAN
REPUBLIK INDONESIA

TENTANG

PEMBERIAN PERSETUJUAN PENGELOLAAN HUTAN DESA KEPADA LEMBAGA PENGELOLA HUTAN DESA LUBUK BATU BETUAH SELUAS ± 941 (SEMBILAN RATUS EMPAT PULUH SATU) HEKTARE BERADA PADA KAWASAN HUTAN PRODUKSI TETAP DI DESA LUBUK BATU KECAMATAN SIMPANG HILIR KABUPATEN KAYONG UTARA PROVINSI KALIMANTAN BARAT

NOMOR : SK.7416/MENLHK-PSKL/PKPS/PSL.0/7/2023
TANGGAL : 12 JULI 2023

KEMENTERIAN LINGKUNGAN HIDUP DAN KEHUTANAN

SK Hutan Sosial

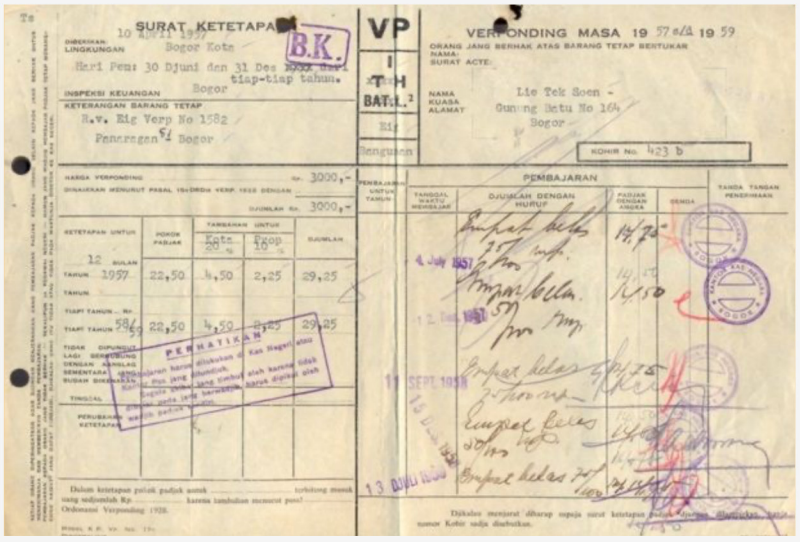


PEJABAT PEMBUAT AKTA TANAH SEMENTARA
(PPATS)
CAMAT
KECAMATAN TEMANGGUNG KABUPATEN TEMANGGUNG
SK. KEPALA KANTOR WILAYAH BPN PROPINSI JAWA TENGAH
Nomor : 2440/KEP.33.11/IV/2012
Tanggal 2 April 2012
Jl. Jenderal Sudirman Nomor 30 Temanggung, Telepon (0293) 491044

AKTA JUAL BELI
Nomor : /AJB / 2015
Lembar Pertama/ Kedua

Pada hari ini, tanggal ( ) bulan Tahun 2015
(Dua Ribu Lima Belas) hadir dihadapan saya BAMBANG NUGROHO PURNOMO
SARJANA SOSIAL MAGISTER MANAJEMEN yang berdasarkan Surat Keputusan

Akta Jual Beli (AJB)



SURAT KETETAPAN
VP
VERPONDING MASA 19 57 s/d 19 59
PEMBAJARAN
PERHATIKAN

Girik



PEMERINTAH KABUPATEN SUBANG
KECAMATAN CIJAMBE
DESA BANTARSARI
Jln. Raya Subang - Bantarsari KM. 3 Subang Kode Pos 41286 Cijambe

SURAT KETERANGAN TANAH
Nomor : 953.3/Ket/66-Pem-2014

Yang bertanda tangan di bawah ini :
Nama : MAMAN ROHMAN
NIP : 19690517 200906 1 007
Alamat : Desa Bantarsari Kec. Cijambe Kab. Subang

Kepala Desa Bantarsari Kecamatan Cijambe Kabupaten Subang. Menyatakan bahwa pekarangan dan rumah/sawah/kebun yang tertera dalam girik/petok D/Leter C/SHM/SPPT & STTS Nomor : 32.15.051.004.009.0019.0 Tanggal (sebagai bukti kepemilikan) dengan luas Tanah : 329 M², dan Luas Bangunan 60 M², adalah benar-benar tanah milik atas :

Nama : Anwar
Alamat : Kp. Bantarsari RT. 003/008 Desa Bantarsari Kecamatan Cijambe Kabupaten Subang

Dengan batas-batas sebagai berikut :
Sebelah Utara Tanah : Bandi
Sebelah Selatan Tanah : Gang
Sebelah Timur Tanah : Selokan
Sebelah Barat Tanah : Omoh

Tanah tersebut : 1. a. Hasil membeli dari : Bandi S.
b. Hasil warisan dari :
2. Tidak dalam sengketa
3. Tidak sedang/akan dipenjual belikan selama proses/kredit berjalan/kredit belum lunas
4. Tanah tersebut belum/sudah disertifikasi *)

Demikian surat keterangan ini dibuat dengan sebenar-benarnya untuk dipergunakan seperlunya.

HARGA TAKSIRAN :
Tanah : Rp. 35.000.000,-
Bangunan : Rp. 120.000.000,-
Jumlah : Rp. 155.000.000,-

Bantarsari, 01 April 2014
an. Kepala Desa Bantarsari

MAMAN ROHMAN
NIP. 19690517 200906 1 007

Surat Keterangan Tanah (SKT)



Hak Guna Bangunan (HGB)



PEMERINTAH REPUBLIK INDONESIA
NOMOR: 1276000342531000 1

KEPUTUSAN MENTERI INVESTASI/
KEPALA BADAN KOORDINASI PENANAMAN MODAL

TENTANG

EMBERIAN PERIZINAN BERUSAHA PEMANFAATAN HUTAN PADA
AN PRODUKSI KEPADA PT BORNEO IKHSAN SEJAHTERA SELUAS
5.000 (LIMA BELAS RIBU) HEKTARE DI KABUPATEN SERUYAN
PROVINSI KALIMANTAN TENGAH

DENGAN RAHMAT TUHAN YANG MAHA ESA

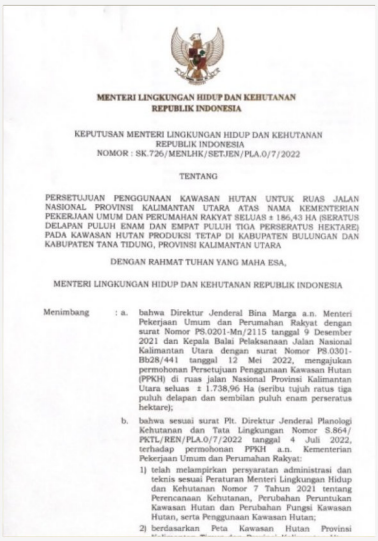
IENTERI INVESTASI/KEPALA BADAN KOORDINASI PENANAMAN MODAL,

mbang : a. bahwa Direktur Utama PT Borneo Ikhsan Sejahtera dengan surat Nomo 04/I/BIS/VI/2019 tanggal 17 Juli 201 mengajukan permohonan Perizinan Berusah Pemanfaatan Hutan (PBPH) pada Huta Produksi seluas ± 33.000 (tiga puluh tiga ribu hektare di Kabupaten Seruyan Provinsi Kalimantan Tengah;

b. bahwa sesuai surat Direktur Jenderal PHP Nomor S.12/PHPL/KPHP/HPL.0/1/202 tanggal 13 Januari 2020, kepada PT Borne Ikhsan Sejahtera diberikan persetujua komitmen seluas ± 15.000 (lima belas ribu hektare di Kabupaten Seruyan Provinsi Kalimantan Tengah;

c. bahwa PT Borneo Ikhsan Sejahtera tela memenuhi kewajiban yang tertuang dala persetujuan prinsip/persetujuan komitme

SK Pemegang Perizinan Berusaha Pemanfaatan Hutan (PBPH)



MENTERI LINGKUNGAN HIDUP DAN KEHUTANAN
REPUBLIK INDONESIA

KEPUTUSAN MENTERI LINGKUNGAN HIDUP DAN KEHUTANAN
REPUBLIK INDONESIA
NOMOR : SK.726/MENLHK/SETJEN/PLA.0/7/2022

TENTANG

PERSETUJUAN PENGGUNAAN KAWASAN HUTAN UNTUK RUAS JALAN NASIONAL PROVINSI KALIMANTAN UTARA ATAS NAMA KEMENTERIAN PEKERJAAN UMUM DAN PERUMAHAN RAKYAT SELUAS ± 186,43 HA (SERATUS DELAPAN PULUH ENAM DAN EMPAT PULUH TIGA PERSERATUS HEKTARE) PADA KAWASAN HUTAN PRODUKSI TETAP DI KABUPATEN BULUNGAN DAN KABUPATEN TANA TIDUNG, PROVINSI KALIMANTAN UTARA

DENGAN RAHMAT TUHAN YANG MAHA ESA,

MENTERI LINGKUNGAN HIDUP DAN KEHUTANAN REPUBLIK INDONESIA

Menimbang : a. bahwa Direktur Jenderal Bina Marga a.n. Menteri Pekerjaan Umum dan Perumahan Rakyat dengan surat Nomor PS.0201-Mn/2115 tanggal 9 Desember 2021 dan Kepala Balai Pelaksanaan Jalan Nasional Kalimantan Utara dengan surat Nomor PS.0301-Bb28/441 tanggal 12 Mei 2022, mengajukan permohonan Persetujuan Penggunaan Kawasan Hutan (PPKH) di ruas jalan Nasional Provinsi Kalimantan Utara seluas ± 1.738,96 Ha (seribu tujuh ratus tiga puluh delapan dan sembilan puluh enam perseratus hektare);

b. bahwa sesuai surat Plt. Direktur Jenderal Planologi Kehutanan dan Tata Lingkungan Nomor S.864/PKTL/REN/PLA.0/7/2022 tanggal 4 Juli 2022, terhadap permohonan PPKH a.n. Kementerian Pekerjaan Umum dan Perumahan Rakyat:
1) telah melampirkan persyaratan administrasi dan teknis sesuai Peraturan Menteri Lingkungan Hidup dan Kehutanan Nomor 7 Tahun 2021 tentang Perencanaan Kehutanan, Perubahan Peruntukan Kawasan Hutan dan Perubahan Fungsi Kawasan Hutan, serta Penggunaan Kawasan Hutan;
2) berdasarkan Peta Kawasan Hutan Provinsi

SK Persetujuan Penggunaan Kawasan Hutan (PPKH)

Process to Obtain SHM

The following are the processs that need to be taken in making an application for a land certificate (granting individual land rights).

01 Prepare Documents



Fill out the application form and signed by the applicant or proxy on stamp duty.



Power of attorney (if authorized).



Photocopy of the identity of the applicant/ holder and recipient of the right (KTP, KK) and power of attorney if authorized.



Original evidence of land acquisition/ Right Title.



Original letter of evidence of relinquishment of rights and repayment of land.



Copy of SPPT PBB for the current year.



Proof of payment of entry fee (at the time of registration of rights).

02 Visiting the Agraria Office



Please come to the BPN office according to the area where the land is located.

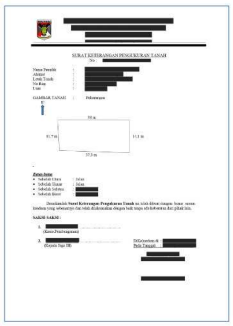


Buy the registration form at the BPN office, then you will get a blue and yellow folder.

Make an appointment with the officer for land measurement.



03 Issuance of Freehold Land Certificates



You will get a Land Measurement Letter, after the land measurement.



Granting of Land Rights Acquisition Fee (BPHTB).



Land certificate will be issued in about 6-12 months.

Process to obtain SK Izin Perhutanan Sosial

Based on the Regulation of the Director General of Social Forestry and Environmental Partnerships Number: P.15/PSKL/SET/PSL.0/11/2016 concerning Online Services for Social Forestry, the process of obtaining a Social Forestry Decree (SK Perhutanan Sosial) is as follows:

01 Prepare Documents



A letter of application signed by the head of the community group/farmer group/forest farmer group/association of forest farmer groups/cooperative.



A list of local community members who are prospective members of the Community Forest (HKm) group, acknowledged by the village head/lurah.

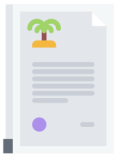


General overview of the area, including physical conditions, socio-economic aspects, and the area's potential.



Proposed location map at a minimum scale of 1:50,000, provided as a written document and an electronic copy in the form of a shapefile, and can be obtained through participatory mapping.

02 Letter of application to the Minister of Forestry



Create a letter of application addressed to the Minister of Environment and Forestry (LHK), with copies (cc) sent to the governor, regent/mayor, head of PSKL regional unit (UPT PSKL), and head of forest management unit (KPH). This application may be facilitated by the Social Forestry Working Group (Pokja PPS).

03 Verification by the Dirjen PSKL



Conduct administrative verification of the application.



Conduct verification by a verification team formed by the Head of the Regional Technical Implementation Unit (UPT).



Report the verification results to the Head of the UPT.

04 Issuance



Issuance of the Community Forestry Utilization Permit (IUP HKm).

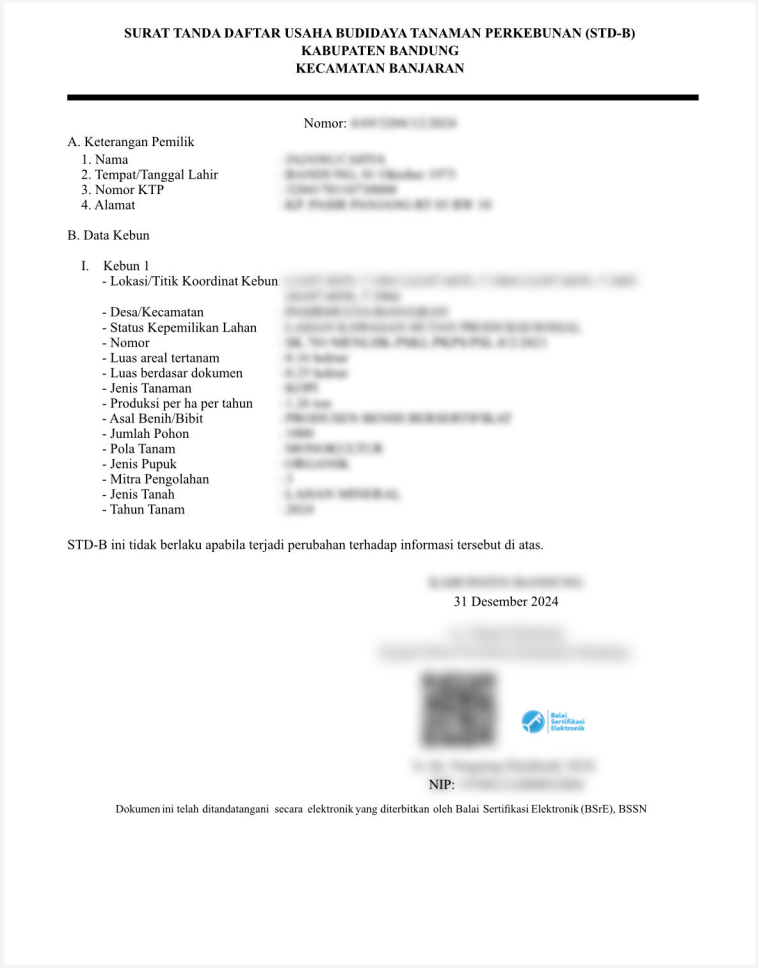


Delivery of the IUP HKm to the applicant.

Farm Registration on e-STDB

STDB (Cultivation Registration Certificate) is a cultivation statement issued to farmers by the Regent and/or Mayor

e-STDB is the electronic system of the Cultivation Registration Certificate (STDB).



SURAT TANDA DAFTAR USAHA BUDIDAYA TANAMAN PERKEBUNAN (STD-B)
KABUPATEN BANDUNG
KECAMATAN BANJARAN

Nomor: [redacted]

A. Keterangan Pemilik
1. Nama
2. Tempat/Tanggal Lahir
3. Nomor KTP
4. Alamat

B. Data Kebun

I. Kebun 1
- Lokasi/Titik Koordinat Kebun
- Desa/Kecamatan
- Status Kepemilikan Lahan
- Nomor
- Luas areal tertanam
- Luas berdasar dokumen
- Jenis Tanaman
- Produksi per ha per tahun
- Asal Benih/Bibit
- Jumlah Pohon
- Pola Tanam
- Jenis Pupuk
- Mitra Pengolahan
- Jenis Tanah
- Tahun Tanam

STD-B ini tidak berlaku apabila terjadi perubahan terhadap informasi tersebut di atas.

31 Desember 2024

NIP:

Dokumen ini telah ditandatangani secara elektronik yang diterbitkan oleh Balai Sertifikasi Elektronik (BSrE), BSSN

The electronic system integrates a national database of smallholder (independent) farmers across Indonesia.

This system enables the government and stakeholders to easily monitor farmers who are officially registered in plantation cultivation activities.

The issuance of the STDB is not categorized as a legal document. but relevant as part of documentation under EUDR for smallholder ownership of plantations.

Farmers criteria: Farmers who own and/or manage less than 25 (twenty-five) hectares of land.

Benefit of STDB to Farmers

- Proof of active farmer participation in legitimate cultivation activities
- Improved access to commodity supply chains
- Enhanced credibility and bargaining position within the agricultural value chain
- Qualification standard to receive financial and technical support from both government and private sectors

01 SOCIALIZATION



- The e-STDB dissemination is carried out by the government, companies, and/or development partners to agricultural extension workers, plantation facilitators, village officials, farmer group leaders, farmer group association leaders, and representatives from plantations that have plasma or supported farms.
- Dissemination can be conducted through workshops, meetings, focus group discussions (FGDs), leaflets, or banners.

02 DATA COLLECTION



- The district/city data collection team gathers information on farmers and their farms through direct census or by collecting data from farmer groups/Forest Management Units (KPH) or the Directorate of Social Forestry and Environmental Partnership (BPSKL) prior to the census.
- The team uploads all collected farmer and farm data into the e-STDB system

03 MAPPING



- The district/city mapping team clearly maps farmers' plantations, identifying land boundaries using GPS or other mapping tools.
- The mapping team ensures that the plantation plots align with spatial planning regulations and forest boundaries.
- The team uploads all collected plot maps into the e-STDB system.
- This geolocation data from STDB mapping is useful for EUDR traceability requirement.

04 VERIFICATION



- The verification team formed by the district/city government checks the farmer, plantation, and map data that has been uploaded to the e-STDB system.
- Verification is also conducted through overlay analysis between the plantation location map and the forest area/concession (HGU) maps.
- For commodities located within forest areas, the verification team also checks the documentation of land access rights for farmers in forest zones.
- If necessary, the verification team may conduct field visits and meet farmers directly to validate the data and maps (on-site method).
- Verification can also be conducted independently on the e-STDB platform, which has integrated forest area maps and HGU maps (on-desk method).

05 ISSUANCE



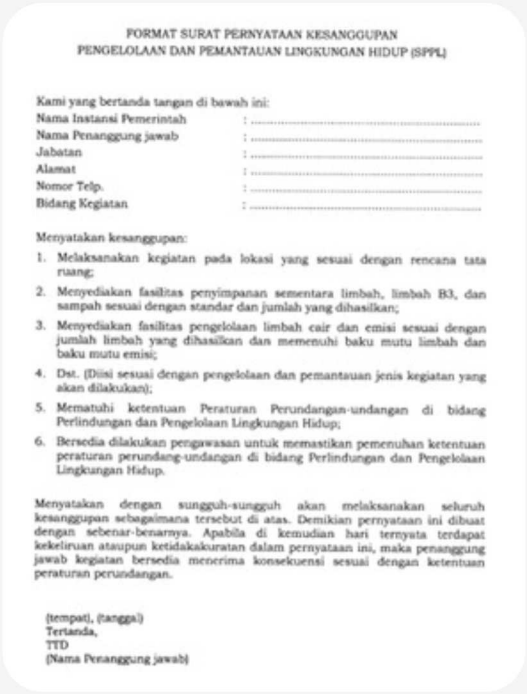
- Farmer data and farm maps that have been verified as clean and clear (CnC) are then processed for the issuance of the STDB through electronic signing by the regent/mayor.
- The issuance may be delegated to the head of the agency responsible for plantation affairs at the district/city level.

Environmental License

One aspect of environmental protection is evidenced by having environmental documents, such as SPPL, UKL-UPL, AMDAL.

While environmental licenses such as **SPPL are not explicitly required under the EUDR**, they play an important supporting role in demonstrating compliance with national environmental laws.

Having an SPPL helps verify that the you is aware of and committed to managing environmental impacts responsibly. It also strengthens the credibility of the farm's operations in the eyes of buyers conducting due diligence, especially when combined with traceability and land legality documentation



FORMAT SURAT PERNYATAAN KESANGGUPAN
PENGELOLAAN DAN PEMANTAUAN LINGKUNGAN HIDUP (SPPL)

Kami yang bertanda tangan di bawah ini:
Nama Instansi Pemerintah : .....
Nama Penanggung jawab : .....
Jabatan : .....
Alamat : .....
Nomor Telp. : .....
Bidang Kegiatan : .....

Menyatakan kesanggupan:

1. Melaksanakan kegiatan pada lokasi yang sesuai dengan rencana tata ruang;
2. Menyediakan fasilitas penyimpanan sementara limbah, limbah B3, dan sampah sesuai dengan standar dan jumlah yang dihasilkan;
3. Menyediakan fasilitas pengelolaan limbah cair dan emisi sesuai dengan jumlah limbah yang dihasilkan dan memenuhi baku mutu limbah dan baku mutu emisi;
4. Dst. (Diisi sesuai dengan pengelolaan dan pemantauan jenis kegiatan yang akan dilakukan);
5. Mematuhi ketentuan Peraturan Perundangan-undangan di bidang Perlindungan dan Pengelolaan Lingkungan Hidup;
6. Bersedia dilakukan pengawasan untuk memastikan pemenuhan ketentuan peraturan perundang-undangan di bidang Perlindungan dan Pengelolaan Lingkungan Hidup.

Menyatakan dengan sungguh-sungguh akan melaksanakan seluruh kesanggupan sebagaimana tersebut di atas. Demikian pernyataan ini dibuat dengan sebenar-benarnya. Apabila di kemudian hari ternyata terdapat kekeliruan ataupun ketidakakuratan dalam pernyataan ini, maka penanggung jawab kegiatan bersedia menerima konsekuensi sesuai dengan ketentuan peraturan perundangan.

(tempat), (tanggal)
Tertanda,
TTD
(Nama Penanggung jawab)

Letter of Undertaking for Environmental Management and Monitoring (SPPL)

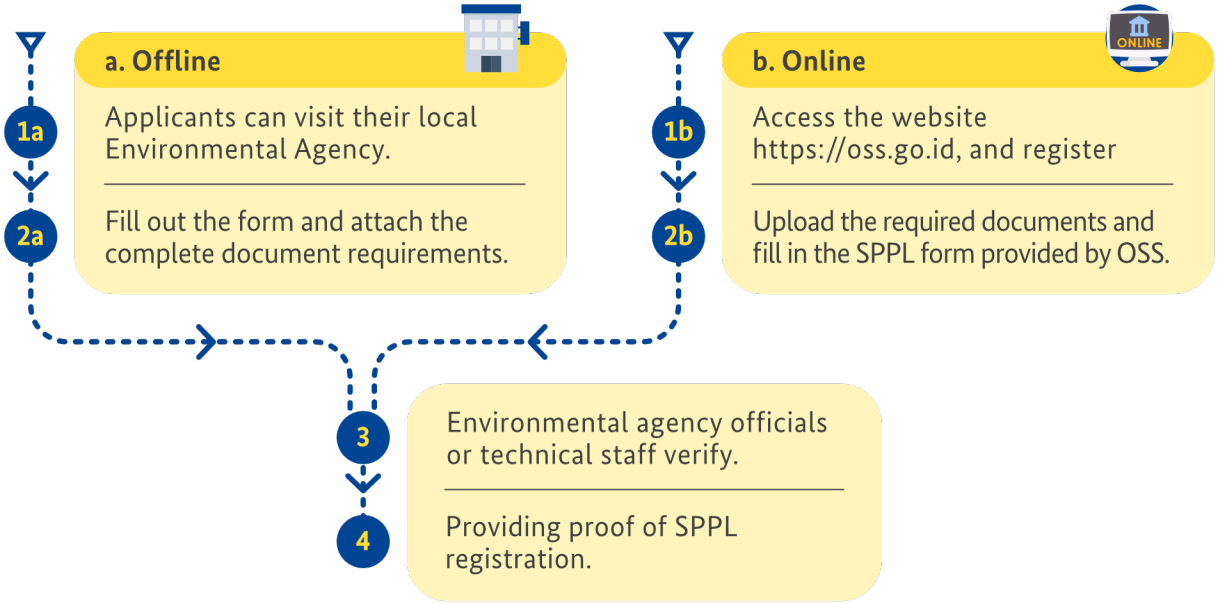
Statement of the ability of the person in charge to manage and monitor environmental impacts of the Business and Activities that not required for Amdal or UKL-UPL.

Based on the Regulation of the Minister of Environment and Forestry of the Republic of Indonesia Number 4 of 2021, those who are required to have SPPL are farmers or business with size of area less than 25 ha.

The following are the things that need to be prepared in making SPPL for farmers are as follows:

1. Draft SPPL in accordance with the provisions of Permen LHK 26/2018.
2. Copy of ID card of the owner or person in charge of the business and/or activity.
3. A photo of the Owner or Person in charge of the business and/or activity.
4. Copy of business establishment letter or deed.
5. Copy of Business Identification Number (NIB).
6. Copy of land status / land legality.
7. Letter of agreement from the landowner if using land owned by another party.
8. Copy of local draft SKRK (City Plan Certificate).
9. A statement of validity and correctness of the attached documents with a stamp duty.
10. Detailed site plan drawing (layout or site plan).
11. Other supporting documents according to local government policy.

Application for SPPL can be done offline or online, here is a brief flow of SPPL application.



Fair Farming Practices

Fair farming practices protect workers and meet labor laws to support ethical and legal production

Prohibit Hazardous Child Labor

Do not allow children under 18 to handle sharp tools, heavy loads, or chemicals.

Children may help with light tasks under supervision.

Ensure Fair Wages and Work Conditions

Assign only light, non-hazardous tasks to pregnant women (e.g., no heavy lifting or pesticide use).

Ensure workers are treated fairly, without discrimination, and can request adjustments if needed.

Community Grievance Mechanisms

Create a trusted contact person or grievance box in the village or cooperative.

Ensure complaints can be made anonymously and are followed up.

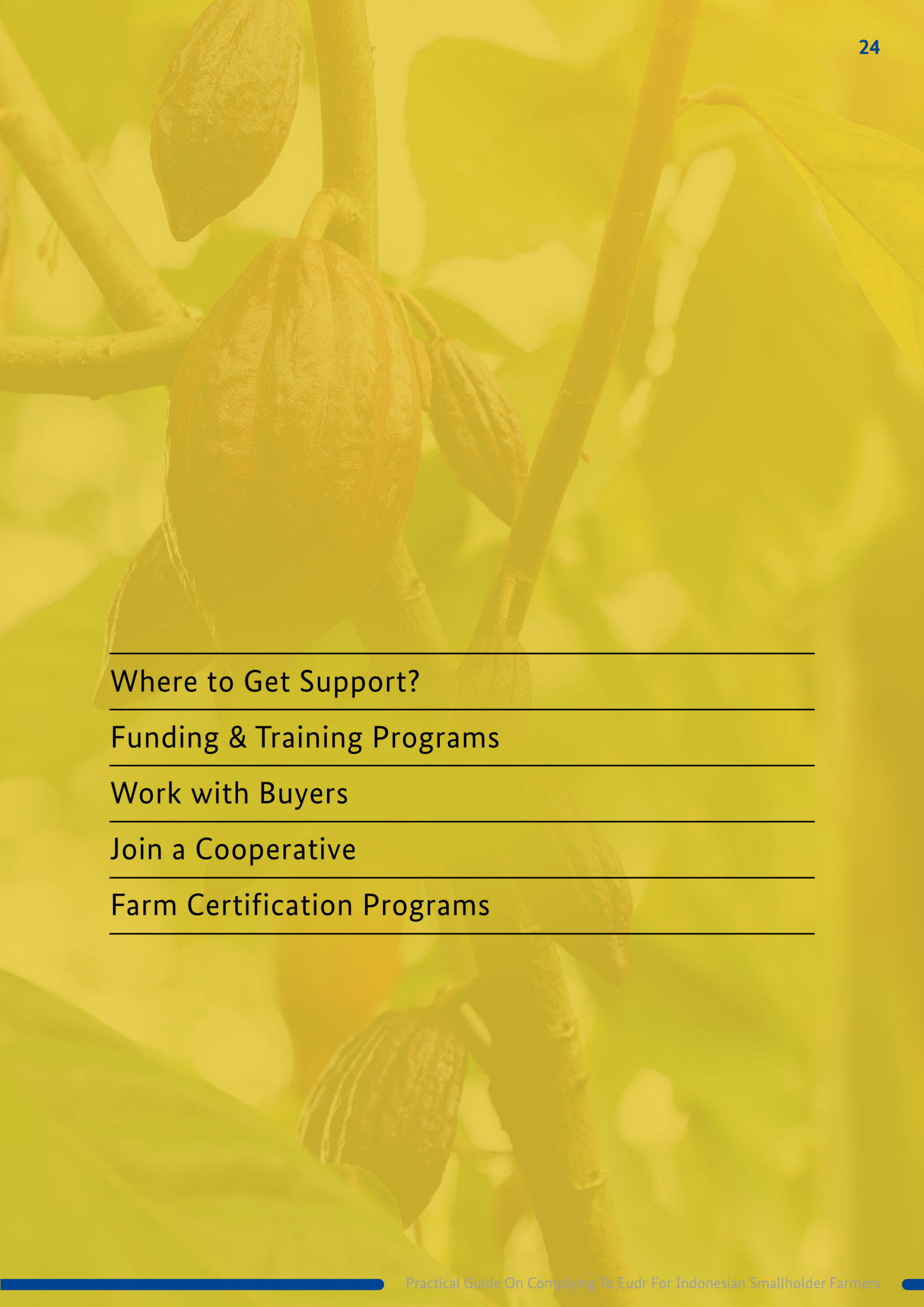
Provide Protective Equipment and Training

Provide gloves, boots, masks, or protective clothing for pesticide use.

Short training on how to apply pesticides safely.



Accessing Technical Support & Financial Assistance



Where to Get Support?

Funding & Training Programs

Work with Buyers

Join a Cooperative

Farm Certification Programs

To meet EUDR requirements and improve farm practices, smallholders need access to the right support.

Where to Get Support?

Cooperatives or farmer groups



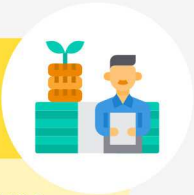
Provide collective training, organize data collection and farm mapping, and facilitate group certification or traceability systems.

Local agriculture offices



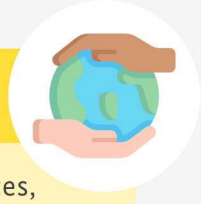
Offer technical assistance, legal guidance on land documentation, and access to government support schemes for compliance.

Private buyers with sustainability programs



Supply funding or in-kind resources for traceability tools, conduct capacity-building, and create market incentives.

NGO programs



Deliver training, advisory services, and grants or project-based support to build farmers' capacity.





Funding & Training Programs

- **Kredit Usaha Rakyat (KUR) - Microcredit for Small Businesses program:** Gives low-interest credit for by smallholders to buy agri input to increase yield.
- **Badan Layanan Umum (BLU) - Public Service Agency funds:** Provides funds to smallholders for infrastructure & inputs, and human capacity/training.
- **NGO/CSR programs:** Provide digital traceability tools (farm mapping), training, partial payments and incentives.



Work with Buyers

a. Ask buyers what records are needed for EUDR

Some usually required data or documents are:

- Farm location (GPS points for farm <4 ha or polygon coordinates for farm >4 ha)
- Land ownership or legal documents (e.g. SHM, SK Perhutanan Sosial, STDB)
- Crop type and planting year
- Harvest dates and quantity
- Sales and transaction records (buyer, quantity, price, date)

Some data and documents are usually helpful to prepare for buyers:

- Environmental license
- Certification documents
- Photos of farm activities or fields
- Input use (fertilizer, pesticides)

b. Request training or tools

You can request training or tools from buyers, such as smartphone apps or GPS devices for plot mapping. Youi should retain control over their own data.

c. Negotiate support in exchange for higher-quality supply

You can use your improved practices, accurate records, or higher-quality products as a basis to ask buyers for additional support, such as training, tools, or technical advice.

Join a Cooperative

a. Ask village leader or extension officer which cooperatives are active. They can advise which cooperatives are trusted, have experience supporting smallholders, and are involved in relevant supply chains.

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b. Fill in registration form. To join a cooperative, you usually need to complete a registration form and provide basic documents such as your ID (KTP) and land information or farm registration records. Some cooperatives may also ask for proof of participation in government programs like STDB.

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c. Attend regular meetings and trainings. Attending regular meetings and training sessions helps you stay updated for about good farming practices, market requirements, and EUDR compliance, learn from peers, and improve your farm management.



Farm Certification Programs

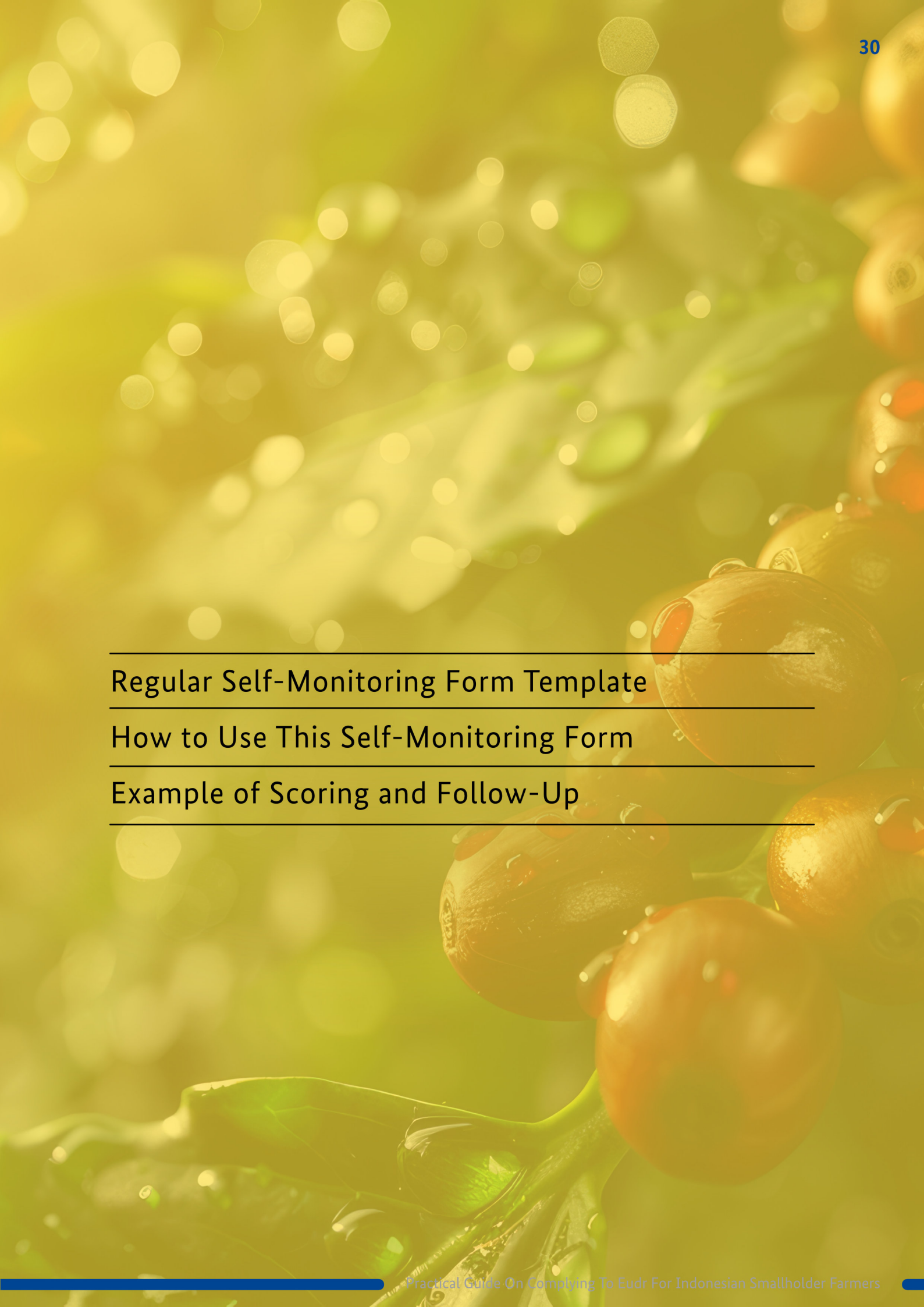
While certification programs (e.g. Rainforest Alliance) under the EUDR do not automatically guarantee compliance, they can be valuable tools for smallholders, by:

- ☑ Helping farmers collect and organize important information, such as farm geolocation, land legality documents, and production practices, which are required for EUDR compliance.
- ☑ Providing templates, training, and verification systems that support traceability and legal verification.

Certification alone does not replace the buyer's due diligence, so farmers must ensure that all data is complete and accurate.



Ongoing Monitoring & Compliance Verification



Regular Self-Monitoring Form Template

How to Use This Self-Monitoring Form

Example of Scoring and Follow-Up

EUDR alignment is a continuous process, it requires regular updates (if there is change on commodities, cultivation area, and legality) and collaboration. Farmers should maintain organized records to stay prepared and reduce the risk of market exclusion. While openness to buyer verification is important, geolocation data does not need to be re-shared if cultivation areas remain unchanged. Be ready to share farm records and maps when requested but only update location data when there are actual changes.

Regular Self-Monitoring Form Template (recommended on an annual basis)

Compliance Area	Indicator	Yes/No	Date Checked	Notes / Follow-up Action
Farm Location	GPS point recorded (for plots <4 ha)	☐ Yes ☐ No		
	Polygon/multiple GPS points recorded (for plots >4 ha)	☐ Yes ☐ No		
Farm Records	Last harvest recorded	☐ Yes ☐ No		
	Sales transactions recorded	☐ Yes ☐ No		
	Inputs (e.g. fertilizer, pesticide) recorded	☐ Yes ☐ No		
Labor Practices	No hazardous child labor employed	☐ Yes ☐ No		
	Pregnant women assigned only safe, light tasks	☐ Yes ☐ No		
	Workers paid fairly and on time	☐ Yes ☐ No		
	Work agreement or verbal contract in place	☐ Yes ☐ No		
	Workers received protective equipment if needed	☐ Yes ☐ No		
Land Legality	Land status verified (e.g., SKT, SK-IPS)	☐ Yes ☐ No		
	Land boundaries clearly known or documented	☐ Yes ☐ No		
Traceability	Products from farm can be linked to a buyer or batch	☐ Yes ☐ No		
	Labels or separation practices in place to avoid mixing	☐ Yes ☐ No		
Grievance Mechanism	A contact or system exists to report complaints or issues	☐ Yes ☐ No		
Monitoring & Updates	Records reviewed in the last 1–2 months	☐ Yes ☐ No		
	Buyer or cooperative provided a visit or review in the last 6 months	☐ Yes ☐ No		

How to Use This Self-Monitoring From

01 Go through each Compliance Area

Farm Location, Farm Records, Labor Practices, etc.

02 Read the indicator

Example: “GPS point recorded for plots <4 ha”.

03 Answer Yes or No

✅ Yes = You already do this.
❌ No = You have not done this yet.

04 Write the Date Checked

The day you filled in this checklist.

05 If you answered No

Write in the “Notes / Follow-up Action” column what you will do to fix it.

Example of Scoring and Follow-Up

Farm Location – GPS point recorded (<4 ha)

✅ If Yes → Good, no action needed.

❌ If No → Follow-up: “Ask cooperative or field officer to help.

Labor Practices – Workers paid fairly and on time

✅ If Yes → Keep records of payments.

❌ If No → Follow-up: “Make a payment schedule and keep receipts.”

Land Legality – Land status verified (e.g., SKT)

✅ If Yes → Keep copies safe.

❌ If No → Follow-up: “Coordinate with village office to request SKT letter."

Grievance Mechanism – System to report complaints

✅ If Yes → Share with workers and community.

❌ If No → Follow-up: “Provide a phone number or complaint box at cooperative.”

Glossary

Aggregator	A group, cooperative, or business that collects products (like rubber, cocoa, or coffee) from many small farmers and then sends them to factories or exporters.
Batch ID / Batch Code	A special number given to a specific amount of product, so it can always be traced back to the farm it came from.
Deforestation	The conversion of forest to agricultural or other non-forest land use, whether human-induced or natural.
Deforestation-Free	A requirement under the EUDR meaning that the commodity was not produced on land deforested a□er 31 December 2020.
DDS (Due Diligence Statement)	A formal declaration sent to the EU system (TRACES) that confirms your products are legal, deforestation-free, and follow the rules.
Due Diligence	A legal requirement to check and collect information about your farm and suppliers, make sure there is no illegal deforestation, and take action if there is risk before selling to the EU.
EUDR (European Union Deforestation Regulation)	An EU rule (Regulation 2023/1115) that prohibits products linked to deforestation from being sold or exported to Europe.
Forest	Land larger than 0.5 hectares with trees taller than 5 meters and canopy cover over 10%, or land that can grow such trees, excluding farms or urban areas.
Forest Degradation	Structural changes to forest cover, taking the form of the conversion of: 1. (a) primary forests or naturally regenerating forests into plantation forests or into other wooded land; or 2. (b) primary forests into planted forests;.
Forest-Related Rules	National laws about using forests, clearing forests, or cutting timber, as required by EUDR.
Geolocation	The exact GPS coordinates (latitude and longitude) of your farm plots.
Indigenous Peoples' Rights	The rights of indigenous communities whose land or resources may be affected, including FPIC (Free, Prior, and Informed Consent).
Legality Documentation	Papers that prove your land ownership or rights, environmental permits (like SPPL), and tax compliance.

Operator	Any natural or legal person who, in the course of a commercial activity, places relevant products on the EU market or exports them.
Polygon	A shape made by connecting GPS points that shows the full boundary of a farm plot. Required for farms bigger than 4 hectares.
Risk Assessment	The process of checking how likely it is that a supplier or product does not follow EUDR rules.
Risk Mitigation	Actions to reduce risk, like extra inspections, farm visits, or training suppliers.
Supplier	Anyone who provides products or raw materials to an operator, including cooperatives and aggregators.
Traceability	The ability to track a product from the farm all the way to the buyer.

Annex 1 Recommended GPS and Mapping Tools

App Name	Main Use	Key Features	Farmer-Friendly Tips
OSMTracker	Recording GPS tracks and waypoints	• Create tracks while walking farm boundaries • Save points and routes • Export as GPX, KML, or CSV	Walk along farm edges to create a polygon map; export and keep a copy for farm records
OsmAnd	Navigation and mapping	• Offline maps • GPS point recording • Create polygons • Export as GPX or KML	Use to check farm location on a map and mark boundaries; good for verifying plot edges
Organic Maps	Simple offline navigation and location tracking	• Lightweight offline maps • Track points and routes • Privacy-focused	Ideal for farmers with limited storage; easy to record farm center or corner points
Open Data Kit (ODK)	Collecting farm and survey data	• Record GPS points and polygons • Add data fields (tree counts, inputs, harvest) • Export in CSV/GeoJSON	Can combine GPS data with farm activity info; requires some setup but very flexible
KoboToolbox	Farm surveys and GPS data collection	• Record GPS points and polygons • Collect structured farm data (inputs, harvest, labor) • Works offline- Export as CSV, Excel, or GeoJSON	Useful for cooperatives or extension officers collecting data from multiple farmers; initial setup may be needed, but filling forms is easy

Your buyers, CSOs, or NGOs may support you with training on how to operate these mapping tools.

Annex 2. Recommended Sources and References on EUDR for Farmers



1. Educational Videos in Bahasa Indonesia

A. Introduction of EUDR – Kaoem Telapak Channel

Basic explanation of the regulation.





2. Documents and Practical Guides

A. Guidance Document

English version of the official EUDR guidance documents.



B. Frequently Asked Questions – Version 4

Technical explanation and practical interpretation for supply chain actors, including farmers.



C. Official EUDR Translation – Satya Bumi

Full translated version of the EUDR regulation in Bahasa Indonesia.



D. General Understanding & Implementation Guide – Daemeter

Technical explanation and practical interpretation for supply chain actors, including farmers.







