

**MINUTES OF MEETING**  
**20th SSC Meeting**

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**Time** : 1500 - 1800 (MYT)  
**Date** : Wednesday, 01<sup>st</sup> September 2021  
**Venue** : Zoom Meeting  
: <https://zoom.us/j/99123941473> Meeting ID: 991 2394 1473  
Passcode: SSC#20th

**Attendees:**

Name	Initial	Organisation	Representative Category
1. Olivier Tichit - Co-Chair	OT	Musim Mas	P&T - Substantive
2. Lee Kuan Yee Co-Chair	LKY	MPOA/KLK	Grower (MY)- Substantive
3. Brian Lariche	BL	Humana Child Aid Soc	SNGO - Substantive
4. Ian Orrell	IO	NBPOL	Grower (Smallholder) - Substantive
5. Masui Nobuhiko	MN	KAO Group	Substantive
6. Sian Choo Lim	SCL	Bumitama Agri	CGM - Alternative
7. Anne Rosenbarger	AR	WRI	Grower (INA) - Substantive
8. Librian Angraeni	LA	Musim Mas	SNGO – Substantive
9. Sander van den Ende	SvE	SIPEF	P&T – Alternate
10. Jenny Walther	JW	Sustainable BioMass	Grower – Substantive ENGO- Substantive
<b>Guest</b>			
1. Amir Afham	AA	RSPO Secretariat	
2. Julia Majail	JM	RSPO Secretariat	
3. Dede Herland	DH	RSPO Secretariat	
4. Adam Harrison	AH	RSPO Secretariat	
5. Khing Su Li	KSL	RSPO Secretariat	

**Agenda:**

Time	Item	Agenda	PIC
1500 - 1505	1.0	<b>Opening</b>	Co-Chairs
	1.1	Acceptance of agenda	
	1.2	RSPO Antitrust Law and RSPO consensus-based decision making	
1505- 1510	2.0	<b>Confirmation of the 19th MoM on 8<sup>th</sup> July 2021</b>	Co-Chairs
	2.1	Matters arising from the previous meetings/Action Tracker	
	2.2	Progress update WG/TF/SG under SSC	
1510 -1530	3.0	<b>External Commitments within RSPO Legacy Procedures</b> - for discussion & direction	AA
1530 - 1545	4.0	<b>DLW TF Terms of Reference</b> - for approval	JM
1545 - 1600	5.0	<b>RISS NI Indonesia</b> – for approval	DH
1600 - 1610	6.0	<b>MGTF</b> – for approval	JM
1610 - 1620	7.0	<b>Disclosure and Continuation of Certificate (UoC)</b> - updates	KSL
1620 - 1650	8.0	<b>RT and GA 2021</b> – for discussion	AH
1650 - 1720	9.0	<b>P&amp;C Review</b> – for discussion	AH
1720 - 1730	10.0	<b>AOB</b>	
1730		<b>END</b>	

**DISCUSSION:**

No.	Description	Action Points (PIC)
<b>1.0</b>	<b>Opening</b>	
1.1	The Chairs welcomed everyone to the meeting and presented the agenda of the meeting.	
1.2	The antitrust law and consensus-based decision making was read out to the Committee.	
<b>2.0</b>	<b>Confirmation of the 19th SSC MoM</b>	
2.1	<p><b><u>Confirmation of Minutes of Meeting</u></b> The 19th SSC Minutes of Meeting was endorsed subject to the following improvement:</p> <p>Page 3 2.1.1 <i>New Planting Procedures</i> The point discussed and agreed upon at the meeting was not reflected in the NPP circulated and <b>yet</b> confirmed that the matter has been resolved.</p> <p>Page 7 5.2 <i>Feasibility of RSPO in China</i></p> <ul style="list-style-type: none"> <li>China is continuing a push ahead with gradual market-led reform,</li> </ul>	

	<p>while <b>focusing continue primacy of the Party-state</b>;</p> <ul style="list-style-type: none"> <li>• China takes dual approach to standard setting, <b>domestic approach and another one is international approach.</b></li> </ul> <p><b>SSC concern on the timeline for the short, mid, and long term which responded timeline for two years can be set up.</b> Currently, RSPO ...</p> <p>Page 7 5.3 Metrication Template The metric template is available at <b>the</b> RSPO website.</p> <p>...It was followed by Pilot Testing and Public Consultation from Feb to May 2021 <b>which</b> resulted in Metric Template 2.0 then further adjusted to be Metric Template 2.1.</p> <p>Page 9 5.4 Medium Grower Task Force MGTF <b>was</b> satisfied that it has fulfilled its objective but ....</p>	
2.2	<p><b><u>Action Tracker</u></b> Action tracker updates was provided, and no comments received from SSC.</p>	
2.3	<p><b><u>Progress update WG/TF/SG under SSC</u></b> No comments received from SSC.</p>	
<p><b>3.0 External Commitments within RSPO Legacy Procedures</b> - for discussion &amp; direction</p>		
3.1	<p><b><u>Discussion</u></b> Secretariat is seeking the guidance and decision from the SSC on the inclusion of external no deforestation commitments of RSPO member within the legacy procedure based on Criteria 7.12.3 of P&amp;C 2018 (<i>No evidence of HCS forests after 15 November 2018 in HFCL in the new area on corporate level or when a company has declared commitments to no deforestation, whichever earlier.</i>)</p> <p>Members of RSPO should adhere to RSPO P&amp;C standard. If any company have adopted other standard on top of the RSPO P&amp;C, it is their own concern and responsibility to comply with it. RSPO's concern is certification compliance against the RSPO P&amp;C requirements.</p> <p>The committee proposed to put in a foot note stating that "RSPO is respecting its members to uphold any other commitments, but RSPO is not in position to enforce member in meeting the requirements". The footnote is acknowledging their expectation and is not auditable indicator for audit.</p> <p>On the question why this requirement is only applied in HFCC countries (but not in other countries) will be discussed in the next P&amp;C review.</p>	

3.2	<p>It is acknowledged that it is hard to get evidence of clearance of HCS forest. Absence of evidence and who is doing will remain a challenge. Limited development on YRF only by smallholders.</p> <p>Hence, he proposed the NDJSG to revise the text, not in the footnote but in the sentence.</p> <p><b>Decision</b> SSC agreed to draft the text that capture the intent where RSPO member can uphold other commitments of other organisations/schemes, but RSPO cannot be held to enforce. The draft will be circulated among SSC member for comment. Once finalized, the text will be given to NDJSG.</p>	
<b>4.0 DLW TF Terms of Reference - for approval</b>		
4.1	<p><b>Discussion</b> SSC commented that the DLW TF ToR is not ready for approval since the request made by MPOA has not been resolved. It was also proposed to include in the ToR on the need for collaboration with government agencies as it is a country wide issue.</p> <p>Secretariat presented to SSC the proposed text to be added in the ToR.</p> <p>The latest version of the ToR will be shared again with the DLW TF. The same will also be shared with MPOA as to address on the shared responsibility issues.</p> <p>DLW TF will discuss with SHSC on the applicability of DLW to smallholders other than those pursuing the RISS certification.</p>	
4.2	<p><b>Decision</b> Secretariat to re-work on the ToR based on the discussion today and to be circulated back to SSC for online approval.</p>	
<b>5.0 RISS NI Indonesia – for approval</b>		
5.1	<p><b>Discussion</b> SSC has no objection to the RISS INA NI but preferred to have formal confirmation from SHSC that SHSC has seen and endorsed it.</p>	
5.2	<p><b>Decision</b> Secretariat to check with SHSC to obtain formal feedback. Having obtained the formal feedback from SHSC, then present it back to the SSC for approval.</p>	

**6.0 Medium Grower Taskforce – for approval**

**6.1 Discussion**

Secretariat presented the summary of the undertaking works by the MGTF as outlined in its ToR. MGTF is now seeking the approval of the SSC on the closure of the TF as it has fulfilled its mandates by i) completed the independent study on the profiling system for oil palm growers; ii) produced the interim definition for medium growers; and iii) agreed on the certification path for medium growers and the proposed next step.

SSC acknowledged the request made by the TF on the following:

1. An interim definition for medium grower to be adopted, maintaining the current certification paths:
  - i. independently P&C certified;
  - ii. P&C certified through mill/company supply base; and
  - iii. P&C certified through group certification

Proposed interim definition of medium grower:

*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 oil palm plantings and may employ administrative staff. (National Interpretation is encouraged)*

2. To include into the scope of next P&C review a mechanism that takes into consideration the diversity of challenges and situations faced by medium growers globally to increase medium growers inclusion into RSPO system.
3. Make available the research report and powerpoint titled, Towards a Profiling System for Independent Smallholders and Medium-Scale Growers. Noting on concerns shared stating that the research paper did not fully reflect the ground situation across different region, specifically for LaTAM and Africa region. As such, a clause to be printed on the final report stating that “The study and accompanying PowerPoint are the results of an independent study, commissioned by the RSPO to advise its standard setting. The analysis and interpretation are those of the named authors and not those of the RSPO.”

SSC requested the Secretariat to look at the definition of smallholder regarding the land threshold up to 50 ha, so not to overlap with the threshold for the Medium Grower.

The Secretariat will bring forward the recommendation to include ‘medium grower’ in the scope of next P&C and RISS review. The said research report and power point will be made available on RSPO Website.

**6.2 Decision**

Approved subject to the above comments.

**7.0 Disclosure and Continuation of Certificate (UoC) - updates**

7.1 Updates on the proposed interim measure for the disclosure and continuation of certificate was presented to all. The interim measure has been approved by the ASC and announcement has been issued to CBs and growers.

The Sub-Group set-up under BHCVWG will meet again to discuss on the appropriate long-term protocol/measure when encountering similar cases.

**8.0 RT and GA 2021 – for discussion**

8.1 **Presentation**  
Roundtable Conference will be held virtually due to the current pandemic, tentatively in the week of 15 November 2021. The primary target audience is RSPO members with an attempt to include individuals and organisations working in sustainable agriculture/sustainable commodity, supply chain and or their regulations.

While the purpose is in the context of COP 26, IPCC Climate Change 2021 report and global pandemic, RSPO shall demonstrate the valuable role certification can and plays in transitioning to sustainable palm oil production and in supporting UN SDGs. The content themes are addressing the challenges faced by RSPO and other certification standards and how technological innovations are one tools to address the issues.

The proposed discussion topics may include:

- Assurance on quality of certification, Human Rights and Labour Issues
- Rural Livelihood Opportunities
- Climate resilience and the role of sustainable palm oil
- Use of IT and Remote Sensing

On Regional sessions topics ranging from:

- 2023 Principles & Criteria
- Assurance Gap
- Importance of traceability in market transformation
- Upgrade measure the longer-term impact of certification
- Why standard and system is relevant and important business model
- How to influence reluctant stakeholders to progress of shared responsibility

Open for discussion for other issues, speakers, and moderators.

RSPO GA18 2021 will also be held virtually. It will be started with call for and development of resolutions, resolution deadline, online voting to GA voting on 02 December 2021.

8.2	<p><b><u>Discussion</u></b></p> <p>Discussion on human rights and Labour issues should not mix with the issues of land rights, community rights and labour issues. Focus on the standard and gaps on labour issues with perspective from government and other certifications product, such as rubber and cocoa.</p> <p>It was suggested that the supply chain of palm oil on raw material in Europe should be included in the discussion topic.</p> <p>On rural livelihoods opportunities, it would be good to include how many smallholders include in supply chain of the other commodities, and why RSPO has smallholder credit: value and benefits compared to other commodities.</p>	
<b>9.0 P&amp;C Review – for discussion</b>		
9.1	<p><b><u>Presentation</u></b></p> <p>The Secretariat has started the discussion on P&amp;C Review, exploring at:</p> <ul style="list-style-type: none"> <li>• Revision of both P&amp;C and ISH standard, possibly including the Medium Grower standard requirement</li> <li>• A single set of P&amp;Cs with different indicators and protocols for different categories of producer</li> <li>• What sort of changes? <ul style="list-style-type: none"> <li>○ How standard is being implemented by grower and verified by CBs</li> <li>○ Focus less on changes to the standard, more on the implementability of the standard?</li> <li>○ What part of the standard are problematic?</li> <li>○ What parts need further explanation or guidance?</li> <li>○ Reduce its complexity – focus on critical issues?</li> <li>○ Focus on impacts and outcome rather than processes and outputs?</li> <li>○ Develop clearer targets and outcomes – to monitor impact of certification and make it clearer to implement and audit?</li> <li>○ How to promote and measure actions &amp; impacts at a landscape level?</li> <li>○ Think about developing a risk- based approach to certification and auditing?</li> <li>○ Think about self-auditing and self-declaration?</li> <li>○ Embrace new technology?</li> </ul> </li> <li>• What sort of information is needed? <ul style="list-style-type: none"> <li>○ How are other standard and commodities changing?</li> <li>○ Get CBs involved sooner rather than later</li> <li>○ SDGs, COP biodiversity and climate</li> <li>○ Assurance gap analysis</li> <li>○ Review others' research</li> </ul> </li> </ul>	

<p>9.2</p>	<p><b>Discussion</b></p> <p>A single standard is nice goal but worry of independent smallholder as it has completely different pathway of certification. The P&amp;C 2023 will be endorsed in GA 2023 which would be good if it includes supply chain and shared responsibility.</p> <p>It was also viewed that preparatory works on how P&amp;C should be done, topic can be introduced and moderated. In addition to that, the non-member, in particular financial institutions, and investors which asked on how can we prove that RSPO certification is sustainable that practicing ESG and SDGs; what is the measurement (KPI)? number of hectare or certificate issues.</p> <p>The climate proofing also another issue that need to be discussed such as water.</p> <p>Issues on reporting requirement is also a big debate in Europe. How to reach KPI that RSPO should use and how are they reported.</p> <p>The shared responsibility subject should also be aligned with the P&amp;C 2023.</p> <p>Inputs and ideas are welcome.</p>	
<p><b>10 AOB</b></p>		
<p>10.1</p>	<p><b>Harmonisation RSPO NPP 2021 with the smallholders HCV Tool</b></p> <p>Secretariat presented an update regarding the need to revise the current HCV Apps for Smallholder to harmonise it with the new RSPO NPP 2021. This is to meet the need that all NPP submissions from 15 January 2022 onwards shall be completed in compliance with the NPP 2021.</p> <p>Key gaps/specific issues that need to be harmonised include the following:</p> <ul style="list-style-type: none"> <li>o Applicability (users, definition, regions of applicability)</li> <li>o Terminologies of cross referencing of criteria/indicators</li> <li>o New land clearing (refer to Box 1 of NPP 2021)</li> <li>o Simplified HCCV Apps + IS-LURI</li> <li>o Risk and low risk</li> <li>o Guidance for assessments (internal or independent)</li> </ul> <p>A preamble section will be created to all revised guidance document/ tools to make it clear that the RSPO HCV tool is also applicable to scheme/organised smallholders' groups and/or independent growers (growers without a mill) who are seeking certification against the RSPO P&amp;C through group certification.</p> <p>SSC suggested to involve HCSA in the process rather than only presenting the result at the end of the process.</p>	



	<p><b><u>Action Point:</u></b> The Secretariat to present the interim measure (with pros and cons) for SSC to discuss in the next meeting.</p>	
10.2	<p><b>Revised Simplified GHG assessment procedure</b> The Secretariat briefed the SSC that the simplified GHG assessment procedure was developed by the ERWG for new development by independent smallholders pursuing group certification under the P&amp;C 2013. This procedure (and accompanying tool) provided independent smallholders with a simplified methodology to estimate the potential GHG emissions from their planned new developments.</p> <p>The NPP 2021 reintroduced the requirement for NPP for smallholders, allowing the use of simplified tools for any new development by smallholders (independent or scheme) pursuing P&amp;C 2018 certification. This requires a realignment of the simplified tool and procedure in accordance with both the P&amp;C 2018 and NPP 2021.</p> <p>The tool has been revised in alignment to both the P&amp;C 2018 and NPP 2021.</p> <p>The Secretariat is seeking the SSC's approval on the following to be done via online:</p> <ul style="list-style-type: none"> <li>i. Waiver of the requirement for 30-day public consultation as the changes are minor and follow endorsed pathways as per the NPP 2021 document.</li> <li>ii. Endorsement of the revised RSPO Simplified GHG Assessment Procedure for New Development.</li> </ul> <p><b><u>Decision</u></b> The Secretariat to share the revised document/tool for SSC approval via email.</p>	

MEETING ENDED AT 1845 MYT