

MINUTES OF MEETING

19th SSC Meeting

Time : 1500 - 1800 (MYT)

Date : Thursday, 08th July 2021

Venue : Zoom Meeting <https://zoom.us/j/96450954270> Meeting ID: 964 5095 4270
Passcode: SSC#19th

Attendees:

Name	Initial	Organisation	Representative Category
1. Lee Kuan Yee	LKY	MPOA/KLK	Grower (MY) - Substantive, Co-Chair
2. Sian Choo Lim	LSC	Bumitama Agri	Grower (INA) - Substantive
3. Audrey Lee	AL	OLAM Group	Grower (RoW) - Substantive
4. Ian Orrell	IO	NBPOL	Grower (Smallholder) - Substantive
5. Olivier Tichit	OT	Musim Mas	P&T - Substantive, Co-Chair
6. Masui Nobuhiko	MN	KAO Group	CGM - Alternative
7. Brian Lariche	BL	Humana Child Aid Society	SNGO - Substantive
Guest			
1. Julia Majail	JM	RSPO Secretariat	
2. Amir Afham	AA	RSPO Secretariat	
3. Prasad Vijaya	PVS	RSPO Secretariat	
4. Javin Tan	JT	RSPO Secretariat	
5. Mohamad Shazaley	MS	RSPO Secretariat	
6. Wan Muqtadir	WM	RSPO Secretariat	
7. Inke Van der Sluijs	IVS	RSPO Secretariat	
8. Dede Herland	DH	RSPO Secretariat	
9. Adam Harrison	AH	RSPO Secretariat	
10. Wan Jian	WJ	RSPO Secretariat	
11. HS Yen	HS	RSPO Secretariat	
12. Kwek Mei Jiun	KMJ	RSPO Secretariat	
Absence with apology:			
1. Anne Rosebarger	AR	WRI	ENGO – Substantive
2. Jenny Walter	JW	WWF International	ENGO - Substantive

Agenda:

Time	Item	Agenda	PIC
1500 - 1505	1.0 1.1 1.2 1.3	Opening Acceptance of agenda RSPO Antitrust Law RSPO consensus-based decision making	Co-Chairs
1505- 1515	2.0 2.1 2.2	Confirmation of the 17th MoM on 6th May 2021 Matters arising from the previous meetings Action Tracker	Co-Chairs
1515 -1615	3.0 3.1 3.2 3.3 3.4 3.5 3.6	<u>For Endorsement:</u> P&C National Interpretation - NI Thailand RISS Criteria for NI / LI NPP Template GHG Assessment Procedure V4 RSPO JA Piloting Framework DLW Revised ToR	JT JT JT AA JT PVS
1615 – 1635	4.0 4.1	<u>For Decision:</u> External Commitments Within RSPO Legacy Procedure	AA
1635 – 1745	5.0 5.1 5.2 5.3 5.4	<u>For Updates:</u> Disclosure and Continuation of Certificate (UoC) Feasibility Study for RSPO in China Metrication Template Medium Grower Task Force	MS WJ MS JT
1745 - 1800	6.0 6.1 6.2	<u>Any Other Business:</u> ISH Internal Audit Requirement SSC Membership Status	JM JM
1800		END	

DISCUSSION:

No.	Description	Action Points (PIC)
1.0 Opening		
1.1	The Chairs welcomed everyone to the meeting and presented the agenda of the meeting.	
1.2	Since there was no representative of ENGO at the meeting today, it was agreed by all that the meeting will proceed but all decision will only be finalized upon getting the agreement from the ENGO representative which will be communicated to them via email.	Secretariat to email the SSC member representing ENGO of any decision made at the meeting today.
1.3	The Antitrust and consensus-based decision making was read out to the Committee.	
2.0 Confirmation of the 17th SSC MoM		
2.1	The 17th SSC Minutes of Meeting was approved with minor alignment issues.	
2.1.1	<p><u>Page 4, 6.1 New Planting Procedures</u> The SSC agreed to record today that the 18th SSC meeting was held on 26th May 2021 and met the quorum to discuss the NPP 2021 final draft document. Subsequent to the meeting, the draft was submitted for BoG endorsement on 10th June 2021. MPOA expressed its disappointment with the RSPO Secretariat regarding the NPP discussion on 26th May 2021. The point discussed and agreed upon at the meeting was not reflected in the NPP circulated and yet confirmed that the matter has been resolved.</p>	
2.1.2	<p><u>Page 9, 9.1 FPIC Progress Update</u> To correct the error “the generic FPIC guidance generic document is noted...”</p>	
2.1.3	<p><u>Page 10, 10.1 Decent Living Wage</u> A point was raised regarding a comment made by a member of the DLW TF representing MPOA requesting that DLW applicability to other category members as in the Shared Responsibility requirement has not been captured in the DLW TF TOR. The minutes was proposed to be approved by LSC and seconded by OT.</p>	
2.2	Action Tracker	

	<p>Action Tracker should cover action points from the past SSC meeting as well as the progress update of all WG/ TF under SSC. It was noted that few of these WG/TF have not been active for the past months.</p>	<p>Secretariat will prepare a paper indicating WG/TF current progress updates.</p>
<p>3.1 For Endorsement</p>		
3.1	<p>P&C National Interpretation – NI Thailand SSC was fully aware of the absence of representatives for the Retailer seat in the NI WG after the public consultation period. Similar issue also been faced in getting representative from Bank/Financial Institution. For record, the SSC acknowledged that efforts to fill these seats has been made by the WG. Hence, SSC supported for the WG to proceed, and that due process has been followed.</p> <p>Decision: SSC approved the NI Thailand.</p>	<p>ENGO Reps to confirm.</p>
3.2	<p>RIS Criteria for NI/LI SSC recommended not to touch the standard too much, with exemption of NI RISS of Indonesia. The meeting decided not to proceed with the discussion for the time being.</p> <p>SSC Co-Chairs will have a call with Co-Chairs SHSC to discuss on the issue to have NI or LI for the RISS. SHSC will be able to tell whether it is better to have LI or NI for the RISS.</p>	<p>Secretariat to arrange the call for SSC Co-Chairs & SHSC Co-Chairs.</p>
3.3	<p>NPP Template (Minor Insertion to Template 2) SSC agreed on the amendment in Template 2 Section 2, whereby SEIA as it is a self-assessment, it will be replaced as follow: “Name of Assessor” to be “Name of Staff” “Assessor Designation and Company” to be “Department”</p> <p>A note will also be added at the end of the Guidance Note as follow: “Note: Should an assessment carried out by internal staff, just fill the name of the staff and his/her designation.”</p> <p>Decision: SSC endorsed the NPP amendment.</p>	<p>ENGO Reps to confirm.</p>
3.4	<p>GHG Assessment Procedure V4 SSC endorsed the main changes which covers:</p> <ul style="list-style-type: none"> a- Revised procedure to focus on where to extract required information in HCSA/HCV-HCSA Assessment b- Revised the calculation example to exclude peat & YRF (align with P&C 2018) <p>Page 6 Table 4 Section 8.3 “Final Draft ICLUP” changed to “Final Draft of Assessment Report”.</p>	

<p>3.5</p>	<p>Name of Table 4 “<i>Source of Maps from HCSA/HCV - HCSA Assessments Report</i>”.</p> <p>Decision: SSC endorsed the GHG Assessment Procedure V4.</p> <p>RSPO JA Piloting Framework JWG would like to seek the SSC endorsement on the updated document that covers:</p> <ol style="list-style-type: none"> 1. Title of document changed to “JA Piloting Framework” 2. A cover note (preamble) inserted outlining the document as a foundation document for piloting; 3. An additional annex (Annex 2) inserted outlining the gaps of the current document. <p>All the 3 pilot sites are independently run, self-finance and not a member of RSPO as yet. It reports to JWG. JWG report to SSC.</p> <p>Decision: SSC endorsed the RSPO JA Piloting Framework.</p>	<p>ENGO Reps to confirm.</p> <p>ENGO Reps to confirm.</p>
<p>3.6</p>	<p>DLW Revised ToR SSC commented that the request for DLW to be included in the Shared Responsibility Requirement that applicable to other members/sectors was not reflected in the DLW TF ToR.</p> <p>The SSC also raised the applicability or impact of this requirement to smallholders.</p> <p>The Sub-Group will also need to revisit on the timeline of the implementation of the DLW Benchmarking strategy and to propose if there is need to adjust on it.</p> <p>On benchmarking in Gabon, Olam has initiate engagement with the Anker Team. The Anker Team is currently conducting DLW benchmark exercise in Indonesia. It is recommended that RSPO to be in contact with the Anker team to leverage with the work they are working on in Indonesia. The INA NI will be informed about this development.</p> <p>Decision: SSC agree not to endorse the ToR. Proposed this to be brought up back in the next SSC meeting upon getting the clarity on the points discussed above.</p>	<p>Secretariat to discuss this matter with the DLW TF.</p> <p>To escalate this matter to SHSC.</p>

4.0 For Decision

4.1	<p>External Commitments within RSPO Legacy Procedures This is a request made by the NDJSG for SSC to provide decision on the enforcement of external no deforestation commitment by RSPO members within the HFC legacy procedure eligibility requirements.</p> <p>SSC recommended to postpone it to the next meeting as no ENGO representative in attendance in the meeting today.</p> <p>SSC member highlighted that from the process point of view, it is critical to understand the RSPO process whereby the RSPO standard process has gone through a very detailed process including public consultation process following the ISEAL best practice. Hence, any changes to the requirement stated in the standard without going through the proper process will pose a great concern for SSC. In terms of the request put forward by HCSA, it is appropriate for those individual companies who have made the earlier commitment to respect and honor their own commitment and not to pull in extra requirement on the standard in the midst of its implementation.</p>	
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5.0 For Updates

5.1	<p>Disclosure and Continuation of Certificate (UoC) SSC was briefed about the meeting between a group of Concerned Growers and the RSPO Secretariat recently regarding the issue on recertification of Unit of Certification.</p> <p>The following were the agreed way forward to be taken:</p> <ol style="list-style-type: none"> 1. The RSPO Secretariat will present to the ASC to seek approval on interim measures of each scenario presented in the SSC meeting while waiting for BHCVWG to come up with the solution on the matter. Next ASC meeting is on 27th July 2021; 2. BHCVWG to review the current challenges faced by growers towards re-certification of their UoC and will propose solution (way forward and timeline) for SSC approval. The proposed timeline is 3 months (July to September 2021). <p>SSC recommended that the Secretariat update the growers on the way forward.</p>	<p>Secretariat to update the Growers on the way forwards taken on this matter.</p>
5.2	<p>Feasibility of RSPO in China</p> <ul style="list-style-type: none"> • China is continuing a push ahead with gradual market-led reform its economy, while focusing continue primacy of the Party-state; • China takes dual approach to standard setting, domestic approach and another one is international approach. 	

- Group Standard will continue to be encouraged taking into consideration disparate situations across various industries and regions in China.
- RSPO Road Map in China: Short Term: Awareness Raising; Mid Term: Demand Building and Long Term: Mutual Recognition.

SSC concern on the timeline for the short, mid and long term which responded timeline for two years can be set up. Currently, RSPO is in short term in which engagement with companies and other stakeholders through seminar, summit and road shows are in place with positive feedback.

5.3 **Metrication Template**

RSPO Metrication template is stated in indicators 3.2.2 of RSPO P&C 2018 as part of monitoring and continues improvement process, whereby annual report is to be submitted to RSPO Secretariat using the RSPO Metric template.

The metric template is available at the RSPO website.

Metric Template Ver. 1.0 was endorsed by SSC and announced on 03 Feb 2021. It was followed by Pilot Testing and Public Consultation from Feb to May 2021 which resulted in Metric Template 2.0 then further adjusted to be Metric Template 2.1. During the transition period, starting from 1 June to 31 July 2021, members and CB are encouraged to use version 2.1 but allowed to use 1.0.

Starting from 1 August 2021, Version 2.1 must be used for submission to CB for all audits. This was communicated in 1st June 2021 which also mentioned the reporting time frame.

The next review will be in Q1 2022, of which the version 3.0 will be published in Q2 2022.

SSC recommended to have additional training sessions to CBs and members.

5.4 **Medium Grower Task Force**

MGTF has its meeting on 22 June 2021 and has reached consensus on the following:

a) Interim definition for Medium Grower producer

“Medium Growers are landowners or small businesses with more than 50 ha and less than 500 ha (accumulative), who cultivate and harvest oil palms using hired labour rather than family labour. They may have diverse sources of income including multiple crops, may not reside near their palm oil plantings and may employ administrative staff”.
National Interpretation are encouraged.

b) Certification path

	<p>The TF agreed to leverage the existing certification path (Group Certification and P&C Compliant). Other potential certification path is to be explored alongside with P&C review in 2023. MGTF requested that the Medium Grower related discussion is to be included into the scope of 2023 P&C Review TF.</p> <p>MGTF was satisfied that it has fulfilled its objective but will only be dissolved upon reaching a collective decision by the TF on level of information (that can be published) of the grower profiling independent study. The TF will officially inform the SSC in the next SSC meeting.</p> <p>c) <u>RSPO Group Certification System</u> Following the development of the discussion on the medium grower producers by the MGTF, the RSPO Group Certification System review will be finalized, followed by a 30-days public consultation in Mid-August 2021. The Secretariat will submit it for SSC approval in October 2021 for BOG endorsement in November 2021.</p>	
<p>6.0 Any Other Business</p>		
<p>6.1</p>	<p>ISH Internal Audit Requirement The proposed interpretation for the internal audit requirement for RISS ICS B1.1 MS B, has been circulated to all SSC members and no objection received from SSC members. The same will now be submitted to BOG for endorsement over email.</p>	
<p>6.2</p>	<p>SSC Membership Status SSC is currently lacking members representing the Retailers and Financial Institution categories.</p> <p>Due to the limited number of members from the Banks and Financial Institution, the FICG has offered to provide support should the SSC needs inputs from this category.</p> <p>PdH representing Social NGO and FL representing the Bank/Financial Institution are resigning. AL representing Grower (RoW) is also resigning from Olam and will be replaced by Mohammad Dao (Olam Group) who is based in Gabon. SSC expressed their appreciation to the members for all their contributions and active participation in SSC activities.</p>	

MEETING ENDED AT 1755 MYT